



**Executive Committee Meeting
Minutes – August 21, 2018 10:30 am**

Executive of the Archives Association of British Columbia
Location: Teleconference

Present:

- Emma Wright, President
- Alysa Routtenberg, Vice-President
- Robert McLelland, Secretary
- Angeline Chirnside, Treasurer
- Michelle Spelay, Institutional Member-at-Large
- Dan Collins, Individual Member-at-Large

E. Wright called meeting to order at 10:34 am

1. Approval of Agenda

Agenda approved by consensus.

2. Workshop Attendance by Contractors

L. Glandt had asked to attend a workshop. Executive was looking into whether this was possible, but L. Glandt has reported that she is now seeking a grant. E. Wright will be writing a letter of support.

Action: A. Routtenberg to look into applying for Project Assistance awards

3. President's Report

E. Wright reported that the GLAM meeting scheduled for August has been postponed to September.

E. Wright reported she is beginning to research strategic planning and thinks it should be completed in 3 to 4 years.

D. Collins and E. Wright thought that it might be beneficial to reach out to SLAIS to improve relations between AABC and the school.

4. Vice-President and Programs Committee Report

A. Routtenberg reported that L. Snider and her have been playing with different stats to be available for the AGM. L. Snider and L. Glandt have been working on a MemoryBC user manual which has gone out for testing.

A. Routeenberg reported that the UBC webcast program has been discontinued, L. Glandt thinks it is a good candidate for an application under the BC Arts Council.

L. Glandt is determining where to hold the DHCP workshops. Project is on-track.

L. Glandt is seeking resources to ensure that the workshop is useful and respectful to people AABC is hoping to attend.

5. Treasurer and Finance Committee Report

Financial reports received.

A. Chirnside is working to get the contracts reviewed.

6. Committee and Program Reports

5.1 Communications Committee (Newsletter/Regional Representatives/PAAL)

-Social Media Volunteer

R. McLelland reported that A. Tarnawsky would be starting soon as social media volunteer. Reported that the consent form and procedure were almost completed. Reported that A. Weiland reported interest from ARMA Vancouver in a joint conference.

5.2 Grants & Nominations Committees

M. Spelay reported the committee had assessed all nominations for Terry Reksten Memorial Award.

Recommended changing the grant requirements away from regularly posted hours because it can be a barrier for organizations with such low funding that they cannot post regular hours.

5.3 Membership & Conference Committees

Nothing from membership committee.

D. Collins and E. Wright will represent AABC at a meeting with ARAM Vancouver.

5.4 First Nations Committee

M. Spelay reported that ACA@UBC would be the be the best contact for organizing an AABC representative to speak with students.

6. Adjournment

Meeting adjourned 11:07am.