

BCALS Executive Meeting
December 14, 2020, 10:00 am (via Zoom)

Present: Jennifer Bancroft, Estelle Frank, David Gill, Ean Henninger, Janet Hilts, Sajni Lacey, Reba Ouimet, Melissa Smith

Agenda:

1. **Called to Order** at 10:00
2. **Adoption of Agenda (Ean)**
 - a. Adopted with no additional items.
3. **Minutes of Previous Meetings (November 16, Ean)**
 - a. Adopted with no amendments.
4. **Continuing Education Updates (David, Melissa, and Reba)**
 - a. Winter Meeting after-action report
 - How'd it go?
 - Excellent panel discussion; the panelists did not agree on all questions, resulting in interesting debates
 - Panelists spoke for longer than their allotted time, leaving less time for audience questions and lightning talks
 - Difficult managing event funds without a bank account (for example, could not accept e-transfers from participants)
 - Very successful this year at promoting the event to library techs and library tech students
 - 96 people registered for the meeting and 66 attended
 - Majority of attendants were from Vancouver, Victoria, and Kelowna (also came from Alberta, Saskatchewan, Ontario, and the United States - especially the East Coast)
 - Remaining funds from the meeting were donated to Black Lives Matter Canada
 - Participant survey feedback
 - Of the sessions offered, the majority of respondents preferred the panel discussion then the lightning talks
 - Most respondents reported that attending the meeting via Zoom was a positive experience
 - Majority of respondents would prefer that the next meeting be in-person with live streaming (although 31% of responses agreed that a virtual-only event would be fine)
 - Many respondents expressed appreciation that people outside the Lower Mainland were able to participate in the meeting

- Respondents expressed interest in a future panel discussion about poverty and class
- Several respondents missed not being able to mingle and socialize during the meeting
- One suggestion was to reach out to more library techs and library tech students
- Suggestions for how to improve future meetings: allow panelists more time to debate; alternate the order in which panelists respond to the questions
- Lessons for next year
 - Focus on time management and ensuring that speakers do not speak over time
 - To reduce distractions, turn off sound in Zoom that indicates attendants are waiting to be let into the meeting
 - Change the order in which panelists answer questions (in general, the panel discussion could be less structured)
 - Consider engaging an MC who is an expert on the event topic (other members of the exec do not think the MC needs to be an expert and prefer that members of the exec act as MC)
 - Event organizers only need to prepare three important questions and several backup questions for the panel discussion
 - Send participant feedback survey the day after the meeting to increase the likelihood of getting the most responses
- Actions moving forward:
 - Create an action list instead of a resource list
 - Develop an action plan to follow the [BCALS Statement and Call to Action on Anti-Black Racism](#) (might collaborate with other anti-racism groups)
 - Survey BCALS members for feedback on anti-racism actions
 - Sajni will take the lead on drafting an anti-racism action plan (and take the lead on anti-racism events more generally)
 - Create a BIPOC-specific space on the BCALS website
 - Actively promote the Visible Minority Librarians of Canada (ViMLoC) Network
 - Actively promote BCALS to library techs, especially when the exec puts out a call for nre board members
 - Make changes to BCALS' documentation:
 - a. Add language that is specific to library techs
 - b. Change "Continuing Education Director" to "Continuing Education Coordinator"
 - c. Update wording around student rep (*does not* need to be a UBC iSchool student)

b. 2021 events?

- Nothing to report.

5. Social Media Updates (Estelle and Janet)

- a. Twitter
 - Janet will create a document with suggestions for live tweeting at future events
- b. YouTube
 - Posted the [Winter Meeting recording](#) on YouTube (consists of 13 segments, each under 15 minutes)
 - Posted the [Libraries and Higher Ed in a Time of Truth and Reconciliation recording](#) on YouTube
 - Will monitor number of views

6. Old Business (Ean)

- a. BCALS Terms of Reference approval
 - Did not have time to discuss at the meeting; the exec will vote by email instead
- b. Logo discussion
 - The exec approved the [BCALS logo](#)
 - Ean will save the logo to the BCALS Google Drive
 - Estelle and Janet will add alt text to the logo

7. New Business (Ean)

- a. Broad timeline for next year:
 - January: Plan events for the year (tentative timeline): social event (February), CV clinic (April), social event (summer); individual email check ins with members of the exec (Ean)
 - February: Call for awards committee members, BCLA Perspectives (Ean)
 - March: Awards committee formed; call for award nominations (Ean)
 - April: Call for incoming BCALS executive members and notice of elections/constitution changes (Sajni)
 - May: Nominations close; committee meets (Ean), BCLA Perspectives (TBD)
 - June: AGM and constitution/bylaw changes (Ean), elections (Sajni)

8. Meeting Adjourned at 10:57