

Executive Committee Meeting
Minutes – February 27, 2018 10:30 am

Executive of the Archives Association of British Columbia
Location: Teleconference

Present:

- Max Otte, President
- Dan Collins, Individual Member-at-Large
- Alexandra Wieland, Institutional Member-at-Large
- Robert McLelland, Secretary

Regrets:

- Emma Wright, Vice-President
- Angeline Chirnside, Treasurer

M. Otte called meeting to order at 10:35 am

1. Approval of Agenda

Agenda approved by consensus.

2. President's Report

M. Otte submitted the President's Report and VP's Report, as E. Wright gave her regrets. M. Otte reported that the AGM is rapidly approaching and will need to get reports from everyone else.

Sent in DHCP application, thanked E. Wright and A. Chirnside for work on it. Should hear back in May.

E. Wright had convo with L. Snider about hours, and everything is in order.

VP Report provided an update on delayed digital objects pilot in Memory BC. Project did not move forward because AABC decided to wait for AtoM update, which happened in November. In addition, a training manual has not yet been developed for the digital object pilot.

ACTION: R. McLelland to put together AGM announcement. Email out a deadline to everyone for reports.

4. Treasurer and Finance Committee Report

4.1 2018 Proposed Budget

A. Chirnside gave regrets, discussion of budget was deferred until end of meeting.

5. Committee and Program Reports

5.1 Communications Committee (Newsletter/Regional Representatives/PAAL)

R. McLelland provided updates from regional representatives.

5.2 Grants & Nominations Committees

A. Weiland reported that AABC needs nominations for member-at-large and VP positions.

A. Weiland AV records roundtable is coming together and will be on March 7.

5.3 Membership & Conference Committees

D. Collins reported that renewals went out during the week and AABC has launched its pilot program for online renewal membership. Also reported that he had a meeting with S. Hart about institutional membership benefits changing. Decided to create a structure where institutional memberships are available to smaller institutions for a lower fee. Supporting institutions will be able to be members but without membership rights. A report for the Executive's consideration is pending.

M. Otte reported on conference committee meeting. Reviewed paper proposals and accepted all but one. Will be submitting the program to the executive soon. Also discussed costs, which must be approved by the executive. \$100.00 for members, \$50.00 for students, \$150.00 for non-members. L. Snider will put up the registration in march. Will go up with program and sponsorships. Sponsorships have been coming in at a good rate. Working on budget for conference, which will be sent out soon.

M. Otte move approve registration fee structure. A. Wieland seconded, passed with unanimous approval.

M. Otte opened the floor for comments on the agenda emailed to the Executive by A. Chirside. M. Otte moved to approve the proposed budget. D. Collins second, passed with unanimous approval.

January financials were received.

R. McLelland brought up Society Act update, which will require the AABC to transition to the new Society Act by November 2018.

ACTION: R. McLelland to engage in offline discussion with M. Otte about Act and send email to executive regarding bylaws.

6. Adjournment

Meeting closed 11:03.