

BCHF Council Meeting

20 May, 2020

7:00pm — 8:30pm

Via web conference

Attendees: Shannon Bettles, Doug Brigham, Rosa Flinton-Brown, Mark Forsythe, Michael Gibbs, Aimee Greenaway, Maurice Guibord, Andrea Lister, Greg Nesteroff, Caroline Ross, K. Jane Watt

Regrets: Gary Mitchell

The President called the meeting to order at 7:00 PM.

1. Review and adoption of previous meeting minutes: April 15
 - a. MOVED (Rosa Flinton-Brown, Greg Nesteroff) to adopt the minutes. CARRIED.
2. Adoption of agenda
 - a. MOVED (Doug Brigham, Aimee Greenaway) to adopt the agenda. CARRIED.

Previous Business

3. COVID-19 pandemic (Shannon)
 - a. ACTION: Shannon will put together a spreadsheet of contact information for our members societies. Council members are encouraged to select societies to contact. We will share the results of our discussions and see what themes and potential actions emerge. DONE
 - i. Mark, Greg, Shannon and Doug have been contacting member societies, who have been appreciative of the contact.
 - ii. Some societies are reopening and others will remain closed for the year. Funding for some student positions has not come through.
 - iii. There was discussion of whether pulling people together in this should way be one of our roles in the future.
 - iv. Maurice reported that he has received even more positions than expected as well as funding for positions through Dec 2020.
4. AGM 2020 (Shannon)
 - a. ACTION: Council members to do some individual research about how virtual AGMs can be done. DONE
 - i. Discussion of how the Federation might hold a successful AGM.
 - ii. Council felt that we want our AGM to be oriented toward the community, rather than being like a webinar or presentation. We should have 1 or 2 speakers on the programme, in addition to the business meeting.
 - iii. 19 Sep was selected as a possible date, with 26 Sep as a fallback.
 - iv. ACTION: Shannon, Jane, Aimee and Doug will form a committee to continue to work out the details.
5. Annual reports (Andrea)

- a. ACTION: Council members will submit their reports to Andrea by April 30. See Andrea's email for details. DONE
- 6. Standardizing data entry in Wild Apricot
 - a. ACTION: Shannon will set up a meeting with Shannon, Caroline, Jane, Rosa and Doug look at their respective needs. DONE

New Business

- 7. BC Archives Update (Shannon)
 - a. Mark and Shannon met with Kelly Black (Friends of the BC Archives) and Ryan Hunt (BC Museums Association), to discuss BC Archives fees. Kelly wrote a letter to BC Archives on behalf of our three organizations.
 - b. BC Archives has decided to drop licensing fees for charitable organizations and/or for non-commercial use, but they continue to charge "service fees."
 - c. Friends of the BC Archives is preparing an interim report, to be released in June.

Roundtable

- 8. President (Shannon, previously circulated)
 - a. Verbal reports from Council members are fine, now that we're meeting monthly.
 - b. Council members were reminded to provide information relevant to their portfolios for succession planning / emergency business continuity.
- 9. Treasurer (Rosa, previously circulated)
 - a. Discussion of the assignment of donations to the Centennial Legacy Fund.
 - b. MOVED (Rosa Flinton-Brown, Michael Gibbs) that the Federation continue passing all donations to the Centennial Legacy Fund but suspend the matching of those donations from its cash reserves for one year. CARRIED.
- 10. Membership (Caroline)
 - a. Membership numbers are almost same as in April: 372 total. There have been some individual cancellations.
 - b. Caroline has been working on the Wild Apricot data cleanup.
 - c. Caroline has worked with Shannon and Doug to create a password creation page for the Member Portal. We will do a short video on how to sign up for the portal and provide some help for members. We can announce this in The Buzz, once the content is available.
 - d. Discussion of the sorts of "member exclusive" content we provide through the portal.
- 11. Newsletter (Greg)
 - a. The April issue was sent to 609 addresses, 412 of which opened the message. There were 296 link clicks, the most ever by far. Including the book award winners helped greatly.
 - b. The May Buzz went to 590 addresses, 359 of which opened it. There were 179, again the most ever. The announcement about the Centennial Legacy Fund award to the South Asian Studies Institute at the University of the Fraser Valley received the most link clicks.

- c. We have released four interview videos in the last two weeks, with another scheduled for release tomorrow. The videos are getting a decent number of views. The interviews with Wendy Wickwire and Kyle Kusch are proving very popular.
- 12. Scholarship awards (Doug)
 - a. We will be able to announce the winners next week. Doug has thanked the adjudicators, three of whom are willing to serve again next year.
 - b. ACTION: Doug will contact the award winners to ask if they are interested in recording interviews about their essays.
- 13. Book prize and auction (Maurice)
 - a. Maurice has had to order additional book seals for the finalists.
- 14. Awards (Aimee Greenway)
- 15. Centennial Legacy Fund (Shannon)
 - a. The award cheque has been sent, to great appreciation.
- 16. Magazine (Jane & Andrea, previously circulated)
 - a. Andrea announced that she is stepping down as Editor of *British Columbia History* magazine. She has agreed to stay on to complete the Fall 2020 issue.
 - b. Jane and Council thanked Andrea Lister for her 10 years of exceptional work as Editor.
 - c. We have applied to Heritage BC for a Heritage Legacy Fund grant in the Heritage Awareness stream. We would like to develop a “Give Local” campaign in Fall issue to bring awareness that even small purchases can make a big difference in the heritage sector.
- 17. Communications, social media, projects (Mark, Communications team)
 - a. We have rebooted the Communications team, which now meets every 2 weeks. The team will be action oriented.
 - b. There was general agreement that we should continue to produce interviews.
 - c. Our press releases for awards are getting uptake in local media.
- 18. Conference (Michael)
 - a. The local organizing committee in Surrey has agreed to stay on for the 2021 conference.
 - b. They are looking at a conference incorporating some of what was already planned. People who agreed to participate in the 2020 conference have been contacted and have agreed to continue.
 - c. The theme of the 2021 conference remains to be determined. Connections with the provincial sesquicentennial would be appropriate.
 - d. We should be prepared for some or all of the conference to be held online.
 - e. Sue Bryant, incoming President of the Surrey Historical Society, is providing training for their members on how to use Zoom.

Andrea Lister and Michael Gibbs left the meeting at 8:30 PM and the meeting continued in camera.

The meeting adjourned at 8:45 PM