

BCALS Executive Meeting
May 15, 2018, 9:00 am (via teleconference)

Present: Alli Sullivan, Chloe Riley, Adena Brons, Ioana Liuta, Kate Shuttleworth, Adair Harper, Michelle Ng

Regrets: Peggy Lunn

Agenda:

1. **Call to Order** at 9:02am (Alli)
2. **Adoption of Agenda (Alli)**
 - a. No amendments or corrections
3. **Minutes of previous meeting (Alli)**
 - a. The minutes from our AGM on May 10, 2018 have not yet been completed or distributed. We will review them at our next meeting.
4. **Follow up on Action Items**
 - a. New exec recruitment (Alli S)
 - Alli welcomed and thanked the new executive members who were elected at the AGM last week.
 - b. List of Members (Alli S)
 - Ali d was able to get the full list of our members on our listserv (132 members). Ali d will be forwarding the list to Alli S.
 - If we have to make decisions at meetings, we will need the list to establish quorum (quorum is 10% plus 2 exec members). At our most recent AGM, we did not reach quorum. In the future, our decisions may be made through online voting to ensure quorum is reached.
 - We could also discuss how to make changes to the AGM to address this issue.
 - Alli S will make sure the name of our section is updated on the BCLA listserv subscription webpage.
5. **New Business**
 - a. Introductions of New Exec (Alli S)
 - Welcome to our new executive members:
 - Adena Brons, Chair Elect
 - Kate Shuttleworth, Education Coordinator
 - Ioana Liuta, Education Coordinator
 - Adair Harper, Student Representative
 - Michelle Ng, Student Representative

- b. Movement of ALPS LINK to the Library Toolshed (Alli S)
 - The ALPS LINK (Library INstruction Knapsack) tool kit hosted instructional information and materials, but is no longer being maintained. (BCALS was formerly called ALPS.) The Library Toolshed is maintained by the BC Libraries Co-op; Scott Leslie reached out to see if BCALS would like to transfer material from ALPS LINK into the Toolshed.
 - These could be marked to identify them as former ALPS LINK material.
 - Alli S shared [the link to ALPS LINK](#) so the exec can review the material, and identify what would be useful to transfer to the Toolshed.
 - We could also send a notice to the listserv to see if ALPS LINK content is being used by our members.
 - Alli S [put together a Google doc](#) for the executive members to coordinate reviews of ALPS LINK material.
- c. Move next meeting?
 - There were no objections to moving the next meeting to Tuesday June 26th at 9am (via teleconference).

6. Continuing Education (Peggy/Kate/Ioana)

- a. Potential Summer Journal Club/Social?
 - As the new Continuing Education Coordinators have not had a chance to get up to speed, we will discuss summer events at the next meeting.
 - One possibility to consider would be to hold a summer social/journal club in July. Kate mentioned that we could also consider hosting something outside for a summer event.
 - Last year we had a Welcome Back to School social event in September, which we could hold again.
 - Kate shared that she and Peggy had briefly discussed hosting an event related to conference proposals, presentation skills, etc. The exec were interested in this type of event.
 - Alli S will make sure all exec members have access to the BCALS Google Drive, in order to access minutes, education coordinator documents, etc.
- b. Keeping it ReAL 2018
 - The date for the next Keeping it ReAL event will be Friday October 26, 2018 at UVic Library.
 - Last year, the BCALS Education Coordinators were on the organizing committee of this day-long conference. We can discuss our involvement and capacity to participate this year at the next exec meeting when Peggy can update us.

7. Closing Remarks

- a. Alli S thanks the exec members for attending a meeting so soon after our AGM, and is looking forward to working with everyone.

8. Meeting Adjournment at 9:35am

Next Meeting: Tuesday, June 26th, 9:00 am (via teleconference)

