

**Executive Committee Meeting**  
**Minutes – Sunday, October 18th, 2:00pm**

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Executive of the Archives Association of British Columbia  
Location: Deloitte, Vancouver

**Present:**

Emily Lonie, President  
Cindy McLellan, Vice-President  
Sarah Jensen, Secretary  
Sarah Romkey, Treasurer  
Ryan Gallagher, Member-at-Large

**Regrets:**

Heather Dean, Member-at-Large

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**7.1 Approval of Agenda:**

- Called meeting to order at 2:10pm. Agenda was approved with the following additions: 7.2.5 responsibilities of vice president, 7.6.1 discussion of MemoryBC/database committee, 7.6.2 MemoryBC training session at AABC conference.
- Minutes of September 24th meeting approved.

**7.2 President's Report**

- 7.2.1** Discussed CCA AGM call October 28<sup>th</sup>  
-E. Lonie discussed report that was circulated to executive.  
-C. McLellan sends regrets.  
-Reported R. Frogner will do French translation.
- 7.2.2** October 26<sup>th</sup> lunch with new BCMA President  
-Will emphasize BC is only province that does not receive provincial funding.  
-Will continue AABC's advocacy efforts.
- 7.2.3** Reported only BC and one other province provided feedback on Archivescanada.ca.
- 7.2.4** Discussed responsibilities of Vice-President and other executive positions and committees
- Discussed upcoming executive vacancies.
  - Discussion re: possible changes to the roles of the executive in order to distribute the responsibilities amongst executive members more equitably.
  - Discussed creating code of conduct for participating in AABC. S. Romkey agreed to follow up.

**7.3 Vice-President and Programs Committee Report**

- 7.3.1** Provided general update

**7.4 Treasurer and Finance Committee report**

- 7.4.1** Approved August 2015 financial statements.

7.4.2 Will circulate amended budget for executive review.

## 7.5 Committee and Program Reports

### 7.5.1 Communications Committee

-S. Jensen agreed to send out notification on listserv when minutes posted to AABC web site

-Agreed to schedule telephone meetings with regional representatives.

### 7.5.2 Grants & Nominations Committee

-Reported adjudicated Terry Reksten memorial prize (awarding of 2 grants).

### 7.5.3 Membership & Conference Committees

-Received and discussed Lapsed Members Report and recommendations.

-Agreed to discuss at AGM at part of 2017 membership structure changes.

-H. Dean will contact Membership Committee re: executive feedback on cancelling arrears.

-S. Romkey agreed to look into financial implications of flattening membership structure. Will develop two separate proposals for AGM.

-Discussed rationalization for tiered membership structure - NADP funding.

## 7.6 Business Arising

### 7.6.1 Discussed MemoryBC/database committee

- Agreed to strike adhoc MemoryBC Committee/BC database Committee now and move for standing committee at AGM. E. Lonie will consult procedures regarding this.

### 7.6.2 Decided to propose MemoryBC training session at AABC conference led by D. Gillean and L. Glandt.

## 8. Adjournment

- Meeting adjourned at 3:38 pm.

Next meeting: Tuesday, November 24th, 2015, 3:00pm