**Executive Committee Meeting Minutes**

**Sept 7, 2022, 1:00pm Newfoundland Standard Time (NST)**

**CARS ExComm**

**Hosted by Craig Purchase**

**https://mun.webex.com/mun/j.php?MTID=madb5a592b462242560d48512ebeedbbc**

**Wednesday, Sep 7, 2022 1:00 pm | 1 hour | (UTC-02:30) Newfoundland**

**Meeting number: 2634 003 0095**

**Password: rMCpbJmh462**

**Join by video system**

**Dial 26340030095@mun.webex.com**

**You can also dial 173.243.2.68 and enter your meeting number.**

**Join by phone**

**+1-415-655-0002 United States Toll**

**Access code: 263 400 30095**

**Invitees**

President: Craig Purchase

Vice-President: Fielding Montgomery

Past-President: Caleb Hasler

Treasurer & Secretary: Erin Rechisky

Communications Officer: Lindsay Potts

Assistant Communications Officer: Sarah Rabideau

Head of Student Committee: Amber Fedus

Chair of Larkin Award: Sarah Lehnert

Attended: CP, CH, SL, ER, LP

Regrets: SR,

1. **Approval of Agenda**
* approved
1. **Review and Approval previous minutes of June 2022**
2. approved
3. **Actions from Previous Minutes**
	1. **Action:** Craig to contact WCFS president, copy Doug and pull the plug. Check with Cooke. Contact Cooke and SCAS president about being replaced. – NOT done
		1. Caleb has been in conversation with Cooke and Doug about SCAS joining. So I should follow up with Doug on this.
	2. Advertise for expression of interest for book art (Lindsay)
		1. This went out in email and twitter, Caleb was to receive responses.
		2. Caleb says this is now in the works. $200 was agreed by CARS for book art, and Caleb would donate copy of book. Olivier Morrisette
	3. Reminder email/tweet about Larkin award (Lindsay)
		1. This went out last spring
	4. Reminder about Legends to be sent out (Lindsay)
		1. This went out last spring
	5. Take off non-members from list server (Lindsay)
		1. This was done
	6. Add placemarker about archiving website stuff
		1. We all agreed to switch this to AFS hosting platform.
		2. It is $350 US to setup, and $200 a year USD to do this.
			1. Erin concerned on how to physically pay across the border for this.
			2. Lindsay has been asked to follow up to AFS to get instructions on this.
4. **Communications Update (Lindsay)**
	1. More regular email and twitter presence will resume now that summer is over.
5. **President’s Update (Craig)**
	1. AFS Spokane Leadership Events
		1. Governing Board - All day, Saturday, August 20
			1. Craig attended virtually
			2. Things that happened, including discussion of Texas meeting
				1. Maybe a CARS liason to SCAS
			3. Doug retiring
		2. Incoming Governing Board Breakfast - Morning of Thursday, August 25 (this is for the new GB)
			1. Craig attended virtually.
			2. Things that happened.
6. **Past-President’s update (Caleb)**
	1. He’s very close to having book all proofed. Book cover being worked on.
	2. Nothing else other than legends
7. **Legends (Caleb)**
	1. ….Some new nominations in the works
	2. Hoping by Oct meeting we will be able to instigate a vote
8. **Nominating Committee (Caleb)**
	1. No update (Start thinking about this Jan ’23)
9. **Chapter and Student Updates (Amber)**
	1. .Amber did not attend June meeting
	2. Amber not at Sept meeting, so hoping for detailed update in October
10. **Treasurer’s Update (Erin)**
	1. Balances: $11,072.67CHQ. $2,604.43 LARKIN
		1. Didn’t have update for time of meeting
	2. 215 members (May 10, 2022)
		1. We had trouble accessing this, Erin will try to update with Craig
	3. PAGSE $520 (paid 2021), AFS reimburses but takes about 6 months and we don’t have it yet (Sept).
		1. The fee is going to come up again soon, so we may be paying again without getting the reimbursement from last year. Erin is following up.
		2. About 10 years ago, AFS GB voted that they would pay this. Caleb was there as proxy for Cooke.
11. **Larkin Award (Sarah)**
	1. 3 MSc applications and 14 for PhD
	2. Scores back from most of the judges. Some conflict of interest between judges and applicants, so replacement judges and difficult to figure out how to combine.
	3. Easy for new AFS members to click CARS box, but if they are already a AFS member they can’t go back and add CARS, as this needs to be done manually by AFS. Perhaps we should add instructions to the Larkin SOP.
12. **Next Meeting**
	1. October 14, 1pm Newfoundland time.
	2. Discussion during that meeting about regular schedule for rest of the year. Possibly 2nd wed of each month at 1pm NF time with 3:30pm as first backup.
13. **Other Business**
	1. First SCAS meeting is Montreal in Feb 22-25? (wed to Friday)
	2. Let’s dialogue more about when the CARS AGM will be. Whether be in person or at a different time virtual.