

2018 Annual Meeting of the Members

October 18, 2018 Vancouver, BC

CRKN  RCDR
Canadian Research Knowledge Network
Réseau canadien de documentation pour la recherche



1. Welcome and Call to Order

A. Shepard

Chair: Alan Shepard
Secretary: Todd Mundle
Scrutineer: 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 (1/2)

1. Welcome and call to order
2. Adoption of the agenda - **DECISION**
3. Approval of the Oct 20, 2017 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 FY17-18 audited financial statements
 - 7.2 Appointment of auditor for FY18-19 – **DECISION**
 - 7.3 Finance & Audit Committee report
 - 7.4 FY18-19 budget & multi-year financial model

Agenda (2/2)

8. Content Strategy Committee report
9. Pursuing a TDR Preservation solution – **DECISION**
10. Amendments to CRKN By-laws – **DECISION**
11. Ratification of Election of Directors – **DECISION**
12. Appointment of Directors
13. Annual General Meeting 2019
14. Other Business
15. Adjournment



2. Adoption of the Agenda

A. Shepard

DECISION

Additions to the agenda?

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



3. Approval of the Minutes - October 20, 2017

A. Shepard

DECISION

Corrections to the minutes?

Motion: That the minutes of the Annual Meeting of the Members (held Montreal, October 20, 2017) be approved as distributed [or as corrected]



4. Introduction of Directors

A. Shepard

Elected (8):

Lesley Balcom
Gwen Bird
Trevor Davis
Daniel Godon
Melissa Just
Todd Mundle
Ian Nason
Catherine Steeves

Appointed (2):

Alan Shepard
Larry Alford

Rebecca Graham (*Pending ratification)



5. Report of the Chair, Board of Directors

A. Shepard

**Message from the Chair of the Board of Directors
2017-2018**



6. Executive Director's Report

C. Appavoo

Message from Executive Director 2017-2018



7.1. Treasurer's Report

I. Nason

Fiscal Year 2017-18 Audited Financial Statements

- Audited financial statements available on website
- Summary financial statements and MD&A in Annual Report 2017-2018

7.2. Treasurer's Report

I. Nason

DECISION

Appointment of Auditor for FY18-19

Motion: That the firm of Deloitte & Touche LLP be re-appointed as the auditors of the Corporation for the fiscal year ending March 31, 2019, and that the Directors of the Corporation be authorized to fix the auditor's remuneration.



7.3. Treasurer's Report

I. Nason

Finance & Audit Committee Report

- 2017-2018 report available on the CRKN website
- Highlights for the year-in-review
- Committee membership
- Looking forward – objectives for 2018-2019

7.4. Treasurer's Report

I. Nason

FY 2018-19 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
- Fiscal Year 2018-19 budget highlights
- Heritage Content Access and Preservation Fund



8. **Content Strategy Committee Report**

T. Mundle

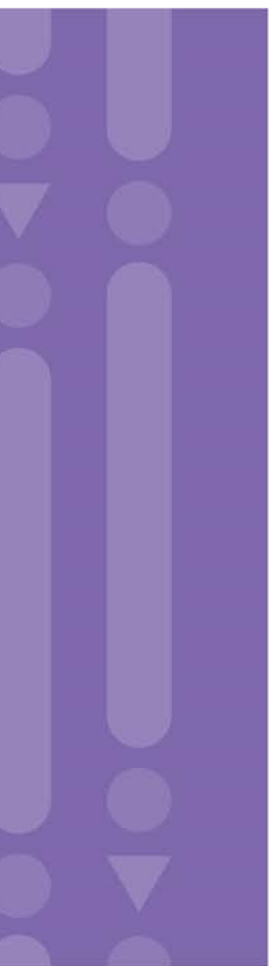
- 2017-2018 report available on CRKN website
- Highlights for the year-in-review
- Looking forward – objectives for 2018-2019



9. Pursuing a TDR Preservation & Perpetual Access solution

DECISION

A. Shepard



WHEREAS the Corporation had mandated a Trusted Digital Repository Task Group (TDRTG) to explore options for the adoption of the Scholars Portal (SP) Trusted Digital Repository (TDR), a service of the Ontario Council of University Libraries (OCUL), as a national TDR service for CRKN licensed content.

AND WHEREAS the final report of the TDRTG has been delivered to the CRKN membership with recommendations on how a national TDR service might be arranged.

AND WHEREAS the membership understands that the success of this initiative would require further discussion and negotiation with OCUL, the University of Toronto Libraries and Scholars Portal, as well as the broad support and financial commitment of all CRKN members.



NOW THEREFORE BE IT RESOLVED THAT:

The Members endorse in principle the recommendations of the TDRTG Report and authorize the CRKN Board of Directors to establish a working group to negotiate agreements with appropriate stakeholders, to finalize an annual budget, and to propose a cost allocation model, both for the implementation phase and for the ongoing operation, in advance of a final decision or commitment from the membership.



10. Amendments to CRKN By-Laws

DECISION

A. Shepard

Motion: That the by-laws be adopted as distributed

11. Ratification of Election of Directors

DECISION

G. Bird

Newly-Elected	Term	Position
Gwen Bird	To AGM 2021	Large Institution
Constance Crompton	To AGM 2021	Research/Admin
Continuing	Term	Position
Lesley Balcom	To AGM 2020	Atlantic Region
Daniel Godon	To AGM 2019	Quebec Region
Rebecca Graham	To AGM 2021	PAC Chair
Melissa Just	To AGM 2020	Western Region
Todd Mundle	To AGM 2019	CSC Chair
Ian Nason	TO AGM 2020	Research/Admin
Catherine Steeves	To AGM 2019	Ontario Region

Motion: That the slate of 9 Directors as presented, be ratified by the membership

12. Appointment of Directors

G. Bird

The Board is entitled to appoint 1-3 positions annually:

- Chair
- Member at Large, for balance
- Proposed additional balance position

Elected Board members will meet immediately following the AGM to appoint the Chair and one balance position.



13. Annual General Meeting 2019

A. Shepard

AGM 2019

- Location: Ottawa, Ontario
- Save the date: October 15 to 17, 2019



14. Other business

A. Shepard

- Any other business?



15. Adjournment

A. Shepard

Meeting adjourned

Thanks to:

Participating Vancouver institutions

Participants & special guests

Presenters and moderators

CRKN Board, committee & task group members and staff