

**Executive Committee Meeting**  
**Minutes – Tuesday, June 17<sup>th</sup>, 1:30PM**

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Executive of the Archives Association of British Columbia  
Location: teleconference

**Present:**

Caroline Posynick, President  
Emily Lonie, Vice-President  
Sarah Romkey, Treasurer  
Sarah Jensen, Secretary  
Ryan Gallagher, Institutional Member-at-Large  
Jane Morrison, Individual Member-at-Large

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**1. Approval of Agenda:**

- Called meeting to order at 1:30PM. The agenda was approved.

**2. Approval of Minutes:**

- Minutes approved.
- Approval of March 18th executive meeting minutes postponed until next meeting.

**7.2 Grants & Nominations Committees**

- R. Gallagher had to leave the meeting at 2:00pm so he reported first.
- R. Gallagher reported connecting with Janet Turner.
- Discussed the following grant options: BC Gaming grant, BC Arts Council, BC 150 grant, Irving K. Barber grants (S. Romkey). Will continue to explore funding options. Executive agreed BC 150 grant may be a good option. At this time, AABC is not eligible for BC Gaming and BC Arts Council grants.
- Reported speaking to E. Lonie about Conference Committee and sponsors. R. Gallagher will assist with this process.

**3. Business Arising**

- Covered under President's report.

**4. President's Report**

- C. Posynick reported AABC website does not have capacity to store documents or have a calendar so proposed using Google Calendar.
- Reported on CCA conference call which discussed membership rates and sliding scale based on previous NADP funding. Executive discussed the type of support provided by CCA: advocacy/advisors, national and provincial catalogues, national network, committees, etc. Mentioned AABC does not receive provincial support. Executive agreed on need to reasonably explain reasons for fee reduction.

- Reported will attend Council of President's meeting at ACA. Will circulate report to executive for feedback prior to meeting.

## **5. Vice-President and Programs Committee Report**

- E. Lonie reported on discussion with Jill Teasley about ACA online survey group. Jill is part of a special online educational task force which is distinct from the ACA online survey group. She will recommend the task force consult with provincial councils.
- C. Posynick reported that during the CCA conference call online courses (workshops and webinars) were a topic of discussion.
- Reported will follow-up with K. Stewart later in July regarding Fluid Survey and Survey Monkey.
- Executive agreed on need to effectively communicate/publicize AABC's course offerings, stressing they are a major revenue stream.
- Reported Jennifer Yuhasz gave access to Dropbox and some physical records.
- E. Lonie placed call for volunteers for conference committee; already received a good response. Lara Wilson will chair committee. Sent proposed theme to committee for feedback. Will aim for April conference date.
- Foothills discount will be posted later in July to AABC website. Members will be asked to email for code.

## **6. Treasurer and Finance Committee report**

- S. Romkey discussed signing authority documentation from J. Morrison which should be sufficient for transfer of signing authority.
- Donation list discussed; prizes will be announced by sending to AABC list-serve.

## **7. Committee and Program Reports**

### **7.1 Communications (Newsletter/Regional Representatives/ PAAL)**

- S. Jensen reported contacted Brenda Richmond and Kelly Lau for information. Gained access to previous secretary's Dropbox.
- Discussed volunteer interested in archival outreach who proposed creating video/blog posts on archives/archivists in BC or Canada (K. Lau). E. Lonie mentioned Carleton University's podcasts which report on the activities of graduates. Executive agreed this is a great way to publicize the activities of archivists and archives. If volunteer opts to blog, the AABC website would work. D. Mattison could create an account for the volunteer.
- Discussed AABC's Facebook presence, managed by Kelly Lau.

### **7.3 Membership & Conference Committees**

- J. Morrison discussed member-at-large's role on this committee.
- J. Morrison reported pleased E. Lonie is spearheading conference. Member-at-large will be on committee as necessary.

- Reported no activity on memberships. Upcoming meeting with Sarah Rathjen so will report on this at next meeting.

**8. Adjournment**

Meeting adjourned at 2:30PM.

Next meeting: mid-August 2014.