



**Executive Committee Meeting
Minutes**

**Wednesday February 2nd, 2011 1:30 pm
By teleconference**

Present:

Janine Johnston, President
Jane Morrison, Vice-President
Linda Nobrega, Treasurer
Jennifer Pecho, Secretary
Peter Johnson, Institutional Member-at-Large
Corinne Rogers, Individual Member-at-Large

- 1. Approval of Agenda**
Agenda was approved.
- 2. Approval of Minutes of January 6, 2010**
Minutes were approved.
- 3. Business Arising**
There was no business arising.
- 4. Vice-President's Report**
J. Morrison reported on recent programs activities.
ANS: There was nothing new to report.
APS: There was nothing new to report.
EAS: J. Morrison reported that Kelly Stewart had spent additional hours in January updating the Introduction to Archival Practice course.
J. Morrison reported that she had met with the Programs Committee to work on NADP applications and discuss Irving K. Barber Funding. She reported that the applications would be reviewed by the President and Treasurer before the deadline of February 11th. J. Johnston thanked Jennifer Mohan and Lara Wilson for their assistance with NADP applications.
- 5. Treasurer and Finance Committee Report**
L. Nobrega reported that the signing authority issues had been resolved and that she and J. Morrison now had authority for the AABC.
She also reported that Karen Blimkie had submitted the financial statements which reflected some changes.

L. N. reported that approval had been given for Lisa Snider to undertake the technical editing of the Winter 2011 newsletter since Harrison Inefuku would be away.

6. Committee and Programs Reports

6.1 Communications Committee (Newsletter/Regional Representatives/PAAL)
J. Pecho had nothing new to report except to reiterate that Lisa Snider would do the digital editing for the Winter newsletter owing to Harrison Inefuku's absence.

6.2 Grants & Nominations Committees
Grants:

P. Johnson reported that the NADP adjudication meeting had been held on Saturday January 29th. He reported that 12 applications had been received and that once funding was determined a decision would be made regarding how many applications to approve, either 9 or 10.

A discussion ensued regarding allocating funding to as many approved projects as possible and moving NADP money from the website or services which can be funded by other means to do so.

J. Morrison moved to fund all 10 projects. The executive approved it.

J. Johnston thanked the Grants Committee for their work and P. Johnson for organizing the adjudication, reporting, etc.

P. Jonson also reported that the committee recommended that a grant writing workshop should be arranged for the near future. J. Morrison suggested possibly incorporating it into a future conference or having a teleconference workshop.

Nominations:

There was nothing new to report. It was noted that Melanie Wallace should be informed of all vacant positions within the AABC, including regional representatives and committee chairs.

6.3 Membership & Conference Committees
Conference:

C. Rogers reported that preparations for the Conference were moving along and that the notice is posted to the website. The Committee has issued lots of requests for participation and has issued sponsorship reports.

J. Morrison asked that she and J. Johnston be cced with anything to be posted on the website.

Membership:

There was nothing new to report.

7. President's Report

J. Johnston reported that on January 24th she and J. Morrison met with Ingrid Parent and Simon Neame at the Barber Centre. She outlined projects and services undertaken by the AABC with the help of Barber funding. She suggested that funding be continued for similar work.

A discussion took place regarding the draft of a letter circulated by J. Johnston to the Truth and Reconciliation Commission regarding sponsoring a member of the

AABC to attend their National Research Centre Forum in Vancouver. The draft was approved with some changes.

9. Adjournment

Meeting adjourned at 2:31 p.m.

Next Meetings:

Tuesday March 15, 1:30 pm

Tuesday April 12, 1:30 pm