



**Executive Committee Meeting
Minutes**

**Friday September 24, 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.

2. Approval of Minutes of August 27, 2010

Minutes were approved.

3. Business Arising

J. Morrison suggested that Executive meetings be held earlier in the month to correspond with the reports from the various committees. It was agreed by all.

4. Vice-President's Report

J. Morrison reported on recent programs activities.

ANS: Activity report for August was reviewed which included a discussion of the introduction of the ICA-Atom 1.0.9. The need to follow up on some usability issues was discussed. J. Johnston noted that there was no longer a link back to the AABC homepage on MemoryBC.

APS: No new business to report.

EAS: Kelly Stewart is preparing for site visits to Haida Gwaii where she will work with First Nations archives and Prince Rupert where she will attend a regional archival meeting.

J. Johnston asked that Rosaleen Hill and Kelly Stewart both submit an outline of regions they have visited in the past 5 years to ensure that services were being distributed throughout the province.

A discussion of budget items and Irving K. Barber funding took place. The website RFP deadline dates were also discussed. It was decided that two proposed timelines for completion of the website would be sent to David Mattison and Lisa Snider for their advice on which would be more feasible.

5. **Treasurer and Finance Committee Report**

A brief discussion of the monthly financial statement and the budget took place including a discussion that hosting MemoryBC should fit in the ANS budget. After a brief discussion of funding for the website redesign, it was decided that a joint Finance/Programs meeting should take place. J. Johnston will attend if possible. L. Nobrega noted that she would send Leah Pearse an email about including the budget and financial statements in the next newsletter.

6. **Committee and Programs Reports**

6.1 Communications Committee (Newsletter/Regional Representatives/PAAL)

The Executive decided that due to copyright issues, the AABC would not enter into a licensing agreement with EBSCO.

It was decided that copyright should be written into the new submission policy. J. Pecho will look at other submission and copyright policies and report back.

6.2 Grants & Nominations Committees

Grants: P. Johnson reported on a possible new funding opportunity which, if proven open to AABC members will be forwarded to Lisa Snider to post on the website.

Nominations: P. Johnson reported that Melanie Wallace will continue in her role on the committee. It was decided that a call for new Executive members should be made to Archives-bc.

6.3 Membership & Conference Committees

Membership: C. Rogers reported that the committee was meeting on Sunday September 29, and would review suggested edits and updates to the guidelines issues to organizations applying for membership.

Conference: The call for papers is out and the committee is getting inquiries. The location is confirmed as the Barber Centre where two rooms are booked for four days: April 27-30. The Conference Committee will coordinate with the SLAIS Anniversary celebrations. Kelly Stewart and Rosaleen Hill will hold a two-day pre-conference workshop on Graphic and Photographic Media. The committee is discussing to whom invitations to present will be sent in addition to the call for papers. Another meeting is scheduled for the first week of October.

7. **President's Report**

J. Johnston reported that all expected funding had been received from NADP and Barber. Possible photographs for the AABC Banner funded by the CCA were discussed.

Data migration will happen between January and March. The cost of the project is higher than it appeared on the budget. J. Johnston is currently drafting a statement of work, and a scope statement for the project as a whole.

J. Johnston also reported that Lara Wilson is going to attend the CCA General Assembly for the AABC and that she would draft a report for Lara to give. She also reported that hosting MemoryBC should be included in the RFP for the website as Artefactual will not continue to host.

When final cheques from the CCA are received, J. Johnston will contact Peter Van Garderen regarding projects.

8. Adjournment

Meeting adjourned at 2:49 p.m.

Next Meeting:

To be scheduled.