



## 2021 HLABC Executive Meeting Agenda

**Date:** January 10, 2022

**Time:** 12:00 pm PST

**Location:** Online via Zoom

**Attendees:** Mya Ballin, Shannon Cheng, Prubjot Gill, Monique Grenier, Pamela Harrison, Saeyong Kim, Edlyn Lim, Chantal Lyons-Stevenson, Eleri Staiger-Williams

**Regrets:**

Executive updates (if not covered under new business)			
	Agenda Item	Action Items	Speaker
	President's Update <ul style="list-style-type: none"> <li>- Eleri has been working on the <b>annual report</b></li> <li>- Included information:               <ul style="list-style-type: none"> <li>- Budget (added by Shannon)</li> <li>- Financial information: what we have, what we're spending, how we're using our surplus, how COVID-19 has affected our spending</li> <li>- A note that some surplus was used for MLA sessions</li> <li>- A note that we've hired someone to update our website</li> <li>- Section on goals and potential investments                   <ul style="list-style-type: none"> <li>- Pam proposed the inclusion of advocacy work</li> </ul> </li> </ul> </li> <li>- Discussed reasons in support of having our own Zoom account (rather than using the shared CHLA account), including the ability to plan ad hoc meetings and time zone limitations for technical/account support</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Shannon</b> to confirm our banking address info               <ul style="list-style-type: none"> <li>- University Marketplace 2134 Western Parkway #105 Vancouver, BC V6T 1V6</li> </ul> </li> <li>- <b>Eleri</b> to add our Zoom account decision to the annual report</li> <li>- <b>Eleri</b> to send the annual report to Pam for review</li> <li>- <b>All:</b> Let Eleri know if you have any ideas on health library advocacy goals</li> </ul>	Eleri
	Past president's update <ul style="list-style-type: none"> <li>- No updates</li> </ul>		Pam
	Secretary's Update		Chantal

	- No updates		
	<p>Treasurer's update</p> <ul style="list-style-type: none"> <li>- Currently at 110 members</li> <li>- Mutual fund at \$2665.96</li> <li>- Paypal &amp; bank account at \$10,043.97</li> <li>- Eleri noted that this may be the year to reinstate our membership fees.</li> </ul>	- <b>All:</b> Send Eleri thoughts on reinstating membership fees	Shannon
	<p>CE update</p> <ul style="list-style-type: none"> <li>- CE event at end of February. Some people responded that they'll just attend the discussion, not the event.</li> <li>- Monique is planning on offering to purchase CE/MLA credits <u>after</u> the event. Noted there are still some unclaimed CE credits from the last event.</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Monique</b> to send more correspondence to members closer to the February event date</li> <li>- <b>Monique</b> to offer attendees CE credit from MLA after the February event</li> </ul>	Monique
	<p>Communications update</p> <ul style="list-style-type: none"> <li>- Emma has been revamping our website. Changes are still underway, but some great progress has been made. <ul style="list-style-type: none"> <li>- In particular, the Social Media and Resource pages have undergone significant updates.</li> </ul> </li> <li>- Emma has designed a new HLABC logo. <ul style="list-style-type: none"> <li>- We've asked her to make a file with different sizes for future use.</li> </ul> </li> <li>- An overview of the new website will be highlighted at the GM.</li> </ul>	<ul style="list-style-type: none"> <li>- <b>All:</b> Send any website feedback to Prubjot</li> <li>- <b>Prubjot</b> to pass along the following updates to Emma: <ul style="list-style-type: none"> <li>- "Award" dropdown: David Noble prize name should be shorter</li> <li>- Minutes should be moved from "Resources" to "About" section</li> <li>- Tab information should be split clearly into sub-sections, as some people may not know to click on a main tab</li> </ul> </li> <li>- <b>Edlyn, Saeyong, Pam</b> to add info on new website to the GM agenda</li> </ul>	Prubjot
	<p>Student rep update</p> <ul style="list-style-type: none"> <li>- No updates</li> </ul>		Mya
	GM Meeting Planning	- <b>All:</b> Send feedback	Edlyn and

	<ul style="list-style-type: none"> <li>- Edlyn, Saeyong, and Pam met to discuss the GM. They have created a draft of the presentation.</li> <li>- Discussion of fee structures:</li> <li>- Fee options for underemployed will be reviewed. An option for people to self-identify, or combine with another category (such as Student or Retired), may be preferred.</li> <li>- How to best present fee structure proposals/options to members and ensure enough time for feedback? <ul style="list-style-type: none"> <li>- We will send out options by Feb 4, and ask for feedback by the 18th. That gives us time to meet with people who provided feedback (if we need to)</li> </ul> </li> <li>- CE spending: we will conduct a one-year pilot for the entire membership and revisit after one year.</li> </ul>	<p>on GM details/agenda to Edlyn/Saeyong/Pam</p> <ul style="list-style-type: none"> <li>- <b>Edlyn, Saeyong, Pam</b> to:</li> <li>- Add more info on last year's bursaries (<b>Pam</b>)</li> <li>- Move fee structure proposal into a table</li> <li>- Send out options for fee structures by Feb 4, ask for feedback by Feb 18</li> <li>- Circulate a brainstorming document for membership fee structure (<b>Saeyong</b>)</li> <li>- <b>All</b>: Contribute ideas to this brainstorming document</li> </ul>	<p>Saeyong Eleri</p>