



## 2021 HLABC Executive Meeting Agenda

**Date:** Thursday, January 14, 2021

**Time:** 2:00pm - 3:00pm

**Location:** Online via Zoom

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

**Regrets:** Ioana

Executive updates (if not covered under new business)			
	Agenda Item	Action Items	Speaker
	Additional agenda items?		
	President, 2021-22: Next year's president will be Eleri! Thank you!		Pam
	President Update: <ul style="list-style-type: none"> <li>● CHLA Annual Report (for review) - sent via email</li> <li>● Our bank balance exceeds our one year expenses due to our grants and decreased expenses over 2020</li> <li>● We need to consider how to spend out some of our balance</li> <li>● Options:  <a href="https://www.mlanet.org/page/ce-passport">https://www.mlanet.org/page/ce-passport</a>  <a href="https://www.mlanet.org/site-license">https://www.mlanet.org/site-license</a> </li> </ul>	<ul style="list-style-type: none"> <li>● <b>All:</b> Please review and send comments to Pam by end of day Thursday, January 28</li> <li>● <b>Pam</b> will email with exact numbers after meeting</li> <li>● <b>Shannon</b> and <b>Pam</b> to check total amount we should have in our account/need to spend</li> <li>● Will have GM after a plan has been formulated for approval</li> <li>● <b>Ryan</b> will publicize the David Noble Prize to fellow students</li> <li>● <b>Pam</b> will email with additional prize ideas</li> <li>● <b>Colleen</b> will contact people to ask if anyone is aware of the purpose of the Bond account</li> </ul>	Pam
	Upcoming CHLA chapter presidents' meeting rescheduled to Friday, Jan 22, 9 am. <ul style="list-style-type: none"> <li>● Info to send on?</li> </ul>	●	Pam
	Calling a GM to discuss spending (Feb?)	<ul style="list-style-type: none"> <li>● Will do after plan and numbers are complete</li> </ul>	

	<p>CE for next year:</p> <ul style="list-style-type: none"> <li>• Canva course from UVic: would be for the free version of Canva</li> <li>• Monique- Covidence course</li> <li>• Panel talk for students/anyone who is struggling with work to attend</li> </ul>	<ul style="list-style-type: none"> <li>• Monique will teach Covidence course Feb 22nd with asynchronous option</li> <li>• <b>Ryan</b> will try to find out interest levels for a panel</li> </ul>	<p>Pam Monique Eleri</p>
	<p>Twitter update:</p> <ul style="list-style-type: none"> <li>• Contacted Twitter on Dec 20, but did not reply to their response in time</li> <li>• Re-contacted on Jan 12</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Pam</b> currently trying to reset the Twitter account</li> <li>• Will explore opening a new account after one more attempt</li> <li>• <b>Eleri</b> to email previous members to see if they have information re: account</li> <li>• <b>Pam</b> to email previous members for same reason</li> </ul>	<p>Pam</p>
	<p>Past-President Update:</p> <ul style="list-style-type: none"> <li>• No update</li> </ul>		<p>Colleen</p>
	<p>Treasurer Update:</p> <ul style="list-style-type: none"> <li>• Previous action: <b>Shannon</b> to add Pam to bank account as signing authority on HOLD due to COVID restrictions</li> </ul>		<p>Shannon</p>
	<p>Communications Update:</p> <ul style="list-style-type: none"> <li>• No update</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Prubjot</b> to upload all approved minutes since August to website</li> </ul>	<p>Prubjot</p>
	<p>Secretary Update:</p> <ul style="list-style-type: none"> <li>• December meeting minutes approval</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes approved</li> </ul>	<p>Eleri</p>
	<p>Student Representative Updates:</p> <ul style="list-style-type: none"> <li>• No update</li> </ul>		<p>Ryan</p>
<p><b>Wrap up: We made it through 2020!</b></p>			