



Minutes
CPRS-NS Board Meeting
September 9, 2024 – 5:00 p.m.
In Person

Attendees: Sarah Robertson, JoAnn Alberstat, Lauren Sinclair, Tien Pham, Dawn Delaney, Alison Gillan, Kate Comeau, Remo Zaccagna, Olivia Ward, Tiffany Chase (virtually)

Regrets: Katie Feltmate, Najah Dhuny, Ceilidh McMeekin

1. Welcome

- President, Sarah Robertson, called the meeting to order at 5:09 p.m.

2. Approval of Minutes

- A motion to approve the June 10 agenda was brought forward by Sarah, carried by Dawn and seconded by Tien. Motion carried.
- A motion to approve the August strategy session minutes was brought forward by Sarah, carried by JoAnn, and seconded by Dawn. Alison and Kate absented. Motion carried.

3. September Student Engagement Plans

- Ceilidh scheduled to make a presentation at Mount Saint Vincent University to students.
- Lauren F. received syllabus regarding class times to ensure alignment with PD sessions and class schedule.

4. Fall PD Plan and Paid Education opportunity (Lauren F).

- First event with career advisor, Karen Kelloway planned for September 26, 2024.
- There have been significant increases in venue and catering fees around the province, making it difficult to host cost effective events. Many venues are looking for minimum food and beverage and room rental amounts.
- Board members offered ideas of cost effective or free spaces to explore.
- The Board agreed that registration/event fees would be determined on a case by case basis, considering event scope, scale, type, venue and offering, to ensure value for members.

5. SWOT Analysis

- A document will be sent around and uploaded to the Google drive. All Board Members to review and weigh in.

6. Actions List

- A list of actionable items will be maintained by the Secretary. All Board members will have access to the list from the Google Drive.

7. Financial Protocols

- Following the meeting, financial protocols were circulated by email from the Treasurer to ensure security and good governance of spending processes.

8. Adjournment

- Sarah moved a motion to adjourn. The meeting adjourned at 6:29 p.m.