



COUNCIL OF NOVA SCOTIA ARCHIVES

**Minutes of CNSA Annual General Meeting
Thursday, June 17, 2021, 1:00 p.m.
via Zoom**

Present: 27 participants

Welcome & Land acknowledgement

1. Call to Order

President Margaret Mulrooney called the meeting to order at 1:08 p.m. Sharon Murray gave an overview of how voting would take place.

2. Call for approval of the agenda

There were no items added to the agenda.

Margaret Mulrooney moved to accept the agenda as circulated.

A poll was held with unanimous agreement in favour. Motion carried.

3. Call for approval of the minutes of the 2020 AGM

It was moved by Margaret Mulrooney and seconded by Hansel Cook that the minutes be approved as circulated.

A poll was held with unanimous agreement in favour. Motion carried.

4. Business Arising from the Minutes

There was no business arising from the minutes.

5. Presentation of reports:

a. President's report (summarizing Committee and Staff reports)

Margaret Mulrooney gave an overview of her written report. She noted that despite the challenging year a lot had happened behind the scenes. She highlighted the educational renewal of the core curriculum and that courses were ready to go to online format. As well she noted that hopefully in the fall Sharon Murray would begin teaching the courses. She indicated that the hybrid model would be an option moving forward. She made

mention of the DHCP MemoryNS project and indicated that Lisa Snider had provided a great deal of training over the last year to the membership. She noted that it would greatly benefit the membership. The president also pointed out that all members work hard and that we are all there for each other virtually until we can see each other in person.

It was moved by Margaret Mulrooney and seconded by Pauline MacLean that the president's report be approved as circulated.

A poll was held with unanimous agreement in favour. Motion carried.

b. Vice President's report on 2020 PADP

Hansel Cook gave an overview of the PADP process. He noted that there was a lot of hard work undertaken behind the scenes to make the program available online. He indicated that the process went well considering COVID-19. Eight applications were submitted at a dollar amount of \$83,000. Six projects were funded from the \$50,000 available envelope. He thanked the adjudicators and those involved with the process.

c. Treasurer's report

i) 2020-2021 review

Thea Wilson-Hammond gave an overview of the treasurer's report. She directed the membership to the income statement of the financial statements. She noted that the budget was different from the past fiscal year partly due to the fact that the Archives Advisor's salary was redirected toward the education renewal and the revamping of the core curriculum. She also noted that some funds were not expended by the 31 March deadline. She indicated that overall it was a very successful year financially and the funds were used wisely. As well she noted that the CNSA had weathered 2020-2021 quite well and was happy where it stood financially.

It was moved by Thea Wilson-Hammond and seconded by Ashley Sutherland that the treasurer's report be accepted as presented.

A poll was held with unanimous agreement in favour. Motion carried.

ii) 2021-2022 budget

Thea Wilson-Hammond next presented the 2021-2022 budget. She noted that an additional \$15,000 was added to the budget this year for the Archives Advisor position.

It was moved by Thea Wilson-Hammond and seconded by Catherine Fancy that the 2021-2022 budget be approved as presented.

A poll was held with unanimous agreement in favour. Motion carried.

iii) Appointment of 2021 auditor

It was moved by Thea Wilson-Hammond and seconded by Mary Flynn that Grant Thorton be retained as auditors for the 2021-2022 fiscal year.

A poll was held with unanimous agreement in favour. Motion carried.

Thea Wilson-Hammond also noted that she was hoping to retire as treasurer as she has held the position for many years. She noted that the CNSA bookkeeper is very competent and is very supportive of the treasurer position to a great degree.

6. Amendments to CNSA Constitution & Bylaws

The president gave an overview of the Truth and Reconciliation Working Group. It was created in response to the SCCH Steering Committee. The mission of this group is to recommend what actions the CNSA Executive should take to assist members in response to the Truth and Reconciliation reports' recommendations.

It was moved by Margaret Mulrooney and seconded by Ashley Sutherland that the CNSA Membership formally approve the creation of the Truth and Reconciliation Working Group and that it be dissolved upon presentation of the final report to the CNSA Executive.

A poll was held with unanimous agreement in favour. Motion carried.

7. Nominations/Elections

The president noted that five members of the Executive would be returning. She also mentioned that the chair of the Communications and Awards Committee position needed to be filled. She read a biographical sketch of Heidi Schiller who was nominated for this position.

It was moved by Margaret Mulrooney and seconded by Susan McClure that Heidi Schiller be nominated to the position of chair of the Communications and Awards Committee.

A poll was held with unanimous agreement in favour. Motion carried.

The president also called for further nominations from the floor three times. There were no further nominations from the floor. She read the names of the incoming slate of officers.

It was moved by Margaret Mulrooney and seconded by Pauline MacLean that the incoming slate of officers be approved.

A poll was held with unanimous agreement in favour. Motion carried.

8. Other business

There was no further business.

9. Adjournment

The president called for an adjournment at 1:48 p.m.

/kmk

14 June 2022