



**Executive Committee Meeting
Minutes**

**Thursday, May 31st, 2012, 8:30 pm
By teleconference**

Present:

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

1. Approval of Agenda

Agenda was approved.

2. Business Arising

New business to be discussed during reports.

3. President's Report

C. Gergich thanked everyone for their hard work during this difficult time. Three primary issues she wanted to handle during her presidency (pre-NADP cuts) included: streamlining internal processes through new website; streamlining membership process; 2013 conference. Hopes we can still accomplish some of this despite limited budget.

Post-NADP cuts, considering what will the AABC be moving forward.

New contracts have been sent to the contractors for review.

Due to current instability of budget and purpose, the Round Table meeting will be delayed until next year (likely January). This is possible since Contractor contracts have already been revised due to loss of NADP funding.

C. Gergich and S. Zaher-Mazawi proposed that a membership survey should be done, with the help of the membership committee, to help the executive better understand the needs of members at this time, so that priorities can be re-adjusted.

Discussion occurred regarding institutional memberships since many institutions AABC members only due to eligibility for NADP funding.

Proposed that some committees should re-define their terms of reference, particularly the Grants committee, whose purpose of administering NADP funding is now lost.

A long discussion regarding potential new sources of funding occurred including the restructuring of membership fees, the need to solicit donations, and approaching the Irving K. Barber Centre.

C. Gergich and J. Yuhasz agreed that they will approach Barber.
The AABC will move forward with the proposed 2013 conference as it will be a key source of revenue for the next fiscal year.
C. Gergich to send a communication to the AABC membership to update them regarding the current state of affairs once the contractors have signed their contracts.

4. Vice-President's Report

J. Yuhasz thanked everyone for their hard work during this difficult time.
J. Yuhasz reported that with the help of Jane Morrison, Jennifer Mohan, and S. Zaher-Mazawi, the contracts with David, Rosaleen, Kelly, and Karen had been revised and sent out to the contractors for review.
J. Morrison to join the Programs committee.

5. Treasurer and Finance Committee Report

S. Zaher-Mazawi thanked the Finance committee, Lara Wilson and Jane Morrison for their help with the new budget.
Library and Archives Canada's April 30th cutting of the National Archives Development Program caused an enormous budgetary crisis for the AABC.
S. Zaher-Mazawi reported that the AABC lost \$70,000 in funding.
The priorities for the revised budget are to preserve as many services as possible and particularly focus on those services which generate the most revenue for the AABC, such as courses in archival practice.
David's hours have been reduced, but he has stated that the hours budgeted will be enough to maintain MemoryBC, which is an important priority for the AABC executive, its members, and the public.
There was significant discussion regarding the solicitation of donations, particularly from institutions.
S. Zaher-Mazawi and finance committee examined the possibility of applying for a Community Gaming Grant (May 31st deadline), but the AABC was ineligible due to high financial reserves. This funding possibility will be re-examined next year.
Due to the timing of LAC's announcement, all other possible funding deadlines have passed.
Finance committee seeking a new member due to the resignation of M. McKeen.

6. Committee and Programs Reports

6.1 Communications Committee (Newsletter/Regional Representatives/PAAL)
AABC Executive letter regarding NADP cuts sent to the PM, Minister of Heritage and Official Languages, NDP Heritage Critic in both hard and soft copy, soft copy also sent out to various listservs.
Working on list of NADP funded projects for website, J. Turner to ask former Grants committee chair for basic documentation.
C. Gergich to send revised protest letter to current head of Library and Archives Canada.
PAAL Committee requires a new representative due to resignation of M. McKeen. C. Gasztonyi to attempt writing new terms of reference for the PAAL committee.

Leah Pearse has resigned as Newsletter Editor. Discussion regarding the future of the AABC newsletter occurred. C. Gasztonyi to contact D. Mattinson regarding website and blogging options in light of recent desktop publishing problems.

6.2 Grants & Nominations Committees

Grants:

J. Turner discussed developing a new Terms of Reference for the Grants Committee, due to NADP cuts.

Expressed desire to investigate how institutional membership will change since NADP grant eligibility was the primary reason for the existence of institutional memberships.

Reported that she had given a speech to the graduating SLAIS class.

Volunteered for future writing tasks.

Discussion about responses to NADP protest letters occurred.

6.3 Conference Committees

D. Brocklehurst contacted the Conference Committee Chair and forwarded him information about the idea of holding a joint conference with Northwest Archivists.

Discussion regarding the conference occurred, including the hope that it will be held in April/May.

7. **Adjournment**

Meeting adjourned at 9:50 p.m.

Next Meeting:

June 22nd, 3:30 pm