



Minutes
CPRS-NS Board Meeting
August 8, 2022
Nova Scotia Nurses Union - 150 Garland Avenue, Dartmouth

Present: Mary Barker, Tiffany Chase, Allison Currie, Charmaine Gaudet, Coleen Logan, and Melissa Noonan.

Regrets: JoAnn Alberstat, Kate Comeau, Dawn Delaney, Chris Hansen, Carolyn McCormack, Shelley Murphy, and Sarah Robertson.

1. Welcome

The meeting was called to order at 5:20 p.m. by Melissa Noonan, who chaired the meeting as the only presiding officer present. She welcomed board members to the first in-person meeting since early 2020 and thanked Coleen Logan for graciously hosting the BBQ and potluck.

2. Approval of June 2022 Minutes

Mary Barker noted two required amendments:

- 1) In section 2, the last sentence should read “during” instead of “dure”
- 2) In section 8, “Other Business”, the second paragraph from the bottom, should say Chris should be off.

Melissa put forward a motion to approve the minutes with the noted amendments and Mary seconded. Motion approved by all.

3. President’s Update/CPRS National Update

Joann Alberstat provided Melissa with the following update to share with the board:

- There were no National/President’s Council meetings held over the summer
- JoAnn confirmed there were no Nova Scotian award winners at the National conference. She updated Allison for member note purposes. However, CPRS Atlantic had an award winner – Cooke Aquaculture. ACTION: Charmaine and Allison will coordinate sending a CPRS NS card congratulating them on their award.
- The CPRS-NS Board Meeting schedule for the year has been updated to online for now, other than the in-person meeting underway (this meeting). The calendar has been circulated by Melissa.

The group discussed the pros and cons of having both in-person and virtual meeting options. A suggestion was made to look into no charge meeting spaces that might be available downtown Halifax. ACTION: Melissa will look into meeting space at the Nova Centre (PPS office) for possible in-person meetings.



- JoAnn has yet to be added as a signing authority with the bank. She plans to connect with Kate Comeau on this in the Fall.

4. Professional Development

Colleen Logan noted five people have volunteered to be on the PD committee. Suggestions for upcoming PD sessions include a case study, accessibility in communications, cyber attacks, communications budgeting in today's economy, influencers vs. traditional communications, and a PR panel on healthcare topics.

5. Accreditation Update

No update this month.

6. Membership Update

Allison Currie noted she is working with Sarah Robertson to prepare emails and social posts to introduce the new board, as well as reminding members to update their profile information with their latest employment information and contact details. Allison is continuing to action items on the communications plan developed in 2021-22, including attracting more group memberships. Allison mentioned her allotment of CPRS branded cards (ordered last year) is nearly depleted, however, Melissa noted Chris Hansen found additional cards and will connect with Chris on the cards.

Kate and Allison are both working with CPRS National to ensure membership dues are fully up-to-date and the necessary membership funds have been allocated from National to CPRS-NS.

Allison will be working with Shelley Murphy to organize a time for CPRS-NS to present to students at NSCC this fall. Allison will also be looking for an MSVU contact to help us do the same there.

7. Communication Update

No update this month.

8. Next Meeting

The next meeting will be held on Monday, Sept. 12, 2022 as a virtual only meeting. Board members will have further discussions at that meeting regarding meeting location/formats for remaining meetings in 2022-23.

9. Other Business

In follow up to a previous presentation made by Kate regarding the financial statement expense categories, Mary asked if "archival transfer expenses" could be captured under one of the existing financial statement categories, or establish a new category going forward, if necessary. Mary noted challenges with the file transfer process, which may require some budget allocation if we need to engage an IT consultant or some other form of support. ACTION: Colleen is going to check with her IT folks to see if there is a solution for the file transfer Mary is working on.

10. Adjournment

Motion to adjourn was made by Allison at 5:51 p.m. and the meeting ended.