

**Edmonton Law Libraries Association
Annual General Meeting
Wednesday, June 24, 12:00 PM**

13 voting members present

1. Approval of the Agenda

Shaunna Mireau requested a motion to approve the agenda.

Moved – Julie Olson; seconded – Anke Eastwood

Motion carried.

2. Approval of AGM 2015 Minutes

a. Motion to allow the ELLA Executive to approve the 2015 AGM Minutes

Shaunna requested a motion that would allow the Executive to approve the minutes so that they could be posted to the website this year.

Moved – Stacey Bissell, seconded – Mila Evans

Motion carried.

3. Old Business and Reports

a. Chair's Report, submitted by Shaunna Mireau

It was a positive year overall.

- Other responsibilities kept her away from the 2015 meetings but Julie Olson. stepped up and helped get things done.
- She also appreciated the efforts of Melissa Hathaway. in getting the new website and blog up and running.
- The weight of change affects us all. Support for law libraries is disappearing but we are all still here and functioning. Recent political change is seen as an opportunity – it is critical we have some positivism in our profession. Just keep swinging, moving forward, maintain activism within your organizations and groups like ELLA.
- The outgoing Executive was thanked as well as the people who put their names forward for the new Executive.
- Some of the planned sessions this year did not happen due to scheduling problems. However, the Dean of University of Alberta Law School asked to be invited again, as did Justice Côté, who was to speak on his Practical Legal Research paper.

b. Secretary/Treasurer's Report, submitted by Shaunna Mireau

- The Secretary/Treasurer is on maternity leave so a financial picture was created from records rather than financial statements.
- The financial picture is positive; HeadStart funds continue to supplement the Association.
- The occasional brown lunches helped with the bottom line as the full catering cost is not covered by the lunch fees collected.
- \$1,000 was transferred from HeadStart to the Association.
- HeadStart will have a balance of approximately \$6,500 after expenses are paid from the session last week.
- As we are in the black and doing fine there will be no need to increase fees.
- A new Auditor will be needed this year.

Motion to approve Reports.

Moved – Julie Olson, seconded – Megan Siu

Motion carried.

- Shaunna Mireau called for volunteers to fill the Auditor position. Stacey Bissell put her name forward.

Motion to accept Stacey Bissell as Auditor

Moved – Julie Olson, seconded – Judy Oberg

Motion carried.

c. Web Manager's Report, submitted by Melissa Hathaway

- Costs for website are: Hosting \$112.77, Domain Renewal \$52.50 and Spam Protection \$24.00.
- The blog was moved to the new site under a category named "blog" You can sign up for notifications and, as it is in WordPress, it is easy to make a post.
- We all share one account, but an individual account could be set up for a heavy user.
- Instructions on how to post an entry were included on the webpage.
- A manual has been created to assist in the transfer of responsibility to a new Web Manager.

- Melissa is unable to continue in this position. The incoming Executive will appoint a successor. A Call for volunteers was made. Interested parties can speak with Megan Siu or Jane Symons.

d. HeadStart Committee Report, submitted by Julie Olson

- The HeadStart Chair, Ana San Miguel, was unable to attend so Julie Olson spoke to the meeting.
- There were 39 participants this year.
- The format was changed to one day. Many of the participants found the day too long and wanted some sort of break in the afternoon.
- The session on cases was found to be too repetitive. It was suggested that it might be better to focus on what you can use a librarian for in finding case law as opposed to legal reasoning, which they take in school.
- All the participants noted on their evaluation forms that they had learned something.
- The impetus behind these sessions remains the same – it reduces duplication of effort for the law librarians across the city as the articling students come on board.
- Shaunna asked for a mandate from the Association in regards to keeping the HeadStart program going. The University of Alberta had proposed doing a legal research session but to date it has not been put in place.
- In the discussion that followed it was noted that the Alberta Law Libraries (ALL) staff are facing another review, due September 1st. As it is now they are short-staffed. Support from the ALL staff has been integral to the success of HeadStart, especially as they supply the venue. Some are uncertain at the moment if they can commit to ELLA when their job future is unclear.
- It was decided to address this question at the September Business Meeting after the review was complete. Shaunna also called on those from private law firms to think of their responsibilities toward this endeavour.

e. Update on advocacy initiative, submitted by Shaunna Mireau

- Shaunna had participated in the collaborative effort among Canadian library associations in regards to library advocacy. She updated us on progress since the initial meeting was held in Windsor, Ontario. There is an outcomes working group that is developing strategy. Most of the members of this group are based in Ontario. There is no vehicle for us to contribute financially to the National effort.
- Regionally, Shaunna was able to comment on the Law Society of Alberta (LSA) survey to the President of the LSA. She also presented at ELOMA (Edmonton Law Office Management Association) on the benefits of having an in-house librarian.

- Advocacy is always hard to measure. Shaunna suggested the new executive address an Advocacy Plan or Committee.
- Julie Olson commented how lawyers will complain to her about service cuts yet they are in a better position to take their concerns to the LSA. She suggested we use the power of the lawyers.
- CALL has done just that by having a booth at the Canadian Bar Association conferences. There is one in Calgary this August 14-16 and Shaunna is coordinating the CALL Booth; ELLA volunteers are welcome. By participating in this it gives librarians an opportunity to speak with lawyers directly, and an opportunity to be visible as they discuss the shake-ups in the legal profession as a whole.
- We should continue to share advocacy items whenever possible; an example of this was pushing out the petition regarding E-Laws in Ontario.

4. New Business

a. RSA 2000 updates for the women's prison library

- Field Law has a set of the Statutes of Alberta in loose-leaf format. It is current to 2013. Josette McEachern checked with the prison (through GELA) and they would like this set. It was proposed that ELLA pay for updating the set for \$202-\$230 and possibly keeping it updated for \$80 per year.

Motion to update the RSA 200 loose-leaf set available for donation lawyer to the women's prison from a Field Law lawyer and coordinate through GELA with a maximum cost to ELLA of \$250.

Moved- Anke Eastwood, seconded – Megan Siu.

Motion carried

- It was suggested to check with GELA to see if they had any fundraising already in place to manage the annual updating.

b. Programming suggestions for 2015-2016

- Anke Eastwood asked about a session with the publishers, but they do not seem willing to come to Edmonton. Conducting a session by video-conference was suggested.
- A session on Maritime Law Books' collaboration with CanLII.
- A session to involve library students.
- A session with Chris J. Evans, a criminal defence lawyer.
- Invite Kathleen Ganley, the new Minister of Justice, to speak to the membership.

- Invite Justice Moen to speak on the Family Law Initiative. Marilyn Doyle will forward more information on that.

5. Election of 2015-2017 Executive

- Megan Siu, who had let her name stand for the position of President, was acclaimed as such.
- Jane Symons, who had let her name stand for the position of Secretary/Treasurer, was acclaimed as such.
- Ana San Miguel accepted the appointment of ELLA's Member-at-Large.
- The appointment of Web Manager will be made by the incoming Executive.

6. Adjournment

Motion to adjourn.

Moved – Stacey Bissell, seconded – Gina Linden

Adjourned.

Minutes submitted by Jane Symons.