

**Annual General Meeting  
May 31, 2012  
University of Ottawa, Ottawa, Ontario  
DRAFT MINUTES**

**Attendees: TO COME**

**1. Call to Order**

The meeting was called to order by Mary Newberry, Co-President, at 11:14 am.

**2. Selection of Secretary for This Meeting**

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/Brian Hogan) to approve the agenda as written. **Carried.**

**4. Approval of Minutes of 2011 AGM**

The draft minutes of the AGM of May 27, 2011, had been circulated to members prior to the meeting.

**Moved** (Susan Brown/Elaine Melnick) to accept the minutes of the 2011 AGM as written. **Carried.**

**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. Membership was reported to be in good shape, with 124 members. It is hoped that there will be even more with the launch of the new website.

**Moved** (Moirra Calder/Ruth Pincoe) to accept the executive reports as presented. **Carried.**

**b. Budget 2012**

Merridy Bradley, Treasurer, presented the budget for 2012. Income for the year was anticipated to be \$21,450 and expenses \$22,310. With actual expenses to date of \$8,367, ISC/SCI is in good financial shape. We also have reserves, with over \$24,000 in our chequing account and GICs of over \$10,000. The primary current expense is our new website (~\$5,650).

In response to a question, it was noted that “undeposited funds” are cheques waiting to be deposited.

**Moved** (Merridy Bradley/François Trahan) to accept the budget as presented. **Carried.**

**6. New Business**

**a. Conference 2013:** A location for the 2013 conference was discussed. The executive has talked briefly about the possibility of Halifax. Advantages include the facts that it would be a new location for us and it is where the Editors’ Association will be holding its conference. The main disadvantage is that we have few members on the East Coast, which is a detriment in terms of planning and because it means almost all attendees would have to pay for flights.

A show of hands for various cities (Halifax, Toronto, Quebec City) appeared to show that members are willing to travel to wherever the conference is held.

Although we have few members on the ground in the East, if we hold our conference in conjunction with that of EAC/ACR, much of the on-ground/on-site help is a non-issue, as they would handle much of that. If we hold it in Halifax, the biggest task for ISC/SCI’s committee is

coordination with EAC/ACR and developing a program. One concern about a joint conference is the extra registration cost to our members, as their conferences tend to cost perhaps \$100–150 more. They also tend to offer more expensive accommodations, but we could find an alternative. Our joint conference in Vancouver brought us over 100 registrants. (Note: The current conference in Ottawa has a record number of attendees for a conference on our own.) We may have gained a few new members after the Vancouver conference, but they were characterized as “blips”.

#### **b. Website relaunch**

Linda Lefler demonstrated some of the features of ISC/SCI’s updated website, which will be launched sometime in June 2012. After the executive made the decision in fall 2011 to update the site, Linda, François Trahan, Mary Newberry and Gillian Watts, with help from Ronnie Seagren, scoped out the requirements for the site and held a competition for a designer. The two main requirements for the site were greater functionality for members and potential clients and a more polished look.

The new site will include user-managed *Register* profiles, revamped *Register* categories and French and English side by side. Further, members will be able to pay for registration, renewal or the conference online through PayPal.

**Moved** (Brian Hogan/Gillian Faulkner) to extend thanks to François, Linda and their team. **Carried unanimously.**

#### **c. Indexing Names**

ISC/SCI member Noeline Bridge received congratulations from all for her new book, *Indexing Names*, published by Information Today, Inc. The American launch occurred at the ASI conference in late April, and the Canadian launch would take place in Ottawa later on the day of the current meeting.

### **8. Executive 2012/2013**

ISC/SCI executive members are elected for a two-year term. Therefore, the current executive stands for 2012/2013:

Co-presidents: Mary Newberry, Gillian Watts

Vice-President: François Trahan

Past President: Viv Cartmell

Treasurer: Merridy Cox Bradley

Membership Secretary: Audrey McClellan

Publicity: Linda Lefler

*Bulletin* Editor: Moira Calder

*Register* Editor: Brian Hogan

International Liaison: Ruth Pincoe

British Columbia Representative: Tia Leschke

Prairies and Northern Canada Representative: Moira Calder

Central Canada Representative: Chris Blackburn

Eastern Canada Representative: Anna Olivier

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

Subsequent to the announcement of the executive members, Moira Calder resigned from her position as Prairies and Northern Canada Representative to enable her to focus on her *Bulletin* responsibilities. Judy Dunlop kindly volunteered for the role of Prairies and Northern Canada Representative and was promptly so appointed by the executive.

## **9. Bouquets**

Mary Newberry thanked all the volunteers of 2011/2012: Brian Hogan for his work on revamping the *Register of Indexers Available*; François Trahan for his work on the website; Heather Ebbs for guest editing the December 2011 *The Indexer* on behalf of ISC/SCI; Gillian Faulkner for organizing the Central Canada meetings; Anna Olivier for many last-minute translations; Moira Calder for her work as the new *Bulletin* editor; as well as her representation of the Prairies and Northern Canada; Chris Blackburn for his work as Central Canada representative; Jennifer Hedges for her ongoing work on our archives; Gillian Watts for her brilliant co-presidency; Christine Jacobs for heading the incredibly competent Indexing Award Committee; Marnie Lamb for her work as Acquisitions Editor for the *Bulletin*; Linda Lefler for the website work as well as all she has done on publicity; Vivien Cartmell for innumerable contributions, including conference planning and keeping the current co-presidents “on their toes”; Merridy Cox Bradley for her bravery in taking over the role of Treasurer; and Susan Brown for her fantastic work as onsite coordinator for the conference.

Viv Cartmell added her thanks to all the people on the Conference Committee or who helped out at the conference itself. First and foremost, she thanked the patient, well-organized and great-to-work-with Judy Dunlop, Conference Co-ordinator. The other top two volunteers were Linda Lefler, who did a “smack-up” job on publicity, and Susan Brown, who unflappably took care of countless on-the-ground details. Other thanks went to Robert Barnard, who was video-taping three sessions for posting on the website; conference photographers Anna Olivier and Brian Hogan; Noeline Bridge for helping prepare registration packets; Heather Ebbs for handling sales of books and magpie pins; Ruth Pincoe for moderating the awards panel; and Martin Tulic who volunteered at the conference itself to help out however necessary.

### ***Tamarack Award***

The 2011/2012 Tamarack Award went to Viv Cartmell, who served on the ISC/SCI executive for many years, as representative of the Prairies and Northern Canada, as Vice-President, as Co-president and as Past President, and who has been heavily involved in organizing three conferences.

## **10. Other Business**

None

**Moved to adjourn at 11: 57** (Heather Ebbs/Linda Lefler)