

CWCA/ACCR Board of Directors Meeting
March 21, 2025, 12-1:30pm ET

Video conference

Present: *Marci Prescott-Brown, Christin Wright-Taylor, Clare Bermingham, Jenna Goddard, Julia Lane, Sarah Gibbons, Liam Monaghan, Gillian Saunders*

Regrets: *Jessica Lowry, Mark Blaauw-Hara*

1. Call to order (Prescott-Brown)

- Land Acknowledgement: Clare Bermingham (thank you, Clare!)
- The meeting begins at 12:03pm ET.
- Meeting Engagement Facilitator: Sarah Gibbons
- Meeting Ogre: Jenna Goddard
- Approval of Agenda (approved)
- Approval of February Minutes (approved)
- “Secretary stand-in” for (new date) April 11? (thank you, Julia!)

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

Jenna to set Julia up for April (agenda, report templates; Julia to transcribe/record meeting and take minutes)

New Business

2. Zoom License discussion and decision (Blaauw-Hara, Lane)

- When the next Treasurer comes on board, I’d recommend that it be a priority to get that person listed with BMO. Clare checked into the process, and it will require someone currently on the list accompanying the new Treasurer to a physical BMO location. It might also be a good opportunity at that point to update BMO’s list of President, VP, etc.

ACTION: Julia and Christin to connect re: getting Christin’s credit card for Zoom purchase; Goddard to add to future agenda (June?) re: new treasurer, Jordana, Sarah, and Marci.

3. Conference planning

- Maria and I are clipping along on coordinating the blind review. We plan to open registration on April 14.
- As it pertains to the fee structure conversation, here are the registrations from last year’s conference:
 - Full Conference Registration (\$150) = 77 tickets sold

- Full Conference Registration - Students (\$25) = 25
- Full Conference Registration - BIPOC students and staff/faculty (Free) = 28
- Full Conference Registration - Attendees without institutional funding (Free) = 53
- Full Conference Registration - International Students (Free) = 8
- AGM Attendance only = 0
- Post-Conference Recordings Access = 6
- Taylor: next steps: contact possible speakers (two speaker model with one who can speak to labour issues)
- Taylor: Mark approved conference budget:
 - Keynotes, Elder Marie (SFU), swag (mindfulness and writing virtual book for each attendee), virtual conference platform, assistant conference chair: \$12 467.41
 - We need 50 full registrants to recoup costs; Mark feels comfortable we'll have this and approves conference budget.
- Update on process for funding requests
- Next steps
 - *Need to review Statement on Precarity [link removed] and discuss how we will bring it to the members prior to/at the conference*

ACTION: Christin to use same fee structure as last year and open up registration

Board members to review Statement on Precarity prior to April 11 meeting. Please leave comments if you're not able to be at that meeting! Goddard to add to April agenda.

4. Membership Fees (Prescott-Brown, Lane)

- Marci: ideas for bringing membership fees to members
- Julia's proposal options A-D [link removed]
- Lane: revised proposal to decrease amounts from original proposal; future consideration: when we are offering more to members, we can consider raising fees to reflect the offerings.
 - Also separated out options for only attending conference
- *Lane reviews A-D proposals*
- Need to revisit the Membership perks discussion notes (in proposal) if we are keeping the fees the same.
- Lane: who would like to help planning the special session?
 - Taylor: Maria and I will facilitate the coordination on Zoom and set up the session
 - Saunders volunteers.
 - Bermingham volunteers.
 - Prescott-Brown volunteers.
 - Monaghan volunteers.

Unpublished form [link removed]

ACTION: Taylor to add session on fee structure to conference agenda (following the AGM); Julia to separate potential fees from the various options so writing centre folks don't get confused by numbers :)

Board working group to plan session: Lane, Saunders, Bermingham, Prescott-Brown; Monaghan; Taylor to coordinate.

Goddard to add "process for funding" to future agenda (after special session)

Goddard to continue planning AGM (ensure last year's minutes were posted!).

Business Arising

5. President's Report (Prescott-Brown) (see Membership Fees discussion)

- Recently, I sent an email to the board after meeting with the upper exec to get a sense of where things stand. I indicated that this isn't good timing for significant overhauls to the membership/fee structure and that these changes should be delayed.
- Given that HE is still going up in smoke in both CAD and US contexts, and a tariff war has started which could lead to a recession, this is still my mindset—the board should not impose sweeping changes in this context.
- However, the only context under which I think such changes to membership fee/structure should be undertaken is if the proposed structure is discussed with the membership (so they can give their feedback on its substance, the timing of these changes, anything else that comes to mind, etc.) and the membership votes on the document (after these changes are integrated as possible) and chooses to both have the structure changed and to do so now.
- The session (which I'm tentatively calling the CWCA/ACCR Futures Session) where this would be discussed would be after the AGM (if the precarity statement doesn't pass in the AGM, it will go to this session as well for member feedback and workshopping)
- I'd be open to a vote by our membership following the conference with at least these options:
- Members vote on the revised fee proposal (does not need to wait till the next AGM—can be done whenever revisions are made to the document based on membership feedback from the session)
 - yes—change fees according to the revised schema right now
 - yes—but delay fee change (drop down menu to say how many years to delay)
 - No—don't raise the prices please--ever!
- (of course, this could all be worded better and there could be other options to include for members to choose from...but you get my drift)
- In other words—the only version of changing membership fees and structure that I think is prudent (given our current HE and unravelling economic contexts) is one that involves a membership session to glean feedback and a membership vote that clarifies if the members

indeed want this change and want it now/want a change, but want it later/don't want a change ever, etc.

ACTION: Goddard to revise notes/create minutes; send out comments re: Precarity Statement to board members for discussion of Statement agenda item. Board to send out draft Statement on Precarity to members, indicating there will be a session/roundtable to discuss this at the conference prior to voting on the Statement at the AGM

6. Treasurer's Report (Blaauw-Hara)

- We currently have \$21,750.35 in our BMO account. Christin, Megan, Maria, and I met on March 12 to rough in a conference budget. We have set the maximum expenses to \$12,000.

ACTION: continue being awesome!

7. Report from Membership Chair (Lane) (see Membership Fees and Process for funding)

- After the February meeting, I worked on developing several proposals for approaching the restructuring of the CWCA/ACCR membership and conference fees.
- I believe that Marci is going to present an idea for how we might bring this discussion to the membership. To that end, I have outlined proposals a-d for approaching the fees:
https://docs.google.com/document/d/1Pz0B9sdTO9JUJr7BMoxo_0Fy4bJPQy2L/edit?usp=sharing&ouid=100695388458582611002&rtpof=true&sd=true
- (with proposal d being no change from what we do right now)

ACTION: continue being awesome!

8. Digital Media Chair's Report (Gibbons)

- I've added Matt Rahimian's report on unionization to the website
- I will add the bio, headshot, and image description for Assistant Conference Chair Maria C. O'Connor to the website
- The CWCA/ACCR site plan will renew on April 20, 2025 (\$396).

ACTION: continue being awesome!

Meeting ends at 1:25pm ET

CWCA canadian writing
centres association



ACCR association canadienne
des centres de rédaction

Next meeting: April 11, 12-1:30pm ET

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