

Executive Committee Meeting
Minutes – Tuesday, April 25th, 10:30am

Executive of the Archives Association of British Columbia
Location: teleconference

Present:

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

1. Approval of Agenda:

- Called meeting to order at 10:30am. Agenda was approved.

2. Approval of Minutes:

- S. Owens called for a motion to approve March 21st meeting minutes, seconded by S. Romkey. Minutes approved.

3. President's Report

- Discussed First Nations engagement ad hoc committee. S. Rathjen expressed interest but not as chair.
- Discussed Erica Hernandez-Read's request for a free one year associate institutional membership to any B.C. based Indigenous record-keepers recruited as full partners in the Task force. Approved by Executive and will notify members at AGM.
- Mentioned obituary G. Mitchell sent. At AGM will mention members that passed away.
- Agreed to have L. Snider post AABC, BCLA, BCMA MOU on AABC web site.

4. Vice-President and Programs Committee Report

- M. Otte reported contracts are done. L. Glandt to sign at conference.
- Reported signing authority appointment scheduled at VanCity. Will ensure A. Chirnside has signing authority.

5. Treasurer and Finance Committee report

- S. Romkey reported no financials this month. Next month, March financials will be ready for approval.
- Provided update on AGM financial documents.
- Reported focusing on transitioning to new treasurer.

6. Committee and Program Reports

- Communications Committee
 - Executive approved Facebook administrator information document.
- Grants & Nominations Committee
 - Discussed candidates for AGM election.
 - Optimistic Emma Wright will run for Vice President.
 - Other candidates: Angeline Chirnside (Treasurer), Daniel Collins (Member-at-Large), Robert McLelland (Secretary.)
- Membership and Conference Committees
 - Discussed resignation of J. Zerkee. S. Jensen agreed to contact S. Rathjen about Membership chair and committee.
 - S. Owens reported conference exceeded revenue targets. Workshop full. Social event also full and food budget increased.

7. Business Arising

- Discussed upcoming conference and AGM, including roles, responsibilities, and logistics.
- Reported D. Young will do the First Nations greetings; C. McLellan will introduce the speakers. S. Owens will provide speaker biographies.
- AGM action item: request a member strike the First Nations ad hoc committee (C. McLellan to contact J. Teasley).
- Discussed finding AABC member for a 3 year commitment to liaise with D. Alexander and D. Wood. AGM action item. Ideal candidate would be based in Victoria.
- Executive agreed minutes posted to web site 2 weeks after executive approval.

8. Adjournment

- Meeting adjourned at 11:16am.

Next meeting: To be determined