

**Minutes of CNSA Annual General Meeting**  
**held**  
**June 23, 2022**  
**@ 1:00 p.m.**  
**via Zoom**

**Welcome & Land Acknowledgement**

In the absence of the president Margaret Mulrooney, Jane Arnold welcomed the membership to the meeting. A land acknowledgement in recognition of the Mi'kmaq people was read and appreciation was also given to African Nova Scotians.

**1. Call to Order**

Jane Arnold called the meeting to order at 1:02 p.m. Sharon Murray gave an overview of the technical considerations and outlined the procedures for voting.

**2. Call for approval of the agenda**

There were no items added to the agenda.

**It was moved by Jane Arnold and seconded by Thea Wilson-Hammond that the agenda be accepted as circulated.**

**A poll was held with majority agreement in favour. Motion carried.**

**3. Call for approval of the minutes of the 2022 AGM**

**It was moved by Jane Arnold and seconded by Heather Adams that the minutes be approved as circulated.**

**A poll was held with majority 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)**

Jane Arnold gave an overview of the committee and staff reports. She presented the statistics for the Core Courses. She indicated that the Archival Certificate Program had forty people enrolled. She noted that Lisa Snider would be retained in the position of MemoryNS Coordinator. She gave an overview of the state of MemoryNS and its future. As well she mentioned the new RAD course which Lisa Snider had created. She mentioned the LAMNS joint conference held in October 2021 and the success of it. As well she pointed out the March report of the Reconciliation Working Group. A condensed version of the report would be available for members to provide feedback. The final report will be presented to the Executive later in the year.

**b. Vice President's report on 2021 PADP**

Jane Arnold gave an overview of the PADP which was made available on-line and which funded five out of seven projects.

**c. Treasurer's report**

**i) 2021-2022 review**

Thea Wilson-Hammond gave an overview of the financial statement of operations prepared by Grant Thorton. She indicated that there was a significant increase of revenue through the online courses. Two large DCHP projects have been completed. As well there was a small surplus for the year.

**It was moved by Thea Wilson-Hammond and seconded by Ashley Sutherland that the financial statements prepared by Grant Thornton be accepted as presented.**

**A poll was held with majority agreement in favour. Motion carried.**

**ii) 2022-2023 budget**

Thea Wilson-Hammond gave an overview of the proposed budget. She indicated that the Anchor Grant had been increased to \$75,000 and are grateful to Nova Scotia Archives for this. She noted that the increase in revenue was due to an increase in members and educational offerings. In terms of employees, the positions for MemoryNS Coordinator and Archives Advisor would be maintained. Money is being made available for a part-time administrative assistant. Overall, the spending would be the same as the previous year.

**It was moved by Thea Wilson-Hammond and seconded by Lisette Gaudet that the 2022-2023 budget be approved as presented.**

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

**iii) Appointment of 2022 Auditor**

**It was moved by Thea Wilson-Hammond and seconded by Patti Bannister that Grant Thorton be retained as auditors for the 2022-2023 fiscal year.**

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

**It was moved by Jane Arnold and seconded by Catherine Fancy that the Treasurer's report be accepted as presented.**

**A poll was held with majority agreement in favour. Motion carried.**

**6. Amendments to CNSA Constitution & Bylaws**

There were no amendments.

**7. Nominations and elections**

Heather Adams, chair of Membership & Nominations Committee, noted that three members of the Executive would be returning and three would be leaving their positions. Volunteers were needed to fill the positions of Vice President, Treasurer, and Secretary. Jane Arnold will be stepping into the role of President. Heather Adams gave an overview of the work of the outgoing Treasurer and Secretary and thanked them for their contributions to the CNSA.

Heather Adams presented the new slate of officers; Catherine Fancy for Vice President, Christine Hines for Treasurer, and Krystal Tanner for Secretary. She called for further nominations from the floor three times. There were no further nominations from the floor.

**It was moved by Heather Adams and seconded by Pauline MacLean that the incoming slate of officers be approved.**

**A poll was held with majority agreement in favour. Motion carried.**

Jane Arnold welcomed the new slate of officers to the Executive and thanked the outgoing officers.

**8. Other business**

There was no further business.

**9. Adjournment**

Jane Arnold called for an adjournment at 1:35 p.m.

/kmk  
19 May 2023