

## **VALL Executive Meeting | November 29, 2022 (Zoom)**

**Attending: Alex Everitt, Rachel Wertheim, Beth Galbraith, Caroline Nevin, Stephanie Karnosh, Tori Shewchuk, Kurtis Kolthammer**

**Regrets: Ronit Landon, Rebecca Tomlinson, Clare Asquith Finegan**

### **AGENDA**

- October 19, 2022 meeting minutes - approved
- Reports & New Business
  - **President** – *Alex Everitt*
    - Big thanks for Tori & Stephanie for organizing Dec 6 event. Lots of work behind the scenes
    - Fall 2022 VALL Review completed and posted
    - Salary survey organized by VALL
      - Has had questions about salary information
      - CALL/TALL salary survey was from 2018
        - Alex take the lead, coming up with questions
        - Concern about Van/BC small size and people would be uncomfortable completing survey
        - BCLMA survey, limited views of the survey so this survey would provide data for VALL members to go into negotiations
        - BC – to get more responses need to push it out to other cities like Kamloops, Kelowna, Prince George could have more responses
        - Types of questions – salary, number of lawyers, position, how to phrase the question for courthouse library and academic law libraries
        - Discuss again at next meeting; Alex to make a draft
  - **Vice President** – *Caroline Nevin*
    - No business
    - Meeting with Thomson River University Law Librarians, will discuss VALL
  - **Past President** – *Rebecca Tomlinson - absent*

- **VALL Review** – *Beth Galbraith, Rachel Wertheim*
  - Beth – Lifetime Member Nomination: Gillian Crabtree – approved,
    - Email info to Clare, Katherine type up Bio to put on website, add to Spring 2023 issue
  - Making lifetime membership form a fillable PDF?
  - Next edition Sprint 2023 March or April
  - Katherine Melville still has access to admin side of VALL website, confirm change from old exec to new exec – mention to Kurtis
  - Peter Bark Bursary – deadline update on website, March 10, 2023.
    - Give enough time for those attending CALL Conference in May
    - Announce at December event; first email early January
- **Web Editor** – *Kurtis Kolthammer*
  - For the Salary Survey suggestion, offered to run a PowerBI report & store it in VALL files
    - Any survey format will work as long as in Excel or columns
- **Programs** – *Tori Shewchuk, Stephanie Karnosh*
  - October Social – smallish turnout, questions were surprisingly hard! Lunchtime may not be the best, could have been actual holiday not ideal
    - Send a Zoom calendar appointment when people register
  - December Holiday Event – update
    - December 6, everything come together, 45 attendees registered
      - Buffet style, disclaimer cards with all ingredients listed
      - Final payment, added couple extra people, \$3,400 final number confirmed after event
      - Speaker, Tom Isaac, very engaging,
    - day of help
      - registration, table, signs, door prizes – Tori
    - schedule of events
      - 1.5 hours in the room
      - Introduction & Peter Bark - Alex; Lifetime membership – Katherine Melville,
      - Buffet
      - Introduce speaker – Alex or Beth, Beth happy to help with public speaking
      - Door prizes
      - Name tags
  - **Presentation on Usability in Indexing**
    - Cheryl Landes to discuss indexing in April
    - \$150 USD speaker fee
    - Asking CLEBC to cover as a sponsor
  - Christine Nelson – speaker – January 26, 2023
    - Agriculture law
    - Pro Bono – no speaker fee
    - Make it relevant to VALL community
  - Alex to Host coffee meeting in Feb

- In person

- **Treasurer** – *Ronit Landon*
  - Absent but sent report

**Expenses** (on VALL operating act. Only):

- December holiday luncheon deposit & remainder of venue cost: \$1,000 + \$2,276 = \$3,276 reimbursed/e-transferred to Tori

**Income:**

- **VALL Operating act.:**
  - 1 new member renewal: \$40
  - LexisNexis sponsorship for Holiday Luncheon: \$200 - \$6.10 in PayPal fees = \$193.90
  - 33 member + 1 non-member payments: \$1,710
  - *No new interest.*
- **Peter Bark Memorial Fund act.:**
  - *No new interest.*

**Account balances:**

- **VALL Operating Account:**
  - \$8,797.62 in Savings + \$1950 transferred from PayPal (will take a few days to show up in account) = \$10,747.62
  - \$151.30 in Membership Shares  
= \$10,898.92
- **Peter Bark Bursary Account:**
  - \$1,756.08 in Savings
  - \$3,000 Non-Redeemable Annual Term (matures September 7, 2023)
  - \$8,580.75 3-year escalating term deposit (matures September 4, 2024)
  - \$1,000 3-year escalating term deposit (matures September 9, 2025)
  - \$188.34 in Membership shares  
= \$14,525.17 (*No changes since last report*)
- **PayPal account:**
  - transferred \$1,950 to VALL Operating Acct. – \$97.22 remaining in the PayPal account just in case

**Other:**

- Setup the PayPal payment button for the December holiday luncheon event
  - Unfortunately, there were some issues with PayPal payments for people trying to pay as guests/without signing in. So, as an alternative, we offered for people to pay using e-transfer. However, no one took us up on this option, and this issue seems to have resolved itself.
  -

- **Membership** – *Clare Asquith Finegan*  
Absent but sent report

**TOTAL MEMBERS FOR 2022/2023: 100**

## **Broken Down**

Paying Members: 77

Lifetime: 14

Honored: 6

Student: 3

## **New members:**

n/a

## **Updates**

- Emails sent to membership:
  - Holiday Lunch sent November 7<sup>th</sup>
    - PayPal issues notices sent Nov 8<sup>th</sup> + 10<sup>th</sup>
    - Reminders sent Nov 15<sup>th</sup> + 23<sup>rd</sup>
  - Fall VALL Review email sent Nov 28<sup>th</sup>
  
- Directory was added to website, and then amended and re-added and then amended again and re-added again to the website throughout November!
  - Had an issue with a members' name being in the database but not appearing when the database directory reports were created – solved by deleting members record and recreating it.
  - Had to edit Honoured member to Lifetime Member

No New Business