

**BCALS Executive Meeting**  
**February 18, 2020 9:00 am (via teleconference)**  
**To Connect: +1 (877) 216-4736 / Conference Code: 227 938 5030**

**Present:** Adena Brons, Kate Shuttleworth, Melissa Smith, Reba Ouimet, Hannah Tanna,

**Regrets:** Ean Henninger, Ryan Casciano

**Not in attendance:** Chloe Riley, Ioana Liuta

**Agenda:**

1. **Call to Order at 9:02am**
2. **Adoption of Agenda (Adena)**
  - a. Adopted with no changes.
3. **Minutes of previous meetings (Jan 21, Adena)**
  - a. Accepted from last meeting - no amendments.
4. **Follow up on Action Items**
  - a. Possibility of advance payment for future events (Adena, Kate)
    - Looking at options for people to pay in advance (specifically for catering and reimbursement).
    - One option is getting sponsorship from institutions (similar to Keeping it ReAL) - SFU, UBC, Langara, etc.
      - Kate is looking up the logistics of this.
    - Adena spoke with Annette from BCLA to see about the parent organization handling the funds, but there are some restrictions due to the charity status. We would need a very concrete budget ahead of time.
      - After the conference, Ean may continue looking into this to implement for the Winter meeting (2020).
      - Adena will follow up with Annette about prepaid registration through BCLA.
5. **Old Business**
  - a. Regular piece for BCLA Perspectives (Adena)
    - Q: how to move this initiative forward sustainably?
      - Rotating role - signup sheet where people could sign up for an issue in advance, with templates = streamlined process.
      - Adena will set up a signup sheet for the remainder of 2020 and will send out to exec.

- b. BCALS Outstanding Contribution Award 2019 Committee (Adena)
  - Committee has been formed, currently need more nominations  
Deadline is February 28th, and it can't be extended much longer due to overall deadline of mid-March.
- c. Use of listserv
  - Gentle reminder to send things out (webinars, articles, etc.), if you think they might be of interest to the general academic library community.

## **6. New Business**

- a. BCALS Election (Adena)
  - This will be called a month before AGM.
  - Open positions: 1-2 Continuing Education Coordinators, 1 Chair Elect, 1 Recording Secretary.
  - If we have multiple candidates, we may have an election with voting after the AGM.
- b. BCALS AGM (Adena)
  - Executive reports
    - Brief reports from the Chair, CEC, Treasurer, and Social Media - brief update on what has been done in the past year.
    - Past reports in Google Drive.
  - Steveston A (Room change!), Wednesday April 15th, 3:00 - 3:45 pm
- c. Social Media Update (Ryan, Hannah)
  - Social media channels are growing (increase in followers).

## **7. Continuing Education** (Ioana, Reba, Melissa, Kate)

- a. Resume clinic scheduled for Thursday April 9 - Policy room booked at SFU Harbour Centre.
  - Will be searching for mentors / volunteers - folks who hire librarians and / or library technicians.
  - Will invite MLIS and Lib Tech students.
- b. Pub night Feb 26, 4:30pm, Browns at Pender x Seymour (immediately following Copyright event for Fair Dealing Week at BCIT Vancouver).

## **8. Closing Remarks**

- a. March 17th is the last executive meeting before the conference

## **9. Meeting Adjournment at 9:31am**

### **Next Meeting:**

- March 17th 9:00am by teleconference