

Minutes of College of Fellows Annual Business Meeting May 7, 2019, Vancouver

Present: Vincent Asselin, Peter Briggs, Virginia Burt. Heather Cram, Alan Duncan, Gerry Eckford, Robert Evans, Margaret Ferguson, Cynthia Girling, Peter Kreuk, Jean Landry, Faye Langmaid, Erik Lees, Eha Naylor, Glenn O'Connor, Marie-Claude Quesy, Jean Francois Rolland, Bev Sandalack, Cecelia Paine, Monica Geisbecht, Wendy Shearer, Jim Taylor, John Zvonar, Jim Thomas, Catherine Berris, Clive Justice

1. The meeting was called to order by the new Chair Peter Briggs. Peter had taken on the role of Acting Chair in the period prior to the Business Meeting as the request of Linda Irvine who stepped down as Chair. Peter thanked Linda on behalf of the Executive Committee and the Fellows for her work as Chair and added that her continued contributions would be very welcome.

2. The remainder of the Executive Committee was introduced, Alan Duncan, Past Chair and Wendy Shearer, Secretary.

3. The Fellows Elect were announced by the Chair: Don Wuori (posthumously), Lynda Macdonald, Bob Somers, Monica Geisbrecht, David Powell, Marie-Claude Quesy, Lucie St. Pierre, John George, David Spencer.

4. The Chair thanked the Jury for their 2019 deliberations: Jury Chair: Heather Cram, members Cynthia Girling, Chris Grosset, Glenn O'Connor, Jean-Francois Rolland, and Neil Dawe.

Jean-Francois, Neil and Chris are retiring this year having completed their terms.

5. Adoption of the Agenda, moved by Vincent Asselin, seconded by Glenn O'Connor, approved.

6. Adoption of the 2018 Minutes moved by Glenn O'Connor, seconded by Jean Landry, approved

7. Items arising from the Minutes: Update on the Legacy Project by Michelle Legault.

Approximately half of the Fellows have contributed their bios and images and these will be available on line. Michelle shared an example and stated that in the future searching by name or interest will be available. This may be of interest to students doing research. Michelle will be contacting the remaining Fellows to follow up with them. Cecelia Paine suggested that the Component Organizations maybe able to assist with the collection of information regarding Fellows who have passed away. Michelle will continue with the project and may require the use outside assistance.

8. Secretary's Report: The proposed changes to the Nomination Procedures and Form were presented. The changes were a summary of suggestions from the 2019 Jury and are intended to ensure that the specific information that the Jury needs to make a decision regarding membership. Key recommendations relate to the total number of pages, (30) and file size (10MB) and the limitation of the length of letters of endorsement. It is suggested that each endorser comment on a separate quality of the nominee. Nominees who have received National Awards would be considered as demonstrating exceptional work. The Form will be revised to assist the nominee providing space for the information required that is contained in a resume to be provided. This will overcome the issue raised about the nominator may not have easy access to the current resume of the nominee. The confidentiality of the nomination process must be maintained.

9. LACF Report: Vincent Asselin presented an overview of the LACF fundraising reminding those present that the College of Fellows originated this effort. The fundraising has been extremely successful raising close to \$900,000. Examples of bequests and other types of donations were shared. Thinking of LACF donations in

retirement planning was suggested. Thanks were given to the major sponsor, Maglin. A new LACF website has been launched. A total of 14 scholarships have been created, more than doubling in one year.

10. ASK Fundraising: Peter Briggs encouraged Fellows to donate as individuals in the ASK fundraising efforts.

11. New Business: Peter Briggs confirmed the appointment of 3 new Jury members. Serge Poitras will represent Quebec, Dan Glenn, Maritimes and Margaret Ferguson, the North.

12. The schedule for the 2020 Nominations was presented by Wendy Shearer based on the process provided by Heather Cram, Jury Chair

.1 Call for Nominations posted	Nov.3, 2019
.2 Contact jurors with review schedule	Jan. 10, 2020
.3 Nomination Submission deadline	Jan 15, 2020
.4 Nomination Packages reviewed by Wendy and Michelle for technical compliance	Jan. 22, 2020
.5 Nomination packages sent to Jurors	Jan. 27, 2020
.6 Jury review of submissions	Jan 27-Feb.14, 2020
.7 Email First Voting to Heather	Feb. 18, 2020
.8 Conference call to review the voting and Discuss the candidates	Feb. 19, 2020
.9 Second Jury Vote if required	Feb. 24, 2020
.10 Jury Announcement	March 16, 2020
.11 Investiture	June 20, 2020

13. Peter asked is there were members who would like to form a sub-committee to work with the Executive Committee on developing a Conflict of Interest Policy for members and the Jury.

14. Virginia Burt asked that a protocol be developed for the use of FCSLA letters designating membership in the College of Fellows. The protocol for the wearing of the medal and pin are posted on the website.

15. Jim Taylor introduced Clive Justice recognizing him as an early Fellow.

16. Motion to adjourn, moved by Vincent Asselin, Passed