



<https://us06web.zoom.us/j/82303550657?pwd=bZ2ROuGowbdQSMxo7UPaWOSyKJKaY2.1>

Meeting ID: 823 0355 0657  
Passcode: 376112

In attendance: K. Louro; K. Heikkila; K. Sloan; E. Moros; A. Neijens; L. Glandt; J. Sanford; M. Atkinson.

Regrets: K. Favrholt

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| <b>Meeting called to order</b>               | K. Heikkila called to order 5:09  |
| <p><b>1. Approval of Agenda</b></p>          | <p><b>Approval of agenda for February Executive Meeting</b></p> <ul style="list-style-type: none"> <li>- Motion to approve the February Executive Meeting agenda by A. Neijens; seconded by M. Atkinson.</li> <li>- Voted approved.</li> </ul>  |
| <p><b>2. Approval of Meeting Minutes</b></p> | <p><b>January Executive Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>- Motion to approve the January Executive Meeting Minutes by K. Louro, seconded by J. Sanford.</li> <li>- Voted approved.</li> </ul>   |
| <p><b>3. Business Arising</b></p>            | <p><b>Member Survey &amp; Education Summary report</b></p> <ul style="list-style-type: none"> <li>- L. Glandt reported on the surveys sent to the AABC membership.</li> <li>- Some points acknowledged were that there are not substantial offerings for mid-career archivists, and that there may be a need for mentorship relationships.</li> <li>- The Executive discussed potential offerings and capacity to respond to the membership’s suggestions, as well as the roles of regional reps and how to more broadly support the membership.</li> </ul> <p><b>Conference planning</b></p> <ul style="list-style-type: none"> <li>- K. Louro reported that the call for volunteers went out, with a good response. A call for proposals will go out once the Committee meets.</li> <li>- A question arose about the cost-sharing agreement with our partner.<br/><b>Action item:</b> K.Louro to have A. Brain review the agreement.</li> </ul> <p><b>ACA @ UBC</b></p> <ul style="list-style-type: none"> <li>- E. Moros reported that the ACA@UBC team are in conference mode, as it will occur on February 16.</li> <li>- E. Moros also shared call for volunteers for the AABC conference committee in the student discord, and shared that there may be more interest in volunteering after the ACA@UBC conference concludes.</li> </ul> |



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|   | <p><b>New SVI Regional Representative</b></p> <ul style="list-style-type: none"> <li>- K. Heikkila reported that there is a new South Vancouver Island regional representative, and the Executive expressed their welcome.</li> </ul>   |
| <p><b>4. President’s Report</b></p>                           | <p><b>Northwest Archives group meeting</b></p> <ul style="list-style-type: none"> <li>- K. Louro reported that she is meeting with Northwest Archives group, who want to establish a relationship with the AABC, and that she is excited to make that connection. K. Louro will report back with meeting outcomes.</li> </ul> <p><b>Pathways Program</b></p> <ul style="list-style-type: none"> <li>- K. Louro reported that the program is ongoing, and that she and an IAC member met with our program advisor regarding how the organization can promote equity and foster diversity.</li> </ul>   |
| <p><b>5. Vice-President and Programs Committee Report</b></p> | <p><b>Programs Committee</b></p> <ul style="list-style-type: none"> <li>- J. Sanford and K. Sloan met with the programs committee, and utilized the membership survey in discussion and planning.</li> <li>- Contractor work plans were submitted for budgeting.</li> <li>- L. Glandt presented to the iSchool on the AABC, in the hope of reestablishing connections between the two.</li> <li>- L. Snider is busy with MemoryBC, and is interested in updating the platform to provide more explanation of its benefits.</li> <li>- Use of BCHDP funding was discussed by the Executive.</li> </ul> |
| <p><b>6. Treasurer &amp; Finance Committee Report</b></p>     | <p><b>Annual budget</b></p> <ul style="list-style-type: none"> <li>- A. Neijens reported that she is currently working on the budget for the next fiscal year, and will be speaking to the finance committee soon.</li> <li>- The Executive discussed the draft budget, including the ongoing site visits, the proposed executive assistant role and the need for an independently prepared financial statement associated with the Arts Council funding.</li> </ul>  |



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| <p>7. Committee and Program Reports</p> | <p><b>Communications Committee</b></p> <ul style="list-style-type: none"> <li>- K. Heikkila reported on the upcoming newsletter and the upcoming need for new committee volunteers.</li> </ul> <p><b>Indigenous Advocacy Committee</b></p> <ul style="list-style-type: none"> <li>- K. Louro reported that integration with the programs committee is a goal of the IAC.</li> <li>- Action item: K. Louro to reach out to J. Sanford about making connections between the two committees.</li> </ul> <p><b>Grants &amp; Nominations Committees</b></p> <ul style="list-style-type: none"> <li>- Report deferred.</li> </ul> <p><b>Membership Committee</b></p> <ul style="list-style-type: none"> <li>- Report deferred.</li> </ul> <p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>- Request to push the next meeting by 30 minutes.</li> </ul> <p>Meeting adjourned at 6:23</p> |
| <p><b>Next Meeting</b></p>              | <p><b>Mar 19, 2024 5:30</b></p>   |