



**Minutes of the Board Meeting  
July 4, 2014**

**Chair:** Heather Buzzell

**Present:** :Annette DeFaveri, Dane Praed, Daphne Wood, Ursula Brigl, Margaret Schiller, Ashely Van Dijk, Sarah Felkar, Heidi Schiller, Myron Groover, Kaylea Prime, Anna Ferri, Angela Fleming, Allie Douglas

**Recorder:** Stephanie Kripps

**Regrets:** Gwen Bird, Caroline Daniels, Leanna Jantzi

**1. Call to Order** (Heather Buzzell)

The meeting was called to order and quorum confirmed at 9:05 a.m.

**2. Adoption of Regular Agenda** (Heather Buzzell)

**MOVED BY** Heidi, **SECONDED BY** Sarah, that the regular agenda be adopted.

**CARRIED**

**3. Welcoming Remarks** (Heather Buzzell)

Heather opened with congratulations to Board members Daphne (on the birth of her daughter Pheobe); Myron (on his appointment to a position at McMaster University Library); and Gwen (on her appointment to University Librarian at SFU). Board members then briefly introduced themselves.

**4. Introduction and Training for the BCLA Board** (Chris Middlemass)

Chris provided an orientation and overview of BCLA's Board and the roles and responsibilities of its members. Topics included the purpose of BCLA as drawn from constitution and by-laws; Association membership composition; Board governance; strategic objectives; vision, mission and values.

**5. Coffee Break**



## **6. Verbal Report**

### **(a) Executive Director's Report (Annette DeFaveri)**

Annette described some of the significant changes to BCLA and Board activity over the past two years. Highlights included the new website, new auditor, new mission and vision statements, changes to finances and financial planning; overall strength, health and growth of the organization ; changes to conference format; and the increase in the Association's advocacy role.

Special mention was given to the "giants in the field" and "big picture thinkers" who have contributed to the sophistication and high profile of BCLA's advocacy efforts over the years – including but not limited to Myron Groover, Carla Graebner, Barbara Jo May, Gwen Bird, Beth Davies and Brian Campbell.

Annette outlined broadly what lies ahead: a period of consolidating, strengthening and regularizing the many operational changes; and refining advocacy efforts by preparing position papers on key topics and compiling references and resources on core topics for the membership. Key issues are any that impact the core principles of libraries: Intellectual Freedom, Information Policy, and Access to Information.

Annette reviewed changes to the conference format and emphasized that as BCLA's main source of revenue, the conference must consistently be of high quality and relevance to members.

Angela and Myron both thanked Annette (with the agreement of all members) for leading and sustaining so many positive successful changes in such a short time.

## **7. New Business**

### **(a) Board Roles and Portfolios (Heather Buzzell)**

Heather indicated that assigning portfolios will not be required after this session, because future Directors will be elected to fill a specific portfolio. For this time, portfolios were agreed upon as follows:

Professional Development: Sarah. Membership: Heidi. Funding (Area of Interest model): Daphne. Communications: Myron

Plans for transitioning Board roles upon Myron's departure to Hamilton will be discussed in the near future. Myron is here until October.

### **(b) Anti-Spam legislation (Annette)**

The Association and Board would be liable for non-compliance, with fines of up to one million dollars. Although the legislation came into effect on July 1<sup>st</sup> 2014 there is a two-year compliance period before such penalties would be enforced. BCLA will take all steps necessary to ensure full compliance.



**8. Continuing Business** (*in camera*)  
(a) **Rent and Space** (Annette)

Annette brought the Board up to date on this topic.

**9. Consent Agenda**

No items.

**10. Closing Remarks** (Heather)

Heather advised that draft minutes will be distributed by email for Board members to review, and then provide a motion to adopt. In this way the approved minutes can be posted on the website and made available to the general membership much more quickly, than by waiting until the next Board meeting. .

The next meeting of the Board will be Friday September 26, 2014, at 9:00 a.m.

**11. Adjournment** (Heather)

There being no further business, Heather adjourned the meeting at 11:30 a.m.