

ASSOCIATION OF CANADIAN MAP LIBRARIES AND ARCHIVES

**ANNUAL GENERAL MEETING - MAY 30, 2002
RAMSEY WRIGHT BUILDING, UNIVERSITY OF TORONTO**

1.0 Establishment of quorum; call to order.

It was established that a quorum was reached, so the meeting was called to order at 2:40 p.m.

2.0 Approval of Agenda.

The agenda was approved with one addition - Item 10.11 National Archives report. (Amy Chan, Tim Ross) CARRIED

3.0 Minutes of previous Annual General Meeting.

The minutes of the previous Annual General Meeting held June 1, 2001 in Montreal, as previously circulated and published in the ACMLA Bulletin No. 113, were **approved** as printed. (Richard Pinnell, Lori Sugden) CARRIED

4.0 Business arising from previous AGM minutes.

In reference to item 7.2 of the previous minutes, Grace Welch mentioned that the letters had been sent to both the National Archivist and the National Librarian.

5.0 President's report.

The President's report was sent on CARTA as an attachment and is on the ACMLA web site. Grace Welch, ACMLA President, made one correction, noting that the National Archives' Government Records Branch did not absorb all of the former Visual and Sound Archives Division, only the Cartography and Architecture Section.

5.1 DSP for maps

Grace introduced Karen Lochhead who has a contract with Communications Canada, Depository Services, to prepare the agreement package for the new DSP [Depository Services Program] for Maps. Karen mentioned that she was working on

compiling a list of depository institutions and that the list may be expanded since there is more interest to acquire digital products. In early June, the Depository Services will create an advisory committee to look at applications to join the DSP in view of the cost limitations involved in adding new institutions to the list. Also, there is a possibility that other map producing departments could contribute to the DSP for Maps, such as Environment Canada. Karen invited members to e-mail her if they have any concerns with the Licensing Agreement.

Pierre Roy asked if there was a way to get a copy of the previous agreement in an electronic format. Karen will check. Pierre also asked if a FAQ could be developed for the agreement. Karen agreed that this could be developed.

Grace mentioned that the new license agreement will be reviewed and possibly changed since it is somewhat restrictive. Shirley Harmer asked if we will acknowledge the DSP for their part in establishing the agreement. Grace agreed that we should.

ACTION - Grace will send a letter to the DSP, thanking them for negotiating the agreement.

5.2 GeoConnections

Grace indicated that her report on GeoConnections was posted on the ACMLA web site and that Jeff Labonte, Director of the GeoConnections Secretariat, would be in attendance tomorrow if anyone has any questions.

6.0 Treasurer's report.

6.1 2001 Financial report

Pat McIntyre went through the financial report for 2001. He noted that there was extra money from the 2001 Conference receipts and congratulated Pierre Roy for his role in achieving this surplus. Also, Pat noted that executive travel was down to under \$600. There were no questions.

It was **moved** to accept the 2001 Financial Report as presented. (Betty Kidd, Cheryl Woods) CARRIED

6.2 SSHRC Committee chair

Pat talked about finding a new chair for this committee to replace Tom Nagy. A call will go out on CARTA this fall. Pat looked after dispersing the travel grants this year and explained that not all the money was dispersed this year, in order to carry some over to next year since the conference will be in Victoria.

7.0 First Vice-President's report.

7.1 Committees reporting to the First Vice-President

Susan mentioned that her report was on the web site and added that the effort from all the committee members is well appreciated.

7.1.1 Copyright Committee

Richard Pinnell will continue as Chair. It is expected that this committee will become very active this year.

7.1.2 Archives

Jeff Murray sent a letter to Susan informing her that he was stepping down as ACMLA Archivist. Susan sent a call on CARTA asking for a volunteer to replace Jeff. Louis Cardinal offered to take on this role. The ACMLA will make some funds available to Louis to hire a student or contractor to organize the ACMLA archives. The new archivist will implement the ICA Archiving guidelines.

7.1.3 Awards Committee

Lori Sugden, Chair of the Awards Committee, announced that the committee has selected two honours awards and a paper award. They will be presented at the conference closing banquet.

7.1.4 Conferences

Susan again thanked Pierre Roy and Pierre Lépine for their effort on the 2001 Conference in Montreal. She also thanked Marcel Fortin for his efforts on the current conference.

Lori Sugden is our representative on the organizing

committee for the 2003 Conference that will be held jointly with CCA [Canadian Cartographic Association] and CAG [Canadian Association of Geographers]. Lori mentioned that planning was going well and she showed the poster already prepared for the event.

Susan is working on the conference manual and the latest draft has been presented to the Board. Anyone who would like to contribute to the manual is welcome.

There are as yet no volunteers to host the 2004 conference. Susan invited members to consider hosting in 2004.

7.1.5 Membership

The membership report is in the financial report. Membership has remained constant, but we could always use more members.

Bruce Weedmark is stepping down as membership coordinator. Susan put forward a resolution to thank Bruce for his efforts:

Be it **resolved** that the Association of Canadian Map Libraries and Archives express its deep gratitude to Bruce Weedmark for his long and excellent devotion as the Chair of the Membership Committee. (Susan Jackson, Cathy Moulder) CARRIED

7.1.6 Bibliographic Control Committee

Report is on the web site. Thanks to everyone on the committee for their excellent work.

8.0 Second Vice-President's report.

8.1 Committees reporting to the Second Vice-President

Reports posted on the web site

8.1.1 Publication Committee

The Publication Committee held an open meeting this afternoon to discuss Betty Kidd's report on publications. The report was well received and her recommendations were endorsed by members. David announced that Betty has agreed to be the Chair of the Committee.

8.1.2 Historical Maps Committee

Gord Beck has accepted to be Co-Chair of the Historical Maps Committee. David will continue as Co-Chair until a replacement can be found. The committee will move ahead on some of the recommendation outlined in Danny Forbes' *Historical Maps Marketing Plan*.

8.1.3 ACMLA Bulletin

David commended Cathy Moulder for her excellent work in editing and managing the *Bulletin*. There will be new criteria developed for the New Maps list, maybe to include 'new resources' such as geomatic products. The Publication Committee will review suggestions from members.

8.1.4 Webmaster and web site development

David thanked Nan Fern for her work in improving the ACMLA web site and announced that an ad-hoc Web Site Committee will be formed to work on developing the site which is expected to become the hub of the Association's publication activities. A call will go out in the fall for volunteers. Anyone who is interested in participating in the development of the web site should speak to David.

9.0 Past President.

9.1 IFLA membership

Grace talked about background and rational of James Boxall's recommendation to the Board that the ACMLA not apply to be members in IFLA.

9.2 Nominations

This item was deferred to the end of the meeting.

9.3 Changes to Rules and Procedures

Marc reported that there would be some changes and updates to the ACMLA Rules and Procedures. These amendments will be drafted by the Board and presented at the 2003 AGM. He also mentioned that the Board is considering changes to the ACMLA By-laws to update the Association's objectives to reflect the emergence of GIS and Geomatics.

10.0 New Business.

10.1 Mentoring Program - Colleen Beard's report

Grace introduced the report prepared by Colleen Beard. She asked if members would like to become mentors and if the mentoring program seemed like a reasonable proposal. The objective is for new members to feel welcome and have a resource person if they have questions. As well, the web site could include a 'tool kit' for new members and a list of contacts who would act as 'subject specialist'. Members expressed some reservation about posting this kind of list on the Internet and that maybe a closed list (Intranet) might be more appropriate. It was suggested that the ACMLA form its own closed listserv as a forum for unique issues relating to the Association (Colleen mentioned that MAGERT has this kind of forum and that she would find out how busy it is). Richard expressed that he would like to see more discussion about the mentor's role and that many of the functions already discussed are probably already part of our jobs.

Colleen explained that the mentor's role is not necessarily about discussing skills but more about advising on career development and professional perspective. Our senior members would have much to offer in this regard.

Grace ended the discussion saying that the Board would move forward on Part One of the recommendations. A show of hands indicated that there is general support from the members to pursue the objectives of Colleen's report.

10.2 Honorary Members

Grace Welch had sent a message on CARTA reminding members that this award was available and members could nominate individuals at any time. Since no one was nominated, the Board decided that it should be pro-active in nominating some of the pioneers who helped in creating the ACMLA. **Grace Welch put forward a motion:**

To recognize their role in creating the ACMLA and for their outstanding contribution to the association over the years, that the following individuals be considered for Honorary Lifetime Membership: Joan Winearls, Yves Tessier, Barbara Farrell, Serge

Sauer, and Betty Kidd. (Elizabeth Hamilton, Richard Pinnell)

Richard asked if there was any criteria established for this award and if there were other current or past member that should be considered for this award. As well he asked if any provision has been made for the awarding of this honour posthumously. Grace noted that there are no solid criteria in the By-laws and Rules and Procedures and that other members could be nominated at any time. The purpose of the present motion was to begin the process of recognizing some of the pioneers of the ACMLA. Elizabeth Hamilton mentioned that the criteria for this award should be reviewed every year. There was a general consensus from members that this should happen before the present motion is passed, to ensure that all deserving members and past members are considered.

As a result of the discussion and uncertainty about the aims of the motion, it was agreed that **the tabled motion be withdrawn.** (Withdrawn by Elizabeth Hamilton and Richard Pinnell)

ACTION - The Board will examine the By-law for this award in terms of establishing some criteria and process for nominating individuals. Elizabeth Hamilton volunteered to assist the Past President in this review.

10.3 CARTA archives and new listserv

As a point of information, Grace wanted to ensure that members are aware that the CARTA listserv archives on the ACMLA web site is searchable by anyone. She asked if members would be more comfortable with a separate 'closed list' that would only be available to ACMLA members and which would allow a more open discussion.

Marcel Fortin asked about origins and purpose of CARTA and supported the idea of creating a separate listserv for the ACMLA. Richard Pinnell noted that a separate ACMLA listserv would spell the end of CARTA. Through a show of hands, there was a general consensus that the ACMLA should not create a separate listserv.

10.4 Revision of ACMLA objectives

Grace explained that the ACMLA objectives, as they

appear in the current By-laws were last revised at 1994 Conference in Guelph. She noted that they make no mention of Geomatics or GIS. She asked if anyone would like to take this on. Richard Pinnell volunteered to do this and mentioned that he would also look into changing the name of the ACMLA to reflect the new reality.

10.5 GIS Day sponsorship

GIS Day is an ESRI initiative that some map libraries have celebrated. Grace asked whether the ACMLA should be an official sponsor of the event and there would be no financial commitment. Members agreed that Grace go ahead and indicate that ACMLA will be a sponsor of GIS Day.

10.6 Student paper award

This is a new idea that the Board would like to promote. It was suggested that a \$200 student papers award be established and that the winning entry would be published in the *Bulletin*. The ACMLA would have to send a notification to the various archive and library schools. It was agreed that this would be a good incentive to get students thinking about maps librarianship or archiving.

ACTION - It was decided that a student paper award should be created. It was referred to the Awards Committee, which will establish some criteria, process, and decide the monetary value of the award. They will present their recommendations to the Board before the next AGM.

10.7 Proposal for funding support to present at other conferences

For information. The idea is to make some funds available to ACMLA members to help defer the cost of attending conferences of interest to the ACMLA. Tabled to a future meeting to work out the details. Referred to SSHRC committee.

10.8 MapInfo proposal

Grace received an email from MapInfo, who are looking for ways to break into the educational market. Grace discussed the merits of their proposal and asked whether members would be interested in pursuing an agreement with this company that would make GIS software available at reduced cost.

There is some interest.

ACTION - Grace will follow up with MapInfo.

10.9 Certificates of appreciation

For information. Grace read the certificates of appreciation that were presented to DMTI and ESRI.

10.10 CLA/ALA Conference

David mentioned that the joint CLA/ALA Conference will be held in Toronto in 2003. This could be a good opportunity for ACMLA participation. There could be funds available for ACMLA members to attend.

ACTION - David will look into the possibility of having a booth at the 2003 CLA/ALA Conference for marketing our publications and historical maps.

10.11 National Archives Report

A written report will be posted on the web site. David Brown highlighted a couple of points, mentioning that the National Archives had acquired the 1657 Bressani map and that the 1901 Individual Census Returns had been launched on ArchivianaNet. As well, planning is under way to digitize 800,000 items this year, including approximately 4,000 maps.

Grace mentioned that Marilyn Osborne, Director General of the Government Archives Branch had extended an invitation to hold a consultation session with the ACMLA and that hopefully this could be arranged for next year.

11.0 Business Plan.

Grace talked about the background and organization of the draft ACMLA Business Plan and thanked James Boxall and Susan Jackson for their contribution. This is the first attempt for the Association to create a business plan, and although the ACMLA has done well for a small group, it is hoped that the Business Plan will help make the best use of our limited volunteer energy.

Grace went through the goals and expected outcomes of the Business Plan, highlighting the issues that are of most concern to members, and outlining what may be done with these. This was

followed by some discussion about how to move these initiatives forward. It is a very ambitious plan but members generally agreed that many of the outcomes are achievable. Grace welcomes feedback and will follow-up. In some cases, task groups may need to be created these objectives - all volunteers are welcome. On behalf of ACMLA members, Elizabeth Hamilton thanked the crafters of the plan.

12.0 Proposed Budget.

Pat went through the proposed budget for 2002/2003. He noted that there was an additional \$750 to hire a student for ACMLA Archives and a further \$500 was allocated to the Publication Committee to help cover Betty's travel and administration costs.

It was **moved** to adopt the Treasurer's proposed budget with the amendments made at the meeting. (Elizabeth Hamilton, Shirley Harmer) CARRIED

13.0 Other Business.

13.1 ICA Report

Grace announced that Alberta Woods had sent her ICA report and that it would be posted on the web site.

13.2 Nominations

Marc introduced the new Board member for 2002/2003, who was acclaimed to office. Marcel Fortin is the new Secretary.

14.0 Next meeting.

Victoria, 2003.

15. Adjournment.

Meeting adjourned at 5:00 p.m.

Respectfully submitted by:

Marc Cockburn, Secretary

Grace Welch, President

