

**ASSOCIATION OF CANADIAN MAP LIBRARIES AND ARCHIVES
ANNUAL GENERAL MEETING - May 31, 2003**

Present: Grace Welch (ACMLA President, University of Ottawa), Susan Jackson (First Vice-president, Carleton University), David Jones (Second Vice-president, University of Alberta), Patrick McIntyre (Treasurer, National Archives), James Boxall (Outgoing President, Dalhousie University), Marcel Fortin (Secretary, University of Toronto), Ann Smith (Acadia University), Cheryl Woods (University of Western Ontario), Richard Pinnell (University of Waterloo), Amy Chan (University of Waterloo), Shirley Harmer (Queen's University), Lori Sugden (University of Victoria), Cathy Moulder (McMaster University), H el ene Genest (Universit e Laval), Colleen Beard (Brock University), Tim Ross (University of British Columbia), Hugh Larimer (University of Manitoba), Donna Porter (National Archives), David Brown (National Archives), Pierre Roy (Universit e du Qu ebec  a Montr eal), Rosa Orlandini (McGill University), Carol Marley (retired McGill University), Iris Morgan (University of Calgary), Wenonah Fraser (Brandon University), Christine Cullingworth (University of Saskatchewan), Lorraine Dubreuil (McGill University), Lucie Gendron (Universit e de Sherbrooke), Velma Parker (National Archives), Frances Woodward (University of British Columbia), Alberta Auringer Wood (Memorial University of Newfoundland), David Malaher (Centre for Rupert's Land Studies, University of Winnipeg)

1. 0 Establishment of quorum; call to order.

It was established that a quorum was reached and the meeting was called to order at 3:50 p.m. Lori Sugden and Cheryl Woods of the Awards Committee presented this year's Honours Awards to Grace Welch and Patrick McIntyre for their excellent and long standing work for the ACMLA.

2.0 Approval of Agenda.

The agenda was approved

CARRIED

3.0 Minutes of previous Annual General Meeting

The minutes of the previous Annual General Meeting held May 30th, 2002 in Toronto as previously circulated and published in the ACMLA Bulletin No. 116 were approved with one change. David Jones noted that under his name the institution affiliated to him should read University of Alberta, not Calgary.

(Richard Pinnell, David Jones) CARRIED

4.0 Business Plan and Business Arising

Grace Welch presented and went over the ACMLA's business plan. Many of these points were discussed as business arising and as agenda items.

Business Arising

Archives

Grace Welch received a reply to her letter to the National Archives concerning access to reference services at the Archives by ACMLA members. The letter from Rowan Mokhtar outlines the procedure for anyone wishing reference help but does not outline specifically what ACMLA members, who should benefit from more attention from reference staff because of our standing as map library and archives professionals. Grace, as the outgoing president, will write a letter seeking clarification for our users. She will write to Ian Wilson and Ms. Mokhtar to thank her but to also explain that the current outline does not clarify things or help us further in getting better service from the Archives, and that it was not what we had in mind. The letter will also emphasize that we were hoping they would take into account the English study to establish a centre of excellence.

5.0 President's report

The President's report was posted on the ACMLA web site.

5.1 Depository Services Program

The depository program for digital data and maps has now been underway for a year and from the feedback received most members are pleased with access to the National Topographic Database and related products. Grace Welch will send a letter of thanks to DSP.

5.2 GeoConnections

ACMLA continues to monitor the progress of GeoConnections through participation on the Management Board and the Policy Node. There have been two meetings of the Management Board in the last year. Plans for the release of all seven layers of the Geobase Framework data have been delayed until November 2003.

Geoconnections is now in year four of a five year program and there was general agreement at the last meeting that the program should continue but that additional funding would have to be pursued.

GeoConnections Policy Node

Alex Miller of ESRI Canada is now the co-chair of the group along with Jeff Labonte of the Geoconnections Secretariat. Work is under way on developing standardized licensing agreements for government data.

The report on the Management and Preservation of Geospatial Data has recently been submitted to the Policy Node as a draft. Along with Grace Welch, other ACMLA members, Dave Brown, James Boxall, and Christine Cullingworth have worked on the development of the study. Dave Brown put a considerable amount of work on this report and he will inform Association members when the report has been finalized and can be accessed by members.

GeoConnections Geomatic Skills Network

Three students are being sponsored by the program to attend the conference in Victoria. The program sponsors students in order to provide learning opportunities for geomatics students to raise their awareness of the industry and career and networking opportunities.

5.3 International Cartographic Association

Alberta Wood reported that the ICA has nine book projects underway with Elsevier and that there is a proposal for three journals as official publications of the association. A total of 416 presentations have been accepted for the next ICA conference in Durban South Africa in August 2003.

5.4 Geospatial Data Committee

The new Geospatial Data Committee work plan is to be developed in the fall. Richard Pinnell asked if there were terms of reference for the new committee. Grace Welch and James Boxall answered that yes the terms of reference were distributed on CARTA. The workplan will also be distributed on CARTA when developed. James Boxall will be chairing this committee.

5.5 ACMLA Listserv

Grace Welch asked whether or not there was interest in investigating the creation of a new ACMLA membership listserv to communicate information only of interest to members. Alberta Auringer Wood mentioned that this would be a good idea for full and associate members. It was agreed that institutional members would not be included. Marcel Fortin argued that it seemed like a natural thing to do as most associations have a proper listserv. Susan Jackson will ask her assistant Beth Ray to investigate whether or not this new list could be hosted at Carleton as the listserv logically belongs with the membership.

5.6 ACMLA Objectives

The ACMLA objectives were unveiled by Richard Pinnell on May 20, 2003 on CARTA before the conference. These were discussed at the meeting but a consensus was not reached. Marcel Fortin suggested that it would also be a good idea, judging from the new objectives put together, to investigate the possibility of changing the name of the Association to reflect the changing world of the map library. The new name should probably reflect the GIS side of our organization. Suggestions for new names are to be sent to Marcel Fortin.

6.0 Treasurer's report.

Pat McIntyre went through the financial report for 2002 circulated on site. Things remain positive as we still have balanced receipts. It was moved to accept the 2002 Financial Report as presented.

(Velma Parker, Cheryl Woods) CARRIED

6.1 SSHRC Committee membership

We are still looking for members to participate in this committee which oversees the distribution of funds received by SSHRC to support participation at conferences.

7.0 First Vice-President's report

The First Vice-President's report was posted on the ACMLA web site.

7.1 Conference Manual

The ACMLA conference manual updates were finalized this year by Lori Sugden.

7.2.1 Bibliographic Control Committee

The committee continued its efforts to ensure that records of our map holdings have appropriate standards and are shared to the best effect. Outlined was the importance of the work done to revise the *Cartographic Materials: An Interpretation of AACR2*. The revised edition, which will include sections on geospatial data and early maps, will be available later in 2003 or early 2004. The cataloguers' toolkit is slowly being developed on the ACMLA web pages.

7.2.2 Copyright Committee

Richard Pinnell reported that there have been virtually no steps to clarify the copyright issue as it pertains to maps. However, we have been told that plans to move on the Copyright Act remain on the agenda. In the meantime, the ACMLA board has agreed that it would be valuable to contract for assistance to create information for the ACMLA website about the state of copyright as it applies to maps. Grace has asked the copyright specialist at the University of Ottawa to develop a text for mounting on the ACMLA website.

7.2.3 Awards Committee

Patrick McIntyre and Grace Welch are this year's recipients of the honours award as recognized by the Awards Committee which is made up of Lori Sugden (chair), Cheryl Woods, and Trudy Bodak.

7.2.4 Conferences

Last year's conference in Toronto in association with the Canadian Association of Public Data Users (CAPDU) as part of the Congress of the Social Sciences and Humanities was a success despite the constraints of having to meet as part of the larger Congress. This year's conference in Victoria was a huge success and we thank Lori Sugden for her hard work. Next year's conference will be held in Winnipeg with CAPDU once again and as part of the Congress. Hugh Larimer is in charge of local arrangements and is looking for volunteers to work on the program. Ideas for the conference can also be sent to David Jones.

7.2.5 Membership

The new chair of the membership committee is Beth Ray as of July 2002. One of the major issues this year was the bankruptcy of Divine/Rowecom that affected some of our institutional members. The Board also agreed that Bulletins would not be mailed to those who have not renewed membership by the end of March. A reminder of this policy will be mailed to members in the next Bulletin mailing. A new membership brochure was created by Heather McAdam at Carleton and is available in PDF format to enable web posting.

8.0 Second Vice-President report

The Second Vice-President's report was posted on the ACMLA web site.

8.1 Committees reporting to the Second Vice-President.

8.1.1 Publication Committee

This year's highlight is the publication of the *Catalogue of Canadian Fire Insurance Plans 1875-1975* (Occasional Paper #6) by members Lorraine Dubreuil and Cheryl Woods. Congratulations are certainly due to both for this massive publication which identifies and presents descriptions of Fire Insurance Plans published in Canada held in 122 Canadian

collections.

8.1.2 Historical Maps Committee

The committee has been discussing a number of issues spurred on by the report by Danny Forbes, a student in the Business Administration marketing Course at Nova Scotia Community College entitled *Marketing Review and Plan for the Historical Maps*. Out of the discussions a revised price structure was introduced for 2003, new maps have been identified for new production pending a volunteer to co-ordinate the project; and Gord Beck has produced a new point of sale poster for the publications. David made it clear that the publications Committee needs volunteers and that sponsorship must be found for publication of new maps.

8.1.3 Webmaster and web site development.

James Boxall who is now replacing Marc Cockburn on the Ad-hoc Web Page Redesign Committee explained that the ACMLA web pages are going to be changed, revamped and that the location of the site will change from Western to Dalhousie. James' assistant Jennifer Smith is now going to do the design and authoring of the pages. The content is not going to change but the layout will be different. It will be more of a toolkit for map librarians. David Jones will write a letter of thanks to Nan Fern for a job well done on the web pages over the years.

9.0 Secretary/Past President's Report

9.1 Changes to rules and procedures – nothing to report

9.2 Archives - nothing to report

10.0 New Business

10.1 DMTI Scholarship

Grace Welch circulated information about DMTI Spatial's latest initiative for Canadian Universities. They are going to announce this fall a scholarship program entitled "The Great Canadian Mapping Challenge Scholarship" for Canadian university undergraduate students using DMTI data. The scholarship is intended to be a competition with prize money being given to the 1st, 2nd, and 3rd place entries. Students enter the competition by submitting their papers to DMTI.

Grace Welch commented that at the executive meeting we had discussed the matter and thought DMTI should have a graduate section to the scholarship program. Most in the meeting agreed. Grace asked that suggestions or comments on the scholarship program be sent to either herself or Marcel Fortin.

Cathy Moulder proposed that we ask DMTI if we could publish the winning entries in the ACMLA Bulletin. Marcel Fortin will ask Susan Giannou at DMTI Spatial Inc. for the possibility.

10.2 CAPDU Proposal

At the last CAPDU AGM, the Association proposed working with ACMLA to develop a

proposal for funding to create a type of GIS data extraction tool. There was some discussion last fall, but there have not been any further developments from CAPDU.

10.3 NRCan Mapping on Demand

Grace Welch explained that she had been told by NRCan that they would be phasing out the mass printing of maps from the national topographic set and that they would be moving towards print on demand. Grace will try to find out additional information from Patrice Furlong who is in charge of paper topographic maps.

11.0 Proposed Budget

Pat McIntyre went through the proposed budget for 2003/2004.

A clarification was made for the budget item of \$1500.00 for Alberta Auringer Wood to travel to the International Cartographic Association in South Africa. It was explained that this was the last time Alberta would be able to attend and that she had no other funding to go to the meetings to represent the ACMLA despite the fact that approval had been given to provide \$1000 per year to support her participation in ICA as Vice-President.

James Boxall is part of a grant committee hoping to get a \$3,000,000 grant from SSHRC for Digital Geolibraries proposal. The Board approved an amount of \$500 to support a grant committee member to come and speak to the ACMLA. This constitutes ACMLA's contribution for the proposal as well as James' in-kind contribution.

It was moved to adopt the Treasurer's proposed budget.
(Tim Ross, Pierre Roy) CARRIED

12.0 Other Business

12.1 Honorary Members

Grace Welch asked that the membership have a look at the guidelines for honorary members which she and Elizabeth Hamilton drafted and circulated. There was general agreement with the content.

13.0 Next meeting

The next conference and AGM will be in Winnipeg in May/June 2004. It was noted by Grace Welch that the AGM in Winnipeg should be allotted at least three hours to permit sufficient time to conduct association business

14. Adjournment

Meeting adjourned at 4:50pm

Respectfully submitted by:

Marcel Fortin, Secretary

Grace Welch, President.