



CANADIAN ASSOCIATION OF PROFESSIONAL ACADEMIC LIBRARIANS (CAPAL)
ASSOCIATION CANADIENNE DES BIBLIOTHÉCAIRES EN ENSEIGNEMENT SUPÉRIEUR (ACBES)
AGENDA
Annual General Meeting
1 JUNE 2023

Note: All Enclosures available via [Sync](#). For a full list of enclosures, see Appendix.

1. Call to order.
2. Approval of the agenda.
Motion: To approve the agenda.
3. Approval of the minutes of the AGM held 10 June 2022. ([Enclosure #1.](#))
Motion: To approve the minutes of the AGM held 10 June 2022 as presented.
4. Welcome and introduction of the directors, officers, and standing committee chairs.
5. Resolutions of the Association
6. Report of the board. ([Enclosure #2.](#))
Motion: To receive the report of the board as presented.
7. Financial Report.
 - a. Report of the Treasurer (as per Blyaw 3.8).
 - b. Approval of the budget for 2023. ([Enclosure #3.](#))
Motion: To approve the budget for 2023 as presented.
8. Business arising.
9. New business.
 - a. Results of election of directors, held May 2023. (Nominations Committee) ([Enclosure #4.](#))
As per [bylaw 6.5](#), “Directors shall be elected annually by the members. The Nominations Committee will conduct online elections during the first three weeks of March of each year. Results of the election will be announced at the Annual General Meeting and at each succeeding annual meeting at which an election of directors is required.”
Motion: To ratify the election results.
 - b. Discussion on the amendment of CAPAL/ACBES by-laws to comply with the updated Ontario’s *Not-for-profit Corporations Act*. All by-laws must legally be updated to comply with ONCA by October 2024.

- c. Discussion on the Student Committee and the absence of committee co-chairs.
Where does CAPAL see the future of this committee going? How does the student mentorship program fit into this work?

10. Reports of the standing committees. (Enclosures #5–11)

- a. Presentations, questions, and answers.

- i. Advocacy ([Enclosure #5.](#))
- ii. Communications ([Enclosure #6.](#))
- iii. Diversity & Equity ([Enclosure #7.](#))
- iv. Education & Professional Development ([Enclosure #8.](#))
- v. Membership ([Enclosure #9.](#))
- vi. Publications ([Enclosure #10.](#))
- vii. Research & Scholarship ([Enclosure #11.](#))
- viii. National Student Liaison

Motion: That the reports of the standing committees be received as presented.

11. Other business.

12. Closing remarks.

13. Adjournment.

Access to enclosures listed for the AGM 2023 are available [online](#).

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Enclosure	Filename	Description
	CAPAL AGM 2023 Agenda	CAPAL 2023 Annual General Meeting AGENDA: Agenda for AGM to be held 2023 June 1.
Encl. #1	AGM_2022_Minutes	Minutes of the CAPAL 2022 AGM.
Encl. #2	Board_Report_2023	Report of the Board, 2022-2023.
Encl. #3	CAPAL Budget 2023	Proposed Operational budget for 2023.
Encl. #4	Nominating Committee Report 2023	Report of the Nominations Committee concerning directors elected.
Encl. #5	Advocacy Report 2023	Report of the Advocacy Committee to the 2023 AGM.
Encl. #6	Communications Report 2023	Report of the Communications Committee to the 2023 AGM.
Encl. #7	Diversity Equity Report 2023	Report of the Diversity & Equity Committee to the 2023 AGM.
Encl. #8	Educational Professional Development Report 2023	Report of the Education & Professional Development Committee to the 2023 AGM.
Encl. #9	Membership Report 2023	Report of the Membership Committee to the 2023 AGM.
Encl. #10	Publications Report 2023	Report of the Publications Committee to the 2023 AGM.
Encl. #11	Research Scholarship Report 2023	Report of the Research & Scholarship Committee to the 2023 AGM.

Current STANDING COMMITTEES:

Advocacy Committee (confirmed by the Board, 2015-10-16)

The Advocacy Committee is a standing committee of CAPAL/ACBAP with a mandate to advocate for the rights, professional autonomy and interests of academic librarians; to research and develop informed opinions which may be used in communications with members and the public; and to work with the standing committees, the Board of Directors and external organizations in the promotion and advancement of issues and causes.

Communications Committee (confirmed by the Board, 2017-04-21)

The Communications Committee is a standing committee of CAPAL/ACBAP. The Committee coordinates both internal and external communications related to the activities of the Association. The Committee also shares information of interest to professional academic librarians in Canada. The Committee strives to provide communications in both official languages, French and English.

Diversity and Equity Committee (confirmed by the Board, 2016-05-20)

The Diversity and Equity Committee is a standing committee of CAPAL /ACBAP dedicated to diversity and equity in academic librarianship, and is committed to creating and maintaining an atmosphere of inclusion and respect in a safe and nurturing environment. It shall work to identify and address issues of social justice encompassing but not limited to race, sexuality, religion, mental health, and ability as they relate to the library profession and its multiple constituencies.

Education and Professional Development Committee (confirmed by the Board, 2017-04-21)

The Education and Professional Development Committee is a standing committee of CAPAL/ACBAP, with a mandate to share educational and professional development opportunities with current library students and academic librarians in Canada, to raise awareness of issues regarding the current state of library education in Canada, and to monitor accreditation process in Canadian library education and seek out opportunities for CAPAL/ACBAP involvement.

Membership Committee (confirmed by the Board, 2016-07-15)

The Membership Committee is a standing committee of CAPAL /ACBAP responsible for the development of the association's membership at large.

Publications Committee (confirmed by the Board, 2017-09-12)

The Publications Committee is a standing committee of CAPAL/ACBAP with responsibility for and oversight of the official external CAPAL/ACBAP publications. The committee shall oversee the publication of the *Canadian Journal of Academic Librarianship / Revue canadienne de bibliothéconomie universitaire*; collect and post conference proceedings to the CAPAL/ACBAP website, and undertake other externally focused, publication-related activities, as determined.

Research and Scholarship Committee (confirmed by the Board, 2017-01-13)

The Research and Scholarship Committee is a standing committee of CAPAL/ACBAP, with a mandate to support, advance and promote the diverse research, scholarship and creative activities of Canadian professional academic librarians, and the right of all such librarians to engage in these activities, which are essential contributions to the advancement of knowledge and society.

National Student Committee (confirmed by the Board, 2016-07-15)

The National Student Committee is a standing committee of CAPAL /ACBAP Board, representing, supporting and advocating for student members of CAPAL/ACBAP as well as emerging professionals.