

The ArQuives: Canada's LGBTQ2+ Archives
DRAFT

Meeting Name: 2023 Annual General Meeting

Date: Monday, 13 May 2024

Time: 6:05 PM - 6:57 PM EST

Location: [Zoom](#)

Attendees:

Online: Raegan Swanson, David DesLauriers, Kelvin Kung, Nico Mara-McKay, Heather Riley, Beck Schaefer, Charles Dobie, Jacqueline Murray, Terra Gellespie, Evan Schilling, Simon Liao, Annika Nagashima, Gary Myers, Lisa Freedman, Michael Ott, Alex Briganti (Hogg, Shain, & Scheck CPAs), Hannah Dickson, Sadia Khamissa (Hogg, Shain, & Scheck CPAs), Rick Hurlbut, Suzanne Swanton, Heather Matthews, Bailey, Lucas Wilson, Courtnay McFarlane, Stefanie Martin, Jordan, Joan Anderson, Courtnay McFarlane, Richard Borbridge, Rebecka Sheffield, Deanna Bickford, Mark Lipton, Cat Rose, Cristian Leonardo Velsquez Pardo, Dennis Findlay, Elspeth Brown, Gabryelle Iaconetti, Paul-François Sylvestre, Permjit Mann, Daniel Payne, Jade Nelson, and Marcelo Rabelo

Regrets:

AGENDA		
Topic	Purpose (Decision, Discussion, Information)	Lead
Welcome & Land Acknowledgement		RS
Minutes of the previous Annual General Meeting: May 8, 2023	Decision	RS
Business arising	Discussion	RS
President's address: Courtnay McFarlane	Decision	CM
Executive Director's address: Raegan Swanson	Decision	RS

Officers' reports: <ul style="list-style-type: none"> Secretary's report: Michelle Schwartz Treasurer's report: David DesLauriers 	Information/Discussion	DD
Review of Financial Statements and Appointment of Auditor	Information/Decision	DD
By-law amendments	Discussion	RS
Election of Directors	Discussion	RS
Questions from the Floor/Other Business	Discussion	RS
Adjournment		RS

MEETING MINUTES

- Welcome & Land Acknowledgement
 - Led by: Raegan Swanson
 - Trust and Reconciliation Commission Call to Action documents in 2015, no. 70 about archives; ArQuives a part of response to Call to Action no. 70
 - AGMs have been online since 2020
 - Questions, please raise hand
 - Agenda: <https://arquives.ca/wp-content/uploads/2024/04/2023-AGM-Agenda.pdf>
- Minutes of the previous Annual General Meeting: May 8, 2023
 - Led by: Raegan Swanson
 - Minutes from previous AGM: <https://arquives.ca/latest-news/2023-agm>
 - Motion: Raegan
 - Seconded: Heather Riley
 - Decision: Carried

- Business arising
 - Led by: Raegan Swanson
 - No new business added to agenda
 - Period for questions at the end, if needed
- Executive Director's address: Raegan Swanson
 - Led by: Raegan Swanson
 - Executive director at The ArQuives, reporting on collection development plan and strategic plan
 - Graphics on slide taken from the 2023 Annual Report, which will be on the website shortly
 - 2023 saw the beginning of the Collection Development Plan
 - In 2021-2022, a collections review conducted by a third party to evaluate the contents of the collection and the holdings themselves: what was collected, who collected by, who was represented, and under/over represented; recommendations made in their final report
 - In response, in late 2022, a Collection Development Plan developed for the years 2023-2027, following the lines of the Strategic Plan, but focused on the collections
 - Five main points for the Plan: grow collections, grow programming, grow users, grow partnerships, grow visibility; each item has yearly goals that are progressive over time
 - Collections: target was 10 high priority donations, 21 collections received in 2023
 - Programming: target was to host three digital exhibits, surpassed that through partnerships
 - Users: Growing both physical users and people who contact via email to have questions answered, have material sent remotely because they are unable to come into Toronto; 169 researchers and research groups, surpassing pre-COVID numbers thanks to staff in the research room
 - Partnerships: target was two new partnerships, surpassed several new partnerships and project grants

- Visibility: More difficult to establish goals, will work on developing percentage-based goals in future years; saw growth in social media and newsletters subscribers
 - Possible that we have underestimated ourselves; we will decide whether we need to reevaluate the targets for future years
 - 97 new donations to the collection, 21 of which were from high priority groups
 - 20,000 new records added to the database: books, artifacts, archival files, individual items
 - More than 12,000 individuals accessed the online collections; 128,000 visitors to the website; more eyes on the collection and hope to grow it this year
- Strategic Plan 2023-2027
 - Five pillars of focus: become a community destination, keep our stories alive, grow and support actively engaged staff and volunteers, increase access to collections, sustain ArQuives for the future
 - First year, so more in progress and outstanding than completed at this stage
 - Actions in progress: Collections Development Plan, volunteer coordinator hired, in-person and digital exhibits from high priority groups; community consultation has started and more will emerge in the coming months, project began in late 2023 started and will continue through to 2026
 - Outstanding actions: large grants in, but some have also been rejected as they are receiving more than usual applications; we will be talking to granting parties for more information about how we can compete better, but there is only one grant for Canadian archives, and if we don't get it, that's it for the year
- Motion: Mark Lipton
- Seconded: Rick Hurlbut
- Decision: Carried
- President's address: Courtney McFarlane
 - Led by: Courtney McFarlane
 - 50 years of keeping our stories alive, the Canadian Gay Liberation Movement Archives founded in 1973, but the mission has remained the

same; could not have done it without supporters; gratitude to Raegan Swanson and the dedicated staff

- New strategic plan in 2023; current challenges similar to those it has always struggled with to keep the history from disappearing, limited time and money, storage and space constraints remain a challenge
 - Path to recovery from COVID standstill in place; policies and processes being developed; create a governing body that attracts and retains folks committed to The ArQuives' success; supporting more researchers than ever
 - First year of the Collection Development Plan: met all first year goals; donations are moving back up towards pre-COVID levels, as are the number of volunteers; online presence continues to grow
 - Thanks to the volunteers who remain the heart of the organization; collection donors, thank you for trusting The ArQuives; financial donors make this work possible
 - More collections created digitally, how we collect and maintain will look differently in the future; digital initiatives to make that work possible
 - Reflect diversity of our community, with diversity, equity, inclusion at all levels; celebrate what we have accomplished, acknowledge the work that has yet to be completed
- Motion: Raegan Swanson
 - Seconded: David DesLauriers
 - Decision: Carried
- Officers' reports:
 - Secretary's report: Michelle Schwartz
 - No report from the secretary
 - Treasurer's report: David DesLauriers
 - Led by: David DesLauriers
 - Introduce auditor, Alex Briganti from Hogg, Shain, and Scheck CPAs
 - Small surplus in 2023, \$31,164 compared to a small deficit in 2022
 - Large operating deficit, but this was offset by a year of positive returns in investment portfolio
 - Managing operating expenses, improving fundraising and earned revenues to move towards a net positive balance; important as we

are increasingly reliant on professional full time staff rather than volunteers

- Operating revenues more in line with typical years, revenues from fundraising returned to more normal levels compared to strong results in 2022
- Strong royalty revenue received in 2023
- Increased spending on administration and programming as we move towards more higher post-pandemic activity and faced inflationary pressures
- ArQuives supported by strong financial reserves, much of portfolio is restricted, to be used in support of a future new home and strategic initiatives, don't ant to rely on these reserves
- Positive investment results were driver behind surplus in 2023, compared to a loss in 2022; such swings not unusual due to market volatility
- Review of Financial Statements and Appointment of Auditor
 - Led by: David DesLauriers
 - Audited financial statements from Alex Briganti
 - Proposed and accepted on 1 May to the board of directors
 - Now can issue an unqualified or clean report as of December 31, 2023
 - Highlights from the audit: net surplus for 2023, confirmed with third parties, securely invested with portfolios; capital assets; deferred capital contributions reviewed against contracts and advances received; did not find any issue with the classifications of any of the income or expenses
 - Thanks to efforts from Raegan, board members, especially David, to conduct necessary procedures; consistent and clean slate of records compared to other organizations they've audited in this sector
 - Board has already approved, no need to accept
 - David DesLauriers recommends that they be appointed as auditors for fiscal year 2024
 - Motion: David Deslauriers
 - Seconded: Rick Hurlbut

- Decision: Carried
- By-law amendments
 - Led by: Raegan Swanson
 - Board is not bringing any forward this year
 - No request for amendments
- Election of Directors
 - Led by: Raegan Swanson
 - Five positions open, and five people standing
 - Call to the floor for anyone to put their names forward
 - Courtney McFarlane
 - Current board member standing for election
 - Visual artist, curator, poet; completed one year on the board; currently president, also on the Diversity, Equity, and Inclusion Committee, wants to continue to contribute to the board of directors and the important work it does
 - Kelvin Kung (he/him, they/them)
 - Current board member standing for election
 - Thanks volunteers, does not take the position lightly, currently chair the Relocation, support finance and governance
 - Works an architect, has worked with community centres, planetarium to gallery, hotels, shopping centres, restaurants
 - Historian, three degrees in architecture; Society of Architecture Historians, group of archivists and historians, advocating for LGBTQ histories; our survival depends on who is in power, and we have to preserve our histories
 - Volunteers throughout the Village in Toronto, running group
 - Terra Gillespie (she/they)
 - Thanks to the board for putting the nomination forward
 - Digital marketer in day job, fundraise for organizations, advocacy work for a number of organizations, background in political organizing; disabled, want to represent disability community within queer community and ensure that ableism is eradicated in their lifetime, part of our history that's left untold, wants to steward in this role
 - Lisa Freedman

- Recently retired lawyer, worked at the Legislative Assembly of Ontario on procedural issues, advised speaker on the rules of the assembly, in charge of paperwork of the assembly; 1996, part of landmark case that fought for the rights for same-sex couples to adopt and won, which led to same-sex adoption being legalized all over the world; grand marshal in the Pride Parade; worked for 10 years with *Broadside*, a feminist review in the '80s and '90s, feminist and lesbian politics in Canada
- Jacqueline Murray
 - Professor emerita at the University of Guelph in History, spent adult life studying sex and gender issues in the middle ages; brought contemporary and medieval together in an op ed on the meaning of marriage in the middle ages, became a witness to the Ontario court when same-sex marriage was legalized; vocal in popular press on queer issues, and more recently trans issues
 - Originally from BC, experience in emerging gay and lesbian movement in Vancouver before moving to Toronto; was in the Bath House Marches, marched for Morgenthaller, keen to keep the history alive in those ways, in particular, don't want to deprive a new generation of the knowledge of their deep past and their 20th century past, the AIDS crisis and what that meant in terms of our communities and the devastation it wrought
 - Put self through university through archives, and first published article was on the Mackenzie fonds, delighted to have academic focus and a bit of archival knowledge, passion for history to be united
- Five people, five spots, no vote necessary
- Only one outgoing member, Michelle, thank for hard work as secretary
- Welcoming all new members to the board, look forward to working together in the coming years
- Questions from the Floor/Other Business
 - Led by: Raegan Swanson
 - Joan Anderson: Thank you from a long-term member and volunteer, what you can look at online now is quite wonderful, could get to box numbers of what they wanted to see in terms of documents, set up an appointment, and go in for half a day and look at everything, supportive, appreciate the changes made and the work with online content

- Can reach out to Raegan, staff, board, always happy to answer questions or point to the person who can answer the question; look forward to participating in conversation along the way
- Upcoming events:
 - May 30, new exhibit at 34 Isabella in Toronto, *Meet Me in Leather*, curation team and Curatorial Committee
 - Busy during Pride Month, June 2024, Open House on 15 June, duplicate material for sale, house tours, Q&A session for people who are interested in volunteering at the ArQuives
- Adjournment
 - Led by: Raegan Swanson
 - Motion: Raegan Swanson
 - Seconded: Mark Lipton
 - Result: Carried

Adjournment: 6:57 PM

Date of Next Meeting: May 2025