

CWCA/ACCR Board of Directors Meeting
Sept. 19, 2022, 2:30 - 4pm ET

Video conference

Detailed reports available upon request.

Present: Clare Bermingham, Nadine Fladd, Sarah King, Sheila Batacharaya, Jenna Goddard, Lenore Latta, Tessa Troughton, Majid Nikouee, Mark Blaauw-Hara, Marci Prescott-Brown, Mohsen Moghaddam

Regrets: Stephanie Bell

1. Call to order (Bermingham)

- The meeting is called to order at 2:38 pm Et. (Jenna apologizes for the Zoom link mix-up!)
- Approval of agenda (Bermingham)
 - Approved.
- Meeting Engagement Facilitator: Nadine Fladd
- Approval of minutes from Aug. 16, 2022 (Bermingham)
 - Approved.

2. President's Report (Bermingham)

- IWCA: Stevie Bell will be taking over from me as the CWCA/ACCR representative to IWCA as planned.
- Bank of Montreal and CWCA/ACCR accounts: Still waiting for Bank of Montreal to tell us what they need to transition our accounts.
- Strategic Planning: Drafted a Terms of Reference document for discussion with the Strategic Planning Working Group (SPWG). Once complete, we'll share it with the Board and members. Also booking a first meeting for the SPWG, which looks like it will be in early October.

ACTION: please let Bermingham know if you need anything from her! It's been a bananas first couple of weeks of the semester, and she wants to ensure she's not missing/forgetting anything :)

3. Conference 2023 Discussion (Bermingham on behalf of Bell)

- Big thank you to Julia Lane and Marci Prescott-Brown for stepping up to chair the committee!

ACTION: Lane and Prescott-Brown will work on the CFP and present to CWCA/ACCR and BIPOC Caucus ASAP.

4. Treasurer's Report (Blaauw-Hara)

- We remain flush with money: \$30,613.19 CAD
- We have received a request from the BCWCA for \$100 to support a facilitator who does not have institutional funding support. The facilitator will be giving an invited workshop at the BCWCA's professional gathering, which has the theme of "supporting neurodiversity in writing centres." I feel that we have the funding to approve this request and bring it to the board for a vote.
 - Bermingham: BIR that CWCA/ACCR give BCWCA \$100 to reimburse a speaker for their gathering on Oct. 14 on neurodiversity.
 - Second: Blaauw-Hara
 - All in favour; motion passes
- Although I have access to all online accounts, we are still in the process of transitioning some of the smaller details from Jordana to me.
 - We still need to meet with BMO in person to handle some details.
 - I have been having difficulty with PayPal. The former account is under Jordana's email; we thought it would be best to set up a new one under the new CWCA.ACCR.Treasurer Gmail account to make it easier for new treasurers in the future. However, I have run into difficulties linking that account to BMO because I have an American cell phone, and I inadvertently set up an American PayPal account. So we have temporarily moved back to the one under Jordana's email (with her permission) while I figure out the details. I have updated the membership forms online to reflect this.

In sum, the organization remains in strong financial health, and the hiccups with the Treasurer transition are minor.

ACTION:

- Blaauw-Hara to transfer \$100 to BCWCCA
- Process/report form for streamlining the process for requesting money (Blaauw-Hara, Fladd, Latta, Bermingham?)

5. CWCA/ACCR BIPOC Caucus (Prescott-Brown)

- Nothing to report (next meeting of BIPOC Caucus Oct. 6)
 - Sheila Batacharya is planning to fill the role on the Strategic Planning Committee

ACTION: stay tuned for updates from Prescott-Brown following the next BIPOC meeting

6. Report from Membership Chair (Fladd)

- Nothing to report

ACTION: continue being awesome!

7. Report from Digital Media Chair and CWCR/RCCR (Latta)

- Nothing to report

ACTION: Latta to contact Batacharya to post information about BIPOC Caucus gathering on website.

8. Student Member-at-Large (Moghaddam)

- Nothing to report

ACTION: continue being awesome!

9. New Business: Priorities/Planning Discussion

- *Link to Jamboard [link removed] for discussion*
- Fladd: interested in working on Writing Retreat and how it fits with the conference
 - Also interested in programming outside of the conference that benefits members
 - Would like to sort out membership fees/conference fees: do we want to offer institutional fees?
 - Support for members/regional affiliates (financial)
 - Blaauw-Hara to support
- Bermingham: *how to write a conference proposal* session to take place before the proposal deadline (November/December?)
 - Prescott-Brown to chat with Lane for ideas/interest in creating a conference proposal workshop
- Bermingham/Blaauw-Hara: reading groups seem popular
 - Goddard interested in supporting another reading group (January?)
- Bermingham: form on the website that people could request advocacy/support from CWCA/ACCR
 - Latta: could promote this on Twitter
- Nikouee: proposes a session (conference? Prior to the conference?) for empowering tutors when facing racism or intimidation
 - Batacharya: likes the idea of a separate advocacy session; would like to see a session (2-3 hours, several speakers with various standpoints?) with a focus on strategies (as someone who experiences it or as someone who can intervene as a bystander)
 - Nikouee: supports the idea of multiple perspectives and people in various roles (directors, tutors) to share strategies
 - Troughton: could the advocacy session be styled as an interactive workshop that fits with the conference?

- Batacharya: Could we add: *Advocating for Antiracist Approaches to Writing in the Canadian Postsecondary Context - A Roundtable Discussion #2* at the same time as last spring?
- Fladd: how do we distinguish between what is a board-organized conference topic or workshop versus a programming workshop hosted by the board? (conference versus stand-alone workshop)
 - Are we taking away from the conference when we offer workshops at other times?
 - King: is it scarcity of energy or something that builds excitement for a conference?
 - Latta: if it's outside, multiple people could be involved, and there are more restrictions on time/format
 - Goddard: perhaps we could strategize re: workshops and people's energy and capacity/garnering interest in the conference?
 - For example, we could host a reading circle, and then invite the author for a Q&A at the conference?
 - Fladd: we should come up with a year of programming to be more strategic and prioritize
 - King: perhaps we could create a calendar (new committee/working group? Members-at-large?) to create a calendar to prioritize/strategize
 - Bermingham: perhaps an events committee?
 - King: recommends a session on conference proposal to take place earlier in the semester (January?); she found the organizing of it in May a bit distracting from the conference.
 - Fladd: January might be problematic as the conference committee might be busy, but it does make sense re: timing
 - Prescott-Brown: If we were to host a "part 2" workshop, what would the timing of that be in relation to Majid's suggestion? Are these 2 separate things, and if so, what is the timing between them (overload/engagement)
 - Batacharya: sees Majid's workshop suggestion as a natural part 2! We could benefit from Sarah/Marci/Julia's experience hosting the roundtable last year?
 - Batacharya willing to work on this with Julia and Majid
 - Suggests 1st week of February for timing
- Bermingham: where do we put ideas from the Jamboard so they don't get lost?
 - Recommends organizing the ideas and attaching them to various board members/roles to take on

ACTION: Bermingham to organize ideas/make suggestions from Jamboard

CWCA canadian writing
centres association

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ACCR association canadienne
des centres de rédaction

Meeting end 3:47 pm ET

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Next meeting: October 17, 2022, 2:30 - 4 pm ET

***Distribution:** Sheila Batacharaya, Stephanie Bell, Clare Bermingham, Nadine Fladd,, Jenna Goddard, Sarah King, Lenore Latta, Tessa Troughton, Majid Nikouee, Mark Blaauw-Hara, Mohsen Moghaddam, Marci Prescott-Brown*