



2016 Annual Report from the Vice-President Communications and Outreach

The Vice-President Communications and Outreach of the ACMLA is responsible for the development and execution of the ACMLA's communications strategy and all aspects of communication on behalf of the Association, including the Bulletin, publications, website, and member discussion list. The following list of committees and officers report to the VP Communications and Outreach; when available, separate reports of activities will also be posted on the Association's website.

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| - Bulletin Editor | Eva Dodsworth |
| - Publications Officer | Larry Laliberté |
| - Webmaster | Kaitlin Newson |
| - Communications Committee | Eva Dodsworth
Larry Laliberté
Kaitlin Newson
Tracy Sallaway (chair) |

ACMLA Bulletin:

The Bulletin editor prepares the manuscript of the ACMLA Bulletin for printing. I would like to extend gratitude on behalf of the entire Association to Eva Dodsworth for continuing on in this role with dedication and enthusiasm. A huge thank you to all who participate as column editors and contributors to ensure the Bulletin continues its longstanding tradition of providing timely, topical and fascinating submissions from information professionals across Canada.

Publications Officer:

The Publications Officer distributes publications on behalf of the Association and manages the publications inventories. Thank you to Larry Laliberté for agreeing to continue in this role. Larry has reported that there were no sale of publications during the past year, however only 7 copies remain of the most requested publication, the Catalogue of Canadian Fire Insurance Plans 1875-1975. It may be worthwhile to scan this document and make it available as a PDF on the ACMLA website.

Web:

The Association was pleased to welcome our new Webmaster, Kaitlin Newson to the position this past year. Many thanks to Kaitlin for her work in updating the ACMLA website as requests come in, as well as her work developing the conference website. It is worth noting that for the

first time, the conference website is hosted on the ACMLA's domain rather than the hosting institution – a practice which may work well to ensure consistency and minimize development efforts in future years.

Communications Committee

The activities of the Communications Committee have been minimal during the first year of the new organizational procedures for the Association. The goal of this committee is to devise and implement a communications strategy for the Association, an initiative that will begin moving forward over the coming months.

Member Discussion List

Although management of the member discussion list now falls under the responsibilities of this position, Sarah Simpkin has kindly agreed to continue in this role given that the list is hosted at her home institution. Thank you, Sarah for agreeing to continue with these duties!

General Activities

The Association is moving towards implementing a basic records management strategy to ensure consistency and adherence to relevant legislation. As a precursor to this, we are attempting to locate any records that are not currently available via the ACMLA website. Should anyone have or know the location of records, hard copy or otherwise, please contact the VP Communications and Outreach directly. Any information or input is much appreciated.

Respectfully submitted,

Tracy Sallaway

Vice-President Communications and Outreach, ACMLA/ACACC

June 15, 2016