



**CANADIAN ASSOCIATION OF PROFESSIONAL ACADEMIC LIBRARIANS (CAPAL)  
ASSOCIATION CANADIENNE DES BIBLIOTHÉCAIRES EN ENSEIGNEMENT SUPÉRIEUR (ACBES)**

**AGENDA  
Annual General Meeting  
10 JUNE 2022**

**Note: All Enclosures attached and will be archived in Sync. For a full list of enclosures, see Appendix.**

**Present:** Mary Greenshields, Justin Fuhr (acting AGM secretary), Laura Koltutsky, Alan Aldrich, Carol Leibiger, Alicia Cappello, Allison Sivak, Amanda Wheatley, Aneta Kwak, Allison Sivak, Constance Adamson, Courtney Lundrigan, David Purdy, Elizabeth Cardoso Fernandes, Elizabeth Kreiter, Helen Power, Inaam Charaf, Jeff Newman, Jennifer Soutter, Jennifer Ticknor, Jerremie Clyde, Kelly Keus, Maggie Gordon, Megan McKeekin, Roger Chabot, Sarah Brown, Susan Bond, Tara Mawhinney, Rudolf Traichel, Doug Fox

**Regrets:** Cecelia Tellis, Emily Carlisle-Johnston, Nicole Eva

1. Call to order (11:03am CST).

2. Approval of the agenda.

**Motion:** To approve the agenda.

Moved/seconded/carried: Alan, Jeff, motion carried

3. Approval of the minutes of the AGM held in 2021. (Enclosure #1.)

**Motion:** To approve the minutes of the AGM held as presented.

Moved/seconded/carried: Carol, Alan, motion carried

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

5. Report of the board. (Enclosure #2.)

Discussion:

- Amendments:

- Amend Board Report to reflect Conference theme as “Libraries & Wellness” instead of “EDI in Academic Libraries.”
- Amend Board Report to Voting Director, “Amanda Wheatley” instead of “Amanda Wheatly”.

**Motion:** To receive the report of the board as amended.

Moved/seconded/carried: Alan, Carol, motion carried

#### 6. Financial Report. (Enclosure #3)

Discussion:

**Motion:** To receive the report of the Treasurer as presented.

Moved/seconded/carried: Amanda, Jeff, motion carried

##### a. Approval of final budget of 2021 expenditures. (Enclosure #4.)

Discussion:

**Motion:** To receive the final budget of 2021 expenditures as presented.

Moved/seconded/carried: Amanda, Jeff, motion carried

##### b. Approval of the projected budget for 2022. (Enclosure #5)

Discussion:

- To move \$2,000 to reserve Interest bearing account (GIC).
- Discussion on whether to increase *CJAL* proposed expenses to projected expenses.
  - Amendment: \$1940.85 (*CJAL* Expenses); \$22580.85 (Total Expenditures).
- Explore formal procedure for Communities of Practice and committees to request money for activities (e.g. closed captioning, speaker honorariums).
- Future consideration for online or in-person conferences and corresponding registration fees.

**Motion:** To approve the projected budget for 2022 as amended.

Moved/seconded/carried: Amanda, Jennifer Soutter

#### 7. Business arising.

#### 8. New business.

##### a. Results of election of directors. (Nominations Committee) (Enclosure #6)

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.”

Marian Davies (University of Waterloo)  
Christopher Thomas (Mount Royal University)  
Aneta Kwak (University of Toronto)

b. Discussion on [CAPAL/ACBES Video Upload Non-Exclusive License Form](#).

Amanda Wheatley presented a new Non-Exclusive License Form intended to give permission for CAPAL Conference presentations and other CAPAL presentations to be hosted on the CAPAL YouTube channel. Future revisions to the form will include Creative Commons licenses or whether a previous Creative Commons license applies to the work.

c. Discussion on [Charter on Equity, Diversity, Inclusion, and Decolonization in the Social Sciences and Humanities](#)

Mary Greenshields gave background to Federation for the Humanities and Social Sciences draft charter on equity, diversity, inclusion, and decolonization. Open to suggestions or feedback on charter.

9. Reports of the standing committees. (Enclosures #7–14)

a. Presentations, questions, and answers.

1. Advocacy (Enclosure #7)
  - a. Amendment to CAPAL abbreviation: “CAPAL/ACBES”
2. Communications (Enclosure #8)
3. Diversity & Equity (Enclosure #9)
4. Education & Professional Development (Enclosure #10)
5. Membership (Enclosure #11)
  - a. 284 members
6. Publications (Enclosure #12)
7. Research & Scholarship (Enclosure #13)
8. National Student Liaison (Enclosure #14)

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

Moved/seconded/carried: Alicia, Amanda, motion carried

10. Other business.

Mary Greenshields thanks all committee chairs and members for all of their hard work. Laura Koltutsky thanks Mary Greenshields for serving as Board Chair.

Kelly Keus has CAPAL Conference 2022 material in a new CAPAL Conference Google account (using Google Drive and Gmail), which she can pass off to the next conference chair.

Laura Koltutsky thanks departing Board members.

11. Closing remarks.

12. Adjournment. (meeting adjourned 12:14 pm CST)

<b>Enclosure</b>	<b>Filename</b>	<b>Description</b>
Encl. #1	CAPAL AGM Minutes_May2021	Minutes of the CAPAL2021 AGM.
Encl. #2	CAPAL_Board_Report_ 2022	Report of the Board, 2021-22
Encl. #3	Treasurer Report to the Annual General Meeting 2022	Report of the Treasurer to the 2022 AGM
Encl. #4	CAPAL Budget 2021	Budget from 2021
Encl. #5	CAPAL Projected Budget 2022	Projected budget from 2022
Encl. #6		Report of the Nominations Committee to the 2022 AGM
Encl. #7	CAPAL Advocacy Committee Report to the 2022 Annual General Meeting	Report of the Advocacy Committee to the 2022 AGM.
Encl. #8	Communications Committee Report_2022	Report of the Communications Committee to the 2022 AGM.
Encl. #9		Report of the Diversity & Equity Committee to the 2022 AGM.
Encl. #10	Education & Professional Development Report 2022	Report of the Education & Professional Development Committee to the 2022 AGM.
Encl. #11	CAPAL Membership Committee Report 2022	Report of the Membership Committee to the 2022 AGM.

Encl. #12	Publications Committee _AnnualReport_CAPAL2 2	Report of the Publications Committee to the 2022 AGM.
Encl. #13	CAPAL RSC Report to AGM 2021-2022	Report of the Research & Scholarship Committee to the 2022 AGM.
Encl. #14	NSC Annual Report AGM 22	Report of the National Student Committee to the 2022 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.