

**MINUTES**  
**CPRS-NS Board of Directors Meeting**  
**April 11, 2022 (5-6 p.m.) via Zoom**

Present: Chris Hansen, JoAnn Alberstat, Amy Thurlow, Mary Barker, Shelley Murphy, Charmaine Gaudet, Coleen Logan, Allison Currie, Melissa Noonan, Sean Lewis and Lesley MacLean

Regrets: Logan Oderkirk, Tiffany Chase

Recording Secretary: Shelley Murphy

**1. Welcome**

President Chris Hansen called the meeting to order at 5:02 p.m.

**Approval of Minutes March 14, 2022**

Minutes of the March 14 board meeting were circulated prior to the meeting. Shelley Murphy moved to accept the minutes of the March 14 board meeting as circulated. Seconded by Amy Thurlow. CARRIED

**2. Update from National**

Chris Hansen does not have a Presidents' Council update as the council has not met since our last board meeting.

Chris has not received an update on the APR process from Sarah Rafuse.

**3. Chris Hansen asked permission to give an update on her work to provide a slate of members for the 2022/23 board. Permission was granted.**

Chris has contacted current board members, with exception of student members, and announced that we have a full board lined up for the upcoming year, including two new members: Dawn Delaney and Sarah Robertson.

The following have allowed their names to stand for 2022/23 CPRS-NS Board:

Chris Hansen, Immediate Past President

JoAnn Alberstat - President

Shelley Murphy, Vice President

Kate Comeau, Treasurer

Melissa Noonan, Secretary

Carolyn McCormack, APR Chair

Coleen Logan, Professional Development

Sarah Robertson, Communications

Allison Currie, Membership

Mary Barker, Archivist

Tiffany Chase, Charmaine Gaudet, and Dawn Delaney will serve as Directors at Large on the board.

Chris thanked outgoing board members Amy Thurlow and Sean Lewis for their service to the board for the past two years, and student representatives Logan Oderkirk and Lesley MacLean.

#### **4. Professional Development Update**

Amy Thurlow reported there are two more PD sessions left for the year. Next one is April 27, 4:30 to 5:30 p.m., titled *Grounded: An Airport Communicators Global Pandemic Guide*. Board member Tiffany Chase will present. This will be virtual.

May PD is attached to the AGM and will focus on media relations. Originally Paul Hollingsworth was slated to speak, but there was a date conflict. Tiffany has offered to ask journalist Brett Ruskin to present. If he can't present, journalist Kaela Hounsell is an alternative.

At this point, Chris Hansen asked if the board had any thoughts on the AGM being in person, hybrid, or completely virtual. After a brief discussion and a quick show-of-hands vote, the board voted to hold the event online.

Chris notes that she will be unable to join us for the April PD event as she is off to visit her new grandson out West.

#### **5. Membership Update**

Allison Currie continues to use CPRS note cards to reach out to those whose membership has expired. She suspects this approach is working since 13 members have renewed or rejoined since she began sending out the notecards. Generally, we are keeping folks and attracting a few more.

Allison said it is great to have such an experienced incoming board. She suggested it would be nice this year to send out a "Meet Your New Board" email to members and to post short bios to the website if possible. Chris Hansen asked members to send a paragraph (bio) to her.

Allison is becoming more familiar with the membership database, but reports it is not particularly user friendly. Allison is not confident in the membership numbers it provides.

Allison has asked Melissa Noonan to send out info to members asking them to update their contact info.

#### **6. Communication Update**

Melissa Noonan reported that she sent out information to promote the last PD session. Going forward, she will be working on communication tasks associated with the upcoming AGM.

Melissa will also be bringing Sarah Robertson, the incoming Communications person for our board, up to speed.

Melissa acknowledged she has an email from Allison Currie asking about contacting members to update membership contact info. She will follow up with Allison shortly.

Mary Barker asked if information to recruit new board members had been distributed. It was confirmed that this information had gone out shortly after the March 14 board meeting and Chris Hansen said that nobody responded to the request.

7. **Next Scheduled Meeting**

The next meeting is scheduled for May 16 at 5, with PD @5:30.

8. **Other Business**

Allison Currie reminded board members to please use her [acurriecomms@gmail.com](mailto:acurriecomms@gmail.com) as she has changed jobs.

9. **Adjournment** at 5:23 p.m., moved by Mary Barker. CARRIED