



Annual General Meeting Minutes
In Ottawa, ON
Morisset Hall, Room 218, 65 University Private
Thursday, June 18, 2015

Present:

R. Bartlett (Carleton); C. Beard (Brock); F. Berish (Queens); S. Biondo (Laval); d. Brendle-Moczuk (Victoria); J. Brodeur (McMaster); C. Dietz (Manitoba); D. Duda (Memorial); A. Guindon (Concordia); S. Hanratty (UNB); D. Jakubek (Ryerson); D. Jones (Alberta); L. Laliberte (Alberta); A. Leahey (Scholar's Portal); P. LeBlanc (Ottawa); T. Lewitzky (Guelph); M. Miller (Western); L. Mitchell (Lakehead); T. Mrozewski (Laurentian); R. Orlandini (York); V. Pow (Alberta); S. Quin (Guelph); J. Rivard (Carleton); K. Schultz (British Columbia); S. Simpkin (Ottawa); S. Sunstrum (Carleton); D. Yanofsky (McGill); B. Znamirovski (Trent)

1.0 Establishment of Quorum; Call to Order

Quorum was established. The meeting was called to order at 12:25 p.m.

2.0 Opening Remarks from the President ACMLA-ACACC

R. Orlandini went through the agenda and then introduced the current executive: S. Hanratty (1st VP), D. Yanofsky (2nd VP), R. Bartlett (Treasurer); and D Duda (Past President). C. Lundrigan (Secretary) could not be here this year so D. Duda will be taking the minutes for the AGM.

3.0 Approval of Agenda

The agenda was accepted as is.

4.0 Approval of Minutes from the Annual General Meeting of 2014

D. Jones moved to accept the minutes as is – seconded by S. Sunstrum. Passed.

5.0 Business Arising From the Annual General Meeting of 2014

National Topographic Map Inventory

S. Hanratty reminded attendees that at last year's AGM the concept of a member-driven task force dealing with the national topographic map inventory was discussed. Such a task force was not organised as a result of the conversation; however, it remains an option for those interested in pursuing it.

Future Conferences

S. Hanratty then discussed future conferences and the challenge of getting a commitment to host the event. S. Biondo asked why a commitment one to two years in advance cannot be obtained to make it a bit easier for the local arrangements people to plan. S. Hanratty replied that there are a number of reasons including that it is often difficult for members to get a commitment from their University Librarian to support an event more than one year away. R. Orlandini added that for some years it was easier to get a longer term commitment but now some regions have fewer members in the organization.

S. Hanratty suggested that we might want to consider changing the general model of hosting. She proposed that perhaps instead of trying to alternate among the regions evenly we might need to host the conference in Ontario and Québec more frequently than in the past. V. Pow felt that it would not matter if the conference was held more often in Central Canada since the majority of the membership was from that region. D. Jones added that the site was more important than the region – we need a place to host the event.

S. Biondo asked if we might consider meeting with other groups every five years and outside of Canada. D. Yanofsky responded that this was a good idea and it should be looked into it further. D. Duda let the membership know that the Society for the History of Discovery is interested in coming to Canada and might be interested in meeting with us. He also mentioned how budgets are becoming a major issue again and University Librarians cringe at being ask to host such events.

C. Dietz suggests that a brain storming session take place to discuss all of these interesting suggestions. S. Hanratty agreed that this was a good idea but we could also better utilize our LISTSERV list with this discussion and encouraged the members to do so.

6.0 President's Report

The full report is on the ACMLA-ACACC website.

R.Orlandini reported that this has been a transitional year for the executive and organization with the new by-laws and regulations being in place. The framework for our future is now set. The new executive will be presented to the membership later in the meeting. Members will notice that some committees will disappear and more task forces will be struck to look into future challenges and issues for the organization.

GeoAlliance Canada

R. Orlandini reported that D. Yanofsky has been an active member on the Steering Committee of the Canadian Geomatics Community Round Table. R. Orlandini and D. Yanofsky attended the Ottawa workshop that formed GeoAlliance Canada. We are still waiting for more information before we commit to be a full member of the Alliance. When this information is gathered it will be shared with the membership to see if we want to join the organization.

Activities

The terms of reference are being revised for the mentoring program.

Since the Historic Maps program is winding down, R. Orlandini asked members that if they have extra copies of any of the ACMLA-ACACC map series to please send her two copies so that we can ensure our own archival copies. She also stressed not to break up any of the portfolio collections of this series – just send her extra copies of the “one-offs” to her.

Thank You's

R. Orlandini thanked C. Lundrigan for all of her work with the by-laws and terms of reference over the last couple of years. Her efforts, along with those of L. Trimble, helped make our transition be smooth for all of us. She then thanked D. Duda for his years of service on the executive since he is stepping down after this AGM.

7.0 First Vice President's Report

The full report is on the ACMLA-ACACC website.

S. Hanratty thanked the Local Arrangements and Program committees for their work on the Ottawa conference. The members of the two planning committees were Sarah Simpkin, Rebecca Bartlett, Francine Berish, Carys Carrington, Pierre LeBlanc, Joël Rivard, Courtney Lundrigan, Sherri Sunstrum, and herself.

Membership (full report on website)

As of December 2014 we have 206 members with 96 of those being Institutional or Exchange. A more active recruitment of new members will be an on-going agenda item of the new executive.

Bibliographic and Cataloguing Committee

This committee is currently dormant.

Copyright Committee

This committee is dormant but a copyright task force was established this past year and the members will report to the membership about best practices and step-by-step guides in the near future.

Awards (full report on website)

Jeff Allen from the University of Toronto received the Student Paper Award for his paper entitled “Capitalist Cartography: Road Mapping in Interwar Canada.”

The Cathy Moulder Paper Award went to Barbara Znamirovski from Trent for her paper “A New View from Space: Making Terrasar-X Data Accessible to the Canadian Research Community.”

Certificate of Appreciation was given to the Royal Canadian Geographical Society for its Atlas of Canada (2014) published by Harper Collins.

Mentoring

There was one pairing this last year. Colleen Beard and R. Orlandini collaborated last year in an effort to generate some ideas for program renewal. C. Beard has agreed to continue on heading this program.

8. Second Vice President’s Report

The full report is on the ACMLA-ACACC website.

Publications

D. Yanofsky thanked Eva Dodsworth for her role as editor of *The Bulletin*. She also thanked Larry Laliberté as the Publication’s Officer. L. Laliberté reported that two items were sold this year.

Web

D. Yanofsky thanked S. Hanratty, Jacqueline Kreller-Vanderkooy, and Wenonah Fraser van Heyst for their work with our website. There may be changes in the future for the site as the new Vice President for Communications and Outreach may have new ideas for the site.

Historic Maps

To add to R. Orlandini’s report about archiving two copies of each map in the collection, the Bird’s Eye Views have been united once again from the University of Alberta and McMaster University. Their current home is Memorial University where D. Duda hopes to sell the remaining inventory.

This now leads to a discussion about revenue generating programs since maps and publications are no longer generating revenue – what do we do for the future?

General

More discussion about *The Bulletin* will be dealt with during D. Yanofsky's presentation about the future of *The Bulletin* later in the conference.

A \$250 honorarium was given to the web master and \$1,500 in honoraria were given to editor of *The Bulletin* - \$500/issue with three issues being published for the year.

9. Treasurer's Report

The full report is on the ACMLA-ACACC website.

Three documents were handed out to the membership: 1) ACMLA Financial Report – January 01, 2014 to December 31, 2014; 2) ACMLA Financial Report – January 01, 2015 to May 31, 2015; 3) ACMLA Budget 2015.

The transition to a new Treasurer this past year went smoothly. The organization has switched from the Royal Bank to the Scotia Bank as of October 2014. The difficulties with Pay Pal and personal names was fixed in May 2015.

ACMLA Financial Report January 01, 2014 to December 31, 2014

Last year's AGM was a money maker – approximately \$1,500. Our membership income was approximately \$8,500.

Income from map sales was approximately \$3,700 which was mainly from one large sale to World of Maps in Ottawa.

The GIC is shown as an income and expense because we had to pay \$3,000 to cover our VISA use, but this is also an investment as well.

Some of the AGM expenses from the 2013 conference was covered with the 2014 budget.

The legal and translation fees were significant for the year as this was when the work was done with the by-laws, procedures and terms of reference.

ACMLA Financial Report – January 01, 2015 to May 31, 2015.

The main line for this report is the AGM and we won't know the final numbers until after the conference.

Budget 2015

It looks like the conference this year will break even – a gain/loss of \$200?

Membership numbers seem to be on par with past years.

Legal and translation fees should be less than budgeted.

Discussion – 2015 Budget

A. Leahey asked if our organization ever financially helped other organizations, e.g. donate money for other conferences or organizations.

The GeoAlliance is one possibility. D. Duda mentioned that in the past we have been asked to be a sponsor at other events.

R. Orlandini then asked A. Leahey if she was wondering if we'd be willing to commit to something this AGM? A. Leahey replied that she recognizes that we're running a deficit budget but was thinking about being a sponsor at IASSIST? D. Yanofsky thought that helping members go to regional conferences to represent ACMLA-ACACC might be one way of participating with other professional organizations.

Motion to approve the 2015 Budget – moved by S. Hanratty and seconded by S. Simpkin – passed.

10. Past President's Report

The full report is on the ACMLA-ACACC website.

D. Duda reported that the executive had set aside \$5,000 to assist members to attend the AGM and conference. Seven members applied for assistance and all received full funding.

D. Duda then reported on the Nominations Committee and its work in getting a slate of executive members for the coming year. He thanks Virginia Pow and David Jones from the University of Alberta for their work in this committee. 24 members plus the current executive were contacted to see if they would be interested in running for any of the executive positions. With the new structure of the organization, there are two new vice president offices – Vice President Professional Development and Vice President Communications and Outreach.

After the initial contacts made with members, two agreed to vie for the President's portfolio, no one put their name forward for Vice President/President Elect, one agreed to stand for Vice President Professional Development, one agreed to stand for Vice President Communications and Outreach, one agreed to stand for Secretary and one agreed to stand for Treasurer. After this slate was announced to the membership via the list-serv, one of the people running for President announced they would step down from the competition for President and put their name forward for Vice President/President Elect. This amendment was announced to the membership via the list-serv and a full slate has been achieved. The new executive will be announced later in the meeting.

11. New Business

R. Orlandini announced that there was nothing new from the executive and asked the membership if there was anything they wanted to discuss. Future conferences and financial aid to other organizations were brought up.

F Berish asked if there have been discussions of a "profit model" for the organization.

R. Bartlett replied that yes, it has been discussed and now with map sales no longer bringing income to the organization, where do we get income? The only two alternatives now are membership and the conference. Do we look at increasing membership fees? Do we charge more for the conference?

D. Yanofsky pointed out that it has been a long time since membership fees were increased.

B. Znamirovski asked about the possibility of a SSHRC grant again with the transition to the new by-laws being complete. D. Yanofsky replied that with SSHRC changing their model for organizations getting funding, we have to work on selling ourselves in ways to fit different models.

R. Orlandini added that other organizations are going through similar challenges. D. Duda reported about a project at Memorial University where SSHRC granted funds for a project and if ACMLA-ACACC could somehow market that angle, it might make it easier to get SSHRC funding.

D. Jones asked about the idea of becoming a charitable organization and accept donations.

S. Hanratty replied that there are pros and cons to that idea. There seems to be more cons. Then she asked a number of other questions to consider:

- Do we self-fund travel funding as an organization? If so, how do we raise the funds?
 - Do we raise fees – both membership and conference?
 - Do we go to a digital only bulletin? If so, do we then offer a print-on-demand to those who want a print copy?
 - Do we have the conference every two years? There was concern this year that this would be one of the lowest attended conferences to date. It has not turned out that way, but it was a concern.
- We need to keep this discussion going with the membership.

C. Dietz explained how the Manitoba GIS Users Group worked with high schools in the province and mentored people in the region. How can ACMLA-ACACC possibly get involved with similar programs and possibly get fees for this work?

V. Pow mentioned that it is important to have this discussion now versus waiting until our budget is low. R. Bartlett agree and reminded the membership that this is the second deficit budget in a row.

A. Leahey mentioned sponsorships.

S. Hanratty reminded the membership of the challenge to keep expenses low and reasonable for the conference but do we raise the fees in future years?

S. Biondo asked about selling advertisement in *The Bulletin* – the membership thought that was a good idea. C. Beard added that it has been done in the past.

D. Jones suggested inserts in *The Bulletin*.

C. Beard supported the idea of increased fees for membership and the conference. She also suggested a membership drive to increase membership numbers. She liked the idea of working at getting sponsors.

D. Jones brought up the point that meeting with other organizations means greater numbers at the conference and this helps keep the fees lower. As for recruitment we could attract a larger audience by getting involved with more groups and seeking out programs in community and technical colleges that have similar interests. S. Hanratty replied that conference sharing is a positive experience but we also need members to attend.

C. Beard supported the idea of joint conferences because it meant more people and better chances of getting sponsors.

R. Bartlett reminded everyone that the University of Ottawa and Carleton libraries sponsored this event by not charging for rooms, as well as by paying for some of the breaks and other fees. As such, “In Kind” sponsorship should not be forgotten. Everyone agreed.

T. Mrozewski pointed out that for smaller institutions like his (Laurentian), it is a challenge to hold such events.

S. Biondo suggested that we take a survey of the membership to see who can do what for the conference. Everyone thought this was a good idea.

S. Sunstrum brought up the idea of having the conference every two years and this might make it easier to organize/arrange with the extra time?

D. Yanofsky liked the discussion and the ideas that were being presented...now we need to use the listserv as well to keep it going.

S. Biondo asked if we moved the conference to May so that we have less overlap with other conferences the members might want to attend.

D. Duda pointed out that the time of year is an important factor – in Newfoundland we always ask the membership to come to St. John's in July simply because of the weather.

d. Brendle-Moczuk felt that meeting every two years is not a good idea simply because of the speed of technological change – we need to meet every year to help keep up with these changes.

C. Dietz supported the idea of having a survey.

D. Jones also felt that a conference every two years would create a situation of too many topics/presentations in a restricted time frame.

S. Simpkin asked that the travel policy also include registration fees to be considered for reimbursement. Not all members have access to funds from their respective institutions.

12.0 Nominations Report on Elections

D. Duda announced the new executive to the membership.

President – Siobhan Hanratty (University of New Brunswick)

Vice President/President Elect – D. Yanofsky (McGill University)

Past President – Rosa Orlandini (York University)

Vice President Professional Development – Jason Brodeur (McMaster University)

Vice President Communications and Outreach – Tracy Sallaway (Trent University)

Secretary – Marilyn Andrews (University of Regina)

Treasurer – Rebecca Bartlett (Carleton University)

13.0 Adjournment

Meeting was adjourned at 12:45 p.m. Moved by T. Mrozewski.