

**2019 HLABC Annual General Meeting Agenda**

**Date:** Thursday, May 30, 2019

**Time:** 1:00pm - 2:00pm

**Location:** UBC Woodward Library, Sherrington Room (2198 Health Sciences Mall, Vancouver, V6T 1Z3)

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| **Agenda (11:00am-11:10am)** | | | |
| 1 | Call to order & approval of agenda | 5 minutes | Vanessa |
| 2 | Approval of minutes from [July 2018 AGM](#_HLABC_AGM_2018)   * Action item: keep or change join.me - decision by mid-September | 5 minutes | All |
| **Executive Updates (11:10am-11:35am)** | | | |
| 3 | President report | 5 minutes | Vanessa |
| 4 | Vice President report | 5 minutes | Colleen |
| 5 | Past President report | N/A | Fiona |
| 6 | Treasurer/Membership report | 5 minutes | Kristina |
| 7 | Website/Communications Director report | 5 minutes | Patricia |
| 8 | Secretary report | N/A | Chantalle |
| 9 | CE/Programming Director report | 5 minutes | Katherine |
| **New Business (11:35am-12:00pm)** | | | |
| 10 | Outgoing Executives 2018-2019  Incoming Executives 2019-2020 | 5 minutes | Vanessa & Colleen |
| 11 | HLABC member news & newsletter | 10 minutes | Cathy Rayment |
| 12 | Ideas for future CE and special events  Remote attendance feedback/improvement | 5 minutes | Colleen & Vanessa |
| 13 | Overview of next steps for new term | 5 minutes | Colleen |
| **Roundtable (time permitting)** | | | |
| 14 | Questions/Comments/Suggestions/Updates | TBD | All |
| 15 | Adjourn |  | All |

**HLABC AGM 2018 Minutes**

**Date:** Thu, Jul 12, 2018

**Time:** 1:00pm - 2:00pm

**Location:** UBC Woodward Library, Sherrington Room (2198 Health Sciences Mall, Vancouver, V6T 1Z3)

**In attendance**: Chris Vriesema-Magnuson, Colleen Pawliuk, Fiona Chiu, Helen Brown, Katherine Miller, Kristina Oldenburg, Patricia Foster, Terri McKellar, Ursulla

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| **Agenda (1:00pm-1:05pm)** | | |
| 1 | Call to order   * Called to order at 1:00pm | Fiona |
| 2 | Agenda approval   * Agenda approved * No additions | Fiona |
| **Executive Updates (1:05pm-1:20pm)** | | |
| 3 | President report   * Summarized highlights of the year including: Online pilot journal pub, Pub night, 2 CE events (including July 12 event), CHLA in NL June 15-18; Shannon Long attended presidents’ lunch in lieu of Fiona: Vanessa will share * CHLA started publishing chapter highlights on their Enews online (LINK?); Fiona put it together with the rest of the executives. To access, select *Communications* once you’ve logged into the CHLA website | Fiona |
| 4 | Vice President report   * Shannon Long attended presidents’ lunch * Vanessa will circulate SL’s report * How can each chapter advance their objectives * Association updating its standards manual * CHLA take ownership of ON HLA toolkit * Quarterly meetings with all chapter presidents * CHLA will be at the UOttawa in 2019 * Associations First should take on more responsibility so smaller associations can also host | Vanessa |
| 5 | Past President report   * Nothing to report | Kristina M |
| 6 | Treasurer/Membership report   * HLABC afford to support 1-2 student executives to attend at events. * Note that catering costs are not included in this treasurer’s report because attendees paid (cost recovery); change from how Antje did it | Kristina O |
| 7 | Communications Director report   * Wordpress site updated with new password * Recordings and links will go on website as soon as available | Patricia |
| 8 | Secretary report   * Nothing to report | Chantalle |
| 9 | CE/Programming Director report   * Pub night Nov * Jan last CE (Publishers; predatory journals; members; good uptake online; over 10 participated online) * Pilot journal club * Should we use better software to facilitate in the future | Colleen |
| **New Business (1:20pm-1:45pm)** | | |
| 10 | **Outgoing Executives 2017-2018**   * President: Fiona Chiu, she says thank you to everyone! * Vice President: Vanessa Kitchin * Past President: Kristina McDavid * Continuing Education & Programming Director: Colleen Pawliuk   **Incoming Executives 2018-2019**   * All incoming executives were elected by acclamation * President: Vanessa Kitchin * Vice President: Colleen Pawliuk * Past President: Fiona Chiu * Continuing Education & Programming Director: Katherine Miller * Treasurer: Kristina Oldenburg * Communications Director: Patricia Foster * Secretary: Chantalle Jack | Fiona and Vanessa |
| 11 | Volunteers to lead future journal clubs   * Please email Colleen or Katherine if you volunteer * Would you be more open to speaking if it wasn’t recorded? It doesn’t seem like something that people would actually listen to later, although most did express a preference for it. * Could there be a student representative willing to look at potential alternatives? * Software suggestions: something to ‘put up your hand’ * Join.me was fine technically: AdobeConnect or Zoom also viable but expensive * Meeting connect and gototraining are also other options we could explore * Is there something that we have at one of our institutions? * **Action**: keep or change join.me - decision by mid-September | Colleen |
| 12 | Overview of next steps for new term   * How many events per year? * Pub gathering in the fall * Winter cont ed in Jan or Feb * Summer cont ed/AGM in summer * CEs have been done many different ways over the years * ‘Speed dating’ was a way to recruit students - people did quick talks about their jobs. Appealed to Chris. Brief informational interview with multiple librarians. “Getting hired in higher ed.” * Covering lunch fees for student member(s) of the executive. * Could we dip into money for CE speakers: applied workshops, etc. * Who will offer systematic review workshops? Or * advanced searching, grey literature.   People enjoy hearing what other members are doing - short presentations from other members appreciated.  Speakers from outside librarianship   * Series of lightning talks: including humour & engagement * How to teach someone how to search * Learning better facilitation skills. * Indigenization - funny & engaging * Liberating structures * Project management, etc. | Vanessa |
| 13 | Questions/Comments/Suggestions | All |
| 14 | Adjourn   * Meeting adjourned at 1:55pm | All |