



2016 Annual Meeting of the Members

October 20, 2016

Halifax, NS

CRKN  RCDR

Canadian Research Knowledge Network
Réseau canadien de documentation pour la recherche

E. Cannon

Chair:	Elizabeth Cannon
Secretary:	Clare Appavoo
Scrutineers:	Craig Olsvik
Procedure:	Standard Code of Parliamentary Procedure (Sturgis)
Quorum:	At least 25 Institutional Members participating in person or by proxy
Logistics:	Motions, Q&A, voting

Agenda

1. Welcome and call to order
2. Adoption of the agenda - **DECISION**
3. Approval of the Oct 22, 2015 minutes - **DECISION**
4. Introduction of Directors
5. Report of the Chair, Board of Directors
6. Executive Director's report
7. Treasurer's report
 - 7.1 FY15-16 audited financial statements
 - 7.2 Appointment of auditor for FY16-17 - **DECISION**
 - 7.3 Finance & Audit Committee report
 - 7.4 FY16-17 budget & multi-year financial model
 - 7.5 Membership fee update

Agenda

8. Content Strategy Committee report
9. Update on Member resolution AGM 2014
10. Exploration of merger with Canadiana
11. Strategic Plan Extension - **DECISION**
12. Ratification of Election of Directors - **DECISION**
13. Appointment of Directors
14. Annual General Meeting 2017
15. Other business
16. Adjournment

DECISION**E. Cannon**

Additions to the agenda?

*Motion: that the agenda be adopted as distributed
[or as amended]*

DECISION**E. Cannon**

Corrections to the minutes?

Motion: that the minutes of the Annual Meeting of the Members held Ottawa, October 22, 2015) be approved as distributed [or as corrected]

E. Cannon

Elected (8):

Lesley Balcom

Gwen Bird

Christopher Callbeck

Robert Clarke

Daniel Godon

Todd Mundle

Carol Shepstone

Trevor Davies

Appointed (2):

Elizabeth Cannon

Larry Alford

E. Cannon**Message from the Chair 2015-2016**

- Theme of Collaboration. Coordination. Confederation.
- Building on past successes
- Leadership on budget challenges
- Universities Canada perspective
- Looking forward
- Acknowledgements

C. Appavoo

Message from Executive Director 2015-2016

- Operational highlights:
 - CRKN Model License
 - Institutional Mobilization Toolkit
 - Additional licensing options
 - CNDHI-IPNPC project
 - Continued collaboration
- Looking forward
- Acknowledgements and thanks

C. Callbeck**FY15-16 Audited Financial Statements**

- Audited financial statements available on website
- Summary financial statements in Annual Report 2015-2016
- Additional context in Management Discussion & Analysis (MD&A)
- Clean audit; no management letter suggesting improvements
- Highlights from financial statements & year-in-review
- Looking forward

DECISION**C. Callbeck****Appointment of Auditor for FY16-17**

Motion: that the firm of Deloitte & Touche LLP be re-appointed as the auditors of the Corporation for the fiscal year ending March 31, 2017, and that the Directors of the Corporation be authorized to fix the auditor's remuneration.

C. Callbeck

Finance & Audit Committee report

- 2015-2016 report located in AGM documents (available on CRKN website)
- Highlights for the year-in-review
- Looking forward – objectives for 2016-2017

C. Callbeck

FY16-17 budget & multi-year financial model

- Budget is:
 - **drafted** by staff
 - **reviewed** by Finance & Audit Committee
 - **recommended** by Finance & Audit Committee to Board of Directors
 - **approved** by Board of Directors
- FY16-17 budget highlights
- Multi-year model for balanced budget

C. Callbeck

Membership Fee Update

As approved by the membership at last year's AGM, CRKN will move to a system of banded membership fees for FY2017-18.

T. Mundle

2015-2016 report in AGM documents (available on CRKN website)

Highlights for the year-in-review

Looking forward – objectives for 2016-2017

C. Appavoo

- Institutional Mobilization Task Group final report delivered to Board May 2016
- Institutional Mobilization Toolkit produced
- Letters sent to University Presidents through Universities Canada
- Focus Groups with Members
- Negotiating with vendors for alternatives to the big deal: smaller collections, title-by-title selection, opt-out clause

DECISION**C. Shepstone**

The Working Group provided an update on their report during the Strategic planning session held October 19th and members have had the opportunity to reflect on the benefits and risks of a possible merger with Canadiana.org.

Motion: TBD

DECISION**C. Shepstone**

Feedback from the Strategic planning session October 19th will be presented. Based on that meeting, a proposed copy of the 2016-2018 Strategic Planning extension was circulated.

Possible Motion: that the membership supports extending the current strategic plan until 2018 with the changes as circulated to the members.

DECISION**C. Shepstone**

Newly-Elected	Term	Position
Catherine Steeves	To AGM 2019	Ontario Region
Daniel Godon	To AGM 2019	Quebec Region
Todd Mundle	To AGM 2019	CSC Chair
Continuing	Term	Position
Lesley Balcom	To AGM 2017	Atlantic Region
Gwen Bird	To AGM 2018	Large Institution
Christopher Callbeck	To AGM 2017	Research/Admin
Trevor Davis	To AGM 2018	Research/Admin
Carol Shepstone	To AGM 2017	Western Region

Motion: that the slate of 8 Directors as presented, be ratified by the membership

C. Shepstone

Two appointed positions (to AGM 2017):

- Chair
- Member at Large

Elected Board members will meet immediately following the AGM to appoint these two positions

E. Cannon

2017 AGM: Eastern Canada

- Location: Montréal, QC
- Save the date: **October 18 – 20, 2017**

15

Other business

Any other business?

E. Cannon

16 Adjournment

E. Cannon

Meeting adjourned

Thanks to:

Participants & special guests

Presenters and moderators

CRKN Board, committee & task group members and staff

University of Regina and OAC

*LAC Presenters & Call
Follow*



Meeting Adjourned

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