



Executive Committee Meeting Minutes

Wednesday October 27, 2010
By teleconference

Present:

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

1. Approval of Agenda

Agenda was approved. (Please note that the agenda was changed during the meeting to accommodate the schedules of participants.)

2. Approval of Minutes of September 24, 2010

J. Morrison suggested changes to the minutes. J. Pecho will revise and submit for approval.

3. Vice-President's Report

J. Morrison reported on recent programs activities.
ANS: A discussion took place regarding ANS funding.
APS: Rosaleen Hill will conduct site visits in the Okanagan.
EAS: Site visits are ongoing.

3.1 Report on Library and Archives Canada Stakeholders Meeting

J. Morrison gave a report on her attendance at the meeting designed as a consultation forum to discuss LAC's relationship with the archival and historical communities and organizations in Canada and directions for the future.
LAC is looking for input on a pan-Canadian documentary heritage network. They discussed plans for the Trusted Digital Repository, for resource discovery and access services and other "projects of common interest" to the heritage communities in Canada.

J. Morrison also attended the CCA 25th Anniversary Celebration where the AABC banner featuring a photograph from the Jewish Museum and Archives was on display.

4. Committee and Programs Reports

- 4.1 Communications Committee (Newsletter/Regional Representatives/PAAL)
J. Pecho reported that she had no luck identifying existing submission and copyright policies for newsletters like the AABC newsletter and reported that she had contacted several organizations directly in hopes of getting more information.

It was decided that Archives Week would take place this year from November 14th – 20th to coincide with Douglas Day. In addition, the decision was made to follow the Museum community's theme of "Looking Ahead Together."

- 4.2 Grants & Nominations Committees

Grants: P. Johnson reported that the Endangered Archives funding is available in Canada and for researchers working on archives fitting the criteria here or abroad. That information would be posted to the AABC website by Lisa Snider.

A discussion took place regarding the CCA deadlines for application for NADP funding. Some concerns were raised regarding the short time between applications being made available and submission deadlines. P. Johnson will draft a letter to send to J. Johnston to alert to the archival community in BC to the necessity to start planning applications.

Nominations: P. Johnson reported that the committee would make appeals on Archives-bc and the BCMA listservs for Executive Committee member nominees.

J. Johnston discussed putting out a call on the Archives-bc, BCMA and BCLA listservs for descriptions for the AABC contractors list.

- 4.3 Membership & Conference Committees

Conference: C. Rogers reported that Alex Allen has joined the committee to help coordinate and that the committee is making progress with regard to speaker ideas.

J. Morrison reminded the group that the Conference Committee needs to communicate with the Executive Committee regarding approval of budget and programming decisions.

C. Rogers discussed the need to create a workflow for the Conference. A short discussion took place regarding the existence of Conference Committee records from earlier years.

Membership: The committee was currently formulating recommendations for an institution to complete its application. Several other applications are being considered.

Sarah Romkey is working on recommendations for a new application process.

5. **Treasurer and Finance Committee Report**

A brief discussion about the financial statements, including ANS funding and how to refer to the "data-migration project" took place.

A joint Programs and Finance Committee meeting is scheduled for November 11.

L. Nobrega pointed to the need for EAS and APS reporting to determine if the AABC workshops are profitable.

L. Nobrega also reported that she would send financial statements and budget to Leah Pearse for inclusion in the fall newsletter.

6. President's Report

J. Johnston reported on the beta-testing funding for ICA-Atom. NADP and Barber funding will pay for data-migration project with in-kind funding from Artefactual.

J. Johnston also reported that she and Peter van Garderen would draft a statement of work when he returned from being away.

A meeting will take place with Mimi Lam and Simon Neame from the Irving K. Barber Centre and R. Hill, K. Stewart and J. Johnston to ensure collaboration and no duplication of efforts between the AABC and the Barber Centre initiatives.

J. Johnston also reported that Kathy Bossart from the Constitution and By-laws committee was available to help other committees and asked J. Pecho to contact PAAL and P. Johnson to contact Grants to see if additional help was needed.

J. Johnston also suggested that Kathy could look into term limits for Executive members.

7. Business Arising

7.1 It was decided that an in-person Executive Meeting would take place on Wednesday, November 17th at 7:30 pm at the Archdiocese of Vancouver.

8. Adjournment

Meeting adjourned at 3:07 p.m.

Next Meeting:

November 17, 7:30 pm

December 8, 1:30 pm

January 6, 2:30 pm