

NWT Archives Council  
Annual General Meeting Minutes  
June 19, 2014  
11 a.m.

1. Call to Order: 11:07 a.m.  
The meeting was chaired by Erin Suliak, President.

2. Introductions

Ian Moir	NWT Archives
Erin Suliak	NWT Archives
Ingrid Kritsch	Gwich'in Social and Cultural Institute (GSCI)
Alestine Andre	Gwich'in Social and Cultural Institute (GSCI)
Sharla Carroll	Yamózhá Kúé Society

Regrets:

Giselle Marion	Tłı̨chǫ Government
Mathieu Doucet	Northern Life Museum & Cultural Centre
Peggy Chubb	Norman Wells Historical Society

Observers:

Rebecca Mahler	NWT Archives (taking minutes)
Elizabeth Ferch	NWT Archives

3. Approval of the Agenda

No changes suggested.

Motion: Ian Moir

Seconded: Alestine Andre

4. Approval of minutes from AGM: May 8, 2013

Erin calls attention to the correction of Rosaline Cayen's name and the change of *Dene Cultural Institute* to *Yamózhá Kúé Society*. No other changes.

Motion to approve with amendments: Ian Moir

Seconded: Ingrid Kritsch

Ingrid asks if there is anything new to report on the NWT Archives' funding proposal for a replacement data management system [catalogue] discussed in the 2013 minutes on page 1, Item 5.

Ian responds that the current plan is to have a contractor look at the NWT Archives' current platform and make suggestions for a migration plan to ICA-AtoM software [currently being adopted by many archives in Canada].

Ingrid asks for a discussion on a Council-wide database.

Erin responds that the Council can discuss this at a later date.

5. Report from the President.

Erin reports that the NWTAC, like other Councils across Canada, has not received any new federal funding. The NWTAC was in “hibernation” mode this year, not taking membership fees and low activity. Activities this year included attending Council of Presidents teleconference meetings where the future of the Canadian Council of Archives (CCA) was discussed. The CCA is moving towards adopting a membership fee structure. This will mean the NWTAC would potentially have to pay membership to the national Council. In the year going forward the NWTAC may want to discuss with its members what they want from the Council, for example whether there is real interest in training, which was expressed informally by some members, and whether new funding avenues should be explored.

6. Review and approval of financial statement – will follow via email.

Erin reports no activities and no incoming funds. The one expenditure for the year was banking fees (\$68). Balance holds at around \$3100.

Motion to defer approval of financial statement by email: Ian Moir  
Seconded: Alestine Andre

Ingrid asks if switching the type of bank account is still a possibility, as discussed at the 2013 AGM.

Erin reports looking into changing accounts to a low-fee “community” account, but that BMO does not offer double-signature cheques for that type of account. Our Bylaws require double-signature cheques. As well, the cost of changing accounts should be taken into consideration, it was initially an expensive proposition. Erin suggested continuing to look for cheaper alternatives in the coming year.

7. 2014-2015 Membership renewal.

Erin asks, considering that no new funding is available to Council, whether NWTAC should stay in “hibernation”, or look at a membership fee reinstatement . Erin asks for thoughts from the floor.

Ian asks what the CCA fees for NWTAC membership would be for this year, if they are approved.

Erin states that the current proposed fee structure would go through in October at the General Assembly, and be due in October. Thereafter, the fees would be due each new fiscal year. The current proposed fee structure is based on the old NADP funding percentages, and CCA is proposing to charge the NWTAC approximately \$179.00 per year for membership. There has been talk of an option for Councils to request reduced or deferred fees to the CCA if they are in economic hardship or have extenuating circumstances, such as the NWTAC has, being in “hibernation”.

Ingrid asks if the NWTAC can defer members' fees for this year and look into possibly reinstating fees for the next fiscal year.

Ian wondered whether the NWTAC wants to be a member of CCA, as membership benefits seem to be unclear.

Ingrid asks if it will be clearer what CCA can offer the NWTAC next year?

Ian suggests asking CCA for a membership benefit report before committing to CCA membership next year.

Erin states that NWTAC should request CCA fee deferral for this year if the model goes ahead, and that CCA membership benefits need to be outlined for NWTAC.

Motion to approve continued hibernation status, no fees for 2014/15 for current members, and that new members would pay according to the 2011/12 fee structure: Ingrid Kritsch  
Seconded: Ian Moir

8. Election of new Board.

Erin, Ingrid and Giselle offer to continue in their current roles. Rosaline Cayen is not currently part of Yamózha Kúé Society and that position needs to be replaced on Council. NWTAC bylaws state the Board needs to have four (4) members. Erin asks for nominations from the floor.

Ian recommends that having two (2) NWT Archives staff as NWTAC directors is not healthy for the Council, and asks Sharla if she would be willing to stand as director. Sharla responds that she is willing but that she needs to seek approval from her supervisors. Erin offers to provide a letter of recommendation for Sharla.

This meeting elects:  
Erin Suliak – President  
Ingrid Kritsch – Vice President  
Giselle Marion – Director  
Sharla Carroll – Director (pending approval)

Motion: Alestine Andre  
Seconded: Ian Moir

9. Signing authorities.

The signing authorities for the NWTAC are the newly elected board. The signing authorities will be approved once the slate is full.

Erin Suliak – President  
Ingrid Kritsch – Vice President  
Giselle Marion – Director  
Sharla Carroll – Director (pending approval)

10. Other Business.

Erin notes that the Council's current Bylaws are somewhat cumbersome, but that they are still workable for the Council. Future Councils may want to consider a Bylaw review.

Ian asks if Erin would be comfortable asking the CCA about their new fee structure, and how NWTAC would benefit from CCA membership.

Erin states that the NWTAC is different from other provincial/territorial Councils and has special needs and interests. Many of our member organizations are cultural institutes with different mandates and practices from "traditional" archives. It is not clear what kind of benefits the CCA can provide to the NWTAC to provide value for membership costs. These questions need answers. Considering we continue to be in "hibernation", NWTAC would at the very least ask for a deferral of fees this year.

11. Adjournment.

Motion to adjourn: Erin Suliak

Seconded: Ian Moir

Meeting adjourned at 11:44 a.m.