

**BCALS Executive Meeting**  
**March 17, 2020 9:00 am (via teleconference)**  
**To Connect: +1 (877) 216-4736 / Conference Code: 227 938 5030**

**Present:** Adena Brons, Chloe Riley, Hannah Tanna, Ioana Liuta, Melissa Smith, Kate Shuttleworth, Ean Henninger, Ryan Casciano

**Regrets:** Reba Ouimet

**Agenda:**

1. **Call to Order** at 9:01am
2. **Adoption of Agenda (Adena)**
  - a. Adopted with no changes.
3. **Minutes of previous meetings (Feb 18, Adena)**
  - a. Adopted with no amendments.
4. **New Business: actions resulting from cancellation of BC Library Conference**
  - a. BCALS AGM (Adena)
    - Due to cancellation of BCLA AGM and the Library Conference, our AGM has been cancelled as well.
    - Propose to wait and map our plans to BCLA's actions (e.g. whether they postpone until summer, or hold an online meeting).
    - Adena will send us an update after the BCLA Board meets on March 23.
  - b. BCALS Election (Ean)
    - Elections are contingent on the AGM; we would need some lead time (a month) before the AGM to put out a call for nominations, etc.
    - We are able to hold remote elections, if needed.
    - For those exec members whose terms are ending, let Adena and Ean know if you are willing to continue on the exec until we are able to hold an AGM and election.
    - Adena will arrange a final regular exec meeting in April.
    - Adena will share decisions about elections with the BCALS listserv.
  - c. Resume Clinic (Continuing Education Coordinators)
    - Proposing to cancel this until further notice. Possibly, we could attempt in June with an online or blended version of the clinic.
    - Kate will be sharing this update with those who have already volunteered to participate.
  - d. BCALS Outstanding Contribution Award (Adena)
    - The Committee has selected a winner!

- Usually, we announce the winner at the BCLA Awards Luncheon. Suggestion to announce the winner on the listserv (with award to be presented later); we will wait until after the BCLA Board meeting in case relevant information is shared there.

## **5. Follow up on Action Items**

- a. Possibility of advance payment for future events (Adena, Kate)
  - Adena let BCLA know that Ean may be in touch about their advance payment option for future events.
  - Kate explored the possibility of asking for institutional sponsorships, in which the hosting institution pays upfront, and then bills sponsoring institutions for the amount contributed. We might need to have a BCALS executive member working at the hosting institution in order to manage billing arrangements.
- b. Signup sheet for BCLA Perspectives (Adena)
  - Signup sheet is stored in the Perspectives folder of the BCALS Files Drive.
  - Exec members, please sign up to coordinate an interview!

## **6. Old Business**

- a. Social Media Update (Ryan, Hannah)
  - Have been amplifying BCLA messages, will continue to share news.

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

- a. Discussed above.

## **8. Closing Remarks**

- a. Adena thanks the exec for making time for this meeting and for their flexibility in uncertain times.

## **9. Meeting Adjournment at 9:40am.**

### **Next Meeting:**

- **CANCELLED:** Annual General Meeting, Wednesday April 15th, 3:00 - 3:45 pm, BC Library Conference
- New exec meeting, held by teleconference: Wednesday April 15, 2020, 3:00pm-4:00pm