

Yukon Council of Archives

2013 Annual General Meeting Yukon Archives Meeting Room & Teleconference

**June 27, 2013
12 PM – 1 PM**

Minutes

1. Call to order

Linda Johnson called the meeting to order at 12:10 PM.

2. Introductions

Round table introductions of individual and institutional members:

- Linda Johnson, YCA President, individual member
- Peggy D’Orsay, individual member
- Rob Sutherland, Yukon College Archives, institutional member
- Ian Burnett, Acting Manager, Heritage Resources, individual member
- Tip Evans, Manager Heritage Resources, Teslin Tlingit Council, institutional member
- Nancy Oakley, Executive Director, YHMA, institutional member
- Wendy Sokolon, Yukon Archives institutional member
- Clara Rutherford, individual member by proxy to Linda Johnson
- Sue Parsons, Trondëk Hwëchin First Nation, institutional member by proxy to Rob Sutherland
- Diane Chisholm, individual member by proxy to Rob Sutherland
- Helene Dobrowolsky, individual member by proxy to Linda Johnson

3. Review of Agenda

Motion to accept agenda with one addition under 10. Other Business: change of signing authority for bank accounts. Moved by Tip Evans, seconded by Rob Sutherland; carried.

4. Minutes of 2012 AGM

Minutes of 2012 AGM reviewed and accepted. Moved by Ian Burnett, seconded by Wendy Sokolon; carried.

5. Acting President’s Report for 2012/13

Linda Johnson presented her report (attached) as Acting YCA President for 2012/13. Brief discussion regarding goals and objectives for 2013/14: membership renewal and drive in fall 2013, plans to review and consider next steps for the YCA mandate including implementation of projects

identified in the *2012 Yukon Archival Needs Assessment* report, other ideas as presented by members.

6. Financial Report 2012/13

Lesley Buchan prepared the 2012/13 financial statements on behalf of the board (attached). The YCA remained in a stable financial position over the year, servicing minor administration costs out of positive balance in bank accounts. YCA was in good standing at YG Consumer & Corporate Affairs for the past year and updated reports will be filed asap to remain current as a registered society. Moved by Ian Burnett, seconded by Nancy Oakley to accept the financial statement as presented; carried. Special resolution to waive requirement for an audit (attached and sent to members prior to AGM) moved by Tip Evans, seconded by Peggy D'Orsay; carried.

7. Review of Yukon Archival Survey (completed in spring 2012)

Members present agreed to review the report and meet in fall 2013 to resume discussions and planning for implementation of the report recommendations as appropriate.

8. Next Steps for YCA

President reported positive discussions with various institutional members in recent months and desire to renew YCA mandate and purpose through discussions in coming months.

9. Election of Officers

Linda Johnson (President), Rob Sutherland (Vice President) and Tip Evans (Secretary Treasurer) agreed to continue as Executive members for the next year, with the goal of recruiting additional directors in fall 2013 as part of the YCA renewal process. Motion to accept acclamation of these members moved by Ian Burnett, seconded by Nancy Oakley; carried.

10. Other Business

Resolution to rescind signing authority for Jennifer Roberts and Wendy Sokolon, and to add Rob Sutherland and Tip Evans moved by Wendy Sokolon, seconded by Ian Burnett; carried.

Reports of Institutional Members: all reported busy activities overall, reduced number of projects owing to loss of NADP funding. Brief written reports to follow in coming months.

Linda Johnson thanked all members for support over the past year, with special thanks to Peggy D'Orsay for maintaining mail and bank accounts, Lesley Buchan for work on financial statements.

Rob Sutherland thanks Linda Johnson for her work maintaining correspondence and contacts with YCA members along with work on CCA national initiatives.

11. Motion to Adjourn

Peggy moved adjournment of meeting; carried.