

The Landing Board Meeting
Wednesday February 3, 2016
9:00 a.m. 0-77 SUB

Called to order at 9:05

1. Welcome and introductions
2. Executive Director check in
 - a. Training went really well
 - b. New programming: Queer Reading Club, Body Positivity sessions, Body Politics speaker series
 - c. Ambassador Breakfast
 - d. The Landing On Wheels - outreach to residences
 - e. Design practicum student
 - f. Grant-writing in the next month
 - g. Letter-writing campaign just finished - went really well. Emily going to two schools to talk about easy advocacy.
 - h. Policy & procedure around professional standards
 - i. Would like to submit stretch experience for PLLC (Jane & Emily to connect)
 - j. Incidents of disclosure around abuse/intimate-partner violence - will need new policies around this
 - k. Want to check in around getting a credit card for The Landing staff
 - i. Would need a corporate account, but since the Landing doesn't have a separate bank account it may be challenging. Would not be able to get an SU corporate card; unsure of separate account requirement
 - ii. What are CFB/The Gateway doing? Option for petty cash
 - iii. Clarification: Emily & Colleen would have access to credit card
 - iv. **Motion (Cody): To authorize ED looking into credit card options for full-time staff. Seconded by Jane.** None opposed
 - l. Annual Report - need to follow up with Parker around that
 - m. Have been researching SCIP and STEP students
3. GBVP program check in
 - a. Phys Ed & Rec conference - Colleen & Matt gave presentations
 - b. Working on evaluation piece
 - c. Grant due in next couple days
 - d. A couple crisis situations
4. Insurance follow up
 - a. Phone tag in process; dropping off cheque tomorrow
5. Policies and procedures committee
 - a. Policies & procedures for the board
 - b. Volunteer rep Emily has done a lot of policy writing, may be interested
 - c. Victoria volunteers
 - d. Laura volunteers
 - e. Will check with members who are not here
6. Finance (Chris, Cody, Jane, Laura)
 - a. Should start reviewing finances regularly - quarterly basis

- b. Need to write up financial processes as well
 - c. Related - Daniella's contract is ending soon; recommend to not fill it with a new staff member. SCIP/STEP could potentially help fill tasks. Need is less.
 - d. Jane will set up the meeting to review Fall finances before March meeting
7. Meeting times
- a. One of our new members has a class at 9am! 8am would work, or a Doodle poll
 - b. We will try a Doodle poll first (Victoria will send this out)
8. Service Expansion
- a. Student association at Augustana completed a service review, seeing a gap in service with the Landing-type offerings (do have a student group - AQUA). Peer-to-peer counselling. Could connect and provide some training. Referendum option. SAC does disclosure and bystander training; could provide these, supportive listening.
9. Board Recruitment
- a. Student positions filled
 - b. One organizational representative position potentially filled - board recruitment committee needs to meet to ratify
 - c. Community position, one organizational representative position still open
 - d. Need to discuss terms etc for positions

Meeting adjourned at 9:36