



2020 HLABC Executive Meeting Agenda

Date: Wednesday, December 4, 2020

Time: 3:00pm - 4:00pm

Location: Online via Zoom

Attendees: Pam, Colleen, Eleri, Prubjot, Monique, Ryan, Ioana, Shannon

Regrets:

Executive updates (if not covered under new business)			
	Agenda Item	Action Items	Speaker
	Vice-President selection: <ul style="list-style-type: none"> We don't have a VP currently For the call: any suggestions? 	<ul style="list-style-type: none"> Pam will put out a call on Monday Everyone: try to think of people who might be interested in being VP- it is a 3 year position 	Pam
	Newsletter: <ul style="list-style-type: none"> New edition coming out Monday New online game: Killing me softly: a game online to explore the effects of microaggressions 	<ul style="list-style-type: none"> EDI content for the newsletter- game and racism in health report 	Pam
	CE for next year: <ul style="list-style-type: none"> Conference dry run: only 3 responses, 2 yes, 1 no Canva course from UVic: would be for the free version of Canva 	<ul style="list-style-type: none"> Pam will send out email to say that if the interested people would like to do the dry run, if we can do a one off Will plan Canva course for next year Monique, Pam, Eleri to help with event 	Pam Monique
	Twitter: <ul style="list-style-type: none"> We will try to revive it 	<ul style="list-style-type: none"> Ryan and Ioana will look at coming up with a strategy for the Twitter account 	Pam
	HLABC Annual Report: <ul style="list-style-type: none"> Due at the end of January to CHLA 	<ul style="list-style-type: none"> Pam to send to exec and the CHLA 	Pam
	Minutes Approval for August: <ul style="list-style-type: none"> Approved 	<ul style="list-style-type: none"> Prubjot to post to website 	Eleri
	President's Update: <ul style="list-style-type: none"> No update 	<ul style="list-style-type: none"> Pam to send out wishes for a safe happy holiday season for members 	Pam

	<p>Past-President Update:</p> <ul style="list-style-type: none"> No update 	<ul style="list-style-type: none"> 	Colleen
	<p>Treasurer Update:</p> <ul style="list-style-type: none"> Question: how to collect new member directory information? Send out surveys individually? How does Shannon reach out to first year students: students are to email exec email with request for free membership, Shannon will reply. 	<ul style="list-style-type: none"> Prubjot to update email for listerserv/free student membership request to HLABC exec. Prubjot to add Shannon's survey to the website for new members to fill in when they want to join Shannon to add Pam to bank account as signing authority 	Shannon
	<p>Communications Update:</p> <ul style="list-style-type: none"> Education area on the website: what do we do with the area? Very bare bones Prubjot has put together a list of health libraries in the province. Suggestion to add the listserv, link to library websites, and job boards Membership directory: can we put it into a table form instead of a PDF? 	<ul style="list-style-type: none"> Prubjot to update Resources list per discussion- following SALA as an example, including library websites, listserv, and job boards Prubjot to upload membership directory as an Excel sheet 	Prubjot
	<p>Secretary Update:</p> <ul style="list-style-type: none"> Doodle for January meeting: https://doodle.com/poll/n9kbqxe6h3ya4equ?utm_source=poll&utm_medium=link 	<ul style="list-style-type: none"> Eleri to send out meeting date later on in December 	Eleri
Wrap up			