

CWCA/ACCR Board of Directors Meeting

Nov. 15, 12-1:30pm ET

Video conference

Present: *Marci Prescott-Brown, Christin Wright-Taylor, Clare Bermingham, Mark Blaauw-Hara, Jenna Goddard, Julia Lane, Sarah Gibbons, CASDW Board member Sarah Banting (guest)*

Regrets: *Jessica Lowry*

1. Call to order (Prescott-Brown)

- Land Acknowledgement: Julia Lane (thanks, Julia!)
- The meeting begins at 12:11pm ET.
- Meeting Engagement Facilitator: Clare Bermingham (thanks, Clare)
- Meeting Ogre: Jenna Goddard
- Approval of Agenda (approved)
- Approval of October Minutes (approved)

ACTION: volunteer to give land acknowledgement at our next meeting?

New Business

2. Discussion with Sarah Banting, CASDW Board member

- Introductions
- Discussion re: collaboration and potential future mutual support (conference panels, webinars)
 - Banting: offer room on our conference program for shared days of conferences
 - Lots of collaboration between CWCA/ACCR and CASDW
 - Offer opportunity to join Christin Wright-Taylor's webinar series

ACTION: Goddard to share notes with Banting; Banting available for Board to reach out with further thoughts/ideas for collaboration (following our conference discussion).

3. Interim Board Member Discussion (Prescott-Brown, Goddard)

- Discussion of process, as we don't have precedent for multiple applications for an interim position appointment!
- Goddard shared bios of applicants
- Prescott-Brown: since we don't have an established process, we'll go with order of applications, then ensure we create a clear process (and vote on updating our Bylaws with a clear process at our next AGM)

- **Motion: BIR that the Board appoint Liam Monaghan as the Interim Member-at-large and Gillian Saunders as the Student Member-at-large, based on order pending availability to attend Board meetings, and based on order of when they applied.**
 - *All in favour; motion passes.*

ACTION: Goddard to reach out to appointed members; Goddard to email applicant, encouraging them to apply for the conference chair and to encourage her to apply for future position at the AGM. Goddard to send Board update to membership.

4. (Un)Conference Planning Discussion (Wright-Taylor, Prescott-Brown)

- Discussion of Wright-Taylor's proposal [link removed]
- Wright-Taylor: will defer to board on this, but wanted to find a solution that would respond to folks' lack of capacity, but still respond to the enthusiasm re: a conference that focuses on precarity, and offer the often-needed professional opportunity of a conference.
 - By not offering a conference, we are also possibly removing an opportunity for writing centre professionals to navigate precarious times (build CV etc.)
 - Wanted to put together the draft to reflect both the importance of offering this professional opportunities, but also to respond to capacity issues.
 - Also suggested moving the conference to June, as May tends to be a busy month.
- Birmingham: Likes the idea of a later conference (June rather than May), because we don't do full days (to meet needs of different time zones nationally), I'm worried if we reduce the number of days, we don't get as many people attending (since many people attend to present).
- Lane: suggests emphasis on Roundtable/co-presenting (collaborative work as a workaround for getting as many people in).
 - We had 33 sessions (roughly); we had panels (with 3 research talks in 1 panel); we also probably couldn't hold the AGM on one of those 2 days. Perhaps the last day could be only the AGM/BIPOC Caucus/Regional Affiliate time?

- Blaauw-Hara: we tend to generate more revenue if more people have speaking roles.
 - Perhaps the first day could be the keynote, then the AGM and meetings on the first day, and sessions the following two days?
- Prescott-Brown: OK: so are we in agreement that we will move forward with an “official” conference? *Board agrees.*
- Bermingham: is the amount we pay for a stipend financially sustainable? (no)
- Gibbons: we should carefully craft the information to ensure the applicant knows the scope is less this year. We couldn’t expect someone to do the same amount for less.
- Wright-Taylor: I initially thought that a stipend of \$2000-3000 sounds appropriate; I can understand Mark’s concerns re: sustainability!
- Blaauw-Hara: I can put together a report and make a recommendation for a stipend that is sustainable.
- Lane: in favour of increasing conference fees to account for this (and still offering opportunities for students/BIPOC members to attend for free).
- Prescott-Brown: timeline for next steps: CFP draft, post for conference chair?
- Wright-Taylor: can we say the conference will be in June? If so, we’ll need a conference chair by February/March. I can have a draft CFP to Board in December; Board to post by end of December.

ACTION: Blaauw-Hara to review finances and send Board a suggestion for a (sustainable) stipend by midweek (Nov. 20) ; Gibbons to share past conference chair description with Wright-Taylor. Wright-Taylor to circulate draft CFP by mid-December; Board to post CFP by end of December. Conference Chair position to be posted in January and hired for February/March.

Business Arising

5. President’s Report (Prescott-Brown)

- n/a

ACTION: continue being awesome!

6. Treasurer’s Report (Blaauw-Hara)

- As of Nov. 12, we have \$21,589.00 in our BMO account. There have been no significant changes over the past month. We did earn around \$45.00 in interest. 😊

- I suggest that we consider how we might leverage these funds to benefit 1) underrepresented or vulnerable populations within the Canadian writing-centre community and/or 2) support the continued professional growth of students and junior faculty in Canadian writing centres. Those are just my ideas.

ACTION: continue being awesome!

7. Report from Membership Chair (Lane)

- n/a

ACTION: Prescott-Brown to update board after meeting. Board to create a formal process and create a form for funding requests.

8. Digital Media Chair's Report (Gibbons)

- n/a

ACTION: continue being awesome!

Meeting ends at 1:31pm ET

Next meeting: Dec. 20, 12–1:30pm ET

Distribution: Marci Prescott-Brown, Clare Bermingham, Christin Wright-Taylor, Mark Blaauw-Hara, Jenna Goddard, Sarah Gibbons, Julia Lane, Jessica Lowry