

CGPA Board Meeting Minutes – Final

Date: June 23, 2014

Attendance: Stephen Gillies, Lois Goodman, Kasra Khorasani, Jackie Kinley, Jane Mitchell, Ken Schwartz, Joan-Dianne Smith, Wendy Wildfong, Colleen Wilkie, Ward Yuzda

From First Stage: Jessica Kerr, Doug Rosser

Regrets: Maureen Coleman, Janice Popp

President/Chair: Joan-Dianne Smith

Secretary: Colleen Wilkie

Minutes

Minutes of June 9, 2014 approved as corrected.

Updates

Ward Yuzda has agreed to join Kas Khorasani to co-chair the Membership Committee.

Conference 2015

1. Location: Discussion of keeping same location or branching out to another location and potentially larger market. Decision: Remain in Toronto.

2. Number of days: Discussion of three vs. four days. Argument for four days: Importance of including training, experiential groups, as well as presentations of people's work. Arguments for three days: Cost of hotel (e.g., benefits to staying with Chestnut) spread over number of attendees (costs associated with first 75 attendees, make more money with additional attendees), number of breakout sessions per time period (recommended to decrease from 6 to 4, and to encourage speakers at time of application to consider paper presentation if workshop not anticipated to be fully attended), cost of taking time off work and travel/accommodation. Considered extending day or shortening lunch break but decided to keep time schedule as is. Decision: Four days at Chestnut Hotel with scheduling/programming recommendations as noted above.

3. Venue: Chestnut vs. another hotel. Chestnut more reasonable than other hotels (cost, lower expectations for us regarding overnight stays, University of Toronto discount, no GST), anticipated could book entire third floor of meeting rooms, attendees could stay overnight at hotel across the street. Decision: Chestnut Hotel.

4. Dates: Decision: May 6-9 to accommodate Molyn Leszcz's schedule in providing training at conference.

5. Theme: Kas and Wendy summarized the work of the working group (Janice Popp, Kas Khorasani, Wendy Wildfong, Karen Feinstein) and presented the theme. Decision: Theme for conference: The Brain in Group: How Individuals Flourish Together.

6. Action:

a) The above decisions have been referred to Conference Planning Group.

b) Doug Rosser from First Stage has agreed to negotiate a preliminary agreement with Chestnut on our behalf.

Planning upcoming meetings

1. Agenda prep: Process seems to work well. Decision to continue.
2. Day of meetings: Decision to continue with second Monday of the month.
3. Length and time of meeting: Decision to meet for 60 minutes; to try 60 minutes for next few meetings and reassess. Decision to keep to same time.
4. Executive meetings: Discussion about not having regular executive meetings but to have committees and working groups meet between board meetings and the president to facilitate bringing issues to the board. Discussion regarding wanting transparency/inclusion as well as expediency/limited emails between board meetings. Ideas: a) Key points for next meeting can be sent to either the president or to the secretary 10-14 days prior to meeting and secretary can forward summary of same to board 7 days prior to meeting, b) working groups work offline and have a standing item at each meeting when they update the board as a whole. Question about how to determine what decisions can be made at the committee level and what need board approval; recommendation to consult with president. Recommendation that working groups communicate by phone (conference call instead of email). Decision: To proceed with ideas above instead of regularly scheduled executive meetings.

Reminder

Stephen Gillies reminded board members to email him with your full legal name and home address. His email address is: gillies_law@sympatico.ca (same as in our communication).

Next meeting:

Date: July 14, 2014

Time: BC-2 pm, AB-3 pm, MB-4 pm, ON-5 pm, NS-6 pm; please try to attend five minutes to the hour

Call in: 1-888-289-4573, code: 6249550#

Possible Agenda Items:

1. Continued discussion regarding communication issues among board members
2. Communication with membership including The Loop
3. Decision-making process: what decisions can be made at committee level and what decisions need to be made at board level
4. Hearing from committees and working groups: National Training Committee, Conference Committee