

Residence Life Professional Association  
November 3, 2011  
Executive Meeting Minutes

Present: Chris Fukushima, Tim Siemens, Clint Galloway, Rob Ford, Craig Whitton, Brianna McElroy, Laura Terry (recorder)

Meeting called to order at 10:00 am

1. Agenda Approved with no additions
2. Presidents Report- Chris F
  - a. Restorative Justice Symposium is to be held in May 2012. Since we have Chris and Clint and possibly others from RLPA, we can consider that as a representative. Chris can make a quick report for the executive.
  - b. Insurance for Society Status was signed for a 3 year term – the year covers January through December. We are covered for a while yet.
  - c. Confirmed next RLPA AGM will be held at Mt Royal followed by the FBM to be held in Saskatoon. Constitution states AGM must be held in AB.
  - d. Clint will be starting on the next RLPA Directory and Survey
3. Treasurer Report- Rob F
  - a. Membership dues are now being invoiced.
  - b. Balance Sheet is more or less current. We just received a \$405 cheque from LEAD conference; Insurance will need to be paid, and collecting from FBM still to be determined.
  - c. Currently we have a profit of \$7546 (less mentioned adjustments). By the end of the fiscal year we will have made money. As an association, it is not responsible to have an excess amount of money.
    - i. Suggested that \$1300-\$2000 could be used to give back to the members in form of Professional Development speakers at LEAD or other RLPA meetings
  - d. The ongoing discussion of moving to online payment systems for RLPA dues and registrations is not possible under our currently banking structure (fees are \$1.50 for the year). Our account is not set up for electronic transactions. We would incur an expense in excess of \$200.00 in service charges. Perhaps a proposal can be made to present to members at AGM to see what the feeling is about convenience vs cost.
    - i. Craig also made mention that there is a fee charged by Credit Card companies per transaction or as a percentage. Payroll also charges a fee.
    - ii. This would have to be something the RLPA will absorb under supplies and web or ask institutions to pay an increase to cover the charges. It is illegal to charge the fee CC's charge back to the user.
4. Communications Coordinator Report- Craig W
  - a. Website is now Ipad, Blackberry, and hopefully Android ready.
  - b. Dynamic directory is too complex for our resources.
  - c. Craig has donated a laptop to the Communications Coordinator that can be passed along to future position holders. All the software is downloaded, with an instruction manual.
  - d. Craig is working on updating a few details on the website (add Laura as secretary, etc). If anyone notices any adjustments to be made, please let Craig know.
  - e. Craig asked if anyone has any other suggestions for the website- none
  - f. Latest edition of Hallways came out. To be sent out once per semester, possibly once over the summer. Craig asked if there were any formatting suggestions.
    - i. Do we want to use Hallways as a sounding board if someone is looking for feedback on research projects, etc. Maybe it would work better if we had more institutions join.
  - g. A 3 year hosting plan was purchased
5. LEAD Chair Report- Brianna M
  - a. 104 participants attended. Last year had 110, and would have again but due to unforeseen circumstances Portage had to back out.

- b. Due to a short planning time, the committee (Big thanks to Bri!) hosted a successful conference. Committee members were: Brianna McElroy, Laura Huxley, Dave Von, Zack
- c. Presentations were very well done. There was not as many presenters as last year. Feedback requests will be going out shortly
- d. The conference centre was booked by Cross stitchers and we were unable to use that space. Gold Eye rep said we booked later than normal- which is not the case. As a result, presentations were done inside cabins. Next year we will not have the conference centre either. Brianna was also informed that she only had cabins 1-5, which Brianna contested. We needed all the space we could get. The idea was that they would save money on heating costs.
- e. PD Speaker from U of C was received well. Happiness and Fear/ Leadership. Was held in the Pavilion, which was nicer than the Field House which tends to be noisier due to heaters and a lack of a sound system.
- f. Agenda was well received with all the stuff packed into Saturday, leaving Sunday to eat breakfast, present awards, and pack up and go.
- g. Goldeye is tentatively booked for next year Oct 19-21. The executive discussed the history or alternating locations between Central South and Central North locations, but became difficult securing a space. Options are limited for winter camps, and the increase in scrap booking weekends. Price is unbeatable at Goldeye \$8000 for the entire conference. Food is \$4, \$4.50, 13.50 for daily meals, bunks at \$8 per person.
- h. Will need to consider modifying the program to suit the space we have. Perhaps we include dialogue sessions such as round table discussions. It may be nice to schedule in free time to explore the camp before the case study is released.
- i. Lost and found was brought to RLPA meeting. \$5.00 per person to return their items. Maybe schedule in a camp sweep on Sunday.
- 6. Upcoming LEAD chair elections
  - a. Potential options were discussed amongst the executive.
- 7. Upcoming conferences
  - a. AGM Mt Royal around the 1<sup>st</sup> week in March
  - b. FBM Saskatoon around the 1<sup>st</sup> week in November
- 8. Restorative Justice Symposium May 2012
  - a. Craig, Chris, and Clint all plan on attending- as representatives from RLPA to present a report to executive
    - i. Other upcoming conferences
      - 1. NWACUHO- Edmonton putting in a bid to host in 2014
      - 2. Ashlund in 2012
      - 3. Washington in 2013
      - 4. NASPA
      - 5. CHO
      - 6. ACUHO-I
- 9. Next Executive Meeting via teleconference to be held in January.

Adjourned at 11:15