

Council of Nova Scotia Archives Annual General Meeting Minutes
May 8, 2015

1. Call to order

The meeting was called to order at 12:34 p.m. by Hansel Cook

2. Approval of the Agenda

Jane Arnold motioned to approve the agenda. David MacLachlan seconded the motion. Agenda was presented and approved as tabled.

3. Approval of the 2014 Annual General Meeting minutes

An opportunity was given to those present to peruse the minutes and note any issues.

Lorraine Slopek motioned to approve the minutes. Thea Wilson-Hammond seconded. Motion carried.

4. Business arising from minutes

None noted.

5. President's Report

Hansel Cook gave his president's report. He noted that it has been a good year for the CNSA. We have good support from various groups, including the provincial government. The Nova Scotia Archives are a great supporter of the CNSA.

Hansel thanked the people who help make the CNSA run: Jamie Serran, Zac Howarth, Roger Gillis, Thea Wilson-Hammond, Bethany Jost, Jane Arnold, Lisette Gaudet, as well as the other committees. A special thank you to Karen White with the MemoryNS Committee for getting our new database to where it is today.

The MemoryNS database is up and running, which feeds into the national AtoM database.

Hansel noted that our website was hacked, and down for a few days. No personal information was stolen, and Zac was able to use a back up to reinstate it. Zac also provided some guidelines for staying on top of security.

Hansel noted that the program through NSCC is going well, and they are very pleased with Jamie's work with them. They are hoping to offer an additional course, as well as an online component.

Hansel spoke a little about the PADP grant, and noted that the process is currently being reviewed internally.

A communications plan was recently completed by the Management Without Borders program at Dalhousie University. CNSA is looking to hire a communications position, which will include helping to implement some of the recommendations.

The Joint Conference is coming up in September, with archives representation on all of the planning committees. There will be broad topics that interest everything and allow for collaboration.

Hansel noted that the final version of the RASC report has been distributed, and that there will be a brief review of the report after the AGM.

Hansel noted that the individual committee reports are online.

Roger spoke about PADP adjudication committee, which met last week with 11 applicants and an ask of just over 100K. Results of the adjudication will be released in the coming week. The PADP program is under review and former chairs and applicants may be approached for feedback as part of the review.

Hansel called for a motion of approval for the president's report. Susan McClure motioned and Tanya Dawson seconded the motion. Motion carried.

6. Treasurer's Report

Thea Wilson-Hammond presented the treasurer's report. Thea noted that the financial statements have already been completed by the auditors and are ready for approval by the membership.

a. 2014-15 Year-end review

Thea presented the comparative income statement and highlighted a few items:

- Thea reminded us of the Ministerial top of several years ago. There was a committee that decided how these funds would be allocated, and the money has moved across the budget in previous years, to be expended in full this year.
- Last year's budget included money that we had hoped to receive through the SDI funds. These funds were approved and went towards MemoryNS development and staff.
- Thea highlighted where the ministerial top funds were allotted. Some of it went to Memory NS, and communication positions.

The year end review was presented to the membership.

The membership asked about the large expense on the workshops line for 2014, which was due to some reorganizing of where items fell in the budget and travel expenses. Thea noted that there should be more consistency going forward now that we have decided to use the central office of Grant Thornton only.

b. 2015-16 Budget

Thea reviewed the forthcoming 2015-2016 budget.

Thea requested a motion for approval of the financial statements and draft budget. Lorraine Slopek motioned. Jane Arnold seconded. Motioned carried.

7. Nominations and Elections

All current executive members standing except for Secretary. Doyle Lahey was put forward by the executive for the position of Secretary.

An opportunity for nominations from the floor were offered. None were received. The Board was approved for 2015 with the addition of Doyle Lahey as secretary.

8. Other business

No other business was noted.

9. Adjournment

Hansel motioned to Adjourn. Margaret Mulrone seconded the motion.

Meeting adjourned at 1:20pm.

Present:

Margaret Mulrooney, Mahone Bay Settlers Museum; Catherine Fancy, Acadia University Archives; Wendy Robicheau, Acadia University Archives; Jane Arnold, Cape Breton University; Lisette Gaudet, Yarmouth County Museum and Archives; Jamie Serran, Council of Nova Scotia Archives; Janet Hathaway, University of King's College Archives; Lois Yorke, Nova Scotia Archives; Pat Ackles, Cumberland County Genealogical Society; Ruby Bjarnason, Cumberland County Genealogical Society; Dave MacLachlan, Nova Scotia Archives; Philip Hartling, Nova Scotia Archives; Ruth Legge, St. Mary's Genealogy Research Centre at Sherbrooke Village; Laurena Leadbeater, Eastern Shore Archives; Jasmine MacDonald, Nova Scotia Archives; Jessica Kilford, Nova Scotia Archives; Paul Maxner, Nova Scotia Archives; Michael Moosberger, Dalhousie University Archives; Heather Allen, Nova Scotia Archives; Mary Flynn, Sisters of Charity, Halifax Congregational Archives; Karen White, Nova Scotia Archives; Darlene Brine, Nova Scotia Archives; Patti Bannister, Nova Scotia Archives; Andrea Trimper, Nova Scotia Archives; Susan McClure, Halifax Regional Municipality Archives; Leah Rae, Library and Archives Canada; Taunya Dawson, Anglican Diocesan Archives; Domenic Rosati, Anglican Diocesan Archives; Lorraine Slopek, Anglican Diocesan Archives; Rosemary Barbour, Nova Scotia Archives; Thea Wilson-Hammond, Eastern Shore Archives; Roger Gillis, Mount Saint Vincent University Archives; Hansel Cook, Saint Mary's University Archives; Bethany Jost.