

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2017 HLABC Annual General Meeting Minutes | | | | |
| Date: Thursday, June 22, 2017  Time: 11:00-11:30am | | | Location: UBC Woodward Library,  Sherrington Room | |
| **REPORTS** | | | **Presenter:** |
| Agenda item 1 | **Call to order and agenda approval**   * 10 minute delay to start due to sound issues * All approved | | Kristina |
| Agenda item 2 | **Approval of minutes from June 2014 AGM**   * All approved | | All |
| Agenda item 3 | **President’s Report**   * Grateful for all the work that Exec members have done over the year * Welcoming of all new Executive Members * Correspondence with CHLA and its new President * Well attended 2016 events | | Kristina |
| Agenda item 4 | **Treasurer / Membership Report**   * *Income:* membership & interest = $1095   + $30 annual membership has not been raised in more than a decade * Currently $13,083 in an investment account, which is a lot for an organization of HLABC size   + Currently 51 paid members renewed – expecting a few more renewals * *Expenses:* $2568 for a 1 time research event led by Elisheba Mutari, Shannon Long, Chantalle Jack – funds needed for a focus group facilitator. Study was of much interest for BC Health Authority libraries. * Future use of funds may go to obtaining annual membership for video/web conferencing technologies/hosting * Question from Dean: $13K seems like a lot of money – perhaps use the money to fund members or SLAIS students to conferences?   + Answers: In the past, grants were offered to people wishing to attend HLABC events to members who had to travel out of town to attend (Diana).   + In 2015, opened up funding for members wishing to attend CHLA – 3 people obtained grant $$. (Antje) – See further discussion under *New Business: Agenda Item 9 Proposal for Continuing Ed Awards*   + There was an objection to funding SLAIS or other Library students as they have other organizations and associations for which they could obtain money | | Antje |
| Agenda item 5 | **CE & Programming Director Report**   * Fall 2016 feedback survey generated 37 responses: CE topics of interest were for   + Expert searching   + Systematic reviews   + Grey literature   + Opportunities to learn from members * Three events held:   + Nov. 2016 - Social Event (10-15 attendees)   + Jan. 2017 - Winter CE (36 attendees)   + June 2017 – Summer CE and AGM (37 attendees) | | Helen |
| Agenda item 6 | **Website/Communications Report**   * Maintained the website and managed glitches/troubleshooting * Performed weekly backups and organized HLABC files * NEW to the website: 12 new posts, new members only page (password access only) * HLABC inherited old equipment: 1 laptop and old speakers – what do we do with them? * Shannon: Comment that event registration is much easier, with seamless integration with PayPal * Allison: Comment – Thank you for posting *Save-the-date* dates for events earlier. | | Jennifer |
| **NEW BUSINESS** | | |  |
| Agenda item 7 | **Web Conferencing / Distance Participation**   * Action item from 2016 * For past year’s events, talks have been recorded with high quality audio (confirmed by Michelle who was attending online from Kelowna – “it is great to participate from afar”) * Currently use JoinMe: $13USD/month (Kristina’s COPEL account)   + Helen comments: nice to have Webinar tech with the ability to switch presenters, and added functionality * Question: Is there other technologies that are better? Cheaper? That we can leverage and subscribe to?   + Diana: what are other CHLA chapters doing/using?   + Helen - CHLA is investigating webinar software. The current option that they are considering would be expensive for members. It would be good to check in with them on their progress. | | Kristina |
| Agenda item 8 | **Proposal for Continuing Ed awards**   * Is there interest, or a direction to pursue? * This past year, one member requested funds for CHLA, but as there was not formal process in place for all members, the request was rejected. * Other chapters have small award amounts, usually less than $400/person * Question: How do we support and fund folks who are outside of the GVRD to attend HLABC events and participate as Executive Members   + Provide incentives for people who are presenting at conferences?   + What happened to the David Crawford Memorial Scholarship   + Brooke: how do we make a grant/funding program sustainable as annual income is relatively low? How could we replenish the $13K that is currently in the bank?   + Shannon: CHLA also provides travel and funding grants. Need support for small research projects and a formalized criteria for money * Allison would like to be able to meet more frequently and share what’s going on at our organizations – build more capacity locally by leveraging web conferencing. | | Kristina |
| Agenda item 9 | **Incoming Executive Members**   * Thanks to *outgoing* Executive   + Kristina McDavid: President (served 3-year terms)   + Leigh Anne Palmer: Past-President (served 3-year terms)   + Fiona Chiu: Vice President   + Antje Helmuth: Treasurer/Membership (served 4 yrs)   + Helen Brown: Continuing Education & Programming Director   + Jennifer Bancroft: Communications Director (served 2 years) * *Incoming/Continuing Executive –* all roles elected by acclamation   + President: Fiona Chiu   + Vice President: Vanessa Kitchin   + Treasurer/Membership: Kristina Oldenberg   + Continuing Education & Programming Director : Colleen Pawliuk   + Communications Director: Patricia Foster   + Secretary: Chantalle Jack – *continuing* | | Fiona |