**RLPA Executive Conference Call**
**Thursday October 6th, 2005**

1. Financial review:
   - Still being worked on
   - **Randy, Janet, Marge will update at FBM**

2. Student Leadership Conference:
   - 8 days away and no stress!
   - There has been less of an interest in presenting, so there may be a lot of free time
   - Keynote is booked – Brett Phillips, President of NACURH (from Idaho)
   - We have 61 participants from 8 schools
   - Brett – flight & stipend $1500
   - Committee – Janet, Tim, and Rob, Mark U of S helping as well

3. Letter of Support
   - Randy and Sarah will bring to exec meeting
   - **Randy M will send it out before to review**

4. Hosting Guidelines:
   - Randy M sent Glenice and Randy F the guidelines he had for hosting
   - **Randy M** will bring to FBM – to ensure it is a final draft
   - RF – working on guidelines to host a meeting

5. Membership Contacting:
   - Marge – heard nothing, still waiting for fees as well from many institutions
   - Randy M, Sarah, Randy F heard back from many schools
   - Same schools responding that attend meetings
   - Make either AGM or FBM more PD to give more support to professionals, that will transfer to RA staff
   - Maybe convert one of the meetings to a full day of PD (SEE NEXT SECTION FOR MORE INFO)
   - Still chance to network
   - Money – big crunch as beds are added but staffs stay the same size
   - We give a lot to RAs, but how much do they give back to our schools, they keep moving on
   - Need to give more to our Professional staff
   - Grant Mac – looking at labour laws and our part time staff becoming unionized (**Sarah** – add to FBM discussion)
   - How do we want to respond to this issue, versus how we have to respond to this issue? Do we welcome it or try and block the idea?
   - Maybe same schools come because of the relationships they have with us – do we need to make more of an effort to get to know people?

**Review of Meeting Structure (From Exec Meeting July 2004)**

• Structure meetings to be different
• Perhaps FBM to focus on professional development and AGM to focus on business
• Long time lag to focus all business in one meeting
• Just conference reports at one of the meetings (AGM)
• Get membership to view website more to see what is coming up (i.e. conferences). This would save a lot of time at the meetings
• Record who went to the meetings and who said what so that they can be contacted
• AGM is probably the better meeting to focus on for attendance
• Still have a FBM but focus more on professional development vs. 'meeting'

6. Web site:
   - RM received a notice from our IT people, that we needed to update info with the company we registered our website with
   - We need to renew our website domain in November
   - Login – will remain with the Secretary (Sarah)
   - Sarah will be taking over the website from Neil in November

7. Institutional Survey:
   - RF is on it!
   - Will be done for the FBM, hopefully people can bring their changes to the meeting so we can have things out before Christmas
   - RF will be sending the survey out to everyone soon

8. Upcoming elections:
   - Conference Chair Elect

Sarah – check minutes on what we'd like to see at our meetings – let people know

Exec Meeting at FBM 9:00am location TBA

Wed night – Black Knight – Marge and RF
Janet, RM, Sarah - Sandman