

CGPA Board Meeting Minutes - Final

Date: December 14, 2015

Attendance: Aida Cabecinha, Stephen Gillies, Kasra Khorasani, Rowan Sharkey, John Sherry, Joan-Dianne Smith, Ken Schwartz, Wendy Wildfong, Colleen Wilkie
From First Stage: Jessica Kerr, Doug Rosser

Regrets: Jane Mitchell, Andre Roch, Ward Yuzda

President/Chair: Kas Khorasani

Secretary: Colleen Wilkie

Supplemental Documents:

Board Minutes Draft – 2015-11-09

Board Composition September 2015

Nominations and Awards Update for the CGPA Board

Abbreviations:

ETG: Experiential Training Group

NTC: National Training Committee

MMC: Membership/Marketing/Communications Committee

Minutes: Correction to November 9, 2015 minutes item 4 NTC-May ETG to read “c) leaders to secure their own venue, ideally as close to \$100 as possible.” *Motion (moved by Joan-Dianne, seconded by Kas) that the minutes of the November 9, 2015 board meeting be approved as corrected. Carried.*

Brief follow-up and updates:

1. Nominations and Awards Committee: Members of the committee are Joan-Dianne, Stephen and Colleen with Joan-Dianne as chair. Joan-Dianne reviewed the documents circulated to the board which summarizes the work of the committee. She stated the committee has two tasks: current and future board composition and awarding honours. She highlighted the committee’s consideration of including a member of the general public as a non-clinical member of the board. Current non-clinical board members have been selected in part due to their complementary expertise in law and marketing and there could be advantages to expanding our inclusion further. Actions: Board members to email Joan-Dianne with thoughts about non-clinical board members. Committee to bring back recommendations to next board meeting.

Colleen informed board that discussions were in progress regarding her replacement. Wendy informed the board that she will take on the secretary position. Action: Colleen and Wendy will speak later this week to facilitate the transfer of responsibilities.

2. MMC: Patron level of membership: Kas thanked the board for its support for the email motion “Add the patron level of membership to our membership categories and that as always CGPA will not be commenting on membership fees tax deductibility status.” He stated this has been reflected on the website and will be included in the registration renewal.

Regarding 2016 Registration Renewal Kas stated renewal reminders are expected to go out by December 18. There will be two letters, one to present members and another to the entire mailing list to invite people to become members. A survey will also be included as per Endeavour’s

recommendations: to remind people of prior suggestions made by the membership, to highlight how CGPA has developed programs to respond, to request feedback as well as further suggestions and to invite participation on committees.

3. NTC: Sunday night seminars: Kas stated this has been successful, with the most recent seminar led by Jackie Kinley attended by 30 people. The next seminar will be led by Ruth BZ Thompson and moderated by Ken Schwartz. Kas encouraged each board member to moderate one seminar. Action: Board members to check the website and email Kas to volunteer to moderate a seminar according to their availability and interest.

4. NTC: E-module (Group 101): Aida reported that Group 101 was launched November 23 and it expires December 20. Jessica stated as of today there have been 109 people who have registered across Canada to take this free module. Aida stated this is a hard-working committee with upcoming plans to develop future modules and obtain computer/technical support. She stated there was support available through SoftChalk but it was time-consuming. Possibilities include having a non-clinical board member with computer/technical expertise, inviting students with computer expertise to become involved with CGPA, connecting with computer university programs to see if volunteer work with CGPA could be used as course credit. Actions: Jessica to send participants a feedback survey on the module. Board members encouraged to take module before December 20 and provide feedback via the survey. Committee to review survey results and provide recommendations to board at January meeting for the board to make a decision about approving one year membership to SoftChalk.

5. NTC: May ETG: Joan-Dianne stated the working group is making good progress. Alan Sheps will be the consultant, Jackie Kinley will lead the ETG in Halifax, Joan-Dianne will lead the ETG in Winnipeg, Tim Culver will lead the ETG in Calgary with Linda Goddard leading a second ETG in Calgary depending on enrolment. She stated there are a number of potential ETG leaders in Toronto, depending on enrolment (e.g., Ken, Karen Feinstein). Joan-Dianne reported that Andre is interested in hosting an ETG in Sudbury pending funding for space and travel for the ETG leader. Aida is considering leading the Sudbury ETG. Actions: Andre to seek local funding for the Sudbury ETG. Doug to seek donation of hotel room for leader of Sudbury ETG.

6. 2016 Conference Steering Committee: Joan-Dianne reported that committee has been working hard on the faculty call, combining three previously different processes regarding ETG leadership, workshop faculty and training experiences. She stated this call will go out the beginning of January. She reminded the board of the theme of the conference which is "The Power and Potential of Groups". She reported Zindel Segal is our keynote speaker (Thursday), which will be the only paid position in the conference. On Wednesday there will be a panel discussion. She stated the plan is for 14 workshops, 3-4 ETGs, and advanced training on Friday for non-clinical groups. Kas reported that he has been in discussion with representatives from Strategic Play who offer training in using Lego in Strategic Play (Lego serious play) for organizational boards and teams. He is in discussion with them regarding finances that are agreeable to both CGPA and Strategic Play. Initial plans are to have Strategic Play collaborate with CGPA regarding the training on Friday for about 20-30 attendees. This would be open to CGPA members as well as non-clinical attendees to the conference. Strategic Play would also attach an additional training on Saturday that they would advertise. We would need to develop a strong marketing plan to attract non-clinical participants. Ken cautioned the board about the potential to dilute attendance to the current ETGs and the clinical focus in general. Action: Committee to continue to update and bring recommendations to the board.

7. Internal Memos of Understanding/External Requests: Rowan reported members of this working group include Jackie Kinley, Maureen Coleman, Kimberly and herself as chair. She stated the group has focused on three main items. 1. Payment for training, workshops, etc. The group recommended payment decisions for conference training be made by the Conference Steering Committee. 2. Requests to access CGPA's mailing list. The group recommended these requests be made on a case-by-case basis by the board. 3. Use of CGPA's logo. The group recommended requests be made to the NTC or the community of practice. Action: Rowan stated these recommendations will be outlined more fully in a document to be circulated to the board for further discussion at the January meeting.

8. Foundation Relations: Kas stated the Foundation is in the process of making it easier for students to apply for scholarships to attend ETGs. Kas reported that in discussion with Patti Gilbertson, the president of the Foundation, he proposes the following to. Motion (Colleen moved, Wendy seconded) to have two buttons on the CGPA website regarding donations to CGPF and CGPF scholarships. These buttons will lead to a page to describe the differences between CGPA and CGPF. The third step will be a link to CGPF if people are interested in donating to CGPF or wanting more information about CGPF scholarships.

Potential agenda items:

- 2016 Budget – Action: Doug to provide documents for next meeting
- MMC – Value proposition
- reminder to appoint a time keeper for next meeting

Next meetings:

January 11
February 8
March 14
April 11
May 9
June 13
July 11
August 8
September 12
October – cancelled due to conference
November 14
December 12

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:

Local: 1-416-764-8610
Toll free: 1-888-884-4539
Code: 8744408#