

**Association of Canadian Map Libraries and Archives /
Association des Cartothèques et Archives Cartographiques du Canada**

ANNUAL GENERAL MEETING

**University of Alberta
June 12, 2013
12 – 2 pm.**

1. Establishment of Quorum; Call to Order

Quorum was established and the meeting called to order at 12:10 p.m.

2. Resignation of Secretary; Appointment of Acting Secretary

Dan Duda introduced Courtney Lundrigan as the Acting Secretary.

3. Opening Remarks from the President, ACMLA

Dan Duda welcomed members to the AGM and thanked the Local Arrangements Committee, as well as the Program Committee, and conference sponsors.

4. Approval of Agenda

The agenda was approved (Moved: David Jones; Seconded: Sue McKee; Carried).

5. Minutes of Previous Annual General Meeting:

http://www.acmla.org/docs/minutes/ACMLA_AGM_2012.pdf

The 2012 AGM minutes were accepted (Moved: David Malaher; Seconded: Maxine Tedesco; Carried).

6. Business Arising

a. Changes to the Canada Not-For-Profit Corporations Act

Dan Duda summarized the change in not-for-profit organizations set forth by the federal government. David Jones asked what the date was for the changes – Dan Duda clarified that there will be another AGM before the deadline, so any proposed changes would be made available to membership for discussion and voting before the October 2014 deadline.

b. Bylaw Review Taskforce

To be addressed under item 12 (a) – Future Directions Survey.

c. Letter of Concern (LAC)

Dan Duda announced that the Executive Board is drafting a letter of concern to Minister James Moore about the cuts to Library and Archives Canada, as well as the National Archival Development Program. It will be distributed to membership when it is completed.

d. ACMLA Archives

Dan Duda outlined the ongoing concern about finding a more permanent home for the ACMLA Archives, containing bird's eye, facsimiles, and a small collection of publications. While Memorial University of Newfoundland is willing to house the materials, there were concerns that moving the collection too far from Central Canada would make it less accessible to members and researchers.

7. President's Report

a. Honorary Members

Dan Duda announced that Cathy Moulder and Lorraine Dubreuil were honoured for their service to the association. Colleen Beard accepted the awards and spoke on behalf of both recipients. Both expressed their gratitude to the association and membership for nomination and receipt of the awards.

b. A Special Thank You

Dan Duda thanked Leanne Trimble for her leadership and work in switching the membership payment and conference registration to an online system.

b. Roundtable on LAC and Canadian Heritage

Dan Duda thanked Rosa Orlandini for finding out about the meeting and thanked Nancy Lemay for attending on behalf of the ACMLA. As a result, ACMLA was able to sign the Joint Statement on Qualities of a Successful Librarian and Archivist of Canada. He also thanked Deena Yanofsky for representing us at the Canadian Geomatics Roundtable.

8. First Vice President's Report: http://acmla.org/docs/commrpts/1stVP_report_13.doc

a. Future Conferences

Rosa Orlandini stated that we are currently looking into locations for next year's conference.

b. Committees

Rosa Orlandini addressed the Awards Committee. There were no entries for the Student Paper Award. The Cathy Moulder Paper Award was awarded to Cathy Moulder for (get paper name from Rosa's email). Rosa directed members to Eva Dodsworth's report online. Bibliographic Control Committee currently has no members – David Jones has stepped down and Janina Mueller has accepted a new position and also stepped down. Rosa discussed the importance of having representation on the Canadian Cataloguing Committee with the switch to RDA. Rosa called for volunteers from the membership. Mentoring Committee – Colleen Beard will stay on. There were three successful pairings this year. The Copyright Committee was inactive this year. Membership Committee – RO acknowledged Leanne Trimble's role again in switch to digital membership management system.

9. Second Vice President's Report"

http://www.acmla.org/docs/commrpts/2ndVP_report_13.pdf

a. Committees

Wenonah van Heyst addressed publications. The Bulletin has continued to be published and acknowledged Eva Dodsworth's contributions as the Bulletin Editor, as well as those who contribute content to the Bulletin. Historical Maps – Membership consists of Dan Duda, Gordon Beck, and Cheryl Woods. Wenonah directed members to her online report, but highlighted that Gordon Beck would be stepping down as a distributor and we also need a home for the historical maps. She asked members if they would want to sell the historical maps. Wenonah announced the reproduction of some of the bird's eye views in a British atlas. The Publications Officer was Virginia Pow, and Larry Laliberte took over in her absence – thanks to both. Wenonah pointed members to her report to see the report from the Web Committee. She acknowledged Siobhan Hanratty's work in updating the website. Wenonah announced that Siobhan would be stepping down, and would be replaced by Jacqueline Kreller-Vanderhooy. Wenonah suggested there should be more bilingual content on the website, and called for volunteers to help make that happen.

10. Treasurer's Report

a. 2012 Financial Report

Deena Yanofsky announced that budget was balanced and that we have a growing balance, some related to publications sales and profits from the conference/AGM.

b. Proposed Budget

At last year's AGM, Deena promised to present a report of budget to date in the fiscal year, in addition to the proposed budget. Alberta Auringer Wood asked about a discrepancy between RBC balance and the current balance. Deena clarified that the RBC balance is a figure that was inherited from the previous treasurer that no one has been able to explain over time, but that it is constant and has not affected any of our fiscal responsibilities. Deena pointed out that there is a budget line for operations of the bylaw review task force to allow for legal guidance, if required. The switch to online membership and conference management system has introduced fees that will now be a constant in our budget. Deena announced that we would address the association's financial assets in the event of a switch to the association's structure and status as a not-for-profit.

Motion to accept: David Jones; Seconded: Alberta Auringer Wood; Carried.

Discussion: David Malaher asked for clarification about the proposed budget for 2013 versus the budget to date in the fiscal year. Deena clarified that the proposed budget is based on predictions, rather than concrete costs. Alberta Auringer Wood stated that the proposed budget does not reflect the fiscal budget to date with regards to the conference and asked for an estimated figure on the conference, which should be incorporated into the budget. David Malaher stated that there was a difference in revenue-neutral compared with number of dollars spent versus number of dollars brought in. David Jones suggested

putting in “net” to cover the hypothetical profits we get from the conference and AGM. Dan Duda suggested perhaps changing the fiscal year to coincide with the AGM in restructuring might make a difference. Cynthia Dietz suggested having forecasted conference costs to justify any potential loss, should one occur. Rhys Stevens suggested that referring to it as a “conference surplus.”

11. Past President’s Report

a. Travel Assistance funding and changes at SSHRC

Andrew Nicholson summarized the SSHRC funding structure changes as they affect the association’s ability to provide travel funding for its members. The current alternatives are on hold, and announced that the association released some of its funds to facilitate conference attendance. 8 requests were made and all received some funding to attend. The Executive will monitor the situation at SSHRC annually and reminded those who had received funding to submit travel receipts to Deena 45 days after the AGM. Marcel Fortin asked for clarification on how the travel funding was distributed amongst members who applied. Andrew explained that a process similar to that for the SSHRC was followed, with special consideration for how applicants would be contributing to the conference.

12. New Business

a. Future Directions Survey

Dan Duda announced that 44 people had responded to the survey sent out before the conference in order to regain momentum and discussions about restructuring the bylaws. Dan opened the floor for members to discuss this. Results from the survey were shared with members. Paige Andrew asked if the Bulletin was currently peer reviewed – Dan confirmed that it was not. Eva Dodsworth stated that moving to peer-reviewed would be structurally different. David Malaher asked whether the option of dissolving the association would mean giving up the financial assets. Marcel Fortin asked whether we could invest the money in a consultant to assess the association’s structure and suggest a way forward. Barbara Znamirowski suggested that some of the funds could be invested in digitization. Courtney Lundrigan and Rosa Orlandini stated that it was brought up with the Executive, and that sustainability was an issue and must be accounted for in distributing association funds. Paige Andrew disagreed with the possibility of having a consultant, and thought that any structural changes to the association should be decided among the members. Cynthia Dietz disagreed with consultant work, and suggested having someone from membership present potential uses for the money. David Jones suggested trying a projects-focused use for the excess funds. Colleen Beard asked about the intentions of the bylaw review task force – what are the next steps? Deena Yanofsky said that the taskforce would be held to deadlines – they would have until September 15 to make a recommendation to the Executive for the future structure of the association. After that, a smaller taskforce (probably 3 – 1 executive member, 2 members-at-large) would rewrite the bylaws or implement the agreed-upon structure by mid-January, with time to engage legal advice before the AGM. At the AGM, the structure would be voted on with 4 months to tweak before the Not-for-Profit Corporations Act deadline in

October 2014. Marcel Fortin was concerned that it would not be enough time, which is why he suggested a consultant. Cynthia Dietz asked for clarification on what the task force was designed to do. Dan Duda clarified that it was hoped to be a grassroots movement that never took hold. Alberta Auringer Wood asked to have the task force's mandate clarified. Andrew Nicholson read the motion presented, moved, and seconded at last year's AGM. David Jones asked that something to be sent out to the membership to remind of the deadlines. Rosa Orlandini reminded the membership that they would be voting on the proposed structure changes put forth by the taskforce.

13. Nominations Report

Andrew Nicholson reported that 1 nomination was received for each Executive position. He made 3 calls for nominations from the floor. Voting took place for each position and the 2013-2014 ACMLA Executive Board was declared:

President – Rosa Orlandini
(Moved: Marcel Fortin; Seconded: Eva Dodsworth)

1st Vice-President – Siobhan Hanratty
(Moved: Stefano Biondo; Seconded: Leanne Trimble)

2nd Vice-President – Wenonah van Heyst
(Moved: David Jones; Seconded: Colleen Beard)

Treasurer – Deena Yanofsky
(Moved: Stefano Biondo; Seconded: Gord Beck)

Secretary – Courtney Lundrigan
(Moved: Eva Dodsworth; Seconded: Tom Anderson)

Past President – Dan Duda
No vote required.

Dan Duda thanked members for voting and Andrew Nicholson for his service to the Executive Board over the last 10 years. Paige Andrew asked if there was a liaison to the Map and Geospatial Data Committee, and recommended one be put in place. Cynthia Dietz volunteered to be the liaison. David Jones asked for a liaison with the International Cartographic Association and suggested that this be a role for the Past President.

14. Adjournment

Moved: Colleen Beard; Seconded: Gord Beck