

**Annual General Meeting
May 27, 2010
Dawson College, Montreal, Quebec
DRAFT MINUTES**

Attendees: Vivien Cartmell (Co-President), Mary Newberry (Co-President), Chris Blackburn, Natalie Boon, Fred Brown, Susan Brown, Heather Ebbs, Franc Gagnon, Brian Hogan, Christine Jacobs, Audrey McClellan, Riça Night, Anna Olivier, Ruth Pincoe, François Trahan, Gillian Watts

1. Call to Order

The meeting was called to order by Mary Newberry, Co-President, at 11:03 a.m.

2. Selection of Secretary for This Meeting:

Heather Ebbs agreed to serve as secretary for this meeting.

3. Approval of Agenda

Moved (Susan Brown/Anna Olivier) to approve the agenda as written. *Carried.*

4. Approval of Minutes of 2009 AGM

One amendment was noted: Add Brian Hogan to the list of attendees.

Moved (Brian Hogan/Ruth Pincoe) to accept the minutes of the 2009 AGM as amended.
Carried.

5. Executive and Other Reports

a. Annual Executive Reports: In response to a question, Treasurer Gillian Watts noted that “undeposited funds” are cheques waiting to be deposited.

Moved (Riça Night/Christine Jacobs) to accept the executive reports as presented. *Carried.*

b. Budget 2010: Gillian Watts spoke to the budget, specifically the reserves, which the executive would like to use in ways useful to the membership.

Moved (Gillian Watts/Brian Hogan) to accept the budget as presented. *Carried.*

c. Indexing Award Committee: Christine Jacobs presented a draft report from the Indexing Award Committee (herself as chair, plus committee members Noeline Bridge, Ruth Pincoe and Mary Sue Stephenson) and described its main points (see report attached to the executive reports). The principles of the award have been defined, and the committee is continuing to work on defining the process. The award could be given to any Canadian indexer, whether resident or living abroad and whether or not a member of ISC/SCI. Initially, only back of the book and journal indexes would be considered, but it is anticipated that this could be expanded over time. Indexes could be in any language, and appropriate judges would then be chosen.

Moved (Gillian Watts/Anna Olivier) to thank the committee for their work to date. **Carried unanimously.**

d. Archives Report: See the attached report by Jennifer Hedges. She has been making steady progress on gathering the archives of the Society and thinking about how to organize them. Members thanked Jennifer for continuing this work.

6. Business Arising from the Minutes

a. Indexing award and best practices guidelines: See item 5c, above.

b. Promotional activity and white paper on indexing: The white paper has become a green paper, which is a draft for consultation developed by Andrea McKay. The draft was circulated amongst members at the meeting, and a process for consultation with the membership will be devised.

Moved (Ruth Pincoe/Gillian Watts) to receive the green paper with thanks. **Carried.**

c. Social networking entries (Facebook/Linked In) for ISC/SCI: For both of these sites, there is an option to form groups. The American Society of Indexers and the Editors Association of Canada (EAC) both have groups, for example. It was agreed to table this discussion for the time being.

d. Print version of Register: See the annual report of the *Register* editor, attached. Riça Night reported for Debby Schryer that the executive has decided to cease publishing a print version of the *Register*. The print version costs \$800 and a tremendous amount of labour to produce annually. The *Register* editor will continue to produce a regularly updated version of the *Register* online, and this version will be done in a downloadable format. At the current meeting, it was agreed that it would be important to regularly remind the former recipients of the print version (publishers and other clients), perhaps through a periodically mailed promotional postcard or similar item, that the online version is available.

e. Logo use by members: Members wishing to post the ISC/SCI logo on their website can contact Co-President Mary Newberry by email for instructions. There is no charge, but members will have to renew their request annually to ensure that only current members use the logo.

f. Magpie pins: As a result of the lively and entertaining keynote speech by Katherine Barber at the 2009 Conference, which linked the words “index” and “magpie”, the executive decided to create a lapel pin containing the image of a magpie and the initialisms “isc” and “sci”. The pins are available at low cost (\$5) to anyone. Quite a number have already been sold to members of ISC/SCI and ASI. A few have been given out (e.g., one to Katherine Barber and a few to international indexing representatives). There will be a write-up on them in the June issue of *The Indexer*. The pins are suitable for use by both men and women and provide an attractive way to promote interest in indexing in general and ISC/SCI in particular.

Moved (Brian Hogan/Natalie Boon) to thank Heather Ebbs and Bradley Ebbs for bringing the magpie pin to fruition. **Carried unanimously.**

- g. Guest editorship of *The Indexer* for 20xx:** Ruth Pincoe reported that a number of years ago ISC/SCI did a guest editorship of *The Indexer*. Although *The Indexer* is owned and operated by the Society of Indexers (U.K.), it is an international journal, and from time to time another Society serves as guest editor. It may be time for ISC/SCI to take this on again. It would not be all Canadian content, but much of it would be, so we would have to produce or gather articles. Christine Jacobs, who chaired the ISC/SCI guest editorship committee the last time ISC/SCI handled it, noted that although it takes a lot of work, it is interesting and worthwhile.

Decision: It was agreed to table the discussion about the guest editorship of *The Indexer* for future dialogue.

7. New Business

Conference 2011: The executive has been discussing when and where to hold the 2011 conference and annual general meeting. Suggestions have included doing the same as the past few years, which means holding it for two days in the middle of the week preceding the Editors' Association (EAC) conference (which will be in Vancouver in June 2011), holding it for one day at that time, holding it at a different time of year or different location or both, and holding it as a joint conference with EAC or some other organization. There are advantages and disadvantages to all suggestions, and members will be consulted for their preferences. The executive will need to make a final decision by 1 September 2010 in order to allow sufficient time for conference planning.

8. Executive 2010/2011

Executive members are elected for two-year terms. As this is not an election year, most of the positions are ongoing, with a few exceptions. The executive members for 2010/2011 are as follows:

Co-Presidents: Vivien Cartmell and Mary Newberry

Past President: Heather Ebbs

Vice President: Riça Night

Eastern Canada: Anna Olivier (Anna has kindly accepted this post for the remainder of the term)

Central Canada: Marie Gabe, with Dina Theleritis serving as Toronto meeting coordinator

Prairies and Northern Canada: Vivien Cartmell

British Columbia: Elspeth Richmond, Sheilagh Simpson

Treasurer: Gillian Watts

Membership: Audrey McClellan

Register: Debby Schryer (shadowed by Dina Theleritis)

Bulletin: Natalie Boon

Webmaster: Fred Brown (Fred kindly accepted this post for the remainder of the term; the superb Cheryl Lemmens has stepped down after many years of stellar service)

International Liaison: Ruth Pincoe

Public Relations: Jane McGuire

In addition to the executive, many other individuals assist in the work of the Society. See below.

9. Bouquets

- a. Thanks to volunteers 2009/10:** Vivien Cartmell, Co-President, extended thanks to all the people who volunteered their time and energy to ISC/SCI over the past year, including the executive members, the people who did translating, Webmaster Cheryl Lemmens, Archivist Jennifer Hedges, Treasurer Gillian Watts and others.
- b. Thanks to 2010 conference committee:** Christine Jacobs and her committee were thanked for their tremendous work in organizing a superb conference.
- c. Tamarack Award:** The 2010 Tamarack Award was awarded to Jennifer Hedges in recognition of her work on the executive as Membership Secretary; her past, current and ongoing work as executive and member online forum coordinator; and her current voluntarism in organizing the ISC/SCI archives.

10. Other Business

None.

Adjournment, at 12:08, was moved by Natalie Boon.