



Present: A. Routtenberg (President); J. Seeman (Vice-President); S. Gilkinson (Treasurer); V. McAuley (Secretary); M. Spellay (Member at Large); and, K. Sloan (Member at Large) | Regrets: E. Wright (Past-President)

<p>1. Approval of Agenda</p>	<p>Approved by Jenny Seconded by Stacey</p>
<p>2. Approval of Meeting Minutes</p>	<p>Approved by Jenny Seconded by Stacey</p>
<p>3. Business Arising</p>	<p>No Business Arising</p>
<p>4. President's Report</p>	<p>Conference Cheque for ARMA - Cheques were issued, signed, and sent out in mid-July</p>
<p>5. Vice-President and Programs Committee Report</p>	<p>New Membership Implementation & Wild Apricot Account Administrators - Access administrator needed. Executive committee nominated Lisa G. Katie will follow up with Lisa re: willingness/implementation - Credit card needed to pay monthly Wild Apricot fee (~\$90 USD/month). Stacey to ask Lisa G. if she would be willing to use her personal credit card and be reimbursed by the AABC, as well as inquire into the process of getting a credit card for the AABC.</p> <p>BC Arts Council Grant - BC Arts Council Grant available for project funding leading into operational funding.</p>



	<ul style="list-style-type: none"> - Jenny to discuss possible submission with the programs committee. Follow-up meeting may be scheduled with Victoria.
<p>6. Treasurer & Finance Committee Report</p>	<p>April/May financial statements— postponed</p> <p>Required Documents: Signed Contracts and DHCP Documentation</p> <ul style="list-style-type: none"> - Alysa and Jenny to coordinate reporting and contract signing. - Reminder that reporting is due Oct 26. <p>ARMA Cheques</p> <ul style="list-style-type: none"> - Submitted <p>Wild Apricot Implementation</p> <ul style="list-style-type: none"> - Implementation timeline to be provided by Membership Committee <p>Stacey’s Financial Review Documents Cheque</p> <ul style="list-style-type: none"> - Complete <p>Thank You Letter for Income Tax Receipts</p> <ul style="list-style-type: none"> - Jenny wrote & sent all thank you letters <p>CRA Reporting</p> <ul style="list-style-type: none"> - All reporting was submitted in mid-August <p>Reserve Fund</p> <ul style="list-style-type: none"> - \$55,000 has been reserved as contingency/restricted funds - This number was voted on by past-executives and ensures that the AABC has emergency funding (ex. Closing funds or litigation funds) - Stacey does not recommend changing that number until more complete financial



	<p>statements can be circulated.</p> <p>November Roundtable Travel Reimbursement</p> <ul style="list-style-type: none"> - Mileage or ferry tickets are eligible for reimbursement - Accommodations and food are not eligible for reimbursement
<p>7. Committee and Program Reports</p>	<p>Communications Committee (Newsletter/Regional Reps/PAAL)</p> <ul style="list-style-type: none"> - President’s Message <ul style="list-style-type: none"> o Alysa to complete – check in next month - Past-President Email Address <ul style="list-style-type: none"> o Combining existing email addresses is no longer a viable option. Victoria to discuss alternatives with Emma - Update on AGM minutes and by-law changes <ul style="list-style-type: none"> o Minutes have been circulated o By-law changes have been submitted - Roundtable Meeting (Scheduling, Agenda, and Feedback Survey) <ul style="list-style-type: none"> o Update pending - Social Media policy for community archives re: protecting negative or misleading exposure of traditional knowledge and indigenous culture (Jenny Lu, Yukon Council of Archives) — communications policy regarding the use of social networking platforms <ul style="list-style-type: none"> o No current policy in place. o Michelle to bring idea to First Nations Engagement Committee. o Victoria to respond to Jenny Lu. - Andéa’s New Social Media Strategy <ul style="list-style-type: none"> o New social media plan to highlight TBT (throw back Thursday) posts o Update Pending - Re-evaluation of Monthly Exec Meeting Time <ul style="list-style-type: none"> o Meeting time will remain the same



	<ul style="list-style-type: none"> - Meeting Minutes Publication <ul style="list-style-type: none"> o Victoria to produce and provide update soon <p>Grants & Nominations Committees</p> <ul style="list-style-type: none"> - Michelle served on the Terry Reksten Memorial Grant adjudication panel and helped choose two winning applicants. - Announcement of prize recipients pending. <p>Membership & Conference Committees</p> <ul style="list-style-type: none"> - Questions re: planning and partnership with ARMA for AABC Conference (2020) - Victoria will investigate a) if we have a conference committee, b) who is on it, c) if we need to create a committee, and d) what steps need to be taken next & report back to exec at next meeting. <p>First Nations Engagement Committee</p> <ul style="list-style-type: none"> - Terms of reference were drafted and sent out - Follow up meeting with Lisa G. is in the works (Oct) - No by-law or rules re: ad hoc committees (est. length for the chair) - Need for draft rules and regulations for ad hoc committees to be investigated - Michelle will attend FNPS conference on behalf of AABC <p>AABC & GLAM</p> <ul style="list-style-type: none"> - Meeting rescheduled to Oct 18, 2019 at UVic <p>CCI Workshop Proposal</p> <ul style="list-style-type: none"> - Victoria to provide everyone with a copy of the briefing material and then vote via email next week - Approved lunch budget
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	<p>Distance Education Payment Format</p> <ul style="list-style-type: none"> - Approved making credit card payment the primary option and saying that for alternatives, please contact organizer – still taking cash/cheque/e-transfer as needed <p>2020 Indigitization Workshop to include Archives 101 (Lisa G. & Erica Hernandez-Read collaboration)</p> <ul style="list-style-type: none"> - Voting postponed until further information could be provided re: funding <p>First Nations Public Service Secretariat Conference</p> <ul style="list-style-type: none"> - Executive voted for Lisa G. to present at conference (pending budgetary approval)
8. Adjournment	Adjourned 11:26pm
9. Next Meeting	October 15, 2019 – 10:30am via teleconference