

YUKON COUNCIL OF ARCHIVES (YCA)
Annual General Meeting Minutes
Yukon Archives Meeting Room
Thursday, May 24, 2012
5:15 pm

Present: Lesley Buchan, Ian Burnett, Diane Chisholm, Doug Drake, Carolyn Harris, Glenn Icton, Natalie Pinter, Jenn Roberts, Wendy Sokolon, Rob Sutherland

Regrets: Patricia Cunning, Tip Evans, Linda Johnson, Morgen Smith

Minutes recorded by Wendy Sokolon

1. Introductions
2. Review of agenda
3. Approval of minutes from May 11, 2011 AGM
Moved by Lesley; seconded by Diane. Approved.
4. Business Arising: From the AGM 2011 minutes – Natalie was not added as a signing authority as was suggested in the minutes.
5. President's Report:

CCA AGM on Saturday October 22, 2012 was cancelled and there was a teleconference instead.

Items discussed:

- LAC initiatives and LAC report - the Trusted Digital Repository (TDR) was mentioned and "collaboration" was cited as key in LAC's new direction. Major priority for LAC is the whole of society model which is meant to guide our acquisition, resource discovery and content support. Increasing digital content and access is another priority for LAC.
- Council updates: several councils have taken their NADP envelope and put it towards ICA AtoM conversion of provincial catalogues in order to benefit all members.
- ARCHIVESCANADA.ca and ICA AtoM report: at the end of September 2011 CCA entered into an agreement with Artefactual to enhance the ICA AtoM software in order to meet the needs of the national catalogue. It will be rolled out in 2012 and will be compatible with existing provincial/territorial platforms.
- NADP 2010-11 report: There were 95 projects in 2010-11. The 2011-12 cycle was underway but 80 projects were approved.

Yukon Archival Advisory program:

Although David Porter resigned his position as the Archives Advisor in spring 2011, YCA was able to retain him under the program to assist with institutions' applications to the National Archival Development Program. There were five successful applications this year but on April 30, 2012, the archival community learned that the NADP has been eliminated.

Needs Assessment:

In addition to retaining David Porter to assist members with NADP applications, the program expanded the scope of one of the objectives of the advisory program: to conduct a needs assessment of Yukon archival institutions. This was achieved by hiring a consultant, Clare Daitch, to carry out the survey and write the report. Clare's recommendations were delivered on March 30, 2012 and final copies of her report are now available to members.

Since the NADP has been cancelled, there will be no Advisory Program nor any work on the needs assessment recommendations during the 2012-13 year.

Federal funding cuts:

With the recent news that the NADP has been cancelled and that LAC has seen a reduction of approximately 20%, Jenn has been focusing on responding to this issue on behalf of YCA. A joint letter has been submitted by the three territorial councils to Heritage Minister Moore. Jenn has been attempting to secure an appointment with Ryan Leef, Yukon MP. The elimination of the NADP means that our advisory program no longer has sufficient funds to continue and the entire Canadian archival network has been compromised. The viability of the Yukon Archives Union List is also questionable. YCA needs to know what LAC's approach to the future of ARCHIVESCANADA.ca is going to be. As the core of our network, it is the way in which our smaller archives are brought together under one searchable umbrella.

Moved by Wendy to accept the President's report; seconded by Ian.
Approved.

6. a) Financial Statements for 2011/12

Lesley prepared and presented the report.

Moved by Diane to accept the financial statements; seconded by Jenn. Approved.

b) Special Resolution: RESOLVED that the membership waives the requirement for review of the financial statements for 2011/12

Moved by Ian to waive the review; seconded by Rob. Approved.

7. Committee Reports

- a) NADP Adjudication Committee: verbal report given by Jenn Roberts. There were five applications for the 2011/12 year and all applications were approved by the CCA. It is unclear, given the elimination of the NADP, as to how many, if any, of the projects will proceed.
- b) Education Committee: verbal report given by Lesley Buchan. Aboriginal Archives Workshop was offered in fall 2011. A report has been submitted to the Heritage Training Fund to receive money to support this endeavor.
- c) Membership Committee: verbal report given by Lesley Buchan. She reported that there are currently 15 members – 8 individual and 7 institutional members.

8. Institutional Reports

MacBride Museum: verbal report given by Jenn Roberts on Patricia Cunning's behalf. MacBride did not do an NADP project this year but we are continuing to do work on their collection annually. Patricia sent a letter to send to our MP and she talked to Senator Lang briefly and told him a letter was coming from them. She believes that a program is very necessary. Certainly improvements can always be found. She would like to talk about an alternate delivery model.

Yukon College: verbal report given by Rob Sutherland. YC continuing to work with photographs. They wish to carry out the NADP project but without funding, the future of the project is uncertain. YC sent a letter to Ryan Leef.

Yukon Archives: verbal report given by Ian Burnett. YA has not applied for NADP funding for several years. Projects being concentrated on are dehumidification of the building, vault C planning and construction, digital records pilot projects, updating emergency procedures, and the launch of a book to commemorate YA's 40th anniversary: *For the Record: Yukon Archives 1972-2012*

9. YAUL and Archives Canada

The Archives Society of Alberta hosts Yukon's content in its database and is switching its software from Cinemage to ICA AtoM. Yukon's data will be imported with the conversion. Jenn is meeting with Artefactual and ASA to discuss details surrounding how and when this migration will occur. A special meeting involving institutional members is going to be called by Jenn

Roberts to discuss YAUL's future and how important YCA members consider the network to be. The future of ARCHIVESCANADA.ca is uncertain, as continued funding to support it does not exist given the recent cuts.

10. YCA – future direction?

Should YCA remain? If so, what purpose should it have? Who should run it? What funding sources are available? Discussion ensued. A council is an effective body to lobby government, though its effectiveness was questioned. A special meeting involving institutional members is going to be called by Jenn Roberts to discuss YCA's future. The Needs Assessment report will be circulated prior to the meeting. Travel grants will be given to subsidize costs to attend the teleconference meeting.

11. Elections

a) Executive and Board of Directors

- **President:** Jennifer Roberts completed her 2 year term but agreed to continue as President until the special meeting.
- **Vice-President (VP):** Linda Johnson
- **Secretary/Treasurer:** Tip Evans
- **Director:** Rob Sutherland

b) Appointments to NADP Adjudication Committee (and other committees)

No changes from 2010/2011

12. Other business

a) ACA 2012 – June 7-9 2012

13. Adjournment

Ian moves. Approved.

Meeting adjourned at 7:10 pm.