

<ul style="list-style-type: none"> - Discussion of fall events: - Previous event types include in-person pub nights, half-day CE events. - Format: general preference for virtual for CE events, and in-person for social events. - Survey feedback for events: exec to include a question in survey about event/CE format preferences, including a space for comments/mandatory comment field. - Survey lead TBD. - Admin <ul style="list-style-type: none"> - HLABC Google access: <ul style="list-style-type: none"> - Inbox monitoring: Chantal to monitor, send messages to appropriate exec members. - Mica and Maria to gain access to HLABC Google drive/gmail. - Issues of repeated two-factor-authentication requests to Exec. - Membership administration <ul style="list-style-type: none"> - Discussion of which role should be responsible for membership admin; previously a Treasurer role, option to become included in Communications role. - Tasks include adding an individual to the list of members, communicating renewal timelines, issuing reminders for renewal, and processing membership fees. - Determined that Chantal will forward membership emails to Marina and cc Vinny. Vinny to update email membership list, and Marina to confirm that membership fees have been submitted. - HLABC website password for members; password to be circulated to membership. - David Noble prize winners to be updated on website. 	<p>this to handbook.</p> <p>Chantal to forward membership emails to Marina and cc Vinny. Vinny to update email list, and Marina to confirm that membership fees have been submitted.</p> <p>Saeyong to update the exec handbook with the new membership and communications workflow.</p> <p>TBC: HLABC website password for members; password to be circulated to membership.</p> <p>New Exec members to send Vinny their bios for the HLABC website.</p> <p>Saeyong to provide an onboarding overview to Mica and Maria.</p> <p>Vinny to update website with David Noble</p>	
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		Prize winners (names/paper titles).	
President's Update	<ul style="list-style-type: none"> - Welcome Mica! - Welcome Maria! - No other updates. CHLA meeting minutes were circulated by email separately. 		Saeyong
Vice President's Update	No updates.		Mica
Past President's Update	No updates.		Andrew
Secretary's Update	<ul style="list-style-type: none"> - List of new memberships/renewals - David Noble Prize distribution <ul style="list-style-type: none"> - Still haven't heard back from one person regarding address info. Decision to send an email to the whole group with a deadline for the last winner to send an address. - Update on AGM minutes <ul style="list-style-type: none"> - Draft ready; exec has until August 4 to review. - Question re: collection development/management policies <ul style="list-style-type: none"> - Request from Chantal for any information on policies. Andrew to send a copy of his to Chantal, if privacy policy allows. - Note that a collection development/management policy would be useful future CE topic. 	<p>Chantal to send contact info to Saeyong for David Noble Prize winners.</p> <p>Saeyong to contact team with incomplete contact info.</p> <p>All to review draft of AGM minutes in Google Drive; minutes will be uploaded to HLABC site after August 4.</p> <p>Andrew to send collection policy to Chantal, if privacy allows.</p>	Chantal
Treasurer's Update	<ul style="list-style-type: none"> - Met with a potential future treasurer, waiting for feedback. If we can't find a treasurer in time, 	Marina to complete CHLA conference	Marina

	<p>exec needs to prepare to find someone in the current exec to undertake the role.</p> <ul style="list-style-type: none"> - Conference reimbursement pending. 	reimbursement process.	
	<p>CE Update</p> <ul style="list-style-type: none"> - No further updates to previous discussion of online vs. in-person events. - Short discussion of CHLA conference; Saeyong to update her CHLA conference notes and forward to Prubjot. 	<p>Saeyong to update her CHLA conference notes and forward to Prubjot.</p>	Prubjot
	<p>Communications Update</p> <ul style="list-style-type: none"> - Website admin login issues have been fixed. - Send any exec bios, if you want a bio up on the site. - Vinny to be email backup. 		Vinny
	<p>Student Representative Update</p> <ul style="list-style-type: none"> - Welcome Maria Mulder! - Discussion of social media presence for HLABC; Maria is interested in undertaking this. - Prubjot noted HLABC previously had a Twitter account, but experienced many access issues. - Uncertain which platforms would be best to use. 	<p>Carryover for August: Further discussion of social media presence.</p>	Maria
	<p>Carryover for future meetings</p> <ul style="list-style-type: none"> - August: <ul style="list-style-type: none"> - Revise language in member survey (to send in September) to alert membership that the list is updated and will be circulated once per year. - September: <ul style="list-style-type: none"> - Update 2023 member list - Spring 2024: <ul style="list-style-type: none"> - Chloe Lepage may be interested in a future role next year 		N/A