

**Executive Committee Meeting
Minutes – Tuesday, May 15th, 10:30am**

Executive of the Archives Association of British Columbia
Location: teleconference

Present:

Cindy McLellan, President
Maxwell Otte, Vice-President
Sarah Jensen, Secretary
Scott Owens, Member-at-Large
Alexandra Wieland, Member-at-Large

Regrets:

Sarah Romkey, Treasurer

1. Approval of Agenda:

- Called meeting to order at 10:30am. Agenda was approved with an addition by Vice-President and addition by President of discussion of inclusion of digital objects in MemoryBC.

2. Approval of Minutes:

- Minutes of March 15th meeting approved.

3. President's Report

- C. McLellan reported sent thank you to Deloitte for hosting conference.
- Reported declined invitation to host Chinese delegation from All Americans Inc. but would invite them to attend digital symposium if AABC hosts one.
- Reported sent E. Lonie's TPP letter.
- Discussed Provincial Digital Library Symposium attended by C. McLellan and S. Romkey. Reported the structure is still undecided but if they proceed with a spoken hub, recommends inclusion of MemoryBC.
- Reported on discussion with S. Romkey about allowing digital objects in MemoryBC for a small fee. Requested Provincial Database Committee investigate this. S. Owens agreed to discuss with L. Snider. A. Wieland and M. Otte in favour but they had a few questions that were discussed by executive including cost. C. McLellan mentioned the surplus spoken about by S. Romkey at AABC conference.
- Reported on logistical issues involved in setting up a meeting with the heads of BCLA and BCMA in Victoria. M. Otte agreed to take this on in the fall.

- S. Owens mentioned his discussions with D. Gillean regarding bottlenecks at BCANS coordinator level.
- Mentioned Provincial Territorial meetings at this year's ACA will take place by teleconference. Written reports will be submitted.

4. Vice-President and Programs Committee Report

- M. Otte added to the agenda that he received a congratulatory email to the AABC from LAC for a successful DHCP application.

5. Treasurer and Finance Committee report

- S. Romkey circulated February and March financial statements for executive approval via email.
- M. Otte moved to approve the financial statements. S. Owens seconded the motion. Motion carried.

6. Committee and Program Reports

- Communications Committee
 - S. Jensen discussed recurring monthly meeting date and time. Executive agreed to third Tuesday of each month at 10:30am.
- Grants & Nominations Committee
 - Discussed contacting R. Gallagher for documentation relating to Member-at-Large position.
- Membership & Conference Committees
 - A. Wieland questioned where to send a cheque she received from ARMA for their vendor table at the AABC conference.
 - Discussed contacting H. Dean for documentation relating to Member-at-Large position.

7. Business Arising

- S. Owens discussed convening the Conference Committee in the fall. M. Otte mentioned L. Wilson's interest in having a joint conference with ARMA VI or the BCMA, possibly in Victoria.
- C. McLellan agreed to investigate hosting the AABC monthly conference call.

8. Adjournment

- Meeting adjourned at 10:57 am.

Next meeting: Tuesday,
June 21st, 2016, 10:30am