

## **CWCA Executive Meeting**

July 11, 2017

**Present:** Heather Fitzgerald (President), Sarah King (Vice-President); Clare Bermingham (Secretary), Kathy Block (Communications Chair), Linnet Humble (Member-at-Large, East); Jordana Garbati (Treasurer); Liv Marken (Conference Chair); Brian Hotson (Past-President)

**Regrets:** Nancy Squair (Vice-Chair),

### **1. Call to Order**

Meeting called to order at 12:35 PM EST.

### **2. Approval of agenda (Heather)**

Approved; no objections.

### **3. Approval of minutes (Heather)**

None available. All minutes are up to date.

### **4. Introduction of new members; orientation to organization, materials, resources**

- Introductions: Sarah King, Brian Hotson and Liv Marken
- Overview of Google drive for new members.
- Brian noted that the conference organizing binder from STLHE might be valuable to pull from and can send it along. Also suggested transferring materials post-conference from hosting institution to future-hosting institution

### **5. Conference 2018**

- introduction of Liv Marken, local conference host for CWCA 2018
  - discussed the University of Saskatoon; good weather and selection of restaurants
  - Has done some thinking about keynote and theme. She noted that UofS is on Treaty 6 land and is a lead on Indigenization and on TRC outcomes; also has Sheelah Mclean, a leader of Idle No More on campus, and Kristina Bidwell, connected to University of Regina Writing Centre; Jarita Greyeyes, another Indigenous leader from the student movement (CFS)
  - A theme around reconciliation could be framed as de-colonization for other nations
- update on venue and logistics
  - 20,000 student; feels like a small campus that is centred around “the bowl,” an oval grassy hollow
  - Good food on campus; use of flat rate for food court
  - Looking into wifi access
  - Residence halls: one older, one brand new, several newer; hotels are a walk across the bridge
  - Dates: May 24 & 25
  - Need to investigate attendees’ connection to Congress and whether we should consider a bus or similar transportation for those going to Regina. This question could be asked through e-ply registration.

## 6. Report from Conference 2017

- Summary of feedback from conference survey.
  - Discussion about whether to continue with posters or replace with something like works-in-progress, etc.
  - Catering: big problem this year with lateness of lunch and not enough food
  - Last-minute registrations were significant, but likely a Toronto-specific issue
  - 2-day conference from 1.5 days – support from membership, but Brian suggested that some things we could get free
  - Guidebook – an online tool that could really support participants
- “What We Learned” from Google Docs

## 7. Update from the Communications Committee

- Under new by-law, committee composition will be created by the Chair. Kathy will email current members and request that they reply with interest and areas of expertise/contributions; she will then follow up with new people
- Committee roles and composition description
  - 3 hours/month commitment with potential to increase around conference
  - Add WordPress experience
  - Change social media skills to make it a broader envelope for other platforms
- CJS DW
  - Special section in 2018, likely January
  - Deadline for manuscript submissions is September 20<sup>th</sup>
  - The challenge is to get submissions. Please reach out and encourage presenters to submit.
- logo redesign
  - Person selected to do this withdrew because she got a full-time job
  - Will post on 99Design
- Listserv: add as a new business item for another meeting to discuss

## 8. Update from the Treasurer

- Consider increased costs for conference if we move to two days
- Travel subsidies: are we going to sustain amount available, or are we going to increase?
- All expenses paid for last conference

## 9. Other Business

- Bylaws and Articles: finalizing and filing with Industry Canada
  - Jordana will look into what needs to be filed and if there’s a minimum balance before taxes
- Appointment of Conference Chair:  
**MOTION:** BIRT Liv Marken, University of Saskatchewan, be appointed as Conference Chair  
Moved: Sarah King; Seconded: Kathy Block  
Approved unanimously
- Collaboration with other organizations:  
Discussion with CASDW and ACCUTE about collaborative panels, keynote, etc.

Could we put together a panel for each of those?  
Brian suggested that we also formalize a relationship with IWCA, and ask them to send a delegation to the next conference.

**10. Adjournment**

Meeting adjourned at 2:04 PM EST