



**Executive Committee Meeting  
Minutes**

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**Thursday January 6, 2011  
By teleconference**

**Present:**

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

**Regrets:**

Corinne Rogers, Individual Member-at-Large

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**1. Approval of Agenda**

Consultation on FIPPA changes was added after the President's Report.

**2. Approval of Minutes of December 8, 2010**

One change was suggested to the minutes. J. Pecho will circulate for approval by email.

**3. Business Arising**

There was no business arising.

**4. Vice-President's Report**

J. Morrison reported on recent programs activities.

ANS: The coordinator reports that the total number of descriptions has decreased by 43 records whether from deletion or data migration due to the upgrade to ICA-Atom 1.1. There is no audit function in MemoryBC that determines what and when something is deleted and by whom. A discussion regarding RAD validation checks took place including a discussion of Artefactual's role in MemoryBC and the fact that if they undertake future customization for MemoryBC it will be charged to the AABC.

There was a brief discussion about a potential need for a project coordinator for MemoryBC and an executive liaison to the CCA's Canadian Committee on Archival Description, as the experience in implementing MemoryBC could be valuable to the national community.

J. Morrison also noted that David Mattison's revised contract was ready and being sent to David for approval.

APS: There was nothing new to report.

EAS: There was nothing new to report.

J. Morrison reported that the Programs Committee had met to discuss funding the contractor services for 2011. The specific recommendations would be circulated to the Executive members for approval.

## 5. **Treasurer and Finance Committee Report**

L. Nobrega had little to report.

Some changes are upcoming to the financial statements. It has been decided that the AABC will maintain its membership with the BC Historical Federation. She also reported that the signing authority difficulties are being resolved.

## 6. **Committee and Programs Reports**

6.1 Communications Committee (Newsletter/Regional Representatives/PAAL)

J. Pecho reported the AABC Fall Newsletter had been posted to the website.

6.2 Grants & Nominations Committees

Grants:

P. Johnson reported that all information pertaining to NADP grants was up to date on the website and that one eligible application had been received.

A discussion took place clarifying the budget for the Grants Committee to meet and adjudicate the applications.

Nominations:

There was nothing new to report.

6.3 Membership & Conference Committees

Conference:

C. Rogers sent her regrets so there was nothing new to report.

It was noted that the information on the AABC was for last year's conference and AGM which should be changed.

Membership:

There was nothing new to report.

## 7. **President's Report**

J. Johnston reported that she was trying to schedule a meeting with Ingrid Parent and Simon Neme to discuss Irving K. Barber funding.

It was agreed that the Digitization Institute proposal would be made public at the BC Digitization Coalition meeting and confirmed that the program would be owned by the AABC for use in BC although it Kelly Stewart and Rosaleen Hill may eventually be able to travel elsewhere with it.

## 8. **FIPPA**

J. Morrison and J. Johnston reported that the AABC had been asked to consult on the proposed changes to the *Freedom of Information and Protection of Privacy Act* (FIPPA), specifically on proposed amendments relating to Archives. Government requires the proposed amendments to be kept confidential at this time; the AABC will make public its input when it is able to do so.

It was decided that J. Morrison would draft a letter from the AABC stating our position and circulate to the Executive for approval.

**9. Adjournment**

Meeting adjourned at 3:29 p.m.

**Next Meetings:**

February 2, 1:30 pm