

**Edmonton Law Libraries Association
Annual General Meeting
Thursday, June 26, 12:00 PM**

11 voting members present

1. Approval of the Agenda

Shaunna requested a motion to approve the agenda. Moved – Julie; seconded - Jane S. Motion carried.

2. Approval of AGM 2013 Minutes

Motion to allow the ELLA Executive to approve the 2014 AGM Minutes

Shaunna explained that this would be an administrative motion to allow the ELLA executive to approve the minutes, for convenience and efficiency.

Moved - Ana, seconded - Jane S. Motion carried

3. Old Business and Reports

a. Chair's Report, submitted by Shaunna

Accomplished several things so far in this executive's 2 year mandate:

- The new executive met over the summer of 2013 to make some quick win plans that included some fantastic work by Melissa Hathaway in launching the new ELLA website – all the details will be in Melissa's report, but I wanted to publicly thank her again for this major product
- September kicked off with a business meeting and member renewal drive. At our first meeting there was a discussion about the reduction in local law libraries abilities to fund our ever-more-costly collections, some recognition that we as an ELLA Community could benefit from sharing information about collections with each other. This kicked off the Last Copy Committee.
 - Interested in working on this – a call for volunteers and steps forward will be circulated in the fall.
- ELLA has 42 members
- Our October meeting focused on Open Government and we heard from Mark Diner, who is now the Queen's Printer for Alberta among other roles
- October saw a change in our Executive with the departure of Gina Linden to the east coast. Thanks to Christine Watson who allowed herself to be nominated and stepped in to ably fill the breach

- In November we had discussions about eBooks with publisher representatives
- December 10th there was a fantastic seasonal lunch at the Creperie which had a really good turnout.
- In January Judge Janet Dixon from the Provincial Court, and others spoke to members on the use of mobile devices
 - As an executive we confirmed that we needed to use mics in the Barristers Lounge, something that we instituted for the Head Start lectures...more on Head Start from Ana in her report
- In February there was an excellent discussion on the Future of Law Libraries, with members and colleagues offering perspectives from their institutions. The discussions built on some of the themes identified by the Last Copy Committee
- At the end of March, with the support of members to an email question, I travelled to Windsor to attend a multi-library association advocacy session hosted by the Canadian Association of Law Libraries. The session was attended by over 28 library association across the country who discussed practical ways for our organizations to collaborate on big picture initiatives. One of the outcomes of this was some fast response to developing issues that involved the law library at the University of Saskatchewan.
- There was a bit of a late winter lull and June saw members visiting with our industry partner LESA for a tour of their facility and services as well as getting some good advice on giving effective presentations
- June also saw the Head Start Program successfully executed by ELLA members for the 12th year in a row. Thanks to everyone who shared their energy, time, and expertise with articling students for their benefit and the benefit of the profile that this activity brings to Edmonton Law Librarians.
- Here we are at our AGM. This lunch is not inexpensive for members who self –fund. We appreciate that coming to this trendy and excellent facility is something different. We don't have any actions that require voting, with the exception of approving a volunteer to audit our records (think about volunteering and we will call for volunteers after Christine gives her report. We felt that this would be an appropriate time to have a destination AGM. Thank you all for coming. We look forward to feedback about this venue and style of AGM – which should probably be restricted to years where there is not an executive turn over
- The organization is fiscally healthy, the programming we have done in the first half of our mandate has been well received and the executive would love ideas for what you would like to see at 2014-15 Edmonton Law Libraries Events.
 - b. Secretary Treasurers Report, submitted by Christine W.
- The unaudited preliminary statements for 2013-2014 show we had another successful year.

- In the general account, ELLA has taken in \$2320 and spent \$2707. Most of the money is spent on catering or restaurants.
- Head Start took in \$3,360 in fees. Expenses were about \$1900.
- There was an expense of \$719 to send our Chair to represent us in Windsor and the Library Leaders' Meeting.
- Significant expenditures include ELLA sponsoring the SLIS Professional Development Day for \$100.00, our post office box at \$180.00, and website hosting at \$105.00.
- To address the general account, we should consider next year: obtaining sponsorship for some events; transferring in some funds from Headstart account; charging more for our events to cover the cost of catering; and/or having more brown-bag events which don't cost us.
- The books will be audited by a volunteer, Jane S., and then an audited statement will be presented.

Motion that Jane S. be appointed the volunteer auditor for this year. Moved – Jane S.; Seconded – Josette.
Motion carried

c. Web Manager's Report, submitted by Melissa

1. Last summer, moved ELLA website to a Word Press platform

Over the year the new platform worked well:

- allows email notifications of new posts and comments
- allows easy uploads of content
- convenient access to administer the site from any computer with internet connection (no special software required)
- allows multiple people to contribute content, using their own individual account sign-in:
 - Members of the executive
 - Leads of committees and initiatives (Head Start, Last Copy)

One new issue was a high level of spam comments– subscribed to Akismet for spam management

- \$24 / year. As a non-profit association, the cost amount is our choice

2. For next year, the Executive wants to set up a better way for members to communicate with the membership as a whole.

- Current methods have some problems
 - (Secretary forwarding messages from 3rd parties is difficult with the ELLA exec email account)
 - Membership blog doesn't give universal new post notifications – ALL (and other gvt members?) use email software that doesn't receive RSS notifications well.
- Possible solutions: A new blog platform (like Word Press). Or other ideas? A list-serve? Google or Yahoo Group?

d. Head Start Committee Chair's Report –submitted by Ana

- Headstart was a great success
- We started the year with \$4397.55 we ended today with \$7685.05.
- We had 41 participants
- Many of the participants completed evaluation forms, and the program was rated good or excellent by most participants.
- Possibility of partnering with the U of a Faculty of Law to present a Headstart at the University – more information on this to come

e. Last Copy Committee Report

No report given as the committee is inactive at the present and lacks a chairperson.

4. New Business

a. CASL compliance

Shaunna explained that CASL will apply to ELLA. We will have to ask for permission to contact members. With CASL, we will not be able to e-mail lapsed members, and messages on things like Jerome L could potentially be a problem.

b. Programming ideas put forward by members at the meeting

- i. Canada Corporations Act Amendment - in Force October 17.
- ii. Charities and not for profits are coming under a new act
- iii. Historical Librarians
- iv. Quantum computing
- v. Advocacy
- vi. Update on Aboriginal Title

5. Adjournment

Jane S. moved that we adjourn; seconded by Lyla. Business adjourned