



Annual General Meeting – Minutes – DRAFT

Date of Meeting: Monday, May 8, 2023

Meeting Attendees:	
Board of Directors: Justin Hughes-Jones, Renee Saucier, David DesLauriers, Kelvin Kung, Kelly Small, Courtnay McFarlane ArQuives Staff: Raegan Swanson, Lucie Handley-Girard, Stefanie Martin, Daniel Payne, Deanna Bickford, Jade Nelson, Jordan Saroya	Regrets: Michelle Schwartz

Item 1

Welcome & Land Acknowledgement: Raegan Swanson (RMS), Executive Director, called the meeting to order at 6:05 and welcomed everyone. RMS introduced the agenda items for the meeting.

Item 2

Minutes of the previous Annual General Meeting: June 6, 2022 - Mark Lipton moved to approve, seconded by Adam Birrell. The minutes were approved. The draft will be available by request if anyone else needs access.

Item 3

Business arising – none

Item 4

Co-Presidents’ address: Justin Hughes-Jones & Renee Saucier gave their report.

In 2022, we once again started the year with every aspect of the work we do at The ArQuives being impacted by the global pandemic. Despite the adversities and the many organizational changes throughout the year, we have continued our critical mission: to acquire, preserve, organize, and give public access to information and materials in any medium, by and about LGBTQ2+ people.

With the reopening of The ArQuives in a safe way we were able to welcome volunteers and researchers back into the space. We are so glad to have you back, and we truly appreciate all the staff that stepped up to make this a reality.

Regardless of the ebbs and flows of the pandemic, The ArQuives remained committed to the community it serves, facilitating several ongoing partnerships. With the support of Inclusive Voices, we completed a full Collection and Community Engagement Review and have built a Collection Development Plan for 2023-2027. This was a true accomplishment given the size of our collection and the diversity of stories The ArQuives needs to keep alive. Further, we are in the final year of our strategic plan and have made great progress in meeting those objectives. We have also relaunched our next 5 year strategic plan which can be found on our website.

2023 marks The ArQuives' 50th anniversary and we are truly proud and grateful of those past and present that have persevered to keep the ArQuives and make it what it is today. We have a strong foundation to propel The ArQuives forward to support all of our diverse community. Please stay on the lookout and attend the many 50th anniversary celebrations.

Through hard work and steadfast commitment, we finished the year with a surplus, once again. We increased our fundraising drastically with some one time and multi year benefits. As we look at 2023, our expenses are likely to increase in alignment with being open for the full year. We will continue to focus on all aspects of fundraising to offset those increased costs.

We would like to express our gratitude and thanks to Raegan Swanson, our Executive Director (ED), and our amazing staff including Lucie Handley-Girard, Ariana Ho, Jordan Saroya, Deanna Bickford, Nipun Kudalkar, Daniel Payne, Tonya Sutherland-Stewart, Ashley Abdul, Aliisa Qureshi, Sam Cronk, Ryan Flanigan, Nicole Gauthier, Lo Humeniuk, and Jessica Lawrence, who skillfully balanced working on-site and from home throughout the year. Thank you as well to our volunteers, who continued the work of so many of our committees, as well as to our Board.

Finally and with much appreciation, we wish to thank all of our financial supporters, our Guardians of The ArQuives, and every single donor and community member who supported us financially and allowed us to continue to do the work our community needs now more than ever.

As we look towards our 50th anniversary at The ArQuives in 2023, we remain committed to the global LGBTQ2+ community we serve, ensuring that we remain steadfast in our commitment to *Keep our Stories Alive*.

The Co-Presidents invited questions from the floor. None arose.

Motion to approve the report was made by Kelly Small, seconded by David DesLauriers. The report is approved.

Item 5

Executive Director's address: Raegan Swanson, Executive Director gave her report.

- RMS reported on the success and challenges of the 2018-2022 Strategic Plan.
- RMS reported on the process of the creation of the 2023-2027 Strategic Plan and Collection Development Plan 2023-2027 which will be discussed later in the meeting.
- RMS reported on Programming and Events from 2023.
 - Trivia
 - Walking Tours
 - Events
 - Exhibitions
- RMS thanked Volunteers and Staff for their support and hard work over the past year.

Motion to accept ED Report was made by Renee Saucier, seconded by Adam Birell. The report is approved.

Item 6

Officers' Report(s)

Raegan confirms on behalf of Michelle Schwartz that there is no report from the Secretary.

Treasurer's report: David DesLauriers (DD)

DD gave his Treasurer's Report.

DD Invited questions – None.

Motion to accept Treasurer's Report was made by Beck Shafer, seconded by Adam Brielle. The report is approved.

Item 7

Review of Financial Statements and Appointment of Auditor

David DesLauriers moved to appoint Hogg, Shain & Scheck to continue as The ArQuives' auditors. Kelly Small seconded. No objections. It was passed and Hogg, Shain & Scheck will continue their work with The ArQuives.

Item 8

Presentation of the Strategic Plan and Collection Development Plan for 2023-2027

RMS presented the 2023-2027 Strategic Plan and the Collections Development Plan for 2023-2027.

Invitation for questions

- Mark Lipton asked about how does the plan work.
- Elspeth Brown asked a question about consideration for post-custodial collecting and planning.
- Beck Schaefer asked a question about what is going to be considered “high priority groups” in the Collections Development Plan.
- General comments from RMS about how The ArQuives plans to achieve balance in collecting.

Item 9

By-law Amendments – The board proposed 5 amendments

1. Updating the name of the organization (1.4)
2. Updating the mailing address (2.01)
3. Update text to read “resident of Canada” (4.02)
4. Updated text to read “shall be the majority of directors” (4.06)
5. Added requirement for two members to support a board nomination

RMS invited membership to propose on the (virtual) floor. No additional amendments were proposed.

RMS motioned to accept the changes to the bylaws, seconded by JHJ. Motion carried.

Item 10

Election of Directors

RMS explained the process of finding new Board members. The floor was opened up should anyone in addition to the Board’s recommendations wish to stand.

Opened floor – Open now and later when those asked to stand will provide a short speech and bio.

Explanation of the voting process. Nominees from the board’s recommendations were asked to speak:

- **Lucas Wilson** - applicant - was unable to make the meeting and a video introduction was played.

- **Mark Lipton** - applicant
- **Heather Riley** - applicant

Raegan calls for anyone who wishes to run from the floor. No one puts their names forward. **The floor was closed.**

Actual voting – as there are 3 applicants and 3 spots, they are elected by acclamation. Reagan welcomes the new members.

Item 11

Questions from the floor/other business – none.

Item 12

Meeting Adjourned at 7:11 pm.