CANADIAN ASSOCIATION OF PROFESSIONAL ACADEMIC LIBRARIANS (CAPAL)
ASSOCIATION CANADIENNE DES BIBLIOTHÉCAIRES EN ENSEIGNEMENT SUPÉRIEUR (ACBES)
AGENDA
Annual General Meeting (Online via Zoom)
MAY 21, 2021 2:00 – 3:30 CST

Present: Helen Power, Amanda Wheatley, Laura Koltutsky, Carol Leibiger, Douglas Fox, Cecilia Tellis, Maha Kumeran, Amy Paterson, Ben Mitchell, Justin Fuhr, Graham Lavender, Michelle Brown, Janice Winkler, Afra Bolefski, Cal Murgu, Mary Greenshields, Alan, Chris
Regrets: Nicole Eva
Minutes: Mary Greenshields

Note: All available attachments were sent out with the meeting agenda.

1. Call to order. 2:04pm

1. Approval of the agenda.
   Motion: To approve the agenda.

   Moved/Seconded/Motion Carried
   Laura/Cal Murgu/Carried

1. Approval of the minutes of the AGM held July 28, 2020.
   Motion: To approve the minutes of the AGM held July 28, 2020 as presented.

   Moved/Seconded/Motion Carried
   Laura/Janice Winkler/Carried

4. Welcome and introduction of the directors, officers, and standing committee chairs.

5. Report of the board.
   Motion: To receive the report of the board as presented.

   Discussion:

   Moved/Seconded/Motion Carried
   Laura/Alan/Carried

5. Financial Reporting
   Motion: To receive and approve the CAPAL 2020 Budget document presented by Mary Greenshields, CAPAL Treasurer.

   Discussion:

   Moved/Seconded/Motion Carried

Laura/Janice/Carried

6. New business.

    a. Results of election of directors, held April 2021. (Nominations Committee)

    Amanda Wheatley (McGill University)
    Carol A. Leibiger (University of South Dakota)
    Justin Fuhr (University of Manitoba)

    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.

    Discussion: Many laudatory comments about incoming members

    Moved/Seconded/Motion Carried
    Laura/Helen/Carried

    b. Re-evaluation of CAPAL's external association memberships

    The CAPAL Board has committed itself to evaluating its membership within broader associations. (IFLA, CFLA/FCAB, the Federation of Humanities and Social Sciences). This evaluation needs to many factors. These will include how well these other associations are doing in reflecting on their processes and structures as it relates to their BIPOC members and the broader BIPOC community. Other factors may include but are not restricted to defining membership benefits including representation on committees, conference registration discounts, conference planning assistance, etc.

    Motion: To form a work group that will provide the Board with analysis of membership benefits and external associations' progress around concerns raised by BIPOC and LGBTQ2SA+ members and historically marginalized and under resourced communities.

    Discussion: Expand on the group

    Moved/Seconded/Motion Carried
    Laura/Maha/Carried

9. Reports of the standing committees.
    a. Presentations, questions, and answers.

        i. Advocacy
        ii. Communications
        iii. Diversity & Equity
        iv. Education & Professional Development

v. National Student Committee
vi. Publications
vii. Membership
vii. Research & Scholarship
viii. Nominations

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

Discussion: 214 members currently, 190 in the previous years

Moved/Seconded/Motion Carried
Laura/Maha/Carried

10. Other business.

Future CAPAL conferences

Assuming that in the future in-person conferences are possible, CAPAL needs to make some decisions around how we will structure our conferences. Would we return to in-person conferences and would we return to the Congress schedule? What are the advantages of virtual over in-person? Nothing has been decided at this point and the CAPAL Board will be looking for feedback from membership on this topic.

Discussion: Advantages and disadvantages of in person vs virtual; conference was free but could have had a free will offering - free for everyone to give the opportunity; BIPOC must be paid to present; we need to pay to have people come; survey will be sent out and will include committee chairs.

Developing a Code of Conduct for all CAPAL volunteers

CAPAL is growing in complexity and there should be an understanding of the roles and expectations for its volunteers. Would a Code of Conduct serve the association in helping volunteer members understand the roles of and expectations for committee chairs, cop/committee members, and board members. Developing a process for concerns raised at any level of the association should be something that we are thinking about. Volunteer run organizations need to think about how the values of the association are perceived and transmitted throughout the organization. Would a Code of Conduct help us to map out processes?

Discussion: There is support for guidelines or a code of conduct for members; an onboarding process; an understanding of who you should approach; list of dos and donts with definitions - “shared language”; consequences for actions clearly defined & scenarios as examples

11. Closing remarks.

12. Adjournment.

Laura/Helen/Carried

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 identity 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.