

**Municipal Archives Interest Group
Annual General Meeting
5 May 2021
Virtual Meeting via Zoom
Agenda**

1. Call to Order
2. Approval of the Agenda
3. Approval of the 2020 Virtual AGM Report
4. Report of the Chair
5. Financial Reports
 - a. Financial Report, 2020-2021
 - b. Approval of the Budget, 2021-2022
6. Future Open Houses
7. Call for Nominations for Chair and Vice-Chair
8. Election of Chair and Vice-Chair
9. Other Business
10. Roundtable
11. Adjournment

MAIG - Annual General Meeting Results April 29th, 2020

Special Note: As a result of the coronavirus pandemic, the AAO's AGM, and subsequent Special Interest Group AGMs were conducted virtually this year. A total of 14 MAIG Members participated in the online 2020 MAIG AGM, which was open for online participation between April 22nd through April 29th, 2020.

1. Motion to Approve the MAIG 2019 AGM Minutes
14 Votes: 10 Yay; 4 Abstain; 0 Nay → Carried

2. Motion to Approve the MAIG 2019-2020 Annual Report
14 Votes: 14 Yay; 0 Abstain; 0 Nay → Carried

3. Motion to Adopt the MAIG 2020-2021 Financials and Budget
14 Votes: 14 Yay; 0 Abstain; 0 Nay → Carried

4. Motion to Elect Gina Dewaele as Secretary-Treasurer of MAIG for 2020-2023 Term
14 Votes: 13 Yay; 1 Abstain; 0 Nay → Carried

ADDENDUM ITEMS:

Financial Report 2019-2020

REVENUE	
Amount previously in bank	\$645.77
Grant from AAO	\$228.23
TOTAL	\$874.00
EXPENSES	
2019-2020 Meetings	\$0.00 (in kind)
2019 Open House	\$348.04 (catering)
Advertising	\$0.00
TOTAL	\$348.04
FINAL BANK BALANCE	
	\$525.96

Budget 2020-2021

REVENUE	
Amount previously in bank	\$525.96
Grant from AAO	\$250 *requested*
TOTAL	\$775.96
EXPENSES	
2020-2021 Meetings	\$0.00 (in kind)
2020 Open House	\$0.00 (cancelled)
Online Communications/Survey	<u>\$0.00</u>
TOTAL	\$0.00
FINAL BANK BALANCE	
	\$775.96

Municipal Archives Interest Group 2021-2022 Financial Report and Budget for Approval

Financial Report 2020-2021

REVENUE	
Amount previously in bank	\$525.96
Grant from AAO	\$250.00
TOTAL	\$775.96
EXPENSES	
2020-2021 Meetings	\$0.00 (in kind)
Open House (cancelled)	\$0.00
Advertising	\$0.00
TOTAL	\$0.00
FINAL BANK BALANCE	\$775.96

Budget 2021-2022

REVENUE	
Amount previously in bank	\$775.96
Grant from AAO	\$100.00 (to be requested)
TOTAL	\$875.96
EXPENSES	
2021-2022 Meetings	\$0.00 (in kind)
2021 Open House (cancelled or virtual?)	\$0.00
TOTAL	\$0.00
FINAL BANK BALANCE	\$875.96

MAIG Report of the Chair

As a result of the coronavirus pandemic, the 2020-2021 Term of the Municipal Archives Interest Group (MAIG), was not as active as the Executive had previously planned. This was largely due to the fact that many MAIG Members spent the past year working from home, reassigned to other municipal departments, and in some unfortunate cases laid off. Subsequently, communication via the AAO and MAIG Listservs significantly reduced over the past year, and previous MAIG initiatives were not able to be conducted due to pandemic restrictions.

MAIG's annual newsletter, the *MAIGazine*, was published at the end of September and featured submissions focusing on the theme of "Staying connected, staying current". Updates from three municipal archives were shared, including challenges and opportunities experienced as a result of the pandemic. The Executive are thankful to those who contributed to the 2020 newsletter and hope to solicit more contributions this year.

Unfortunately, due to the pandemic, the MAIG Executive, in consultation with the AAO Board decided to cancel the annual fall MAIG Open House for 2020. Moving forward, the Executive is hopeful that future Open Houses will be conducted at host archival institutions but are looking into alternative virtual or hybrid options to allow for members to meet.

Last year, the AAO's AGM, and subsequent Special Interest Group AGMs were conducted virtually. A total of 14 MAIG Members participated in the online 2020 MAIG AGM, which was open for online participation between April 22nd through April 29th, 2020. Four Motions were passed during the AGM, which approved the 2019 AGM Minutes, the 2019-2020 Annual Report, the Adoption of the 2020-2021 Financials and Budget, as well as re-elected Gina Dewaele as MAIG's Secretary-Treasurer for the 2020-2023 Term.

This year, the MAIG Executive will once again be conducting a virtual AGM for its members. Members will be asked to take part in the approval of 2020 AGM Minutes, the 2020-2021 Annual Report, the Adoption of the 2021-2022 Financials and Budget, as well as elect a Vice-Chair and Chair for the 2021-2024 Term. Invitations to this AGM are forthcoming, as well as the nomination procedures for the two available positions.

Respectfully submitted,

Gillian Shaw
Chair, Municipal Archives Interest Group