

CAML/ACBM ANNUAL GENERAL MEETING
SUNDAY 6 JUNE 2010
UNIVERSITY OF REGINA EDUCATION BUILDING 228
9:00 AM-11:00 AM

MINUTES

These minutes were approved as submitted below, at the 2011 Annual General Meeting, 4 June 2011, Mount Allison University, Sackville, New Brunswick.

Present: Kirsten Walsh (presiding), Laura Snyder (recording), Kyla Jemison, Joseph Hafner, Daniel Paradis, Jan Guise, Brenda Muir, Stacy Allison-Cassin, Desmond Maley, Lisa Emberson, Richard Belford, Cathy Martin, Diane Peters, Kathleen McMorrow, Rob van der Blik, Suzanne Meyers Sawa, Brian McMillan.

1. Approval of the Agenda

Richard moved approval; Stacy seconded.

2. Minutes of AGM, Carleton University, 31 May 2009

Desmond moved to accept the minutes as submitted; Cathy seconded. Should the reports be put the CAML website? The Board will discuss this.

3. Business arising from the Minutes

Terms of Reference for the audit committee were drawn up this year, and Corporations Canada has now approved the change in our constitution.

9A – *CAML Review* online – this will be discussed under number 8, below.

The Copyright Committee report was submitted by Monica Fazekas.

4. President's Report - Kirsten Walsh

Kirsten reported that the CAML Board met three times by conference call, which was a good savings for the budget. Terms of Reference have been drawn up for the Audit Committee. The first Audit Committee is composed of Brian McMillan and Lucinda Walls.

Board changes: Rob van der Blik has been reappointed as Treasurer; Stacy Allison-Cassin will be the new Communications Officer; Cathy Martin is taking over as editor of the *CAML Review*.

Kirsten met with Deanna Oye (outgoing CUMS pres), Lynn Cavanagh (incoming CUMS President), and Ed Wasiak (President of CMEA) to discuss collaboration among organizations.

Kirsten thanked all committee chairs for their work this past year. She also expressed her special thanks to Bill Sgrazzutti as chair of local arrangements; Richard Belford for arranging the vendor displays and the break food sponsored by T Front; and Jan Guise as chair of the Program Committee.

5. Treasurer's Report – Rob van der Blik

Rob distributed three budget report sheets: "CAML 2009 Budget, Proposed and Actual"; "CAML 2010 Budget"; "CAML Proposed Budget 2011".

2009 budget. A deficit of \$48 was projected, but we ended up with a surplus of \$1574 due to a favourable exchange rate for payment of IAML dues, and cutting Board travel costs. \$2000 was moved from the investment account to ensure cash flow. Investments are currently at \$13,350 (after the withdrawal of the \$2000); last year the total was at \$14,000.

2010 budget. Currently plenty of funds are on hand, but IAML dues have not been paid. The impact of the annual conference income and expenditures is not yet known. PayPal costs about 2% of the amounts collected. We paid \$122 in 2009 for this service, which is a huge convenience.

Proposed 2011 budget. Rob noted that membership numbers have been declining. \$1000 has been budgeted for the *Review*, assuming that we will finish the volume year and then go online. A surplus is projected for 2011, due to cost savings rather than increased income.

Translation costs have not been budgeted in the past, but are important and can be expensive. Since we have a surplus, we could add a budget line for this. Costs were about \$1000 last year. It is important to be able to get translations done quickly. It was agreed that a budget line should be added for translations in the 2012 budget.

Desmond moved adoption of the 2011 proposed budget; Jan seconded. Passed.

6. Audit Committee Report – Lucinda Walls & Brian McMillan

Brian reported that the committee found the accounts to be in order. They also provided some suggestions for improving documentation in the future. Brian and Lucinda were thanked for their work. Both have agreed to continue serving on the committee for another year. The first run was a good trial to figure out what information is really needed.

7. Membership Secretary's Report – Janneka Guise

Jan presented a table of figures. We are currently at 70 members and subscribers; this is a lot lower than previous years. There are 13 fewer Institutional members than last year, a substantial drop. Reasons may include the slowness of the renewal process through vendors, the apparent lapse of *Fontes* for a while, and institutional budget cuts. It would be

worth looking into this, perhaps beginning with a survey of non-renewing members. Other ideas to increase membership include:

- Using IAML 2012 as a recruiting tool – both for CAML and for IAML membership.
- Send out a notice letting libraries know that *Fontes* is alive.
- Contact institutions to let them know that their membership has lapsed. It would be best to contact a librarian with some connection to music rather than the acquisitions department.
- More outreach to library schools, encouraging students to join and attend meetings. Offer prizes for student papers given at conferences or published in the *Review*.

8. CAML Review Report – Cheryl Martin

Stacy reported on behalf of Cheryl. Three issues have been published since the last report. Survey results were published in the *Review* and discussed at the open forum during the conference. Cheryl recommends moving to online only, starting with the next volume. Cheryl and Cathy will work on the transition. Denise Prince, Desmond Maley, Rob van der Blik, Stacy Allison-Cassin, and Cathy Martin were all thanked for their work on behalf of the *CAML Review*. Desmond moved a vote of thanks to Cheryl for her excellent work. Kirsten added thanks to Denise and Desmond.

Website Report.

Stacy has added a blog function, which was used to post updates about the conference and could be used for other news items. She is working on better ways to provide access to information in both languages. Stacy encouraged conference speakers to send their materials to her for posting.

Brian McMillan noted that he and others prepared an updated version of their CLA presentation; this material is posted on the website. This might be a travelling show that can be used as advocacy for CAML.

It was noted that conference information should be posted earlier. Jan and Bill will be drafting conference procedures, and website posting should be included in this.

9. Nominations Officer's Report – Lisa Philpott

Lisa's report was read by Laura Snyder. The following nominations were received:

Secretary: Laura Snyder
Vice President/President Elect: Janneka Guise

In the absence of additional nominations from the floor, these nominees were acclaimed. The Board has appointed Kyla Jemison to be our new Membership Secretary in place of Jan.

10. Cataloguing Committee Report – Daniel Paradis

Daniel reported a quiet year for the committee, after many years of work on RDA. There will be more work again when RDA is released. Daniel was thanked for his report and for his excellent presentation on RDA during the conference.

11. RILM Report – Lisa Emberson

Lisa reported that 119 submissions were sent to the RILM Centre in New York during the past year. She has been working on a huge file of abstracts that was sent to her recently. She met with Ed Wasiak, President of CMEA. He will encourage their journal to add abstracts that can be included in RILM. Collaboration with CMEA is a huge step forward. We need to make similar connections with other music organizations.

Kirsten and Peter met with administrators at Library and Archives Canada last year and convinced them to designate someone to take over RILM. Gilles Leclerc is now being trained by Lisa, who is officially resigning as the RILM coordinator.

A huge round of thanks was expressed to Lisa for her many years of dedicated service as RILM coordinator.

12. RISM Report – Bill Guthrie

Bill sent a brief report, read by Kirsten. Bill reported that he has not received any submissions lately. Kirsten will ask Bill to put out a call for submissions to RISM.

13. RIPM Report – Kathleen McMorrow

Kathleen reported on the progress of the RIPM project. Her most recent achievement on behalf of Canadian titles in this project was to complete the treatment of *Le Canada musical: Revue artistique et littéraire* (Montreal, 1866-1881) during her recent sabbatical. This periodical is a primary source of information about the career of Calixa Lavallée. Kathleen was thanked for her report and her diligent activities on this project.

14. Québec Chapter Report – Daniel Paradis

The chapter met last October at Université de Montréal. The next meeting will be 29 October 2010, Maison de Radio-Canada, Montréal. Current officers are Audrey Laplante, Chair; Daniel Paradis, Chair elect; Mélissa Gravel, Treasurer; Jared Wiercinski, Communications Officer. The chapter includes librarians and library technicians from public libraries, small colleges, and universities. It was noted in discussion that the Québec chapter could provide a model for getting more people involved in CAML at the regional level.

15. IAML 2012 Committee Report – Joseph Hafner

The conference is scheduled for the week of July 22, 2012. Joseph and Brian met with Montreal Tourism; the committee may also work with a professional conference planner. They are hoping to have Canadian representation on the Program Committee and to encourage inclusion of Canadian content on the program. Brian encouraged people to send ideas for program content, performers for concerts, etc. They are also looking for grant money. Brian needs support from people who know of good sources or have grant-writing experience. Donations and sponsorships for specific items will also be welcome. Possibilities for Wednesday afternoon excursions include a food tour, a tour to Casavant organ builders, and an organ crawl.

CAML might consider using some of its investment funds to sponsor students to attend, or to help defray costs of Canadian participants. CAML members are also encouraged to attend the 2011 meeting in Dublin, to help invite participants to the 2012 conference.

16. Copyright Committee – Monica Fazekas

Stacy read Monica's report. CAML and CUMS each made separate submissions to the federal government's Copyright Consultations, after reviewing each other's statements. These reports were also submitted to the FedCan Copyright Group. Separate statements allowed them to present slightly different foci and also have greater impact. Bill C-32 was introduced into Parliament on 2 June 2010, so the committee will be looking at it in detail.

17. Other Business

Next year's conference will be at Mount Allison University, Sackville NB; June 2-5, 2011. Peter Higham will do local arrangements. Suzanne Meyers Sawa answered Kirsten's call for a volunteer to chair the program committee. Jan suggested a joint session on the transition from 2-year to 4-year programs. Other program ideas included Music Education, the future of library catalogues, and the importance of collection development.

A motion to receive the reports was made by Daniel and seconded by Lisa.

18. Adjournment

Jan moved adjournment; Brenda seconded. The meeting was adjourned at 11:20 am.

Respectfully submitted,

Laura Snyder, Secretary