



<https://us06web.zoom.us/j/89081075656?pwd=V0tMR0NpNDkzeWp0c1JSVGx5Nm1Wdz09>  
Meeting ID: 890 8107 5656  
Password: 056898

In attendance: E. Larson, K. Louro, L. Glandt, M. Paraschos, K. Sloan, D. Collins, A. Neijens

Regrets: M. Atkinson, K. Razzo

<b>Meeting Called to Order</b>	E. Larson called the meeting to order at 6:02pm
<b>1. Approval of Agenda</b>	<ul style="list-style-type: none"> <li>- Motion to approve by K. Louro</li> <li>- Seconded by E. Larson</li> </ul>
<b>2. Approval of Meeting Minutes</b>	<p>June Executive Meeting Minutes</p> <ul style="list-style-type: none"> <li>- Revised version</li> <li>- Motion to approve by A. Neijens</li> <li>- Seconded by K. Sloan</li> </ul> <p>July Executive Meeting Minutes</p> <ul style="list-style-type: none"> <li>- Motion to approve by K. Louro</li> <li>- Seconded by K. Sloan</li> </ul>
<b>3. Business Arising</b>	<p>EAS Coordinator Planning and Updates</p> <ul style="list-style-type: none"> <li>- Indigenous RoundTeas with IAC <ul style="list-style-type: none"> <li>- With programs committee, discussed AABC-hosted Indigenous forum through our Zoom account.</li> <li>- Through Blue Quills course, people asking if there are networking spaces for Indigenous archives</li> <li>- AABC could facilitate something (not BC-specific, but perhaps Western/Northern)</li> <li>- IAC previously interested in pursuing this network</li> <li>- Would be super informal and could be passively moderated by IAC member and/or L. Glandt</li> <li>- Clarify the time requirement for this role <ul style="list-style-type: none"> <li>- 1 hour meeting quarterly during the workday</li> <li>- Option to start in November with the Unconference</li> <li>- L. Glandt could take this on if needed</li> </ul> </li> <li>- Could do 1 or 2 pilot sessions</li> <li>- Consider a listserv <ul style="list-style-type: none"> <li>- People may not be available to meet</li> <li>- Would need to be moderated, either the contents and/or participation <ul style="list-style-type: none"> <li>- Other platforms other than a listserv? Trauma-Informed Archives Community of Practice Discord as an example</li> </ul> </li> <li>- Will ask the IAC what forum would work best for them</li> </ul> </li> <li>- Archives Week &amp; the Unconference <ul style="list-style-type: none"> <li>- No plans yet, but need to let L. Glandt know soon to begin planning</li> </ul> </li> </ul> </li> </ul>



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	<ul style="list-style-type: none"> <li>- Use the Unconference as a platform for Indigenous-oriented sessions with the IAC</li> <li>- Smaller sessions that week with asynchronous resources</li> <li>- L. Glandt has hours in budget for conference that can go towards an unconference now that there isn't a conference this year</li> <li>- L. Glandt available to run stuff behind the scenes even if someone else is hosting specific events</li> <li>- Archives week is the third week in November (Nov. 13 - 19)</li> <li>- In addition to IAC/BIPOC events, can provide support for archives in the province who may be getting more requests for residential school records in their holdings             <ul style="list-style-type: none"> <li>- Potential to collaborate with Ministry of Indigenous Relations and Reconciliation (MIRR) on a member engagement session</li> </ul> </li> <li>- <b>Action item:</b> E. Larson to connect with MIRR</li> <li>- <b>Action item:</b> K. Louro to reach out to E. Hernandez-Read about potential interest in a presentation</li> <li>- <b>Action item:</b> K. Louro to connect with the IAC and coordinate a session with L. Glandt</li> <li>- <b>Action item:</b> K. Louro to start a Google doc for Unconference brainstorming with 5 days of programming</li> <li>- BCMA conference             <ul style="list-style-type: none"> <li>- 3 days in November in different locations with one day for a vendor trade show (Nov. 3 at Royal BC Museum)                 <ul style="list-style-type: none"> <li>- \$500 sponsorship fee plus travel costs</li> <li>- Executive decision that this is out of budget this year</li> </ul> </li> </ul> </li> <li>- Archives 101             <ul style="list-style-type: none"> <li>- 21 registered so far and anticipating that the October sessions will fill up</li> <li>- If October session is full, will direct interested people to the January session</li> </ul> </li> <li>- September distance education course has good registration to date</li> </ul> <p>Strategic Planning</p> <ul style="list-style-type: none"> <li>- Sharing the plan online             <ul style="list-style-type: none"> <li>- Tabled for next meeting</li> </ul> </li> <li>- Implementation plan             <ul style="list-style-type: none"> <li>- K. Louro writing these pieces into the operational grant</li> </ul> </li> <li>- E. Larson sharing updates and ideas on behalf of M. Atkinson</li> </ul> <p>Volunteer Strategy</p> <ul style="list-style-type: none"> <li>- Student opportunities             <ul style="list-style-type: none"> <li>- <b>Action item:</b> E. Larson to connect with UBC iSchool</li> <li>- <b>Action item:</b> E. Larson to ask Communications committee to work on promotional poster for digital signage</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>- Incentives             <ul style="list-style-type: none"> <li>- Tabled for next meeting</li> </ul> </li> <li>- Job descriptions             <ul style="list-style-type: none"> <li>- <b>Action item:</b> All to develop job descriptions for their roles and committees for discussion at September Executive meeting</li> </ul> </li> <li>- Webpage             <ul style="list-style-type: none"> <li>- Tabled for next meeting</li> </ul> </li> <li>- K. Sloan doing some outreach to GLAM organizations and ACA to see what options are available</li> <li>- <b>Action item:</b> K. Sloan to circulate promotional materials with other education programs</li> </ul> <p>Virtual RoundTeas</p> <ul style="list-style-type: none"> <li>- T. Lee giving a talk at the Roundtea in September about professional archival identity</li> <li>- M. Paraschos connected with UX contact at LAC for a Roundtea in January</li> <li>- <b>Action item:</b> M. Paraschos to contact K. Louro regarding potential Roundtea speaker</li> </ul> <p>Reconciliation Framework Responses</p> <ul style="list-style-type: none"> <li>- The Response to the Report of the Truth and Reconciliation Commission Taskforce: Strategy 3.2.4: “Reconsider fee structures for individual and institutional association memberships, conference registrations, and workshops to increase participation by First Nations, Inuit, and Métis archivists, recordkeepers, and heritage professionals”</li> <li>- Council of Nova Scotia Archives Reconciliation Working Group Report: <a href="https://www.councilofnsarchives.ca/reconciliation-working-group-report-request-for-feedback/">https://www.councilofnsarchives.ca/reconciliation-working-group-report-request-for-feedback/</a></li> </ul> <p>BC Arts Council Operational Funding</p> <ul style="list-style-type: none"> <li>- Draft application review</li> <li>- L. Glandt suggests building in funding for in-person site visits             <ul style="list-style-type: none"> <li>- Executive agrees with this idea</li> <li>- L. Glandt’s role has flexibility in schedule and work plan for site visits, but will take some time to plan out exactly what is feasible based on region</li> <li>- Define scope of this project: hands-on work only, include a follow-up report, etc.</li> </ul> </li> <li>- Based on current understanding, can have some flexibility around what the grant funds go towards</li> <li>- K. Louro wrapping up the narrative section soon and will continue contacting the Executive as specific questions arise</li> <li>- Key areas requiring feedback:             <ul style="list-style-type: none"> <li>- Projected budget: L. Glandt can assist with this part</li> <li>- After receiving the numbers from L. Glandt, K. Louro can meet</li> </ul> </li> </ul>
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	<p>with A. Neijens and K. Blimkie to review the application</p> <ul style="list-style-type: none"> <li>- K. Louro to finish the narrative by Sept. 5 so that there is one week for final review</li> <li>- <b>Action item:</b> All to review the draft Narrative and provide feedback</li> </ul> <p>BC Government Non-Profit Recovery and Resiliency Fund</p> <ul style="list-style-type: none"> <li>- K. Louro briefly reviewed</li> <li>- Need to check information in BC Societies online to confirm eligibility</li> <li>- <b>Action item:</b> K. Louro to send information needs from BC Societies to E. Larson</li> <li>- <b>Action item:</b> E. Larson to confirm information in BC Societies</li> </ul>
<p><b>4. President’s Report</b></p>	<p>Technology Register</p> <ul style="list-style-type: none"> <li>- No updates</li> </ul> <p>GLAM</p> <ul style="list-style-type: none"> <li>- K. Sloan reaching out to discuss collaborative opportunities</li> <li>- No other updates</li> </ul> <p>Finance Manager Position</p> <ul style="list-style-type: none"> <li>- Will extend the job posting until after Labour Day (end of day Sept. 6) to open up for more applications</li> <li>- Extending the position shortens the timeline for interviews, hiring, and transition with K. Blimkie</li> <li>- <b>Action item:</b> K. Sloan and K. Louro to extend job posting to Sept. 6 and continue sharing</li> </ul>
<p><b>5. Vice-President and Programs Committee Report</b></p>	<p>Programs Committee/EAS Updates</p> <ul style="list-style-type: none"> <li>- Updates from L. Glandt provided in business arising</li> <li>- Contractor invoicing workflow resolved</li> </ul> <p>Conference committee</p> <ul style="list-style-type: none"> <li>- ARMA VI partnership request</li> <li>- ARMA Vancouver also reached out about a collaboration</li> <li>- After K. Sloan connects with ARMA VI and/or ARMA Vancouver, Conference committee to meet and begin planning</li> <li>- <b>Action item:</b> K. Sloan to follow up with ARMA VI and ARMA Vancouver on partnership requests</li> </ul>
<p><b>6. Treasurer &amp; Finance Committee Report</b></p>	<p>July Financial Report</p> <ul style="list-style-type: none"> <li>- Quiet month</li> <li>- Some registration fees from the Archives 101 workshop             <ul style="list-style-type: none"> <li>- Credit card fees from Wild Apricot not covered by the grant budget so keep this in mind for future grant applications</li> <li>- A. Neijens will update on this next meeting</li> </ul> </li> </ul>



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	<ul style="list-style-type: none"> <li>- Motion to approve by K. Louro</li> <li>- Seconded by E. Larson</li> </ul> <p>K. Blimkie leaving at the end of September</p> <ul style="list-style-type: none"> <li>- A. Neijens is beginning the financial review process.</li> <li>- A. Neijens on vacation Sept. 23 to Oct. 24. Finance committee available after Sept. 8 so will meet virtually between the two dates.</li> </ul> <p>Anti-racism bursary</p> <ul style="list-style-type: none"> <li>- Bursary has been adjudicated and L. Glandt reached out to the successful applicant</li> </ul> <p>A. Neijens working on the Finance Committee job description</p> <ul style="list-style-type: none"> <li>- Reviewed Treasurer job description</li> </ul>
<p><b>7. Committee and Program Reports</b></p>	<p>Communications Committee</p> <ul style="list-style-type: none"> <li>- Will work on promotional materials for the AABC</li> </ul> <p>Newsletter</p> <ul style="list-style-type: none"> <li>- Fall submission deadline is Oct. 7</li> <li>- <b>Action item:</b> E. Larson to circulate the call for submissions</li> </ul> <p>Regional Representatives</p> <ul style="list-style-type: none"> <li>- South Vancouver Island has an upcoming vacancy</li> </ul> <p>Anti-Racism Working Group</p> <ul style="list-style-type: none"> <li>- No updates</li> </ul> <p>Indigenous Advocacy Committee</p> <ul style="list-style-type: none"> <li>- <b>Action item:</b> K. Sloan to reach out to the IAC to provide an update</li> </ul> <p>Grants &amp; Nominations Committees</p> <ul style="list-style-type: none"> <li>- Terry Reksten Memorial Fund adjudication will take place in early September</li> </ul> <p>Membership Committee</p> <ul style="list-style-type: none"> <li>- Seeking new members</li> <li>- M. Paraschos looking into updating the membership renewal process             <ul style="list-style-type: none"> <li>- Can put this on hold until the new Financial Manager is in place and onboarded</li> </ul> </li> </ul> <p>ACA@UBC</p> <ul style="list-style-type: none"> <li>- No updates</li> </ul> <p>Other Business</p> <ul style="list-style-type: none"> <li>- K. Sloan attended the Platinum Jubilee Reception Honouring Patronage</li> </ul>



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	Organizations and Awardees reception and passed on kind message from the Lieutenant Governor
	Meeting adjourned at 7:50pm
<b>Next Meeting</b>	September 15, 2022   6:00pm