RLPA Fall Executive Meeting

Friday November 7, 2003

ATTENDANCE:

Sylvia
Clint
Tracey
Camille
Neil

OLD BUSINESS

1. Application for Society Status

- **TASK: NEIL send document to membership to review constitution before Fall Business meeting**
- Fall meeting can be held wherever, however, the Annual General meeting needs to be in Alberta
- **TASK: NEIL to work on constitution and submit to registry in order to get recommendations**
- **TASK: TRACEY to write up about why the society status is beneficial and send to membership**
- Look up conference chair elect job description
- Elect conference chair elect at FBM
- **TASK: CAMILLE AND CLINT to develop duties of Conference Chair and Conference Chair elect and get to Neil**
- **TASK: NEIL put together powers of BOD**
    i. Make purchases below $1000
    ii. Betterment of association
    iii. Support membership

2. Website

- **TASK: NEIL to ask Lorne or Glenice for history of RLPA**
- **TASK: NEIL to update website with past student award recipients**
- **TASK: NEIL to remove certain aspects of website if they are not going to get used (i.e. Admin PD)**

3. Admin PD

- Poor attendance so cancelled
- If there is going to be an Admin PD it has to come from admin staff
- Need support of host school staff in order for the conference to be feasible
- Perhaps include this under someone's portfolio
- Suggest to membership to let go of ADMIN PD due to low numbers and financing of RLPA

4. RTA Exclusion

    - How RLPA could be involved in removing residences (in Alberta) from the RTA
    - Look to get endorsement from students (RHAWC) - DIMA
    - Check with BC to see how they approached situation

5. Program Recognition

    - **TASK: CAMILLE will call and ask Alesha about the status of this project and will then look to facilitate it**
    - Bring to FBM

6. Student Leadership Society

    - Neil get lists up
    - Past Pres collects nominations
    - President sends thank you letters
    - President sends reminder for nomination and nomination forms

7. NWACUHO

    - Send a letter of thanks and update them about student leadership conference sponsorship opportunity instead of the Admin PD

TRACEY TASKS ☺

a) Communicate nominations for the following SOMETIME IN JANUARY
    - ✓ Student Leadership Society
    - ✓ Outstanding Service Award
    - ✓ Executive Nominations (pres-elect, treasurer)

b) Student Leadership Society Deadline – March 1 2004
c) Outstanding Service Award – February 1 2004
d) Call for nominations for Conference Chair-Elect in October (for FBM)
e) Work on overall RLPA Calendar of Events

NEW BUSINESS

1. RHAWC

- Encourage membership to send people to RHAWC will say at meeting
- January 23 to 25 2004
- Packages out with feedback from last year

2. Conference Report

- Difference having later in year – presentation depth and student confidence were better; felt more comfortable taking to others
- Confirmed 87 to camp, however, less due to weather and parties
    - i. 12 no show
    - ii. 6 cancellations
- Theme was great and fit well with the students
- Budget still getting consolidated (YMCA Billing Issue)

3. YMCA Billing Issue

- Booked for 150 people originally
- However, in calling to confirm, Clint was told that he was quoted the wrong price of $40/pp instead of $40/pp/Day
- They confirmed to honour the original quote
- Discrepancy in snack quotes and serving of snacks
- Should be billed $5700
- Actually bill should be $4400
- They billed $7100
- **TASK: TRACEY - Letter summarizing our confirmed contract and agree to honour that; ask for reason to charge more over what was stated in contract.**
- How do we address students who confirm but don't show – recommend to schools a means to make schools accountable (charge the students if they cancel)
- Perhaps also consider under-budgeting for the conference to compensate for cancellations
- 18 program proposals submitted
- School of citizenship award, awarded to RDC, strong runner up Augustana
- Recommend to continue having the award however have delegates vote instead of the committee
- Recommend booking camps early so that a site can be secured early and at an ideal time
- Get committee together early as well and tour camps

- Look into physical RA exchange – 1st term schools go and 2nd term they host, students organize. Educational opportunity
- Snaps to committee!
- Recommend picture idea again

4. Treasurer's Report

- Balance of 11, 480.95

5. RLPA Pamphlet

- **TASK: NEIL get updated for the FMB**

6. RLPA Directory

- **TASK: NEIL to delegate to Sarah to update for FBM**
- Print up document in different colour

7. Survey

- To be distributed in the fall by Sylvia
- Bring copies to each institution and ask them to update on the hard copy
- Send a blank survey for other institutions that wish to participate

8. Fall Meeting

- Program of Month
- Membership Update
- Website
- Outstanding Service Award
- Conference Update
- RLPA Survey
- Student Leadership Society
- Treasurer's Report
- Society Status
- Letter to Lisa Gibson
- NEW BUSINESS
    i. RHAWC
    ii. Conference Chair Elect
- Thursday start after lunch
- Run till dinner and back for wine and cheese
- Next day there is a round table, lunch, and head back
- Clint, Camille, and Neil facilitate Res Life roundtable
- Doug facilitate CHO roundtable