

BCALS Executive Meeting
March 19, 2019 9:00 am (via teleconference)
To Connect: (877) 216-4736 / Conference Code: 227 938 5030

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

Agenda:

1. Call to Order at 9:05am

2. Adoption of Agenda (Alli)

- a. Adopted with no amendments or corrections.

3. Minutes of previous meeting (February 26) (Alli)

- a. No amendments or corrections.

4. Follow up on Action Items

- a. BCALS Outstanding Contribution Award Update (Alli)
 - Due date was extended to March 18, 2019. The Awards Committee have identified a winner, and the award will be presented at BC Library Conference at the Award Lunch.
- b. BCALS AGM Planning (Alli)
 - Our AGM will be Wednesday, May 8, 2019, 3:00-3:45pm, just before BCLA AGM (starting at 4pm). It will be held in the Green Timbers 3 meeting room.
 - You can attend the BCALS AGM and the BCLA AGM without registering for or attending the BC Library Conference.
 - If any BCALS exec members are unable to attend the AGM, let Alli know and prepare a brief written report to be shared at the meeting.

5. Old Business

- a. BCALS General Email (Alli)
 - Background: we discussed this earlier this year as a way to streamline our communications. BCLA could provide an email address for us. Alli does not believe there is any cost or yearly renewal required.
 - Alli requested a vote for executive members in favour of moving forward with setting an official email up. The vote passes.
 - Alli will get in touch with BCLA to set up the email account.
 - We agreed on the following governance:
 - One exec member to check the account regularly (the Chair).
 - All exec members to have access to the account.
 - Annual password refresh.

- Used for official BCALS communication (posts to listserv, event announcements).
- **Edit March 22 (Alli)**
 - Further conversation over email decided that the requested email address will be: bcals@bcla.bc.ca. Formally requested on March 21.

6. New Business

- a. BCALS Elections (Adena)
 - Last year, we sent out call for elections about a month in advance of the BC Library Conference. Adena will do the same this year.
 - Available positions: 1 Education Coordinator, 2 Student Representatives, 1 Chair Elect.
 - Position descriptions: <https://bclaconnect.ca/bcals/bcals-constitution-and-bylaws/>
- b. Resurgence of the BCALS Annual Report (Alli)
 - Up until 2014/2015, BCALS wrote an Annual Report. They are available on our website: <https://bclaconnect.ca/bcals/bcals-documents/>
 - This is not required by BCLA, but could be an opportunity to present and share our activities with our members.
 - Alli will take the lead on preparing this in advance of our AGM.

7. Continuing Education (Kate/Ioana)

- a. Resume clinic for students interested in academic libraries (Kate & Ioana)
 - This event will be held Thursday, April 11, 2-5pm, SFU Vancouver, room 2945. Ioana and Kate are coordinating.
 - Kate reached out to PLIG, but did not hear back yet, so we are moving forward with an academic libraries focus.
 - Invitation sent to librarians last week. Kate will continue to solicit volunteers.
 - Ioana will be sharing the event with iSchool students.
 - Pub social afterwards -- need to identify a venue, and hope to have students indicate their intention to attend while registering so we have a sense of how many will be coming.
 - Discussion about inviting Lib Tech students as well as MLIS students.
 - Last year, this event ran as a MLIS student pilot. General agreement that we would like to include Lib Tech students.
 - Some concerns about whether librarian volunteers feel confident or able to comment on lib tech hiring practices.
 - Kate and Ioana will look at revising the invitation to include Lib Tech students.
 - Alli can distribute to Langara and UFV, and can reach out to try and recruit Library Technician volunteers.

- **Edit March 22, 2019:** As per Kate's email to the exec, we will hold off on sharing the event with Langara and UFV students until we have recruited volunteers able to review Lib Tech student CVs.

8. Closing Remarks

- a. Alli thanks the Continuing Education team for putting together the CV clinic (a very practical and professional event for students), and is looking forward to the BCALS AGM.

9. Meeting Adjournment at 9:52 am.

Next Meeting: Tuesday, April 16th at 9 AM via teleconference