

**Minutes**  
**Executive Council Meeting**  
November 6, 2015 from 12:00 am – 1:30 pm Eastern Time  
*Teleconference*  
*Approved December 4, 2015*

- Present:** Sandra Singh, President & Chair  
Rosemary Bonanno, Vice President & President Elect  
Michael Ridley, Treasurer  
Virginia Clevette, Councillor-at-Large  
Christina Hwang, Councillor-at-Large  
Colleen Murphy, Councillor-at-Large  
Valoree McKay, Executive Director
- Guests:** Megan D. Wallace, Lawyer from Perley-Robertson, Hill & McDougall LLP  
Huw Williams, President from IMPACT Affairs  
Kalene DeBaeremaeker, Communications Manager from IMPACT Affairs
- Regrets:** Marie DeYoung, Past-President
- Recording Secretary:** Agnieszka Arkuszewski, Executive Assistant

**1. Call to Order**

The business meeting was called to order at 12:05 pm Eastern time. President Singh welcomed everyone to the meeting. She reported the absence of one member, Past-President Marie DeYoung, she stated she would go forth with the Executive Council meeting as there was quorum.

**2. Declaration(s) of conflict of interest**

None were declared.

**3. Approval of the Agenda (Doc # EC 15-11-001)**

***MOTION 69-15: THAT the agenda be approved as distributed.***

***Moved: Rosemary Bonanno Seconded: Virginia Clevette***

***CARRIED***

***Unanimous***

**4. Approval of Consent Agenda (Doc # EC 15-11-002, -003)**

President Singh requested that item 4a, Approval of the Minutes of September 27 &28, 2015 be removed from the consent agenda as she had some non-substantive edits to suggest.

**MOTION 70-15: THAT the consent agenda be approved with the exception of item 4a, Approval of the Minutes of September 27 & 28, 2015;**

**4b. Approval of the CLOSED minutes of September 27 & 28, 2015**

**Moved: Michael Ridley Seconded: Colleen Murphy  
CARRIED  
Unanimous**

**4a. Approval of the minutes of September 27 & 28, 2015**

President Singh stated that she would forward her proposed edits to the draft September 27 & 28<sup>th</sup> minutes to the Executive Director. It was agreed that the minutes of September 27 & 28, 2015 would be brought forward for approval again at the December 4, 2015 EC Meeting.

**ACTION: President Singh to send Executive Director her proposed edits to the September 27 & 28<sup>th</sup> draft minutes.**

Due to an error in the timing listed on the agenda, Executive Council spoke to the items on the agenda in a new order than what was initially listed in the agenda. The order of discussion is reflected in the minutes.

**8. Financial Update**

**a. September Balance Sheet and Financial Statement (Doc # EC 15-11-009)**

The Treasurer provided an overview of the draft September 2015 financial statements. He reported that the projected deficit is anticipated to continue until year end due to the investment in the development of the proposal for a federation of library associations. He stated that CLA staff continue to work towards sub-leasing the CLA office at 1150 Morrison Drive. The Executive Director provided an update on the status of that work..

The Treasurer continued to provide an overview of the financial statements.

Executive Council then discussed the 2016 budget. Given that CLA was undergoing many changes and potentially transitional changes, President Singh stated it was important for members to know the importance of keeping their membership current. She encouraged members of Executive Council to reinforce this message when making presentations on behalf of CLA.

**ACTION: Executive Director to send Treasurer the draft forum budget for 2016.**

**10. CLA 2016 Forum Update**

Executive Director reported that she had met with CanPlan Inc. to discuss what was needed for the CLA Forum 2016. She stated she was drafting a communications for delivery the week of November 9, 2015 to the conference committee, CLA members, Networks and Committee Chairs, and CLA's Corporate partners that will update each group on the decisions made thus far regarding the CLA Forum 2016.

**ACTION:** Executive Director to plan a meeting with Councillor-at-Large Christina Hwang and CanPlan Inc. to discuss the 2016 Forum.

**ACTION:** Councillor-at-Large Christina Hwang to send possible dates for a meeting to the Executive Director.

President Singh was concerned about providing enough notice to potential delegates of the 2016 Forum and asked the Executive Director what the usual timeline was for release of the program and registration. The Executive Director reported that past practice had been to launch registration with the program by the end of January. She anticipated that the same time frame could be met for 2016. She confirmed that there was a save the date announcement posted on the CLA website posted in early fall with an email sent to members as well.

Lawyer Megan D. Wallace from Perley-Robertson, Hill & McDougall LLP joined the call at 12:26pm EST

***MOTION 71-15: THAT the meeting moved into closed session.***

***Moved: Michael Ridley***

***Seconded: Virginia Clevette***

***CARRIED***

***Unanimous***

***Meeting went into closed session***

**6. Future Federation of Library Associations WG Update (Doc # EC 15-11-005, -006, -007, -008)**

This item was discussed in closed session.

**7. CLA Elections 2016**

This was discussed in closed session.

Ms. Wallace left the meeting at 12:54 pm

***MOTION 72-15: THAT the meeting return to open session.***

***Moved: Christina Hwang***

***Seconded: Colleen Murphy***

***CARRIED***

***Unanimous***

***Meeting returned to open session given Huw Williams and Kalene DeBaermaeker had joined the call to discuss item 5, Election Update and Go Forward Plan***

**5. Election Update and Go Forward Plan (Doc # EC 15-11-004)**

Huw Williams began to speak with Executive Council at 12:54pm EST. Mr. Williams provided the Executive Council with a post-election update on.

Mr. Williams stated that this was an exciting time for CLA and the country with the new government elected. He suggested that with the new government in place there was a lot of opportunity for CLA to take advantage and advocate for its issues. He provided an overview of the landscape. He indicated that with 184 liberal MP's with 144 that never served before the cabinet would need to be educated on the importance of libraries prior to addressing the key issues with them; IMPACT was already producing a package for this purpose.

The Liberal Government had announced the reinstatement of the long-form census the day after the election and that we would be sure to inform CLA members of the association's efforts in advocating to realize this win.

He suggested that it would be important to weigh in on Bill C-51 as well as TPP as it relates to copyright. He was also hopeful that we would see investment in library infrastructure under this government. The Executive Director reported that the Copyright and Information Policy Committees had already been asked to provide comment on TPP and Bill C-51 by mid-November so that CLA could be ready to comment in the first week of December.

Welcome letters had been drafted for all MPs; those MPs with portfolios that address library issues will receive a more tailored letter. In addition, a general letter of welcome template has been drafted for the use of members. More detailed letters will follow these initial welcome letters. President Singh suggested that that CLA take the opportunity in the welcome letters to provide high-level commentary on how the library community can assist the government in achieving its agenda as well as rebranding libraries and advocating for library issues. All agreed and the letters would be adjusted to reflect this suggestion.

**ACTION:** IMPACT to incorporate the President Singh's suggestion for the welcome letter into the draft copy.

Mr. Williams invited the Executive Council to comment on the information he provided. Executive Council discussed the complexities of the TPP with Mr. Williams.

Mr. Williams also suggested conducting a poll of CLA members to determine if they knew their MP and had a relationship with them that could be leveraged for advocacy activity at the grass roots level.

Huw Williams and Kalene DeBaermaeker left the call.

Executive Council returned to item 6 to discuss the remaining sections. (Please note the numbering in the agenda for sub-items of item 6 was labelled incorrectly as 10, this has been corrected in the minutes.)

**MOTION 73-15: THAT the meeting moved into closed session.**  
**Moved: Rosemary Bonnano**                      **Seconded: Christina Hwang**  
**CARRIED**  
**Unanimous**

**Meeting went into closed session**

**6.1 Voting and Member Meeting Process (Doc # EC 15-11-006)**

This was discussed in closed session.

**6.2 Timeline for Transition (Doc # EC 15-11-007)**

This was discussed in closed session

Councillor-at-Large Virginia Clevette left the meeting at 1:37 pm Eastern time

Agnieszka Arkuszewski left the call for this discussion

**6.3 Operational Update (Doc # EC 15-11-008)**

This was discussed in closed session

Agnieszka Arkuszewski returned to the call for the remainder of the discussion

**6.4 Other**

This was discussed in closed session

Councillor-at-Large Colleen Murphy left the meeting at 2:00 pm Eastern time

**MOTION 74-15: THAT the meeting return to open session.**

**Moved: Christina Hwang**

**Seconded: Rosemary Bonnano**

**CARRIED**

**Unanimous**

**Meeting returned to open session at approximately 2:05 pm**

**10. Review of Action List (Doc # EC 15-11-010)**

This item was for information only and not discussed.

**11. Other Business**

**11.1**

There was no other business to be discussed.

**12. Adjournment**

**MOTION 75-15: That the meeting be adjourned.**

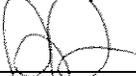
**Moved: Michael Ridley Seconded: Rosemary Bonanno**

**CARRIED**

**Unanimous**

The meeting adjourned at 2:10 pm Eastern Time.

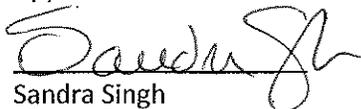
Recorded by:



Agnieszka Arkuszewski  
Executive Assistant

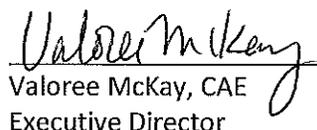
Date Feb 11, 2016

Approved:



Sandra Singh  
President

Date January 26, 2016



Valoree McKay, CAE  
Executive Director

Date 11 Feb 2016