

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

**ANNUAL GENERAL MEETING
Bibliothèque et Archives nationales du Québec
535 avenue Viger Est, Montréal
June 19, 2014
12:30-14:30**

1.0 Establishment of Quorum; Call to Order

Quorum was established and the meeting was called to order at 12:46 PM. Courtney Lundrigan made a final call for submission of proxy forms.

2.0 Opening Remarks from the President, ACMLA

President Rosa Orlandini gave opening remarks and welcomed members to the AGM and Special Meeting.

3.0 Approval of Agenda

The agenda was approved (Moved: Andrew Nicholson; Seconded: Cynthia Dietz; Carried).

4.0 Approval of Minutes Annual General Meeting 2013

http://www.acmla-acacc.ca/docs/minutes/ACMLA_AGM_2013.pdf

The 2013 AGM minutes were approved (Moved: Virginia Pow; Seconded: David Jones; Carried).

5.0 Business Arising from the Annual General Meeting 2013

By-law Review Task Force – The work of the By-law Review Task Force will be discussed under new business and the proposed Special Resolution. RO thanked the members of the By-law Review Task Force for their work.

6.0 President's Report http://www.acmla-acacc.ca/docs/commrpts/president_report_14.pdf

Rosa Orlandini pointed members to the President's Report, which is available on the website. In March, Rosa attended a meeting with other information association leaders about advocacy issues. ACMLA has agreed to become involved, and will contribute resources and a regular representative. Rosa acknowledged Deena Yanofsky and her role in the Canadian Geomatics Community Round Table (CGCRT). In closing, Rosa thanked Second Vice President Wenonah van Heyst for all her hard work with the executive, as she will not be running for office again.

6.0 First Vice President's Report: http://www.acmla-acacc.ca/docs/commrpts/1stVP_report_14.pdf

Siobhan Hanratty highlighted her areas of responsibility, including a number of defunct committees. She hopes that if the association's new governance structure is accepted, we can consider new committees with renewed commitments to the association and our profession. The mentorship program has also been quiet – Colleen Beard is still interested in providing

mentorship, so please contact her if you are interested in participating in any capacity. Membership numbers are down slightly, but it may be attributed to the free membership included in the conference registration fees. The Awards Committee report (http://www.acmla-acacc.ca/docs/commrpts/awards_report_14.pdf) and a Membership Report (http://www.acmla-acacc.ca/docs/commrpts/membership_report_14.pdf) are available on the website under the First Vice President's Report. Final main area of responsibility is the conference. Siobhan thanked the Local Arrangements and Program Committees for their work on this year's conference. The venue for the 2015 conference has not yet been finalized. The executive will keep the membership informed of any updates on next year's conference.

Jean-François Palomino asked about the possibility of having a 3-year timeline of conference venues. Siobhan responded that it was something we are working toward, but expressed concern that many institutions would not be able to commit to hosting a conference 3 years in advance.

8.0 Second Vice President's Report: http://www.acmla-acacc.ca/docs/commrpts/2ndVP_report_14.pdf

Wenonah van Heyst pointed members to her report on the website, and the individual reports from committees in her portfolio. Wenonah thanked Eva Dodsworth for another year of success with the Bulletin, and also thanked contributors (see report at http://www.acmla-acacc.ca/docs/commrpts/bulletin_report_14.pdf). Our Historical Maps inventory and business are declining, and Wenonah recommended that members make purchases in the event that the program may be concluding (see report at http://www.acmla-acacc.ca/docs/commrpts/historical_maps_report_14.pdf). Larry Laliberté and Virginia Pow both handled our publications this year, and Wenonah thanked them for their service to the association (see report at http://www.acmla-acacc.ca/docs/commrpts/publications_report_14.pdf). Wenonah thanked members of the Web Committee for their work (see report at http://www.acmla-acacc.ca/docs/commrpts/web_report_14.pdf) and Siobhan Hanratty reminded the membership that our new domain is active and the old one will be going away in July.

Jean-François Palomino asked about the possibility of archiving the current conference site. Siobhan Hanratty suggested that going forward, we may want to consider hosting the conference website on our own domain. At the very least, we will be collecting the programme information, but hopefully also the presentation materials.

9.0 Treasurer's Report

Deena Yanofsky introduced three financial documents: our final budget for 2013, a proposed budget for 2014, and a summary of what we have spent to date in 2014. Erin Forward asked if there is a way to join and renew memberships, and update member contact information online. Leanne Trimble responded that the functionality is available in Membee, but has not been implemented. Deena is proposing a deficit budget again. Grace Welch provided an audit of our finances for 2011 and 2012. Deena can make it available to members, but will not be posting the report online, as it outlines our financial and accounting practices.

Peter Genzinger asked if we can be audited by one of our own members. Deena responded that we can, and that Grace was working with a set of guidelines. There was no conflict of interest.

Cynthia Dietz asked why there is no projected income. Deena responded that do not expect to profit from our activities as a not-for-profit organization. Barb Znamirovski asked for clarification about SSHRC cutting the travel funding and wondered if there are alternative sources of funding. Andrew Nicholson clarified that the alternatives provided by SSHRC were not in line with the association's goals and professional development activities.

Motion to accept the financial report: Stéfano Biondo; Seconded: Sarah Simpkin; Carried.

10.0 Past President's Report

Dan Duda reported that all those who requested travel funding for this year's conference will receive funds. Yves Tessier will receive an Honorary Membership, presented by Joan Winearls and Grace Welch at tonight's banquet.

Motion to accept the executive reports: Erin Forward; Seconded: David Jones; Carried.

11.0 New Business

- a) Special Resolution: Continuing the association under the provisions of the *Canada Not-For-Profit Corporations Act* and authorizing the Directors to Apply for a Certificate of Continuance (includes proposed by-law changes)

Courtney Lundrigan introduced the Special Resolution (full text documents in both English and French available on the homepage at <http://www.acmla-acacc.ca/index.php>), and summarized the proposed changes to by-laws and *Rules of Procedure* document. Copies are also available from Courtney Lundrigan (courtney.lundrigan@utoronto.ca or secretary@acmla-acacc.ca) upon request.

Motion to pass the Special Resolution: Leanne Trimble; Seconded: Sarah Simpkin; Carried.

Daniel Brendle-Moczuk asked whether there were provisions in the proposed new by-law to elect executive members between annual meetings, should a vacancy arise. Courtney responded that the proposed new by-law contained a significantly reduced number of clauses to allow for maximum flexibility. The procedure for filling executive positions between annual meetings would remain the same (the remaining executive members would appoint someone to stand until the next annual meeting, when he/she would be able to run to continue in the position), and that this would now be covered in the *Rules of Procedure* document, which is much easier to amend than the by-law.

Votes in favour of passing the Special Resolution: Full – 31

Votes in favour of passing the Special Resolution: Associate - 1

12.0 Nominations Report

Dan Duda made 3 calls for nominations from the floor for each position. There was one nomination for each executive position:

President: Rosa Orlandini

Vice President 1: Siobhan Hanratty

Vice President 2: Deena Yanofsky

Secretary: Courtney Lundrigan

Treasurer: Rebecca Bartlett

Past President: Dan Duda (no election required)

All officers were acclaimed and Dan introduced the 2014-2015 executive.

13.0 Elections

See Point 12.0.

14.0 Any other business

Working Groups - Erin Forward proposed a working group to collaborate on creating an inventory and undertaking digitization of Canadian historical topographic maps. Erin encouraged members to think about whether we want to go bigger than topographic maps and include other HGIS projects.

Colleen Beard asked for clarification on the process of forming task forces. Courtney Lundrigan clarified that two members would need to propose a task force/working group to the executive, and one could be formed. Andrew Nicholson asked who would be responsible for drafting and carrying out the terms of reference. Courtney responded that when a proposal was made, the executive members would determine whose portfolio matched the proposed task force's mandate closest, and the group would report to the executive and membership through that executive member.

Erin Forward asked whether we could have space online to read about the progress of task force/working groups. Siobhan Hanratty responded that our current website allows for private space on the website that is not publicly visible, and encouraged members to make use of it.

15.0 Adjournment

Motion to adjourn: Colleen Beard