

**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 2018-2019Incoming Executives 2019-2020 | 5 minutes | Vanessa & Colleen |
| 11 | HLABC member news & newsletter | 10 minutes | Cathy Rayment  |
| 12 | Ideas for future CE and special eventsRemote 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 |