



Executive Committee Meeting Minutes

Friday, June 22nd, 3:30 pm
By teleconference

Present:

Christine Gergich, President
Jennifer Yuhasz, Vice-President
Suher Zaher-Mazawi, Treasurer
Cathryn Gasztonyi, Secretary
Janet Turner, Institutional Member-at-Large

Regrets:

Deidre Brocklehurst, Individual Member-at-Large

1. **Approval of Agenda**
Agenda was approved.

2. **Approval of Minutes of May 31st, 2012**
Minutes approved.

3. **Business Arising**
New business to be discussed during reports.

4. **President's Report**
C. Gergich reported that new contracts had been sent to the contractors. All had verbally agreed and signatures were to be verified in the coming few days. Closing of the former HSBC bank account and transfer to VanCity nearly complete. Working on a communication to the AABC membership was her first priority. The communication will cover a variety of relevant topics including new contractor contracts, the new budget, our communications to Hon. James Moore and Dr. Caron, membership survey, and the need for volunteers for various committees. Discussion about ad hoc committees and the need for terms of reference occurred. J. Turner volunteered to be the contact for the new PAAL committee if a volunteer Chair can be found.
S. Zaher-Mazawi to consult with Finance Committee about publicizing the new budget on the AABC website.
J. Turner to continue drafting letter to Dr. Caron.
Discussion about asking members for donations occurred, C. Gergich to include a general note about this in the communication to membership.

J. Morrison represented the AABC at the ACA conference where it was decided that provincial archives councils should be boycotting workshops offered by Library and Archives Canada.

J. Yuhasz and C. Gergich to approach Barber about possible funding opportunities.

C. Gergich discussed many opportunities other for AABC outreach and advocacy campaigns, stressing the need for a new PAAL committee.

J. Turner volunteered to write article for BC History.

Discussion regarding a membership survey occurred. C. Gergich moved that the survey should be delegated to the Membership Committee. Seconded by C.

Gasztonyi and carried.

C. Gergich proposed a half day planning face-to-face planning session on a Saturday in August to discuss committee terms of reference and future advocacy

opportunities. C. Gasztonyi to create a Doodle poll to determine the best date and time.

5. Vice-President's Report

J. Yuhasz reported that she had sent an update to the Programs committee.

Suggested that J. Morrison help with the approach to Barber about funding opportunities as she had investigated this possibility in the past.

Discussion occurred regarding contractors reports. J. Yuhasz to check with the programs committee about the documentation she should be receiving.

S. Zaher-Mazawi to forward financial reports to J. Yuhasz.

6. Treasurer and Finance Committee Report

S. Zaher-Mazawi reported that K. Blimkie's contract has been updated to include expenses which previously were drawn from the office budget.

She and C. Gergich to have a face-to-face meeting with K. Blimkie for orientation purposes to learn day-to-day Treasurer tasks.

Changed Contractor tracking sheets to reflect new contracts.

Stressed need to solicit donations.

7. Committee and Programs Reports

7.1 Communications Committee (Newsletter/Regional Representatives/PAAL)

C. Gasztonyi reported that she had received a reply from Hon. James Moore stating that our letter had been forwarded to Dr. Caron.

Discussion regarding whether or not it was worthwhile to write to Dr. Caron was discussed. Decided that letter should be sent as a rebuttal to public statements that he has made since the NADP cuts.

Learned from J. Morrison that the website does have some blog functionality, will contact D. Mattison for details.

Suggested developing new Newsletter role with a new volunteer.

Will work on draft PAAL terms of reference for the August planning session.

7.2 Grants & Nominations Committees

J. Turner to draft new Grants Committee terms of reference for the August planning session.

Discussed need to meet with the Nominations committee about updating terms of reference.

Approached P. Johnson for details regarding procedures of the nominations committee and also got information regarding the Terms of Reference of other committees.

Will contact M. Wallace to see if she is available to help with the Nominations committee.

Volunteered to continue writing letter to Dr. Caron.

7.3 Conference Committees

C. Gergich volunteered to contact those involved with the Conference committee for an update.

8. Adjournment

Meeting adjourned at 4:30 p.m.

Next Meeting:

July 11, 3:30pm