

## **VALL Executive Meeting | January 10, 2023 (Zoom)** **2pm to 3pm**

**Attending: Alex Everitt, Rachel Wertheim, Beth Galbraith, Caroline Nevin, Tori Shewchuk, Kurtis Kolthammer, Rebecca Tomlinson, Ronit Landon, Clare Asquith Finegan, Stephanie Karnosh**

### **AGENDA**

- November 29, 2022 meeting minutes - approved
- Reports & New Business
  - **President** – *Alex Everitt*
    - Teresa Gleave / Lifetime Member Complimentary Lunch
      - Lifetime Membership awarded at free event, so still owed a complimentary lunch, Alex to reach out to Teresa about when she would like to use this (June 2023 event?)
      - Clare to add note in notes field on Membership database about when free lunches have been fulfilled.
    - VALL Communication – templates & consistency
      - Update email template & Zoom events for future consistency so VALL Event is in the subject line
    - CLLR update
      - Sent to Erin Clupp, new CLLR Regional Updates Editor at Norton Rose
    - Mailbox renewal? – no card received in mailbox, Ronit confirmed mailbox was paid until 2024.
    - Peter Bark Bursary email
      - Need to send out to membership to say it's open – Alex to send template to Caroline.
  - **Vice President** – *Caroline Nevin*
    - CLBC donated Massy Books Gift Cards – 10 for VALL speaker thank you gifts or giveaway prizes
  - **Past President** – *Rebecca Tomlinson*
    - No business
  - **VALL Review** – *Beth Galbraith, Rachel Wertheim*
    - Spring 2023 Issue
      - Possibly asking someone to write about the new court of appeal rules or litigation topic
    - Lifetime Member for Gillian Crabtree is all sorted

- **Treasurer** – *Ronit Landon*
  - Discuss Steve Matthew's Gift
    - Used to send \$100 for help with website, but have not needed to use him as much
    - Last year gift was reduced to \$50
    - Kurtis will send Guusto gift card
  - From the Treasurer's Report:  
**Expenses (on VALL operating act. Only):**
    - December holiday luncheon remainder of food costs: \$252 – reimbursed/e-transferred to Tori
    - December holiday luncheon gift cards & treats: \$125 at Shoppers Drug Mart + \$84 at Meinhardt = \$209 – reimbursed/e-transferred to Tori

**Income:**

- **VALL Operating act.:**
  - 1 new member: \$40 (e-transfer)
  - 2 member payments for December holiday luncheon: \$100 (one paid in cash – have not had a chance to deposit into bank acct.)
    - Awaiting cheque payments
  - *No new interest.*
- **Peter Bark Memorial Fund act.:**
  - *No new interest.*

**Account balances:**

- **VALL Operating Account:**
  - \$10,376.62
  - \$151.30 in Membership Shares
  - = \$10,527.92
- **Peter Bark Bursary Account:**
  - \$1,756.08 in Savings
  - \$3,000 Non-Redeemable Annual Term (matures Sept. 7, 2023)
  - \$8,580.75 3-year escalating term deposit (matures Sept. 4, 2024)
  - \$1,000 3-year escalating term deposit (matures Sept. 9, 2025)
  - \$188.34 in Membership shares
  - = \$14,525.17 (*No changes since last report*)
- **PayPal account:**
  - transferred \$40 (from new member payment) to VALL Operating Acct. – \$97.70 remaining in the PayPal account just in case

- **Programs** – *Tori Shewchuk, Stephanie Karnosh*
  - December event debrief (Sutton Place – Chateau Mouton Rothschild Room)
    - Gillian Crabtree presented with Lifetime Membership by Katherine Mellvile.
    - Total attendees were 43
    - Have paid \$3,528 as of December 8, 2022, including deposit.
    - Discussed the food – it was good but a strange combination of flavours. Also, few drink options other than water. Things to look at for next time

- Tom Isaac unfortunately had a family emergency and was unable to attend, so turned into purely social function. Seems to have gone OK and people appeared to enjoy themselves.
- Will keep Tom Isaac as a back-up speaker for this year or will suggest as speaker for next year.
- Lexis was our sponsor and they paid \$200 for the prizes – Timon Sisic and Felix Evans attended the lunch.
- June Event
  - Possibly at Art Gallery again & exploring other options
  - Pure social or educational?
  - The after-work cocktail style event is not common for VALL events, we usually do lunches so we would have to decide if we want to do a cocktail event again or a lunch.
    - Alcohol is expensive for VALL to spend money on
    - More difficult for members to have firms pay for ticket to a social/drinks event than a lunch with a speaker
    - Would affect ticket cost, a cocktail event ticket price would probably be max \$20
  - Tori knows the event planner at Art Gallery
  - Prior communication issues with Art Gallery regarding the spend for food & drink at the event. We would need to clear this up ahead of the event if we went there again
- January Substantive Session - update
  - Kirstin Nelson from National Agriculture Library
  - Thursday January 26th, 2023 12:00-1:00pm – Zoom invitations sent out January 5, 2023
- February Social
  - Alex is hosting next social in Feb. at Harris & Co.: to be coffee social in morning. Approximately 7:30am to 9am
  - Action item: determine a date and time.
- Presentation on Usability in Indexing by Cheryl Landes – to be discussed at next meeting
- **Membership** – *Clare Asquith Finegan*
  - Emails sent to new members
  - January Event, Kirstin Nelson “Heirs Property”, sent Jan 5th
  - Made Gillian Crabtree a Lifetime Member
  - Joanna Spurling from PLLR has officially retired, Alex to reach out to her to ask if she wants to continue as a member and update her email address

## From Membership report

**TOTAL MEMBERS FOR 2022/2023: 103**

### Broken Down

- Paying Members: 80
- Lifetime: 14
- Honored: 6
- Student: 3

### **New Members:**

- Sarah McMillan, Director of Knowledge Management, Woodward and Company Lawyers LLP
  - Bindu Khatri, Paralegal practicum student working at Kits Family Law
- **Web Editor** — *Kurtis Kolthammer*
- No new business