

Indexing Society of Canada Annual General Meeting Friday, 7 June 2013 DRAFT MINUTES

Attendance (18): Ursula Acton, Nan Andrews, Chris Blackburn, Noeline Bridge, Jan Collins, Daphne Davey, Margaret de Boer, Judy Dunlop, Heather Ebbs, Elena Gwynne, Jennifer Hedges, Marnie Lamb, Elaine Menard, Mary Newberry, Anna Olivier, Ronnie Seagren, Gillian Watts, Angela Wingfield

1. Call to Order

The meeting was called to order by Gillian Watts, Co-president, at 13:11.

2. Selection of Secretary

Heather Ebbs agreed to serve as secretary for this meeting.

3. Call for Other Business

The agenda for this meeting had been circulated to members with the call to meeting.

Moved (Heather Ebbs/Daphne Davey) to approve the agenda as written. *Carried.*

4. Approval of Minutes of 2012 AGM

The draft minutes of the AGM of May 31, 2012, had been circulated to members prior to the meeting.

Moved (Daphne Davey/Chris Blackburn) to accept the minutes of the 2011 AGM as written. *Carried, 1 abstention.*

5. Executive and Other Reports

a. Annual executive reports

Members were asked if they had any questions about the annual reports circulated prior to this meeting.

Moved (Heather Ebbs/Anna Olivier) to accept the executive reports as presented. *Carried.*

b. Budget 2013

On behalf of Merridy Bradley, Treasurer, Gillian Watts presented the budget for 2013. The society is in good financial health. Costs for the new website have been paid out of our current account. Income for the year is anticipated to be \$23,60 and expenses \$25,260, for a deficit of \$1,610. We also have assets that include (as of May 31, 2013) about \$5,600 in our chequing account and GICs worth \$10,000. The interest for the GICs goes into our chequing account.

Moved (Ronnie Seagren/Angela Wingfield) to accept the budget as presented. *Carried.*

6. New Business

a. Approval of changes to constitution

The ISC/SCI executive proposed several changes to the ISC/SCI constitution and bylaws for two primary reasons: (1) to reflect in the body of the document the change in name from IASC (Indexing and Abstracting Society of Canada) to ISC (Indexing Society of Canada) and (2) to reflect the reality that we no longer require an executive position for the editor *Register of Indexers Available*, now that it has been replaced by *Find an Indexer* online, but that we do need an ongoing executive position to manage the website (Website Administrator).

The proposed changes had been circulated to all members and were also reviewed at the current meeting.

At the current meeting, there was some discussion of the wording in Bylaw No. 4, for which a revision was proposed for clarification. Discussion focused on the need for specifying a maximum number of terms to ensure that any exceptions are carefully considered.

In addition to the amendments as circulated prior to the meeting, three further changes were suggested at this meeting:

- in Bylaw No. 4, that the word “consecutive” be added such that the phrase in Bylaw No. 4 now reads “maximum of two consecutive terms”
- in Bylaw No. 12, that the words “web site” be condensed to “website”
- that all changes made to the English version be translated and incorporated into the French version

Moved (Gillian Watts/Anna Olivier) to accept the proposed changes to the ISC/SCI constitution and bylaws, including both the changes as circulated prior to the AGM and the three bulleted points above. **Carried unanimously.**

b. Constitutional review

When the executive began looking at the constitution and bylaws with the aim of revising them sufficiently to enable the executive to operate with changed positions for the coming year, it quickly became apparent that a more thorough review would be timely. Some issues, for example, are the following:

- A more flexible executive structure could enable changes to position names without requiring full member ratification.
- The role of Vice-President / President Elect may need to be reviewed given the trend toward co-presidents and the fact that the Vice-President does not always move on to become President.
- Having staggered terms for the executive positions could ensure continuity and make members more comfortable in accepting nominations for positions.

As a result, the executive has struck a committee to review the constitution as a whole. Committee members are Mary Newberry, Gillian Watts, Viv Cartmell, and Heather Ebbs. At the current meeting, Daphne Davey volunteered to serve on this committee also.

b. Conference 2014

A location for the 2014 conference was discussed. The Editors' Association will be holding theirs in Toronto, at about this time of year. After brief discussion, it was agreed that we would plan for our

conference to be in Toronto immediately preceding or following the Editors' conference, but not in conjunction with it.

c. ISC/SCI business cards

Thanks to Judy Dunlop, a new ISC/SCI business card has been developed that leads to the online directory advertising ISC/SCI members. Copies were included in the registration package and members were encouraged to request further copies for circulation at any appropriate gatherings they may be attending.

d. Future fee increases

Although there are no immediate plans to increase the membership fee, it is a topic that has arisen amongst the executive. The society now has costs related to the use of PayPal, for example, and the ongoing maintenance of our website. Members at the current meeting were asked whether they would prefer smaller, incremental increases or bigger, less frequent increases. By a show of hands amongst those present, the choice was unanimously for smaller, incremental increases.

7. Executive 2013–14

With thanks to Viv Cartmell for developing a slate of candidates, Gillian Watts conducted the elections for the 2013–2015 Executive Committee for ISC/SCI. The following candidates were acclaimed:

Co-presidents: Mary Newberry and Jennifer Hedges
Treasurer: Gillian Watts
Membership Secretary: Audrey McClellan
Member at Large—Publicity: Natalie Boon
Editor of the *Bulletin*: Moira Calder
Website Administrator: François Trahan
British Columbia: Isabel Steurer
Central Canada: Margaret de Boer
Quebec and Eastern Canada: Stephanie Bilodeau
Prairies and Northern Canada: Judy Dunlop

There were no candidates for the position of Vice-President; the Executive Committee has the power to appoint someone to this position in the interim before the next elections.

In addition to the elected candidates, the executive committee includes two non-elected positions:

Co-Past Presidents: Viv Cartmell and Gillian Watts
International Liaison: Heather Ebbs

Moved (Heather Ebbs/Angela Wingfield) to extend thanks to the outgoing executive for their outstanding work of the past year. **Carried unanimously.**

8. Bouquets

Thanks were extended to numerous individuals for their assistance with the conference and throughout the year, including Judy Dunlop, Heather Ebbs, Linda Lefler, Mary Newberry, Gillian Watts, Anna Olivier, Margaret de Boer, Chris Blackburn, Glenna Jenkins, Jennifer Hedges, Marnie Lamb, François Trahan, Frances Robinson, Merridy Bradley, Viv Cartmell, Ruth Pincoe, Adrian Mather, Audrey McClellan, Tia Leschke, Moira Calder, Gillian Faulkner, and Christine Jacobs. In

addition, grateful thanks were extended to the speakers at the conference and the international representatives (some named above): Nancy Mulvany, Pilar Wyman, Louise Spiteri, Caroline Diepeveen, Gale Rhoades, Frances Lennie, Harry Bego, Elaine Ménard, Marjorie Simmins, Dave Ream, Ronnie Seagren, Max McMaster, and Drusilla Calvert.

Tamarack Award

The 2012–13 Tamarack Award went to François Trahan, who served on the ISC/SCI executive for the past two years as Vice-President and also took on the tremendous task of revising the society's website. He performed both roles with grace and calm, providing clear-headed thinking and wise advice.

9. Other Business

Nan Andrews extended greetings from the ASI and their new president, Ina Gravitz.

Moved to adjourn at 14:01 (Anna Olivier/Daphne Davey)