

# 1995 Annual General Meeting of the Archives Association of British Columbia – Minutes

April 22, 1995

Dunsmuir Lodge, Saanich, British Columbia

## 1. Approval of Agenda

Motion to approve agenda moved by Susan Hart and seconded by Marlene Smith.

## 2. Approval of minutes of 1994 Annual General Meeting

Motion to approve minutes of Annual Meeting 1994 moved by Susan hart and seconded by Trevor Livelton.

## 3. Executive Reports

### i. President's Report

- Reported continuation of several successful projects from previous years: Community Archives Education Program, the B.C. Conservation Service and the B.C. Archival Union List. A special thanks to contractors on these programs: Irene Bekes, Rosaleen Hill and Bill Purver.
- Completed the seventh printing of the *Manual for Small Archives*, and two additional chapters continued to be sold separately to owners of previous printings. A special thanks to Enid Britt for help in distribution of manuals. In addition, a publications committee has prepared a long range plan for the revision of the *Manual*.
- The Archives Legislation Committee met with BCARS representatives and the AABC has support for archives legislation from the heritage community and from the Freedom of Information and Privacy Association. We will monitor the situation and renew lobbying efforts at the appropriate time.
- All committee efforts have been informed by the AABC Five Year Plan introduced at the annual general meeting last April. Members were invited to participate in a discussion of the plan following the AGM.

### ii. Treasurer's Report

A statement of accounts was presented to members

\$63,396.08 total revenue

\$57,838.66 disbursements

\$25,000 invested in 3 GICs to earn interest and each on a different roll over date so we will have the cash on hand when needed (e.g. money to use while awaiting grants)

Treasurer reported that all accounts are healthy.

## 4. Committee Reports

### i. Education Committee

Susan Hart presented report in place of committee chair Lynne Tibbitt. A generally successful year. Low registration for some workshops in smaller communities meant a reassessment of locales and recommendations for 1995/96. Consistently positive evaluation for all events.

## **ii. Conservation Committee**

Francis Mansbridge presented committee report. Some communities still not aware of the conservation service. All institutions encouraged to use this service.

## **iii. Grants Committee**

Frances Fournier presented report on behalf of committee chair Christine O'Donnell. Quality of grant applications is high.

## **iv. Membership Committee**

Chair, Erwin Wodarczak reported, and was thanked for taking over as chair after the committee lost some members. The latest membership figure is 402 members, 97 of them institutional. This is an increase of 46 members over last year.

## **v. Archival Legislation Committee**

Ann Carroll presented committee report. Though archival legislation was not on the government agenda this year, the committee presented a brief to the government and will continue to press for legislation.

## **vi. B.C. Thesaurus Committee**

Heather MacNeil presented report on behalf of chair Jan Turner. Committee completed a survey of membership regarding the thesaurus and has referred various recommendations to the executive.

## **vii. BC Archival Union List**

Grant Mitchell reported on behalf of BCAUL advisory board: 129 repositories have been surveyed and descriptions of their records, plus 70% of BCARS' records, are now available on-line. Project will continue for next 6 months and when survey completed will continue in maintenance role. Bill Purver reported as newly-hired Archives Advisor. He will work on BCAUL for next 6 months then as archives advisor, and on revision to guide to archival repositories.

## **5. Other Business**

- Erwin Wodarczak reported that AABC has 57 out-of-province members.
- Discussion regarding a directory of services that AABC provides. Options are pamphlet, in newsletter or in membership directory.
- Discussion of promotion of membership benefits of AABC
- Regional representatives also fulfil this role
- Advocacy of AABC in general discussed. It will be a priority of new executive.
- John Bovey reported on new hours of access at BCARS and new tariff schedule.
- George Brandak reported on new UBC access site.

## **6. Nominations Committee**

Chair Jim Burrows reported that three positions are open: Vice-President, Treasurer, and Individual Member-at-large. The new executive was presented to the membership: President - Joanne Rajotte, Vice-President - Joni Mitchell, Treasurer - Jay Gilbert, Secretary - John Stewart, Institutional member - Christine O'Donnell, and Individual Member-at-large - Joan Cowan.

Meeting adjourned at 10:15 am