

Council of Nova Scotia Archives
Minutes
Annual General Meeting
May 14, 2008 Halifax NS

In Attendance:

Wendy Robicheau, Acadia University Archives
Bethany Jost, Acadia University Archives
Taunya Dawson, Anglican Diocesan Archives, NS & PEI
Lorraine Slopek, Anglican Diocesan Archives, NS & PEI
Peter Crowell, Argyle Township Court House Archives
Lynn Murphy, Atlantic History and Archives Network
Virginia MacIssac, Celtic Music Interpretive Centre Society
Cathy Gillies, Chestico Museum & Historical Society
Nan Harvey, Colchester Historical Society Archives
Braden Cannon, Dalhousie University Archives & Special Collections
Crystal Martin, Dartmouth Heritage Museum Society
Susan McClure, Halifax Regional Municipality Archives
Wanda Christensen, Islands Historical Society
Dorothy Outhouse, Islands Historical Society
Thea Wilson-Hammond, Lake Charlotte Area Heritage Society
Amy Nickerson, Mount Saint Vincent University Archives
Heather Morrison, North Highlands Community Museum
Brian Speirs, NS Archives and Records Management
Lois Yorke, NS Archives and Records Management
Paul Maxner, NS Archives and Records Management
John MacLean, NS Archives and Records Management
Margaret Campbell, NS Archives and Records Management
Anjali Vohra, NS Archives and Records Management
Heather Pitcher, NS Archives and Records Management
Andrea Robins, NS Archives and Records Management
Darlene Brine, NS Archives and Records Management
June Wagstaff, Parrsborough Shore Historical Society
Hansel Cook, Saint Mary's University Library Archives
C Dunphy, Shearwater Aviation Museum
Kim Walker, Shelburne County Archives & Genealogical Society
Kim Truchan, Shelburne County Arts Council
Rebecca Tudor, Shelburne County Arts Council
Kathleen MacKenzie, St. Francis Xavier University Archives & St. Ninian's Cathedral Parish
Fiona Day, St. Paul's Church Archives
S. MacLennan, St. Paul's Church Archives
Joan MacInnes, Victoria County Municipal Heritage & Archives
Jamie Serran, Yarmouth County Museum & Archives
Karen White, Council of Nova Scotia Archives
Pauline MacLean, NS Highland Village Museum
Kathryn Harvey, Dalhousie University Archives and Special Collections
Michael Moosberger, Dalhousie University Archives & Special Collections
Catherine Arseneau, Beaton Institute

1. Call to Order

P MacLean called the meeting to order at 12:20pm.

2. Approval of the Agenda

The agenda was circulated. J MacInnes motioned for the approval of the agenda, seconded by H Pitcher. **Motion Carried**

3. Approval of the AGM Minutes – 10 May 2007

The minutes of the May 10, 2007 AGM were moved by C Stanton and seconded by K Walker. **Motion Carried**

4. Business Arising from the AGM Minutes

There was no business arising.

5. President's Report

P MacLean read from the President's Report highlighting the following:

- a. Attended ACA and CCA
- b. Concerns re NADP forward to S McClure
- c. Thanked K White for her guidance, assistance and dedication
- d. Thanked Rosemary Barbour and Preservation Committee
- e. Congratulations to expressed to the Core Curriculum graduates
- f. New Institute members- certificates was presented to Admiral Digby Museum

P MacLean motioned for the approval of the Presidents report, seconded by L Slopek.

Motion Carried

6. Treasurer's Report

K Harvey presented the 2007-2008 Year end review and the 2008-2009 Budget.

M. Moosberger drew attention to the proposed 2008-09 budget which outlines a deficit budget of \$12,905. P MacLean responded that the Board budgeted on realistic numbers; i.e. travel costs. P Crowell commented that the increased travel costs are worth the investment of participation.

K Harvey motioned for the approval of the Treasurer's report, seconded by B Jost.

Motion Carried

7. Nomination & Elections Committee

P MacLean read the slate put forward for the CNSA Executive. P MacLean President, S McClure Vice-President, C Arseneau Secretary, K Harvey Treasurer, D Outhouse Awards, K Walker Membership. P MacLean called 3 times for further nominations. P MacLean motioned for the approval of nominations, seconded by Joan MacInnes. **Motion Carried**

8. Other Business

A Genealogy Information Form was distributed. Participants asked to fill in and submit to Archives Advisor as soon as possible. Members were reminded to update their information on the Heritage Directory web site. Members were encouraged to visit the Archway table in Members Hall and review the Archway pledge sheet.

8.1 By-Laws

P MacLean reviewed distributed list of changes to each by-law.

J MacLean noted that under Article #3 Membership, the category of a Student membership be added and extended to students. P MacLean moved the addition of a Student membership category under article #3 Membership, seconded by M. Moosberger. **Motion Carried**

8.2 Co-operative Acquisition Strategy (CAS)

Panel: Susan McClure, Michael Moosberger and Peter Crowell. P MacLean introduced the session and the panel. This session stems from the Provincial Heritage Strategy which includes the CAS.

Peter Crowell:

P Crowell provided a brief background to the development of the strategy. NSARM's new mandated meant they then had collections which did not reflect Provincial scope (i.e: school registers). This led to some de-accessioning. This Co-operative Acquisition Strategy was a policy for the archival community to participate and have an active roll in this process. A Committee was struck. Margaret Campbell NSARM played a central role in the drafting of the CAS. This was a first in Canada and Nova Scotia should be proud. P Crowell noted that the strategy deals with the scope of the record. The CAS was adopted unanimously by the CNSA membership. Cooperation is a central tenant to the strategy- but will not guarantee it will always work, i.e.: with overlapping mandates.

Susan McClure:

S McClure spoke of her experience in working through the CAS. Provincial Strategy says strategy now needs some further definition. Members' survey identify it as an area to address. S McClure found it very helpful in setting up HRM Archive and embedded their commitment to the CAS in their mandate. Example: Explosion documents; Municipal Records held in NSARM; Dartmouth Records; Dartmouth Heritage Association. Decisions based on the sphere of creators, influence, and support for the development of centers of excellence for research. CAS is intended for institutional members and must consider professional responsibility that they go to institutions with access and ability to care for the records.

Having used the CAS McClure shared some areas where she feels further definition is required to assist making the strategy workable. S McClure recommended that you ask for past records paper work. Do they arrive in boxes? Who pays for transportation?

To support new members signing onto CAS. McClure suggested:

- Pamphlet to educate new members
- Website information
- Regional meetings
- Annual report of activity under CAS

Michael Moosberger:

M Moosberger spoke to future developments for the CAS. M Moosberger lauded the membership and community for accomplishing this; noting others have tried but have not been successful. He feels the support of the Provincial Archives is critical. Moosberger commented that he believes that the CAS is not a strategy but instead a Set of Guiding Principles. Whereby a strategy has timelines and deliverables, the CAS has three core tenants: Collaboration, Cooperation, and Communication. Do we now wish now to

operationalize these principles? If so, the future challenge will be to chart a path in making these tenants come to life. Moosberger suggested: Sharing accession records (our acquisitions) and the identification of gaps which still exist across the province. Is there the capacity and how do we support this development of capacity. Moosberger suggested perhaps a regional-operation approach.

Discussion:

M Campbell - has become a cornerstone of the private sector records.

D Wilson – a Regional Approach might be a good approach to pursue.

B Speirs- NSARM did look at their acquisition strategy policy

CNSA could support a regional strategy to apply the CAS. Negotiation/Mediator

W. Robicheau - perhaps set up a task force to work with CAS and draw in membership participation

H Pitcher - as a go forward we should consider sharing on ArchWay descriptions of transferred records. Re-examination of CAS should include institutional re-examination of acquisition mandates.

9. Adjournment

P MacLean moved the adjournment of the AGM seconded by H Pitcher. Meeting adjourned at 2:15pm

Respectfully submitted,

Catherine Arseneau
Secretary