



**CAREB-ACCER Board of
Directors**

MEETING SUMMARY

November, 2016

12:00 PM – 2:00 PM EST

ATTENDEES: L Walker, R Zand, S Richardson, C Paquet, B Gagne, S Babcock, D Ofosu-Barko,
J Joza, S Page, S Bennett, D Raymond-Watts

1. Call to Order and Agenda

Lori called the meeting to order at 12:05. There was no formal agenda. [Several members are dealing with health and other personal matters.] Items for discussion included conference planning, membership renewal, VREB, proposed TCPS2 revisions, the meeting with former CAREB-ACCER Presidents and updates from Board members.

2. Minutes of the Previous Meeting

The minutes of the October 18, 2016 meeting were circulated, but not discussed.

3. CPC and 2017 Conference

Lori has approached someone to serve as the conference planner/director to help with the conference workload. [Lori later announced that Arlene Lobrin from St Michael's had agreed to serve in this capacity.] Since there is some urgency to get speakers lined up, at this point, the plan is to break up the work and rely more on working groups and less on the full CPC committee. Rachel has secured some keynote speakers and agreed to develop the agenda concentrating on key notes and plenaries. Suzanne thanked everyone for stepping in to compensate. She is back at work now.

4. Membership year

Upper Rapids has to set up the membership renewal reminders. Catherine and Lori will discuss reminders and new members offline and confirm with Brenda whether taxes on membership need to be charged.

5. VREB

The VREB launch was very successful. The first case attracted 70 participants from across Canada. The evaluation process will be modified based feedback received.

6. Proposed TCPS2 Revisions

Comments on the proposed revisions are due January 31. A number of Board members are preparing institutional responses so we can pool those comments in mid-January. As well, we will do a call-out to all CAREB-ACCER website users inviting comments on the revisions and

encouraging individual to contact the Secretariat. Catherine volunteered to collate board member comments for a CAREB-ACCER response. Comments should be sent to her by January 15th.

7. Meeting with Former CAREB-ACCER Presidents

Lori and Rachel convened a meeting with a number of CAREB-ACCER's former presidents – L Evans, S Freitag, A Karabanow, on October 28th. The meeting went well and was very informative. Given everything that has happened since July, Lori reported that the strategic plan isn't going to be finished until closer to conference. Looking back, the work we did at the retreat was good. However, as President, Lori has recognized that there is a tension between the role of CAREB-ACCER as a political entity—advocating on the National front, and our role as a service provider—supporting the work of REBs and administrators on the ground with training and education products. Also, the problem remains of too few people doing too much work. It is challenging to attract the right skill set for both political/advocacy work and providing services to members. The former Presidents strongly encouraged the Board to focus less on services/deliverables and more policy/advocacy, e.g. just the conference, no newsletter; certification before webinars, and member representation at relevant tables. They agreed that the REB Coordinator role has evolved tremendously in 15 years and there may be generational differences that are affecting workplaces.

Rachel and Lori were very appreciative of the input they received. The perspectives of the former Presidents reflect their current levels of engagement. Lori and Rachel believe we probably should not scale back our services as much as the former Presidents suggest because our membership clearly wants these services. Instead, Rachel and Lori have been thinking a lot about CAREB-ACCER's structure and portfolios and if they can better support both advocacy work and services for members. One approach would be to establish an Executive Committee (President, Past President, Treasurer, Secretary and Vice-President) for CAREB-ACCER business, plus an ad hoc Public Affairs Committee chaired by the Past President for advocacy and similar issues. As well, it might make more sense to have a (senior) Vice-President working with three Associate VPs/Directors, one for each portfolio. Looking at comparators, PRIMR has 30 staff and its Board does financial & strategic planning work only. CARA's board is similar. [Suzanne left the meeting at 12:35.]

ESB asked how as a national organization do we build bridges and tap into pulse points to deliver both services and advocacy. She is concerned that we shut out new energy by asking for too much work from the Directors and committee members. How do we make ourselves more accessible to members/build more/better community? SEB noted that the Board has been discussing these issues for years (recruitment, engagement and regional events) and that we can only build a community to the extent that people want to participate in that community. We need to balance fiscal responsibility with innovation, flexibility and responsiveness. ESB agreed these things can co-exist but how do we harness members' energy? Currently, if someone wants to be President, they are looking at a ten-year long commitment, including two years in each of the following roles: committee member, Director, Vice-President, President and Past-President. CAREB-ACCER is very transparent how these roles feed into one another so people can choose

their level of commitment. These roles are described on our website, in our handout and when we call for committee and Board members. The REB Directory might help us broaden our recruitment.

There was an extended discussion about how to engage members, where and how to recruit new members and what kind of community CAREB-ACCER will be. Transparency, communication, engagement were recurring themes. It will be important for the Board to revisit the former Presidents' sense of what CAREB-ACCER was intended to be and what CAREB-ACCER is now. The former Presidents' input is non-binding but it is important for the Board. Everyone acknowledged that lack of resources and support at the institutional level is a major problem on many levels and impacts how engaged some members of the community can become.

ACTION Lori will look at the CARA model and will sketch out this restructuring idea and distribute it for comment.

8. Other Business

- a) LW and SEB will discuss REB Directory offline.
- b) Sarah thanked everyone for stepping in to help with the conference and CPC in Suzanne's absence. She is happy to help and support this work as best she can. Lori has the Cafes in mind for Sarah because they focus on networking. ESB and LW will discuss offline.
- c) DOB reported they have three applicants for the Circle of Experts.

9. Adjournment

Noting that it has been a crazy, busy year, Lori thanked everyone for their work. The meeting adjourned at 1:00.