

**Executive Committee Meeting
Minutes – 11 February 2010**

Executive of the Archives Association of British Columbia
Location: teleconference

Present:

Jordana Kerry, President
Janine Johnston, Vice-President
Linda Nobrega, Treasurer
Jane Morrison, Secretary

Regrets:

Shaunna Moore, Institutional Member-at-Large

1. Approval of Agenda:

J. Kerry called meeting to order at 2.02 p.m. The agenda was approved with no changes.

2. Approval of Minutes of 13 January 2010

Minutes of the January Executive meeting were approved with one change in section 4.1 regarding funding sources.

3. Business Arising

There was no business arising.

4. Vice-President and Programs Committee Report

J. Johnston reported on Programs business. She requested that the executive forward recommendations regarding the recently drafted EAS policy documents by next week.

4.1 Network – BCAUL/ICA-AtoM reporting

MemoryBC statistics are showing a high volume of traffic.

J. McMaster will resign as Network Co-ordinator at the end of March; there was a discussion about filling the position.

Preservation reporting

There was no BCAPS news to report.

Education reporting

There was no BCEAS news to report.

5. Treasurer and Finance Committee report

L. Nobrega reported on the draft 2010-2011 budget which has been reviewed by K. Blimkie. The general and programs sheets have incorporated the contractors' draft menus. There was a short discussion about the Barber funding budget line. There was a discussion about the BCANS budget, including ICA-AtoM and the CSV

project. There was a question about anticipated revenues from workshops to be delivered in 2010-2011. L. Nobrega asked J. Johnston to forward the budget portion of the NADP proposals to assist in the preparation of the final budget. The current ANS budget was discussed briefly, and the executive committee budget may be reduced.

It was agreed that the budget would stand as tentative until the next executive meeting, and that J. Johnston will solicit Programs Committee feedback on the three programs budgets before it is finalised.

A budget for the conference is needed prior to the next executive meeting.

6. Committee and Program Reports

6.1 Communications (Newsletter/Regional Representatives/ PAAL)

J. Morrison reported briefly on the potential FIPPA review submission (PAAL).

6.2 Grants & Nominations Committees

J. Morrison read S. Moore's report.

Grants: there was nothing to report.

Nominations: some nominees for executive positions have been found but further nominees are needed for executive and committee positions. S. Moore asked executive members to forward any suggestions, prior to circulation of a call for volunteers.

6.3 Membership & Conference Committees

J. Morrison reported in the absence of an Individual Member-at-Large.

Membership: S. Romkey's report on committee tasks was reviewed.

Conference: Planning for the mini-conference and AGM is progressing. The association should thank the Barber Centre for agreeing to host; J. Kerry to draft letter and forward to J. Johnston to review. J. Morrison will ask K. Blimkie for last year's budget and forward.

7. President's Report

J. Kerry had nothing further to report.

8. Adjournment

Meeting adjourned at 3.11 p.m.