

Council of Nova Scotia Archives
Annual General Meeting
May 10, 2012
Nova Scotia Archives, Halifax, Nova Scotia

MINUTES

In attendance:

Name	Institution/Affiliation
Lynn Layes	CNSA Book Keeper
Fiona Day	St. Paul's Church, Halifax
Paline d'Entremont	Mus�� acadiene des Pubnico
Bernice d'Entremont	Research centre/Les archives Pere Clarence d'entremont.
Dorothy Pool	Dallas County Community College District, TX
Robert Martel	Atlantic School of Theology
Jennifer Lambert	Dalhousie University Archives & Special Collections
Andrea Robbins	Nova Scotia Archives
Lois Yorke	Nova Scotia Archives
Kim Walker	Shelburne County Archives & Genealogical Society
Patti Bannister	Sisters of Charity Halifax Congregational Archives
Laurena Fredette	Library & Archives Canada
Tim Gregory	Nova Scotia Department of Education
Heather Anderson	Nova Scotia Department of Education
Peter Crowell	Argyle Township Court House Archives
Sheryl Stanton	Admiral Digby Museum
June Wagstaff	Ottawa House Museum/Parrsboro Shore Historical Society
Nan Harvey	Colchester Historical Society Museum & Archives
Christine Dunphy	Shearwater Aviation Museum
Susan Hill	Cumberland County Genealogical Society
Janice Fralic-Brown	NSCAD University Library
Shawn Meagher	Nova Scotia Archives
Madeline Driscoll	Dalhousie University
Amanda Fullerton	Dalhousie University
Dawn Hathaway	University of King's College Archives
Lorraine Slopek	Archives of the Diocese of NS & PEI
Kelly Peters	Treaty and Aboriginal Rights Research Centre
Mern O'Brien	Dept. of Canadian Heritage (Halifax)
John MacLeod	Nova Scotia Archives
Rosemary Barbour	Nova Scotia Archives
Karen White	Council of NS Archives
George Dupuis	Nova Scotia Archives

Christie MacNeil	CBU – Beaton Institute
Klya Horne	Cape Breton University
Heather Allen	Nova Scotia Archives
Judy Webber-Hayne	Guysborough Historical Society
Jamie Serran	Yarmouth County Museum & Archives
Bethany Jost	Esther Clarke Wright Archives, Acadia University
Jillian Fraser	Individual Member
Katherine MacLeod	Highland Village
Pauline MacLean	Highland Village
Wendy Robicheau	Acadia University Archives
Kathleen MacKenzie	St. Francis Xavier University Archives
Sarah Wallace	Maritime Conference Archives
Janine Mills	Patrick Power Library, SMU
Trish Grelot	Patrick Power Library, SMU
Walt Tanner	Patrick Power Library, SMU
Warren Ervine	Scott Manor House & Museum
Louise Spiteri	School of Information Management, Dalhousie University
Creighton Barrett	Dalhousie University Archives & Special Collections.

1. Call to Order

The meeting was called to order at 12:15 p.m. by Catherine Arseneau. Catherine welcomed the membership to the 2012 Annual General Meeting and noted that reports were posted to the web site. If anyone had not had an opportunity to access a copy there were some available at the back of the room.

2. Approval of Agenda

2 additional items were added:
6(c) approval of a review body Grant Thornton
8(b) CCH support

Motion: Pauline MacLean motioned to approve the agenda with amendments. Pauline d’Entremont seconded.

3. Approval of 2011 AGM minutes

Minutes posted on the website and some hard copies were present at the meeting. No comments or additions were made.

Motion: Peter Crowell motioned to approve the minutes. Warren Ervine seconded.

4. Business arising from minutes

None noted.

5. President’s report (includes summary of all Committee and Staff reports)

Catherine Arseneau provided a report of its activities over the 2011-2012 year and highlighted the work accomplished by the staff and committee over the past year. Committee reports were made available for perusal prior to the AGM on the CNSA website.

Catherine thanked Bill Greenlaw, Executive Director of Archives, Libraries and Museums, Department of Communities, Culture, and Heritage and welcomed him on behalf of CNSA.

Catherine reported on a few highlights of the Council's activities over the past year:

- The successful delivery of the first introduction to Archives course taught at the Nova Scotia Community College by CNSA Archives Advisor, Karen White.
- 15 welcome videos, promoting member institutions were completed as part of the Routes to Your Roots Project were completed.
- The CNSA website was revised, with a new "look and feel" and additional features.

Catherine thanked the committee members and chairs for their work over the past year. She also thanked Karen White for her ongoing work as Archives Advisor and Lynn Layes for serving as the council's bookkeeper.

Catherine introduced Lois Yorke as the new Provincial Archivist. Lois provided a brief report from the Nova Scotia Archives, which was circulated prior to the meeting on the CNSA website.

6. Treasurer's Report

a. 2011-12 Year-end review

Jennifer Copage delivered an oral report of her treasurer's report, noting that CNSA had been successful in the past year in accessing funding from the National Archival Development Program, the Provincial Archival Development Program, the Atlantic Canadian Opportunities Agency, and the Nova Scotia Department of Communities, Culture, and Heritage.

CNSA has also setup a PayPal account, which has been well-received by the membership.

Jennifer asked that those present review the comparative income statement on p.2 of the report and offer any related questions or comments. The Financial Review is being completed by Grant Thornton.

Motion: Patti Bannister motioned to approve the report as tabled. Bethany Jost seconded the motion. Motion carried.

b. 2012-13 Budget

Catherine Arseneau requested that those present review the draft budget and note any questions or concerns.

Walter Ervine inquired about the shortfall from current year and whether or not is a rollover. Jennifer Copage clarified that the amount identified is a deficit.

Motion: Kim Walker motioned to approve the budget as tabled. Bethany Jost seconded the motion.

c. Motion to have Grant Thornton as auditors

Motion: Walter Ervine proposed a motion for CNSA to continue with Grant Thornton as the auditor for the Council. Bethany Jost seconded the motion.

7. Nominations and Elections

Kim Walker issued an oral report on current slate of the Executive. She noted that there was one vacancy – nominations/membership committee chair. One nomination was received for Sheryl Stanton (Admiral Digby Museum) to fill the vacancy.

Catherine thanked Kim for her work with the Executive and presented her with a gift of appreciation on behalf of CNSA. Catherine welcomed Sheryl to the board.

8. Other Business

a. Elimination of NADP

Catherine Arseneau reported on the recent news on the elimination of NADP funding by Library & Archives Canada. She noted CNSA's reliance on the NADP funding, its importance to CNSA, and the affect on this fiscal year's (2012-2013) budget. She also noted the importance of the NADP to the archival community and how it has contributed to the profession and support the vital work of archives.

b. Archival community response

Members of the community reported on the archival community's response.

i. Call to Action

Karen White shared the news that the Canadian Council of Archives (CCA) has issued a call to action asking all members to write MPs, and asking archives' users to contact their MPs in order to demonstrate the relevance of archives to their communities.

In addition to cancellation of approved projects, a five year review of the NADP funding program was conducted to show the impact that the funding program has had. For CNSA, the funding has benefitted 17 different member institutions and funded a total of 47 projects, resulting in an influx of \$305, 897.57 to member institutions in the province. Institutions have matched, or contributed funds to projects funding from the NADP.

Arrangement description projects, digitization projects, global preservation assessments, as well as a number of other different types of projects have been made possible through NADP funding. The list of projects is quite significant and represents the full breadth of archival activities within the province.

ii. Archivists' Trek on Ottawa

Creighton Barrett reported. He emphasized the importance of individual action beyond institutions' reactions to the NADP cuts. He reported that there is a date set – May 28th – for a national day of action in Ottawa, and various archives-allied organizations are being reached out to across the country.

He noted that there is a “Google group” – an online forum where the event is being discussed. He noted that this might also lead to different actions in different regions across Canada.

Creighton noted that the elimination of NADP is also being overshadowed by news of other cuts occurring at LAC, and it needs to be made known as something that affects archives across the country.

Catherine reported on the various options available for people to take action with regards to the cuts. Catherine reported that CNSA has written to Federal Heritage Minister, James Moore and this letter has been copied to Nova Scotian MPs. She noted further that it is important to add personal voices, experiences, and concerns to this effort in order to emphasize the impact it is having.

9. CCH support (added item)

Lois Yorke and Bill Greenlaw responded. Lois noted that the loss of NADP has also severely undermined the CCA – a national council of provincial councils and emphasized the importance of CCA's role.

Bill Greenlaw reported that an expression of concern over the cuts was sent from the Provincial Minister of Communities, Culture, and Heritage to the Federal Cabinet Minister responsible for Heritage, The Honourable James Moore.

Lois reported on what the provincial government and the Nova Scotia Archives is doing in response to the cuts. She noted that the Public Archives of Nova Scotia Board of Trustees is also sending a letter to Minister Moore.

Lois also noted that the projects funded by the NADP are important and that there was a disconnect from the federal level of thinking on the distinction between operational and project-based funding.

Catherine added that the CCA came to be out of recommendation of the Wilson Report. The Wilson Report called for the implementation of a national council of archives to support a national system of archives. Bob Morgan, a prominent member of the Nova Scotian archival community, and a founding member of the CNSA, was involved in the development of the Wilson report.

Catherine opened the floor for discussion:

- Creighton Barrett reminded those present about the Archivist's Trek on Ottawa and added that they don't necessarily need to be in Ottawa to participate – there are other ways to contribute, social media is being leverage.
- Karen White mentioned the importance of emphasizing the people that the NADP funding benefits and how these cuts will affect them.
- Bill Greenlaw suggested that MPs and MLAs be contacted.
- Karen White added further that when contacting politicians, provide specific examples of projects completed by NADP and their impacts.
- Catherine reported on the adjudication's committee's clear delineation of project vs. operational based funding, emphasizing the NADP's track record of dedication solely to project-based funding.
- There was a discussion on the philosophy underlying the funding cuts. Creighton noted that the cuts to LAC are part of a broader trend of a systematic attack on information services within the government.
- Lois mentioned that the cutting of funding is due in large part of changes being made in LAC.

Catherine thanked everyone for their comments and contributions.

10. Adjournment

Motion: Catherine motioned to adjourn. Warren Ervine seconded the motion.