



<https://us06web.zoom.us/j/81434970152?pwd=RFQyVkpObVhYVkJweG9Eci9zZlY3Zz09>
Meeting ID: 814 3497 0152
Password: 863702

In attendance: E. Larson, M. Paraschos, K. Sloan, D. Collins, K. Razzo, M. Atkinson

Regrets: K. Louro, A. Neijens

Meeting Called to Order	E. Larson called the meeting to order at 6:02pm
1. Approval of Agenda	Motion to approve by K. Sloan Seconded by E. Larson
2. Approval of Meeting Minutes	August Executive Meeting Minutes <ul style="list-style-type: none"> - Motion to approve by M. Paraschos - Seconded by E. Larson
3. Business Arising	<p>New Meeting Time</p> <ul style="list-style-type: none"> - Executive meetings now take place on the third Tuesday of each month at 6pm <p>Volunteer Strategy</p> <ul style="list-style-type: none"> - JDs <ul style="list-style-type: none"> - Will table this discussion in full for next month when the full Executive is available - Student opportunities <ul style="list-style-type: none"> - E. Larson connected with iSchool and has the information to submit future volunteer opportunities, communications, and events - Incentives <ul style="list-style-type: none"> - Will table this discussion in full for next month when the full Executive is available - Webpage - Action item: All to continue generating JDs <p>Strategic Planning</p> <ul style="list-style-type: none"> - Sharing the plan online - Implementation plan - Will table this discussion in full for next month when the full Executive is available <p>Virtual RoundTeas</p> <ul style="list-style-type: none"> - September RoundTea cancelled - L. Glandt looking to do a replacement event with those hours <p>Reconciliation Framework Responses</p> <ul style="list-style-type: none"> - The Response to the Report of the Truth and Reconciliation Commission Taskforce: Strategy 3.2.4: “Reconsider fee structures for



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	<p>individual and institutional association memberships, conference registrations, and workshops to increase participation by First Nations, Inuit, and Métis archivists, recordkeepers, and heritage professionals”</p> <ul style="list-style-type: none"> - Council of Nova Scotia Archives Reconciliation Working Group Report: https://www.councilofnsarchives.ca/reconciliation-working-group-report-request-for-feedback/ - Tabled as part of strategic planning discussion <p>BC Arts Council Operational Funding</p> <ul style="list-style-type: none"> - K. Louro submitted the grant - Project grants now open and due Oct. 15 <ul style="list-style-type: none"> - Ideas: Workshops (arrangement and description; describing electronic records; Indigenous organization site visits; updating BC Thesaurus) - Does L. Glandt have capacity to take on additional projects through this funding? - Look to the strategic plan to guide what members want - Suggestion to hire a student for a project with this funding to help with the strategic plan implementation - Action item: Send thoughts and suggestions to K. Louro by Sept. 30 <p>Archives Awareness Week</p> <ul style="list-style-type: none"> - MIRR event confirmed for the Wednesday with UBC Indian Residential School History and Dialogue Centre - Action item: Put out a listserv call for member activities in October/November - Action item: K. Sloan to schedule an IAC meeting with M. Atkinson for October - Action item: E. Larson to start Google Doc for brainstorming - Action item: All to add to Google doc <p>MIRR Collaboration</p> <ul style="list-style-type: none"> - Role of AABC in putting together events, advisory around archives resources, content management systems, etc. - Is there a database of professional contractors that can be consulted? <ul style="list-style-type: none"> - Noting that usually when there is a specific need, a call can go out on AABC listserv and similar - We can't maintain a list as that would be an endorsement - Action item: E. Larson to connect with K. Louro and L. Glandt on more concrete programming/support ideas <p>Office Manager position</p> <ul style="list-style-type: none"> - Expanded the advertising range of the position (Indeed, LinkedIn, etc.) - Received many applications once the position advertising was broader - K. Louro, K. Sloan, and A. Neijens identified the three top candidates
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	<p>based in BC</p> <ul style="list-style-type: none"> - K. Blimkie, S. Gilkinson, and K. Sloan will form the interview panel - Hoping to do interviews next week - K. Sloan and K. Blimkie developing interview questions - M. Atkinson noting that she is available for interview support if needed - K. Blimkie staying on until Oct. 15 until we fill the new position to help with the transition <ul style="list-style-type: none"> - Created a knowledge transfer document - S. Gilkinson available to answer questions in A. Neijens' absence in October
<p>4. President's Report</p>	<p>Technology Register</p> <ul style="list-style-type: none"> - No updates <p>GLAM</p> <ul style="list-style-type: none"> - Contacted by past BCLA president because Ministry of Arts, Culture, and Tourism is looking to update the Heritage Act <ul style="list-style-type: none"> - To date, primarily archaeology/historical sites that have been involved in discussions - Seeking to bring in librarians, archivists, etc. to the working group so that it's not just heritage site workers involved - K. Sloan has connected the chair of the working group to see if the AABC can join the conversation - K. Sloan recommended connecting with BCMA as well
<p>5. Vice-President and Programs Committee Report</p>	<p>Programs Committee/EAS Updates</p> <ul style="list-style-type: none"> - Discussed option to have a fee for service model with AABC contractors <ul style="list-style-type: none"> - Primarily a question of capacity. If contractors have capacity, could pursue as a potential revenue opportunity - What is the line between AABC intellectual property and independent contract work? - Noting that more broadly, could connect to bigger question of professional accreditation and database of professionals who can be hired as contractors - Discussed process for allowing for feedback on the BC Thesaurus <ul style="list-style-type: none"> - Decided to add a sentence or two to the BC Thesaurus resource that invites feedback and provides an email address to contact - Decisions regarding content of the BC Thesaurus sit with the AABC - Confirm if the Programs Committee was involved in previous revision and if they'd be interested in reviewing future edits - Could discuss this general process as part of strategic planning - Noting that certain terms may require peer review, but others



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	<p>may be easier to implement</p> <ul style="list-style-type: none"> - Possibility of a thesaurus revision committee in the future - L. Snider work continues at a regular pace - L. Glandt's courses have full registration - L. Glandt's next webinar is "Archival Exhibits" on Oct. 25 <p>Conference committee</p> <ul style="list-style-type: none"> - ARMA VI partnership request <ul style="list-style-type: none"> - If pursuing, would look to put on the conference in April - Executive in agreement with pursuing this partnership - Who is available for the conference committee? <ul style="list-style-type: none"> - M. Paraschos indicating interest - Action item: K. Sloan to confirm partnership with ARMA VI and formalize the relationship - Action item: All to send expressions of committee interest to K. Sloan
<p>6. Treasurer & Finance Committee Report</p>	<p>Finance committee met for the 2021/22 financial review.</p> <ul style="list-style-type: none"> - A. Neijens finalizing the review with K. Blimkie
<p>7. Committee and Program Reports</p>	<p>Communications Committee</p> <ul style="list-style-type: none"> - No updates <p>Newsletter</p> <ul style="list-style-type: none"> - Fall submission deadline (Oct. 7 external, Nov. 4 internal) - Received one submission, which is a series proposal - Action item: Emily to send a reminder about the submission deadline reminder on the listserv <p>Regional Representatives</p> <ul style="list-style-type: none"> - South Vancouver Island upcoming vacancy <p>Anti-Racism Working Group</p> <ul style="list-style-type: none"> - Will discuss with strategic planning <p>Indigenous Advocacy Committee</p> <ul style="list-style-type: none"> - Looking to schedule a meeting in October - Action item: K. Sloan to submit a written report from the Executive <p>Grants & Nominations Committees</p> <ul style="list-style-type: none"> - Terry Reksten Memorial Fund <ul style="list-style-type: none"> - M. Atkinson participated in the adjudication process - Two successful institutions have been selected and notified <p>Membership Committee</p> <ul style="list-style-type: none"> - M. Paraschos is working on the job descriptions and is getting input



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	<p>from L. Glandt and C. Powell</p> <ul style="list-style-type: none"> - Changing renewal process <ul style="list-style-type: none"> - Reached out to L. Glandt who noted that we don't have an automated system for determining the membership fees so this would be a new task for the incoming Office Manager - Supported the BC Arts Council grant application so member stats are readily available now <p>ACA@UBC</p> <ul style="list-style-type: none"> - In initial stages of planning the Symposium - General Meeting with elections taking place tomorrow - Noting that there is an ACA@UBC meeting in October <ul style="list-style-type: none"> - Could send an AABC rep to a future meeting <p>Other Business</p> <ul style="list-style-type: none"> - E. Larson away Oct. 10 - 25 and will miss the next Executive meeting - Action item: E. Larson to find a replacement to chair/minute the October meeting <p>Meeting adjourned at 7: 36pm</p>
Next Meeting	October 18, 2022 6:00pm