



2019 Annual General Meeting Agenda, minutes and annual reports



**Ontario Association of Library Technicians /
Association des bibliotechniciens de l'Ontario**

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45th Annual General Meeting 45e Assemblée Générale Annuelle

Saturday May 5, 2018 / le samedi le 5 mai 2018
Travelodge Hotel
Belleville, Ontario

Minutes / Procès-verbal

1. Call to Order / Appel à l'ordre

Meeting called to order at 12:00 p.m.

Quorum: Require 15 people for quorum: 7 proxies, 25 members were present in person. Quorum was met.

The meeting was Chaired by Vincent Elit, (President), Jessica Reeve (Parliamentarian) and Sharon Doyle (Recording Secretary).

2. Adoption of the Agenda of the 45th Annual General Meeting / Adoption de l'ordre du jour de la 45e assemblée générale annuelle.

No additions or changes to the Agenda. Motion to adopt the Agenda by Kerry McCauley, seconded by Pam Casey, to adopt the Agenda as circulated.

Motion - Carried.

3. Adoption of the Minutes of the 44th Annual General Meeting / Adoption du procès-verbal de la 44th assemblée générale annuelle.

Other than typographic errors there were no corrections identified.

Moved by Liz Aldrey, seconded by Ann Censner to adopt the Minutes from the 44th Annual General Meeting with the corrections.

Motion - Carried

4. Reports/Rapports

The Association's By-laws require that three Board members prepare reports for the Annual General Meeting: The President reports on the Association's activities during the previous year, the Treasurer on the overall financial well-being of the Association, including membership. Finally, the Conference Coordinator reports on financials related to the annual conference as this is the single largest expense the Association bears.

a. Board of Directors / Conseil d'administration

i. President / Président

Vincent Elit read the President's report for those who had not had a chance to read it.

Pam Casey – Asked if all 4 of the Chapters have Executives. Mention the Executives of the Ottawa Chapter/Section d'Ottawa and Halton-Peel Chapter.



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ii. Treasurer / Trésorière

Lori O'Connor presented the Treasurer's Report.
Bank reconciliation form for end of the year shows balance of \$34,647.36
There were no outstanding cheques.
Total income \$15,845.27
Total expenses for the year \$15,256.46.
Cash on hand \$39,194.15 (including GIC)

Vicky Lynham – Lori has found an accountant in Kingston, who has done 2014, 2015 and 2016 audits. 2016 is not yet completed, and 2017 will be brought soon.
Ann Censner – Asked about the miscellaneous expense which was an A/V rental refund.

iii. Conference Report/ Rapport de conférence

Mary Chisholm (Conference Coordinator) presented the draft report for the 45th Annual Conference, held at the Travelodge Hotel, Belleville Ontario for May 2nd to 5th, 2019. Planning began in August. Thank you to the conference committee for their expertise. This year we had 45 registrations, 16 presenters, 2 tours, social event, and the awards expenses. An estimated surplus is expected of about \$2000.

Kerry McCauley – Wishes to thank the Conference Coordinator, and her team.

Motion to adopt all three Board reports as written and presented. Moved by Pam Casey, seconded by Kyle Brandy.
Motion - Carried.

b. Committees / Comité

i. Presidential Award / Prix du président

The Board did not receive any nominations for the Presidential Award and such no committee was struck.

ii. Award for Innovation / Prix pour l'innovation

The Board did not receive any nominations for the Award of Innovation and such no committee was struck.

iii. Nominating Committee / Comité des candidatures

No nominations were received. At this point we are going to open to the floor for nominations:

Liz Aldrey has agreed to do the nominations and elections.

President – Vincent Elit has agreed to stand

President Elect – no one standing

Treasurer – Lori O'Connor has agreed to stand

External Communications Coordinator – no one standing

Internal Communications Coordinator – Jessica Reeve has agreed to stand



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Conference Coordinator – no one standing
Chapter Coordinator – Shelby McEachern has agreed to stand

President

Shelby McEachern nominated Vincent Elit, seconded by Heather Emme Casson.
Any other nominations?
Motion to close the nomination: Kerry McCauley, seconded by Kelly Sobie
Vincent Elit acclaims the position.

President-Elect

No nominations received. The floor was opened for nominations.
No nominations.
Motion to close the nomination: Pam Casey, seconded by Ann Censner.
Motion passed.

Treasurer

Sarah Emtage nominated Lori O'Connor, seconded by Kathy Heney.
Any other nominations?
Motion to close the nomination: Kyle Bandy, seconded by Heather Emme Casson
Lori O'Connor acclaims the position.

External Communications Coordinator

Jessica Reeve nominated Mary Chisholm (via written nomination), seconded by Janna Colton.
Any other nominations?
Motion to close the nomination: Carol Moher, seconded by Brenda Holz
Mary Chisholm accepts the nomination.

Internal Communications Coordinator

Shelby McEachern nominated Jessica Reeve, seconded by Jeka Richards.
Any other nominations?
Motion to close the nomination: Kerry McCauley, seconded by Sharon Wigney
Jessica Reeve acclaims the position.

Conference Coordinator

No nominations received. The floor was opened for nominations.
No nominations.
Motion to close the nomination: Ann Censner, seconded by Sarah Emtage.
Motion passed.

Chapter Coordinator

Brenda Holz nominated Shelby McEachern, seconded by Sarah Emtage.
Any other nominations?
Motion to close the nominations: Janna Colton, seconded by Ann Censner
Shelby McEachern acclaims the position.



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iv. Constitutional Committee / Comité constitutionnel

The Board did not receive an update from the Constitutional Committee.

Motion to adopt the committee reports: moved by Pam Casey, seconded by Ann Censner.

All in favour.

Motion - Carried.

5. Unfinished Business / Affaires en suspens

Ann Censner – Great job on the new banner, and new logo, as a follow-up from last year's motion.

Multiple people – Short discussion about the inactive chapters. A discussion with history will follow after in New Business.

6. New Business / Affaires nouvelles

Chapters – We currently have 2 chapters that do not currently have a Board. These are the School Chapter and Toronto Chapter.

Pam Casey inquired about defunct chapters and how the constitution handles this situation. She also inquired if any changes were necessary within the constitution to handle this situation, how such changes were to be made.

-Response: Section 6 of the constitution covers dissolving chapters and requires three-quarters of the membership to vote in favour of closing

Lori – We did have meetings with the Toronto Chapter, there was not enough of a quorum to vote on an executive, or present. Kerry volunteered to be on the Executive, if there was enough interest.

Jessica – A few years ago at the Annual General Meeting, we set aside funds for events throughout the province, whether or not there was a chapter, and any member can apply to the Board for the funding. We are also happy to post it to social media, and advertising.

Jeka – Asked about online events for professional development. Is there the ability to do online webinars, as well as a live component?

Lori – Mentioned that we might be able to partner up with another organization. If anyone has suggestion, send them to the Board of Directors.

OLA Super Conference – We had 6 library technician sessions at the conference this year, and our members receive an affiliate rate to attend the conference.

Pam Casey – Asked when we asked to get a newsletter published. We sent an email to all members, and we decided to move it online, and we were not getting submissions. Can we not get a copy on our website, with all of our newsletters?



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The idea is to transition to an online "blog", and we will put them out when they are available, and send them out to members as a digest.

Vicky – Asked where these would be on our website. Any submissions can be emailed to the info@oaltabo.on.ca email account. We can post them on our home page, it can be posted as a one-off submission. Right now, the News, Articles and Events section, as well as a history of all articles. If we were to get more articles, we can create separate streams.

Ann – Asked if the call for submissions should be added to the front page, to make it more prominent.

Jeka – Our social media is not a prominent. Is there any thought to increase our social media presence, and make it more prominent? Part of the problem this year was the hand-over of the position in a short time-frame. Does not mind helping with social media, and could be enhanced for both internal and external partners.

Kerry – Where will the pictures from the App be posted? Discussion about the permissions required, and that the Board of Directors will look into this for next year's conference registration.

7. Acknowledgement of the outgoing Board of Directors / Remerciements aux membres sortants du conseil d'administration

At this point the membership has the pleasure of thanking the members of the 2017/2018 Board, who have served the Association so well in the past year.

I would like to personally thank the Board for their efforts over this past year and on behalf of the Association give those Board members who were not present at last night's celebration a token of gratitude.

Thank you to: Carolin Toppan, Lori O'Connor, Kelly Sobie, Jessica Reeve, Katharine Butler, Mary Chisholm, Shelby McEachern Jillann Rothwell, Katie Schedlich.

8. Appointment of Board of Directors / Nominations du conseil d'administration

Present: Vincent Elit
President-Elect: vacant
Treasurer: Lori O'Connor
External Communications Coordinator: Mary Chisholm
Internal Communications Coordinator: Jessica Reeve
Conference Coordinator: vacant
Chapter Coordinator: Shelby McEachern

Moved to accept the slate of directors: Sarah Emtage, seconded by Kerry McCauley
Motion – Carried.



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9. Thanks to Conference Committee / Remerciements au comité d'organisation de la conférence

We would like to thank those members that volunteered over the past three days of Conference and to all the volunteers for your efforts.

10. Future Conferences / Prochaines conférences

At this time there are no plans for a Conference in 2019.

Will move forward and send an update on location and a potential date.

Any other business at this time?

11. Adjourned / Ajournement

Call to close. Moved by Ann Censner to adjourn the meeting, seconded by Sarah Emtage.

Motion - Carried. The 45th Annual General Meeting of OALT/ABO is hereby adjourned at 1:15 p.m.