



VALL Executive Meeting | September 16, 2022 (Zoom)

Attending: Alex, Caroline, Rebecca, Ronit, Tori, Stephanie, Kurtis, Beth, Rachel, Clare

Absent: None

AGENDA

- August 4, 2022 meeting minutes – no edits; approved
- Reports & New Business
 - **President** – *Alex Everitt*
 - Welcome
 - Recap of past month
 - Alex met with all Executives for a checkin, still to meet with Rebecca
 - Sent CLLR Regional update
 - Checked mailbox, Alex to keep the key and continue checking mail this year as she is closer to mailbox
 - Ronit emailed Diana Vancity rep, resigned paperwork & ID for signing authority; email completion for signing authority (apparently did not go through previously); Caroline also set up for signing authority
 - Current signing authority, Alex, Caroline & Ronit
 - Helping programs with some emails
 - **Membership** – *Clare Asquith Finegan*
 - Emails sent for Sept session
 - 2 new members since last meeting
 - Box of items Danielle Brousseau dropped off, small event supplies – Clare to send to Tori
 - Lawbster – suggesting to add duties to membership secretary rather than VP, Clare has access to email and can set up new members on Lawbster, VP back-up support for this role, move for Lawbster duties approved, job descriptions to be updated
 - 10 Members on Lawbster but have not renewed membership, email to be sent to remind to renew or Lawbster access will be suspended
 - **Vice President** – *Caroline Nevin*
 - Signing authority completed
 - **Past President** – *Rebecca Tomlinson*
 - Going on holidays September 27 to October 11, no email access
 - **Programs** – *Tori Shewchuk, Stephanie Karnosh*
 - Lightening Talks September Event

- First event September 29, emails and reminders sent out
- Four speakers. Discussing projects and insight into what different VALL member libraries are doing
 - Gift cards for speakers, \$25 per speaker, Caroline also suggested CLEBC swag as gifts for speakers
- On Zoom
- Zoom practice session schedule for Tori & Stephanie

- October, virtual social, Halloween, trivia event
 - one time was a vendor – December 2020
 - another event with Programs leading, participants noting own answers
 - Shipping is expensive for prizes, virtual gift cards better option
 - 10am to 11am for virtual coffee; 7:30am – 9:30am for in person coffee mornings
 - in person were hosted by various firms to show off renos, view libraries
 - Pastries and coffee
 - Alex may be able to host an in-person coffee morning to show off reno at Harris
- Requested suggestions for speakers for future events
 - Caroline – Federal Agricultural Legal Library
 - DEI Project
 - Could be Canadian heirs want to know more about this
 - Beth to send info about possible speakers about Indexes
- Felix Evans had asked to be a speaker for lightning talks to talk about Lexis+
 - not what we were looking for for event, not a marketing or promotion event
 - LexisNexis could sponsor a social and include a 5 min talk about Lexis+ but restrictions on vendor promos
- Who will be writing up Programming Survey for last year
 - Last year programs committee
- Look into in-person December event,
 - cost of venue
 - in the past holiday lunch was plated or buffet
 - ballroom of a hotel, for ex. Sutton Place
 - Could look at Coast Hotel that CLE lunch was at for pricing
 - Events are happening in December this year, good to get pricing and availability now
 - Sutton Place, Coast Hotel, Terminal City Club suggested locations
- Charging for events – paying for event space or paying for speaker, charge for events to help cover these costs

- **Treasurer** – *Ronit Landon*
 - Expenses (on VALL operating act. Only):
 - If any expenses need to be incurred, please get approval from Treasurer and President first. The expenses can be charged using these methods:
 - Direct e-transfer from VALL accounts
 - Cheque

- PayPal
- If credit card payment is the only option, you can put it on your credit card and send the receipt to Treasurer and President and Ronit will e-transfer you the funds (always done within 24 hours). OR if you don't feel comfortable with that, another member of the Exec can put it on their credit card and get e-transfer reimbursement.

Income:

- VALL Operating act.:
 - 18 new member renewals: \$200 Paypal + \$520 cheques (cashed in on Aug 24) = \$720
 - No new interest.
- Peter Bark Memorial Fund act.:
 - \$80.75 in interest credited to the \$8,500 3-year escalating term deposit
 - \$55 in interest off the 2 redeemed term deposits à moved to savings

Account balances:

- VALL Operating Account:
 - \$11,362.67 in Savings
 - \$151.30 in Membership Shares= \$11,513.97
- Peter Bark Bursary Account:
= \$14,525.17

- 2022-2023 Proposed Budget
 - Estimate at least 2 in person events, will charge an event cost to members,
 - Can also ask for sponsorship money for in person events this year
 - Hard to estimate current costs for venue & food – due to pandemic & inflation
 - Proposed budget post to site for Members only
- Signing Authority – Beth removed and Caroline added.
- **Web Editor** – *Kurtis Kolthammer*
 - Highlights from Web Editor report
 - Will be sure to post VALL events on the blog
 - More dedicated language for tags, archived note on the blog?
 - Currently have a category for “archive” for events
 - Changing categories to indicate current, upcoming and past (archived) events
- **VALL Review** – *Beth Galbraith, Rachel Wertheim*
 - Fall 2022 issue
 - October 24 as a tentative deadline
 - President, Web Editor have column to submit, programs sends brief program update and photos (if there are any)
 - Treasurer report, programming survey results also to be included in this issue.

Doodle to be sent out for next meeting.

Next Meeting: Doodle poll to be sent.