



Archives Association of Ontario

Archives Association of Ontario
l'Association des archives de l'Ontario

Thirtieth Annual Report, 2023

for the year 2022-2023

Table of Contents

Agenda – 2023 Annual General Meeting Archives Association of Ontario (AAO)	3
2022-2023 Year in Review.....	4
Reports of the Directors.....	5
President’s Report.....	5
Secretary-Treasurer’s Report.....	8
Web Administrator’s Report.....	9
Chapter-SIG Stakeholder’s Report.....	11
Editor’s Report, <i>Off the Record (OTR)</i>	12
Reports of the Committees.....	13
Advancement Committee Report	13
Awards Committee Report.....	15
Communications and Advocacy Committee Report	16
Digital Access and Preservation Committee Report.....	17
Institutional Development Committee (IDC) Report	19
Professional Development Committee (PDC) Report	21
Student and New Professional Outreach Committee Report	23
Reports of the AAO Staff.....	25
Redstone Agency Report (AAO Secretariat).....	25
Archeion Coordinator Report.....	27
Reports of the Special Interest Groups (SIGs).....	31
Association of Independent School Archivists Report.....	31
Municipal Archives Interest Group (MAIG) Report	32
Reports of the Chapters.....	33
Durham Region Area Archives Group (DRAAG)	33
Eastern Ontario Chapter (AAOEe).....	34
Northwestern Ontario Archivists’ Association (NOAA)	36
Southwestern Ontario Chapter (SWOC).....	37
Toronto Area Archivists’ Group (TAAG)	38
2022 Annual General Meeting Minutes	40
Creation of a new Committee: Diversity, Equity, and Inclusion Committee.....	44
Current Wording of Constitution.....	44
Revised Wording of Constitution	47
AAO Strategic Plan Extension, 2023-2026	51

Agenda – 2023 Annual General Meeting

Archives Association of Ontario (AAO)

Friday, 12 May 2023

9:30 AM – 11:00 AM

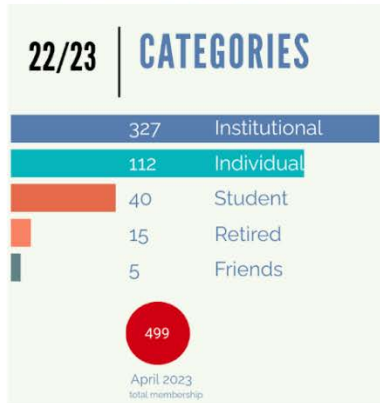
1. Call to Order - R. Beattie
2. President's Opening Remarks - R. Beattie
3. Approval of the Agenda - R. Beattie
4. Approval of the Minutes of the 2022 AGM - R. Beattie
5. Report of the President - R. Beattie
6. Report of the Secretary-Treasurer - C. Chaffey
 - a. Motion to approve the Secretary-Treasurer's Report
7. Motions - R. Beattie
 - a. Motion to extend the Strategic Plan to 2026
8. Election of the Board of Directors - R. Beattie
 - a. Web administrator
 - b. Institutional Development Committee chair
 - c. Professional Development Chair
 - d. Director-Without-Portfolio
 - e. Secretary-Treasurer
 - f. Vice-President/President-Elect
9. Awards Committee announcements - R. Carter
10. Adjournment - R. Beattie

2022-2023 Year in Review

AAO
Archives Association of Ontario ...by the numbers 2022-2023

@AAO_tweet
 @archives.assoc.ontario
 @ArchivesAssociationOfOntario

Membership



Outreach



Member Services



The Archives of Ontario receives financial support from the Government of Ontario through the Ministry of Heritage, Sport, Tourism and Culture Industries and the Ministry of Government and Consumer Services as administered through the Archives of Ontario Grant.

Reports of the Directors

President's Report

I want to begin my report by heartily thanking AAO members and volunteers for continuing to support and engage with the AAO despite the ongoing pandemic and the challenges many of us are facing at home and at work. The AAO would not exist without its members and volunteers. On behalf of the 2022-2023 Board of Directors, thank you for your dedication and support.

2022 Virtual Conference

Last year's conference was the AAO's second virtual conference. Using the Whova platform, the conference theme "These Are Unprecedented Times: How Archives and Archivists Changed, Struggled and Thrived Through Challenging Periods" was realised through three days of virtual presentations, keynote speakers, and networking events. Some of my favourite parts of the conference included the keynote by Renee Lafferty-Salhany, the 101 Archivists Surveyed fun session, and the Whova message boards that facilitated conversations on everything from archival practice to what music everyone was listening to.

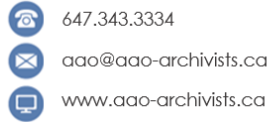
Professional Development Events

The Professional Development Committee (PDC), led by board member and chair John Yolkowski, has continued to offer a wide range of virtual professional development and networking opportunities for AAO members and other archival professionals as well as adding both a hybrid and an in-person opportunity. This year marked the third year of Safe Spaces Programming.

Response to PDC programming over the past year has been very positive, with workshop registration often at capacity. I encourage you to read the PDC's report for more details about their activities. These events would not have been possible without the work done by PDC members, supported by the AAO Secretariat, as well as the volunteer labour of facilitators and instructors. A huge thank you to everyone who has engaged with PDC over the past year.

Institutional Members' Symposium

This year the Institutional Members' Symposium was held on October 26th. The event featured a presentation by Jacinda Bain on a facet of the Tapestry Project at the City of Ottawa Archives to collect records relating to underrepresented communities within



Ottawa; a discussion on how to collect from underrepresented groups in collections and communities; and their regular roundtable discussion on current issues/trends facing members. Thank you to Institutional Development Committee (IDC) chair Jessica Barr and the whole IDC for their work organizing the Symposiums. For more information on the work of the IDC see their report for a full summary of their activities.

Anti-Racism and the AAO

The AAO has continued to support Diversity, Equity, and Inclusion (DEI) work. This year the AAO offered two-members only sessions relating to DEI - an introduction to the Reconciliation Framework by members of the Response to the Report of the Truth and Reconciliation Commission of Canada Taskforce and training on community centered reference hosted by Sofia Leung and Melissa J. Nelson. Additionally, the AAO board has committed to offering additional training opportunities for members in 2023-2024. In addition to training, at the 2022 AGM the members voted to support creating a DEI committee. Krista McCracken became the committee's first chair. The committee has been busy working on workshop consultation, a mentorship proposal, and an accessibility audit.

In the coming year, the board will be drafting a Diversity, Equity, and Inclusion commitment statement.

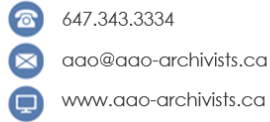
We know that in our profession - as well as the AAO - there is still much hard work to be done to make the field equitable, inclusive, and anti-racist. We have only just started this work and it is something that we must continue.

Standing Committees

The AAO's standing committees are the backbone of the association, and I am grateful to our volunteer committee members for all of their work. You can read more about each committee's work in their annual reports. Many of our standing committees are open to new members, and I encourage anyone interested in getting involved in the AAO to consider joining a standing committee.

Association Management Company

The Board of Directors made the move to Redstone Agency Inc. as our new Association Management Company in October of 2022. Redstone came to fruition in Canada and is currently headquartered in Toronto. Under the supervision of our incoming account lead, Kate Foster, Redstone's specialized support team has helped The AAO take our member support, communications, and programming in new directions. The AAO



board has been delighted at the strong working relationship that has developed with them.

Archeion Coordinator

Jazmine Aldrich left her position as Archeion Coordinator at the beginning of December, 2022. Thank you, Jazmine, for your support, dedication, and hard work over the past year. In January 2023, the AAO welcomed Kelli Babcock as the new Archeion Coordinator. Kelli can be reached at archeion@aao-archivists.ca. Please reach out to her with all of your Archeion questions.

2023 Conference

We had hoped to be in Coburg for this year's annual conference, however, when it became clear that a hybrid conference was not feasible either financially or logistically, the board decided to prioritize accessibility and move to a fully virtual conference. The Programme Committee and Local Arrangements Committee worked diligently to pivot this year's conference to a virtual space. This year's theme - "Archives Rx: Healthy Collections and Communities" is so indicative of the issues facing everyone in the archival world both at work and in their lives. Additionally, the advancement committee has worked to obtain sponsors and support this conference. Thank you to everyone who has made this conference possible.

In closing, I would like to take this opportunity to acknowledge the contributions of some of the volunteers who have completed their terms or are leaving their AAO positions: Past President Krista McCracken, Secretary-Treasurer Charlotte Chaffey, Director Without Portfolio Sara Janes, Institutional Development Committee chair Jessica Barr, Professional Development Committee chair John Yolkowski, web administrator Tiffany Ribeiro and Chapter-SIG Stakeholder Charly Wreggitt. Thank you all for your hard work in these roles. I would also like to extend a thank you to departing Archeion Coordinator Jazmine Aldrich for her service and dedication.

It has been an honour to serve in the role of AAO President. I appreciate the support I have received from my fellow board members, AAO staff and volunteers, as well as my colleagues at the University of Toronto Media Commons Archives. I look forward to continuing to support the AAO Board of Directors in the role of past president.

Sincerely,
Rachel E. Beattie,
AAO President 2022-2023

Secretary-Treasurer's Report

The AAO experienced a positive fiscal year in 2022-2023. Revenue totaled **\$162,546.02**, while expenses were **\$139,565.42**, resulting in a net income of **\$22,980.00**. The Association's financial management transitioned to the Redstone Agency in September of 2022. Thanks to Alicia Ma for her support and financial management throughout the transition and for the balance of this fiscal year.

Earned and Private Sector Revenue

Membership fees resulted in **\$49,061.26** in revenue, while advertising, individual and corporate donations, sponsorships, and individual donations to the Shirley Spragge Endowment, accounted for a further **\$ 1,520.17** in revenue.

Shirley Spragge Endowment

The beginning balance of the Shirley Spragge Endowment on April 1, 2022 was **\$25,981.99**. Over this past year, it accrued **\$644.91** in interest. The ending balance as of March 31, 2023 is **\$26,625.91**.

Grants

Government grants, for which the AAO is very grateful, amounted to **\$86,000** in total.

Grants received are as follows:

Provincial Heritage Organization Operating Grant: \$66,000

Archives of Ontario Grant: \$20,000

Other Revenue

Archeion Additional Storage: **\$795.00**

Professional Development Revenue

The revenues from the sales of 2022 virtual conference access earned **\$14,100**, while Professional Development Committee workshops earned **\$11,795**.

Total Expenses

Expenses incurred over the course of the year 2022-2023 totaled **\$139,565.42**.

Respectfully submitted,
Charlotte Chaffey, AAO Secretary-Treasurer, 2021-2023

Web Administrator’s Report

I joined the Archives Association of Ontario as the Web Administrator in August 2021. This report outlines the projects and initiatives I have been involved in between 2022 and 2023.

Website

Accessibility has been of top priority for me. Throughout the year, I have been making changes to pages to make them compliant with WCAG. To start, I began removing tables where regular paragraphs could be used, I implemented accordion menus for easier navigation of information, and alternative text was added to images both on the web and in social media posts. Throughout the report, you will also hear about the many new pages and resources available.

Social Media

The AAO is socially present on Facebook, Twitter, YouTube, and Instagram. This year, we added LinkedIn to that list. I have created and published social media content on Twitter, Facebook, Instagram, and LinkedIn, all while responding to reference requests and inquiries submitted through all social media channels. I have made heavy use of stories on Instagram and Facebook. Below are the social media statistics from March 2022 compared to March 2023.

Platform	March 2022	March 2023	Increase
Facebook followers	1480	1873	+393
Twitter followers	2047	2045	-2
YouTube subscribers	313	369	+56
Instagram followers	1293	1357	+64
LinkedIn followers	0	710	+710

Committee Involvement

Throughout the past year, I had the opportunity to collaborate with multiple committees.

- The Communication and Advocacy Committee (CAC) hosted Archives Awareness Week ‘Stepping into your community’ from April 3-6, 2023. On Monday, April 3, 2022, two different volunteers were successful in partaking in a Twitter Takeover. We also shared vignettes on Instagram and highlighted two more institutions.

- The [Institutional Development Committee \(IDC\)](#) requested a page to highlight upcoming Member's Symposiums and information on past symposiums. That page was released this year. Visit the [Institutional Members Symposium](#) page.
- The [Digital Access and Preservation Committee \(DAPC\)](#) has worked very hard to develop content for a Digital Resource Hub. The Digital Resource Hub will be made public soon and presented at the 2023 AAO Conference! It has been a pleasure working with this committee and assisting with this big project.

Other Initiatives

I located a lot of [Archives Awareness Week](#) content on our website, but it was not organized in a way that made it easy to navigate past information. Therefore, a new page was created for [Archives Awareness Week](#) information (current and past). There is also a section on tips for hosting events and public awareness resources.

[Giving Tuesday](#) was promoted throughout November on our social media and our blog. Giving Tuesday is a global generosity movement that the AAO actively participates in. Social media is a platform that allows us to reach out and encourage others for their donation of time, resources, and talents.

Working with the [Archeion Coordinator](#), we developed "Archeion Feature Friday's." As a way to promote the AAO's Institutional members and their Archeion presence, we invited institutions to participate in a new social media series, [#FeatureFriday](#). Each first Friday of the month, the AAO shares posts on its social media accounts highlighting participating institutions and their holdings. This is an opportunity for our social media followers to discover institutions and Archeion. These posts are also shared on our website on the [About Archeion](#) page, which is another page that was created this year designed to give users more background on Archeion.

The biggest news of all is the Annual AAO Conference of course. A [2023 conference](#) page was set up and contained all the necessary details such as the conference agenda and calls for papers.

Overall, this has been a year for creating new pages and organizing content for a better user experience.

Respectfully submitted,
Tiffany Ribeiro, Web Administrator
April 13, 2023

Chapter-SIG Stakeholder's Report

The Chapter & Special Interest Group (SIG) Stakeholder is elected annually to represent these groups on the AAO Board and act as liaison more broadly to ensure their interests and concerns are addressed. Over the past year, Chapters and SIGs have continued to provide programming and meetings for members, with some even beginning to move to in-person and hybrid events. The year was a fairly quiet one for this role, but my assistance was still required occasionally.

Overview of Activities

- Coordinated Chapter needs:
 - Aided in queries around Archival Awareness Week
 - Coordinated with the AAO Office to provide member lists to Chapters and SIGs
- AAO Board tasks:
 - Assisted with the hiring process for a new Archeion Coordinator
 - Participated in a meet-and-greet with University of Toronto iSchool students and the AAO.

I would like to thank the Board, the Chapters and SIGs, and the AAO office for your support during the year. It has been a pleasure to serve as the Chapter and SIG Stakeholder this year.

Respectfully submitted,
Charly Wreggitt, Chapter & Special Interest Group Stakeholder, 2022-2023

Editor's Report, *Off the Record (OTR)*

Issues

- I released four member-only issues: summer 2022, fall 2022, winter 2023 and spring 2023.
- The last four issues spotlighted four AAO members: Tamara Rayan, Angela Fornelli, Julia Gilmore, and Arvind Kang. They also included several recurring features such as Member Spotlight, Message from the President, and Statistics Dashboard.
- The following authors contributed pieces to OTR: Sevda Sparks, Kelli Babcock, Jazmine Aldrich, Jim Burant, Amanda Oliver, and Megan Lockhart.
- The issues also included notes from the 2022 AAO Awards, conference information, and information about upcoming professional development events.

Advertising

- *OTR* completed its advertisement run with Digital Treasury and Lucidea.

Respectfully submitted,
Adam Cavanaugh, Editor
April 16, 2023

Reports of the Committees

Advancement Committee Report

Advancement Committee Membership

Sarah McDougall, (Chair, Board Liaison)

Dominique Rivera

Alesha Grummett-Roesch

Christopher Hogendoorn

Natasha Beaton (May-October 2022)

The Advancement Committee continues to work on ways to encourage and cultivate the generation of income and funding for the AAO. This year's focus has been on cultivating sponsor relationships, virtual conference sponsorship, and Giving Tuesday. There has also been much discussion within the committee regarding future fundraising campaigns and new sponsorship opportunities.

The committee's membership changed throughout the year, as we welcomed Christopher Hogendoorn and said goodbye to Natasha Beaton. Christopher has agreed to be the Chair of the Advancement Committee for at least 2023-2024, as I will be busy fulfilling my role as President of the AAO. I will remain on the Advancement Committee as a member and Board Liaison.

Sponsorship of the AAO 2022 virtual conference

The 2022 AAO Conference was fully virtual again this year, marking the third year in a row that the AAO has used Whova. The committee continued with our streamlined approach to communications with sponsors, designing a simplified one-page information sheet (created with Canva) and lowering the pricing tiers to encourage sponsorship from smaller companies. Despite our best efforts, we only received 4 sponsors for the conference.

Giving Tuesday 2022

Our 2022 Giving Tuesday campaign was much more successful for 2022 - we received \$1185, compared to 2021's \$110. No prizes were offered, so 2022's comparative success over 2021 is a bit of a mystery. We received one donation for \$500, which certainly helped our total. We as a committee have decided to send personalized thank you emails to all donations of \$250+ going forward.

2022 Sponsor Survey

To inform our work to provide new opportunities to previous and potential sponsors, the committee sent a sponsorship survey to current, former, and potential sponsors. The survey can be found [here](#). The survey was sent to 27 businesses; of this 27, seven responded to the survey (a 25.9% response rate). The report on the survey results was written by Alesha Grummett-Roesch, with input from me. This sponsorship survey will be presented to the Board in early fall of 2023.

Updated Carr McLean Discount Code

The Carr McLean discount code had not been updated in a couple of years. It was updated in January 2023, and is now 2023AAO.

AAO Merchandise

There is increased interest in selling our AAO tote bags on the AAO website. Now that Redstone is our association management company, it seems likely that we will have the capacity as an organization to sell the tote bags on the site. There are 86 tote bags remaining in our supply, originally ordered in 2021; the "break even" price would be \$10.20 plus shipping.

Looking ahead to the next year of work, the Advancement Committee needs to continue its efforts to facilitate and maximize sponsorship opportunities for all of the AAO's assets, informed by the results of our sponsor survey, which will likely include professional development events and workshops, the website, Archeion, and of course the annual conference. We also need to reassess how we attract and retain private donors. Ideas such as an option to round up when renewing one's AAO membership, targeting communications to likely donors, etc. have been brought up by the committee. Christopher Hogendoorn has many ideas for increasing our donations and sponsorship, and I am very much looking forward to his work in 2023-2024. As always, the committee welcomes new members with ideas about how to do this work better and more efficiently.

Respectfully submitted,
Sarah McDougall, Chair, AAO Advancement Committee
April 12, 2023

Awards Committee Report

Awards Committee Membership

Rodney Carter (Chair)

Jean Dryden

David Sharron

Matt Szybalski

The AAO Annual Conference was held virtually in 2022 and the Awards Committee received approval from the Board to distribute funds from the Shirley Spragge Bursary to multiple people for this year as well as cover registration fees for the pre-conference workshop. Additionally, the AAO provided complimentary one-year memberships for the successful applicants who were not already AAO members. We were pleased to award seven bursaries to cover the registration costs for individuals to attend the conference, six workshop registrations, and three AAO memberships.

For 2023, the conference will once again be online, and we are able to distribute bursaries to multiple people. The application deadline has not passed at the time of writing this report, so the exact number of bursaries awarded has not yet been determined.

During the 2022 AGM, the annual AAO Awards were announced, and the committee was pleased to present four awards: James Roussain was given the Emerging Leader Award; Iona McCraith was given the Alexander Fraser Award; and Institutional Awards were given to the Lambton County Archives and the Middlesex Centre Archives.

The nomination period for this year's AAO Awards has closed but the committee has not yet held its adjudication meeting, so the award winners have not been decided at the time of writing. The committee has received several excellent nominations for the five awards that the AAO gives out and we look forward to announcing the winners at the 2023 conference.

Respectfully submitted,
Rodney Carter, Chair, AAO Awards Committee

Communications and Advocacy Committee Report

Communications and Advocacy Committee Membership

Leslie Thomas (Chair,
Board Liaison)
Daniel German

MacKenzie Gott
Laura Hallman
Emma Hamilton-Hobbs

Tys Klumpenhouwer
Tiffany Ribeiro

The Communications and Advocacy Committee (CAC) advises the Board on matters relating to communication with the membership, the operation of a program of public awareness and outreach, as well as providing leadership in the event that emergency advocacy is required on behalf of the membership. The Committee will provide liaison with the related committee on the Association of Canadian Archivists (ACA) and other archival institutions, as well as pursuing partnerships with other related bodies. In 2022-2023, the committee continued this work as described below.

New Members

The CAC welcomed new member Emma Hamilton-Hobbs.

Significant Activities

- The Original Order of Things was published in all months except December.
- The "call for volunteers" was rewritten to highlight the work of specific committees and given a new look to make it more appealing.
- A message was written to call member attention to the museum policy consultation.
- Ontario Archives Awareness week was undertaken. The committee created a theme and poster, updated documents on the webpage, promoted and hosted a 'Twitter Takeover,' and solicited vignettes.

Ongoing/Future Plans

The CAC will continue ongoing activities including publishing the monthly newsletter, finding ways to foster communication and partnerships with Provincial, Territorial, and National professional organizations, and creating letters of advocacy and support. The committee will look at communications activities to support recruiting and retaining volunteers.

Respectfully submitted,

Leslie Thomas, Chair, AAO Communications and Advocacy Committee

Digital Access and Preservation Committee Report

Digital Access and Preservation Committee Membership

Sam Shields (Chair)	Tara Cleveland
Jazmine Aldrich (past Archeion Coordinator)	Olivia Wong
Kelli Babcock (current Archeion Coordinator)	Aliza Elkin
Tiffany Ribeiro (AAO Web Administrator and Board Liaison)	Julienne Pascoe
Mitchell Parker	Alex Kay
	Emily Monks-Leeson
	Krista Keller
	Roxanne Wildenstein

Members of DAPC met virtually four times, with additional discussions continuing over email and within Google Drive working documents. Thank you everyone on the committee for volunteering your time this year! The committee made significant progress on several of the deliverables outlined in [Work Plan 2021-2023](#).

During the 2022 AAO Conference, the DAPC held a drop-in session for AAO members to meet and chat with the committee. The Chair introduced the committee, the work undertaken to date, and the plans for an online resource space. The committee was seeking feedback from AAO members with regard to their interest, ideas, or even desire for an online digital workspace before moving forward. No questions or concerns were raised by members during or after the session. General consensus among attendees was that the membership was in favour of DAPC continuing to develop the proposed resource space as presented. As such, it was decided to work within the existing deliverables of the 2021-2023 Work Plan and not restructure our goals at this time.

Subsequently, notable progress was made in the realisation of the new Digital Hub (goal 1) - an information and resources space dedicated to all things digital archiving - to be hosted on the AAO website for our members. The foundation of the space features a now revamped Digital Curriculum (goal 2), a cache of archiving tools for digital media, and an extensive Digital Resources List (goal 3).

Everything accomplished to date is thanks to the hard work, expertise, and engagement of all DAPC's amazing DAPC volunteers. A special mention for the efforts of Tiffany Ribeiro, who's excitement, wisdom, and hard work created the actual web-space, bringing our documents out of Google Drive and onto the website; as well as

the past-Archeion Coordinator, Jazmine Aldrich who whirled into the committee with an infectious enthusiasm and vision for all we could accomplish!

Now, nearly complete, DAPC is ready to soft-launch the Digital Hub to the AAO membership and plans to do so during the May 2023 AAO Conference.

In other news, the Board helped the DAPC secure an AAO email account for the committee chair. This has greatly improved communication channels and will allow for a much smoother transition between leadership terms.

Ongoing and anticipated committee initiatives include:

- Establishing new goals and submitting a 2023-2024 Work Plan.
- Launch the Digital Hub at the 2023 AAO Conference.
- Continue to build out training resources for digital archiving x Archeion.
- Continue to collaborate with the PDC; aid in the development of workshops, participate in panel(s), and promote digital-focused topics.
- Continue to upload online resources and tools relating to digital archiving and maintain a current Digital Resources List for the membership.

Heading into 2023-2024, DAPC's membership is strong. Recently onboarding several new volunteers - and even hitting membership capacity - welcoming Julienne Pascoe, Alex Kay, Emily Monks-Leeson, Krista Keller, and Roxanne Wildenstein to the committee in winter 2022. They join DAPC's veteran volunteer Mitchell Parker, and AAO staff members Tiffany Ribeiro and Kelli Babcock.

The terms of three members are ending, Aliza Elkin, Tara Cleveland, and Olivia Wong. Immense credit to them for all their work, especially persevering during the stress and chaos of a global pandemic, to help keep the committee moving forward towards DAPC's goals!

After four-years as Chair of the DAPC, my final term on the committee has also ended. As no members of the current committee have indicated their interest in the role, I am once again asking the Board to include DAPC Chair (minimum 2-year term) in their volunteer call, and to identify an acting-chair from the Board who will assume the role in the interim.

Respectfully submitted,
Sam Shields
Chair, Digital Access and Preservation Committee

Institutional Development Committee (IDC) Report

Institutional Development Committee Membership and Participation

Jessica Barr, University of St. Michael's College (Chair)

Lindsay Osmun, CIBC

Sean Smith, Archives of Ontario

Paul Henry, City of Ottawa

2022-2023 Accomplishments

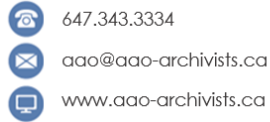
Institutional Members' Symposium (virtual) held the morning of October 26, 2022, via Zoom (attended by 22 people). The Symposium featured a presentation by Jacinda Bain (City of Ottawa archives) on the Tapestry Project at the City of Ottawa Archives - an initiative to identify and then attempt to bring in records representing marginalized communities within Ottawa. Following this presentation, we held a discussion about how the archival profession has changed from a gate-keeping profession to a more outward-focused support of communities. There was also discussion on how archives can help community groups keep their own records/archives instead of them being swallowed up by larger institutional archives.

There was also an open discussion period about issues currently facing members, in particular, how difficult it can be to get student employees in areas outside of the GTA; and how archives can generally offer support to community archives (perhaps a course could be developed).

IDC and TAAG have planned a virtual workshop, to be held April 27, 2023, with instruction by Melissa Nelson on Description and Access for Anti-Black Archival Material. This workshop is designed to address anti-Black racism in archival records by providing methods on how to create inclusive descriptions and how to provide access to these materials while minimizing harm. This workshop asks participants to think critically about the impact of descriptive and access practices for racist archival records. The workshop includes an interactive activity with space for discussion and reflection.

The IDC also worked on:

- Revising the IDC Terms of Reference (which will be finalized during 2023-2024 period, hopefully with contributions from new members).
- Institutional members' discussion forum held at the 2022 AAO Annual Conference



- The Chair participated in the LAM Newspapers Working Group - a project designed to develop support for those working to save closing community newspapers.
- The Chair also represented the AAO at the CCA Archives Advisor Working Group. This year, the group has received a CLTA grant to create a guide for archives working with Indigenous communities and archives (how to provide support, how to be a resource, etc.). That project is ongoing.

Respectfully submitted,
Jessica Barr, Chair

Professional Development Committee (PDC) Report

Professional Development Committee Membership

John Yolkowski (Chair & Board Liaison)	Mitchell Parker (until February 2023)
Melissa Caza	Christine Schindler
Sarah Glassford	Teresa Wong
Jacob Keszei	

Summary

In 2021-2022, PDC organized 14 events for 332 participants. In addition to workshops, programming included informal knowledge sharing sessions, such as our safe spaces sessions for groups traditionally excluded from the profession. This year also saw the PDC experiment with a hybrid workshop, and a return to a fully in-person workshop. PDC received feedback on programming and suggestions for future topics from 87 individuals.

This work was completed asynchronously and through online meetings (synchronous meetings on September 8, November 14 and January 23, and asynchronous meetings during October, December, February/March/April). The PDC Chair would like to thank committee members for their dedication and very hard work over the past year.

Workshops

This year saw a transition between the completely virtual format to a mixture of virtual, in-person and hybrid workshops and events. It is anticipated that the decision about how to balance in-person/hybrid/virtual events will be a major decision point for the PDC and the Board in the upcoming years. The five workshops we hosted were:

- Introduction to Archival Digitization/Krista Jamieson (May 25)
- Electronic Recordkeeping: Building a Modern Software-Ready Retention Schedule Suitable for Electronic Recordkeeping/Bruce Miller (September 15)
- A Beginner's Guide to Monetary Appraisal of Archives/Simon Rogers & Curtis Sassur (October 27)
- PDC Presents Bulk Uploading: Importing Descriptive Records with Archeion/Jazmine Aldrich (December 1)
- Introduction to Access and Privacy Legislation in Ontario/Robin Keirstead (April 13/14)

Safe Spaces for Diversity in the Profession

This year also saw the continuation of our Safe Spaces. These virtual sessions were spaces set aside and reserved for BIPOC, LGBTQ2S+, archivists with disabilities, chronic illnesses and the neurodivergent to connect and meet with one another in an informal environment. Each session was hosted three times (May, December, March), for a total of 9 events, with additional events planned for the May conference.

- BIPOC Archivists/Melissa Nelson
- LGBTQ2S+ Archivists/Krista McCracken
- Archivists with Disabilities, Chronic Illnesses, and the Neurodivergent/Sarah McDougall

Additional Committee Work

- Worked to plan a balance of in-person/hybrid/remote events.
- Completed a 2023-24 plan and budget.
- The Chair assisted in the recruitment of a new management firm for the AAO. The Committee assisted with the transition.

Respectfully submitted,
John Yolkowski, Chair
April 13, 2023

Student and New Professional Outreach Committee Report

Student and New Professional Outreach Committee Membership

Rhiannon Allen-Roberts (Chair)

Helen Liu

Sara Janes (Board Liaison)

Nicole Macrogliese

Adrienne Kitchin (Secretary)

Natalie Mitchell

Report

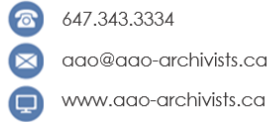
The Student and New Professional Outreach Committee participated in the 2022 Virtual Conference and arranged for two sessions. The first session was a meet-and-greet style session for students and new professionals to meet the committee and was executed without issue, the second session was an evening virtual social for students and new professionals which was cancelled.

At the end of May of 2022, Jenna Lemay stepped down from the position of committee chair but continued to coordinate with Sara Janes to find a new committee chair. In November 2022, Rhiannon Allen-Roberts became the new chair of the Student and New Professional outreach Committee. As such there was minimal committee activity in late 2022.

In January 2023, the committee met and reviewed the activities of the committee in years prior to discuss what goals the committee wished to achieve this year and what activities the committee wished to pursue. In February, the committee decided to focus on increasing student and new professional membership in the AAO, organising 3 outreach sessions over the course of the year, and continuing the Student Spotlights in the Original Order of Things. We discussed potentially continuing Instagram-takeovers that were coordinated with Tiffany Ribeiro, Web Administrator, and may pursue this later in the year.

Activities

Increasing Membership: In 2021-2022, our committee aimed to increase student and new professional membership by 15% and retain that number. At the time of the 2022 Annual Report there were 44 student and new professional members of the AAO. Currently, there are 74 student and new professional members (40 active, 27 overdue for renewal). The AAO has 650 members total, meaning this is 11.38% of total membership. Our aim is to hopefully increase this percentage over the course of the year with our activities.



Outreach Events: Rhiannon Allen-Roberts, committee chair, participated in a virtual “Lunch and Learn” Information Session for the Toronto iSchool in March to provide information on the Student and New Professional Outreach Committee. The committee is currently focusing on arranging a networking session for students and new professionals during the 2023 Virtual Conference.

Student Spotlights: Efforts are currently being made to make a call for submission for students to participate in the Student Spotlights, with the aim to have it included in the June issue of the Original Order of Things.

The Student and New Professional Outreach Committee will continue to work towards these goals in the coming year.

Respectfully submitted,
Rhiannon Allen-Roberts
Chair, Student and New Professional Outreach Committee

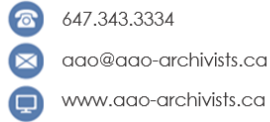
Reports of the AAO Staff

Redstone Agency Report (AAO Secretariat)

Redstone Agency is proud to be the secretariat for the Archives Association of Ontario. Redstone is passionate about helping groups such as the AAO in make a lasting impact on the communities they serve by building a deep understanding of their goals and implementing the right solutions for their needs. Headquartered in Toronto, Redstone Agency provides full-service association and event management services across North America and internationally, and we are thrilled to continue in this fruitful partnership with the AAO.

Please see the following description of Redstone's updates below:

- Supporting AAO membership queries and renewals by fielding emails and phone calls, manually renewing individual and institutional memberships where needed, updating membership profiles due to staffing changes, manually updating invoices by member request, liaising with Redstone Finance to ensure membership's needs are met. Redstone also strives to ensure lapsed members renew through email follow up.
- Redstone provides reports for Board meetings and updates membership lists for all Chapters and Archives Emergency Response Network.
- Redstone creates e-blast drafts for review, working with appropriate AAO member to ensure language/formatting/design is approved, schedules approved e-blast communications to members, flags with AAO if there will be overlap in communications going out.
- Redstone handles new event set up using details provided by email request or directly in the [Event Programming Calendar](#), sets up the event page(s) in Wild Apricot as well as creating the Zoom meeting registration link, sets event confirmation email to include Zoom link or provide by email closer to event date for any AAO events. Including collecting and managing event payments where necessary.
- Redstone provides support where needed to the Archeion Coordinator and Web Administrator, as well as assisting membership with utilizing the Listserv.
- Redstone's Finance team provides accounting services through monthly financial statements to AAO, as well as the annual audit after AGM.
- Redstone's Finance team processes AAO's AP and pays any invoices/bills sent.
- Redstone's Finance team ensures cheque payments are received by mail and deposited into AAO's bank.
- Redstone's Finance team provides invoices to conference sponsors.



- Redstone's Finance team creates Archeion invoices for eligible members in conjunction with Secretariat.
- Redstone's Finance team processes refunds where necessary to membership in the event of an overpayment or event cancellation, etc.

I extend all my gratitude to the AAO Board of Directors, staff and all Chapter and Committee Volunteers for your hard work and support throughout the year. I am always happy to hear from our membership and volunteers, so please do not hesitate to reach out to the AAO office at any time.

My details are as follows: aao@aao-archivists.ca or 647-343-3334.

Respectfully,
Kate Foster, Account Manager, Redstone Agency










Archeion Coordinator Report

The following is a summary of the Archeion Coordinator's activities and Archeion statistics for the period April 1, 2022 to March 31, 2023. Activities from April - December 2022 were completed by Jazmine Aldrich. Activities from January - March 2023 were completed by Kelli Babcock.











New unique visitors to Archeion	95,250
Number of Archeion page views	391,265
New descriptions added to Archeion (all levels, published & draft)	4,083
Total descriptions in Archeion (all levels, published & draft)	112,250
Total authority records in Archeion	19,954
Number of institutions in Archeion	193
In person (virtual) consultations completed for AAO members	17
In person (virtual) consultations completed for non-AAO members	7
Email and phone support completed for AAO members	92
Email and phone support for non-AAO members	46

Note: Each unit recorded under email correspondence represents a full email exchange regardless of whether there was multiple correspondence between both parties. Note that these figures are not a one-to-one conversion. One institution may have asked multiple questions in different email exchanges.

Archeion users by Country

Country	Users	% Users
1.  Canada	74,173	77.39%
2.  United States	8,477	8.84%
3.  United Kingdom	2,058	2.15%
4.  India	1,113	1.16%
5.  Russia	800	0.83%
6.  China	722	0.75%
7.  Germany	568	0.59%
8.  Australia	447	0.47%
9. (not set)	433	0.45%
10.  Netherlands	408	0.43%

Archeion Top 10 Page Views

Page		Page Views	% Page Views
1. /		19,886	5.08%
2. /city-of-greater-sudbury-archives		8,267	2.11%
3. /actor/browse		2,215	0.57%
4. /guelph-public-library-archives		2,164	0.55%
5. /repository/browse		1,812	0.46%
6. /informationobject/browse		1,393	0.36%
7. /sisters-of-st-joseph-london		1,193	0.30%
8. /sudbury-star-2		1,045	0.27%
9. /national-defence-directorate-of-history-heritage-library		1,009	0.26%
10. /burlington-public-library		988	0.25%

Archeion Maintenance

- Upgraded Archeion to AtoM 2.7.0 Release Candidate with Artefactual Systems (July 20, 2022); ongoing 2.7.0 bug reporting and testing.
- Ongoing taxonomy and authority record clean up.
- Ongoing bulk csv ingest support for member institutions.
- Ongoing institutional member support (3 new institutions joined in 2022-2023)
- Monthly and annual statistics and analytics collection
- Updating and creating new Archeion training materials for both institutions and researchers
- Conducted 2022 membership survey regarding Archeion Coordinator services.
- Ongoing web accessibility research for AtoM
- Completed Archeion user clean up.
 - Connected Archeion institution IDs to corresponding AAO Wild Apricot membership IDs via Archeion institutions list (February 2023)
- Sent Archeion support email to all active AAO member institutions, including information about Archeion Support Zoom Drop Ins to begin May 2023 (March-April 2023)

Archeion Policy Review and Updates

- Reviewed Archeion Extra Storage Policy
- Reviewed Archeion Terms of Service with Artefactual Systems
- Reviewed and updated Archeion Coordinator instructions (policies and procedures for Archeion Coordinator role)
- Added annual Archeion Coordinator tasks to Asana for reuse annually in work planning.
- Draft Letter of Agreement for Archeion institutions (for 2023-2024)
- Draft "Joining Archeion FAQ" (for 2023-2024)
- Initiating discussions about Archeion Institution, Authority Record, and Taxonomy policies (for 2023-2024)

Special Projects

- Google Analytics 4 survey and pilot project (to be completed in June 2023)
- Archives Advisor Working Group Indigenous Toolkit project with IDC Chair, Jessica Barr (ongoing)

Outreach Conducted

- Ongoing outreach about joining Archeion.
- Ongoing outreach about searching for records in Archeion; connecting user inquiries to Archeion institutions.
- Off The Record submissions throughout the year
- AAO PDC Archeion Bulk Uploading workshop (December 1, 2022)
- Wrote blog posts for [ActiveHistory.ca](#), [OttawaRewind.com](#), and [NiCHE](#)
- Wrote article for Ontario Historical Society newsletter ([OHS Bulletin](#))
- Instagram Live AMA session (September 28, 2022)
- [OWHN blog](#) (November 7, 2022)
- [CBHS blog](#) (November 9, 2022)
- Successfully submitted session proposal to AAO 2023 conference (January 2023)
- Presented [Accessing Archival Records in Archeion](#) to the Ontario Genealogical Society Toronto branch (March 27, 2023)
- Adapted OGS presentation into 2023 Archives Awareness Week [Step Into Archeion](#) video posted to About Archeion page on AAO website; promoted this along with existing [Archeion videos by Amanda Hill](#) (March 2023)
- Supported AAO Web Administrator with #FeatureFriday.

External Committee/Organization Involvement

- Attended TAATU (June 14, 2022)

- Attended SNAC Create & Edit (June 22-23) and Reference & Research (July 13, 2022) virtual training.
- Participated in national Archives Advisory Services Working Group meetings throughout the year.
- Archeion Coordinator role joined AtoM Foundation as individual member (June 2023); attended AtoM Foundation AGM (November 21, 2022)
- SAA AtoM Lunch & Learn (October 5, 2022)
- Dublin Core 2022 open sessions (October 5, 2022)
- [NKOS Workshop](#) (October 6, 2022)
- [NAFAN](#) session (October 6, 2022)
- OWHN Conference (October 21-22, 2022)

I invite any feedback from AAO institutional members about support needs from the Archeion service.

Respectfully submitted,
Kelli Babcock, Archeion Coordinator
April 9, 2023

Reports of the Special Interest Groups (SIGs)

Association of Independent School Archivists Report

The Association of Independent School Archivists (AISA) is a group for archivists working in Ontario Independent Schools. Our group meets two or three times a year in-person and via Zoom.

Our most recent meeting took place on February 8, 2023 at Appleby College. This was our first in-person meeting since 2019. It also marked the occasion of our first successful hybrid meeting, as one of our members joined via video conference call.

Shelley Respondek, archivist at Appleby College, hosted the meeting. Attendees toured Appleby's newly renovated archives. Shelley presented her experience of planning, gaining approval, and executing the renovation. We also toured the campus facilities, including the library, as many of our members also staff their institution's libraries. Discussions at the meeting covered database migration, displaying collections and dataloggers. It was decided that the AISA SLACK group would be disbanded due to lack of use.

Our previous meeting took place via Zoom on June 8, 2022. Topics covered included how to proceed with future meetings (in-person vs. virtual), summer projects and summer student staff, digitization workflows, and supporting alumni events.

AISA's final meeting of the 2022-2023 academic year takes place Tuesday, April 18, 2023. This will be a virtual meeting. Among other topics discussed will be the introduction of incoming AISA chair, Gabby Bablanian from St. Andrew's College.

Respectfully submitted,
Holly Barclay Chair, Association of Independent School Archivists
April 14, 2023

Municipal Archives Interest Group (MAIG) Report



MAIG's annual newsletter, the *MAIGazine*, was published in September 2022. "New perspectives in archives" was the theme for this edition, highlighting the transformations municipal archives have experienced in a "post-pandemic" world and the innovative projects that were undertaken in the process. Six updates from municipal archives and professionals were shared in this year's edition. The Executive would like to thank our colleagues who contributed to the newsletter and look forward to the submissions this year. Also published in this edition were the results from the COVID-19 Pandemic Recovery Survey, a collaboration between MAIG and the IDC. The results are available on the MAIG webpage.

In October, 2022, MAIG members attended the first in-person Open House since 2019. The event featured guest speakers Sahana Puvirajasingam, Alex Avdichuk, and Gabrielle Major. The Executive would like to thank our guest speakers for providing insightful presentations and the Dufferin County Archives for hosting the event. The Open House meeting followed with 12 members attending.

Last year, the Municipal Archives Interest Group's Annual General Meeting was conducted virtually via Zoom on May 25, 2022. A total of 26 MAIG members, including the Executive, attended. Four motions were passed during the AGM, adopting the 2022 AGM agenda, approving the minutes from the 2021 AGM, and approving the 2022-2023 financial report and budget.

This year, the MAIG Executive will conduct the AGM virtually for its members during the AAO Conference on May 10. Members will be asked to take part in the approval of the 2022 AGM minutes, the adoption of the 2023-2024 financials and budget, and the election of the MAIG Secretary/Treasurer for the 2023- 2026 term.

Respectfully Submitted,
Megan Lockhart

Reports of the Chapters

Durham Region Area Archives Group (DRAAG)

Executive Membership

Katie Kennedy (Co-Chair)
Abigail Miller (Co-Chair)
Jennifer Weymark (Vice-Chair)
Sarah Ferencz (Secretary-Treasurer)



DRAAG has been focused on the planning and organization of the AAO Conference this May 10th-12th, as the chapter host committee. Working alongside the AAO Board, DRAAG have booked a full conference itinerary of speakers and engagement opportunities for archivists to share dialogue, best practices, and experiences around health and wellness in our industry.

Members of DRAAG attended AAO online workshops and webinars throughout the year to gain industry knowledge, network with contemporaries and stay up to date and connected with resources and tools.

DRAAG member, Jennifer Weymark, Archivist at Oshawa Museum continues to manage the DRAAG website and social media page, regularly posting content shared by membership and the AAO. Several DRAAG members have met key milestones with exciting new construction builds.

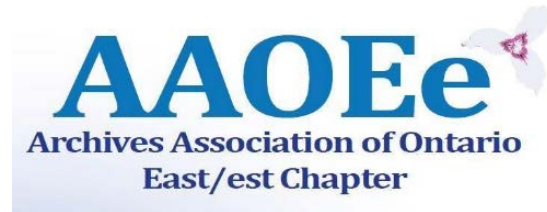
DRAAG does not have financial information to report for 2022-2023.

Respectfully submitted,
Abigail Miller & Katie Kennedy
Co-Chairs, Durham Region Area Archives Group

Eastern Ontario Chapter (AAOEe)

Executive Membership

Claire Sutton (President)
John Lund (Past President)
Matthew Moore (Vice-President)
Theresa Sorel (Treasurer)
Marcia Mordfield (Secretary)
Jacinda Bain (Member-at-Large)
Moo Jun Kim (Member-at-Large)
Anne Lauzon (Member-at-Large)
Emery Leger (Member-at-Large)

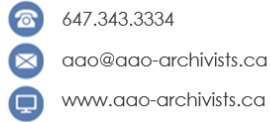


In 2022-2023, the AAO East/est Chapter Executive focused on planning workshops, speaker, and networking events, and developing a strategy for event planning that we will be testing over the coming years. Our goal is to deepen engagement within our existing community, and to attract new members from the heritage sector more broadly. The Executive held nine online meetings during this term, and included the following elected members:

For our first event of the current term, the AAOEe sponsored and helped produce the launch of the Tapestry Project, a joint diversity initiative between the City of Ottawa Archives and the Friends of the City of Ottawa Archives. The initiative's aim is to engage with Ottawa's communities and diversify the Archives' holdings. The launch event on 17 November 2022 included presentations from renowned Canadian poet George Elliott Clarke, Ottawa artist Don Kwan, and Ottawa professor of social work Allison Everett. The evening was a great success, attracting more than 50 attendees from Ottawa's diverse communities.

The Chapter is currently planning a tour of the Centre d'archives, de généalogie et d'histoire de l'Outaouais in Gatineau, a unique archives collaboration between the Ville de Gatineau, the Centre régional d'archives de l'Outaouais, and the Archives nationales du Québec et la Société de généalogie de l'Outaouais. Originally planned for early April, the tour will be moved to a later date to avoid the Easter holidays.

The AAOEe AGM will be held on 20 April 2023 at Carleton University's MacOdrum Library, at which time we will be electing the Executive for the 2023-2024 term. The AGM will take place in-person for the first time since 2019 and will be followed by a tour of



Carleton University's Special Collections with presentations by archivists Chris Trainor and Shannon Hodges.

I would like to sincerely thank this term's AAOEe Executive for their time, energy, and dedication to the Chapter and the AAO. Through their work, those who are passionate about archives in the Eastern Ontario region have opportunities to connect and network locally.

Respectfully submitted,
Claire L. Sutton
AAOEe Chapter President



647.343.3334
aao@aao-archivists.ca
www.aao-archivists.ca



Northwestern Ontario Archivists' Association (NOAA)

NOAA did not host any events or programming over the last year.

Christina Wakefield
President, NOAA
Associate Archivist, City of Thunder Bay Archives
Christina.Wakefield@thunderbay.ca



Southwestern Ontario Chapter (SWOC)

Executive Membership

Joshua Klar (President)
Gina Dewaele (Treasurer)
Arthur McClelland (Secretary)



In April 2022, SWOC hosted guest speakers Raven Germain and Catherine Falls from Archive-It who provided an exciting talk on web archiving with the Archive-It platform. In 2022, we were sorry to see our Vice-President/President-Elect, Astrid Ramos, leave the SWOC executive. Astrid Ramos has moved out of the province for another opportunity. The Vice-President/President-Elect position remains vacant.

In September 2022, SWOC held our first in-person event since COVID-19. SWOC members toured the Middlesex Centre Archives in Delaware. The tour was hosted by Krista Taylor, Archivist at the Middlesex Centre Archives. It was a successful event with nearly 10 participants in attendance. Many members were pleased to see their colleagues from the Southwestern Ontario region in person again. Our next event will be in May 2023. Dez Nacario, Archivist at the Diocese of Huron Archives, will provide a tour of their facility at Huron University College in London.

Our goal this year is to expand SWOC's executive committee in order to increase the chapter's activities and events.

Respectfully submitted,
Joshua Klar
President, Southwestern Ontario Chapter (SWOC)

Toronto Area Archivists' Group (TAAG)

Executive Membership

Charley Wreggitt (President)

Tanis Franco (Treasurer)

Louise Curtis (Secretary)

Tiffany Ribeiro

Beverley Darville

Livy Wren



2022-2023 was a great year for TAAG. We were able to offer some great workshops and tours that centered the work and spaces of archives and archivists in Toronto. All our events this year were once again virtual. TAAG is pleased with the results of the past year, and we are looking forward to another year of exploring topics important to the community and engaging with our members.

Our executive will be remaining relatively similar this year. I am excited to be heading into my second term as President and will be taking the lessons that I learned into this next year. I would like to extend a huge thank you to the current executives and the members-at-large. All five individuals have been fantastic to work with and I am deeply appreciative of the work that they took on this year.

We began the year by attending the AAO Conference's Chapter meetings, providing the new executives and myself with a chance to introduce ourselves and meet other TAAG members. The Fall was busy for us with three planned events. We held a meet-and-greet with University of Toronto ACA students that provided the students with a chance to talk to members of TAAG and the AAO in a relaxed setting. We also attempted our first in-person event since the start of the pandemic. A Copyright Game/Social Night with Jean Dryden was organized but unfortunately, we did not have the minimum amount of individuals register to attend. The next month we hosted a very successful virtual tour of the CBC Transformation Offices. At the start of the new year, we held a workshop on Accessibility and the Archivist with Michael Marlatt. We also have an upcoming event with IDC hosted by Melissa Nelson on Description and Access for Anti-Black Archival Materials.

I look forward to the upcoming year. We are already in the starting phases of planning events, tours, and hopefully our first in-person event and pub night after three years! I would like to conclude by thanking the past and current executives for all their hard

work and their ongoing commitment to the profession and TAAG. Without their assistance in reaching out to contacts, organizing events, and their thoughtful insight, this year would not have been as successful as it was.

Meeting with ACA Students

Date: 3 Nov. 2022

Location: Zoom

Attendees: 8

This event was a casual meet and greet with students from the University of Toronto who are members of the ACA Student Chapter. Those of us from TAAG and the AAO answered questions from students and provided other insight we had around classes, jobs, volunteering, and the archival field in general.

Special thanks to Louise Curtis, Sarah McDougall, and Sara Janes for taking time to attend and answer student's questions.

Virtual Tour of the CBC Transformation Office

Date: 2 Dec. 2022

Location: Zoom

Attendees: 52

The CBC tour provided insight into the different roles and departments of the office. It did a fantastic job of showing what an average day is like for the many people who work there while showcasing interesting artifacts and facts.

Special thanks for Lorne Shapiro and the seven other CBC staff for their time and to Louise Curtis for organizing the event.

Accessibility in Archives and Archival Work Workshop

Date: 25 January 2022

Location: Zoom

Attendees: 25

This workshop was presented by Michael Marlatt and looked at strategies on how to make archives a more accessible and welcoming space for archival staff that identify as having a disability, chronic illness, or are neurodivergent. The participants were extremely engaged, and Michael did a great job providing an overview of the topic and answering questions.

Special thanks to Michael Marlatt for his time and Livy Wren for organizing the event.

Respectfully submitted,
Charly Wreggitt, TAAG President
taag.chapter@gmail.com

2022 Annual General Meeting Minutes

Friday, 27 May 2022
9:35- 10:37AM

1. Call to Order - R. Beattie
Meeting was called to order at 9:35 AM.
2. Vice-President's Opening Remarks - R. Beattie
R. Beattie noted that President Krista McCracken is on medical leave and that R. Beattie would chair the meeting. R. Beattie expressed her thanks to the conference programme committee and local arrangements committee, the presenters, speakers, and moderators for their work on the conference this week. David Sharron, conference chair was thanked. Next year, we hope to meet in person in Cobourg.

Many thanks were also extended to the 2021-2022 Board of Directors for their work and support this past year. R. Beattie thanked outgoing Archives Advisor Iona McCraith and outgoing Archeion Coordinator Lisa Snider for their work this year. The AAO is excited to welcome Jazmine Aldrich as the incoming Archeion Coordinator.

Thanks were extended to Brenda Santos, Managing Matters Account Coordinator, for her essential support and enthusiasm. Members in Ottawa were greeted and best wishes sent during the ongoing storm clean up. R. Beattie thanked all of the AAO's Standing Committees and Working Groups, Special Interest Groups, and regional Chapters. Michael Friesen was thanked for his work as OTR Editor.
3. Approval of the Agenda - R. Beattie
Motion 13/2022: A motion to approve the agenda for the 2022 Annual General Meeting was moved by R. Beattie and seconded by J. Grant; carried.
4. Approval of the Minutes of the 2021 AGM - R. Beattie
Motion 14/2022: A motion to approve the minutes of the 2021 Annual General Meeting, held on May 14, 2021, was moved by R. Beattie and seconded by J. Grant; carried. (note the AGM package says 2020, this should be corrected)
5. Report of the President - R. Beattie on behalf of K. McCracken
The President's report can be found on page 6 of the AGM package. R. Beattie read K. McCracken's report of the AAO's activities from the past year.
6. Report of the Secretary-Treasurer - C. Chaffey (page 9 on the AGM report)
The AAO experienced a positive fiscal year for 2021-2022, with revenues of \$178,593.09 and a net income of just over \$46,807.67. C. Chaffey provided a

breakdown of the main sources of revenue, including membership fees, government grants, individual donations, and Professional Development Committee workshops. The annual conference generated less revenue than budgeted but the expenses were also much lower. We are very grateful for the Provincial Heritage Organization Operating Grant and the Archives of Ontario Grant. Many thanks were also extended to Ria Sanghavi and Cassidy Gomes for their accounting work this year.

Motion 15/2022: A motion to approve the Secretary-Treasurer's report for the 2021-2022 fiscal year was moved by R. Beattie and seconded by J. Grant; carried.

7. Introduction of new Archeion Coordinator - J. Aldrich
J. Aldrich greeted the membership. Introduced herself, spoke about her education and archival experience.
J. Aldrich described the work she has done on Archeion since her start on April 11, 2021.
8. Motions - R. Beattie
Motion 16/2022 Motion to create a new standing committee, Diversity, Equity, and Inclusion Committee was moved by R. Beattie and seconded by J. Grant; carried.
9. Constitutional Amendments - R. Beattie

Section 6.1: Committees

Current wording

6.1 Standing Committees — There shall be the following Standing Committees:

- (a) A Professional Development Committee
- (b) An Institutional Development Committee
- (c) A Communications / Advocacy Committee
- (d) A Digital Access and Preservation Committee
- (e) An Advancement Committee
- (f) An Awards Committee
- (g) A Student and New Professional Outreach Committee

Revised wording

6.1 Standing Committees — There shall be the following Standing Committees:

- (a) A Professional Development Committee
- (b) An Institutional Development Committee
- (c) A Communications / Advocacy Committee
- (d) A Digital Access and Preservation Committee
- (e) An Advancement Committee
- (f) An Awards Committee
- (g) A Student and New Professional Outreach Committee
- (h) A Diversity, Equity, and Inclusion Committee

Addition of Section 6.20

6.20 Diversity, Equity and Inclusion Committee — This committee will advise the Board of Directors, standing committees and membership on issues relating to diversity, equity and inclusion (DEI) within the AAO itself and in the archival profession at large. The committee will be chaired by a member of the AAO Board of Directors and composed of no more than ten (10) committee members. In general, committee members should be AAO individual members in good standing. However, exceptions can be made when a potential member possesses specialised knowledge of relevance to the committee.

Amendments to section 6.1, and addition of section 6.20 to reflect the addition of the Diversity, Equity and Inclusion Committee.

Motion 17/2022: Motion to amend section 6.1 and to add section 6.20 to reflect the addition of the Diversity, Equity, and Inclusion Committee was moved by R. Beattie and seconded by J. Grant; carried.

10. Election of the Board of Directors - R. Beattie
There were two vacant positions on the AAO Board, including the Vice-President/President-Elect and one of the two Director-Without-Portfolio positions. R. Beattie thanked the outgoing Board members for their work over the past couple of years.

Vice-President/President-Elect

Motion 18/2022: A motion to open the floor for nominations to the role of Vice President/President Elect by unanimous consent was put forward by R. Beattie.

Motion 19/2022: A motion to close the floor for nominations to the role of Vice President/President Elect by unanimous consent was put forward by R. Beattie. Sarah McDougall is acclaimed and elected.

Director Without Portfolio

Motion 20/2022: A motion to open the floor for nominations to the role of Director Without Portfolio by unanimous consent was put forward by R. Beattie.

Motion 21/2022: A motion to close the floor for nominations to the role of Director Without Portfolio by unanimous consent was put forward by R. Beattie. Leslie Thomas is acclaimed and elected.

Charly Wreggitt has been elected to the role of Chapter/SIG Stakeholder for 2022-2023 by the Chapters and Special Interest Sections of the AAO

11. Membership Survey Results - R. Beattie

R. Beattie shared highlights from the AAO Membership survey.

12. Awards Committee announcements - R. Carter
The AAO Emerging Leader Award was presented to James Roussain.
The Alexander Fraser Award was presented to Iona McCraith.
The AAO Institutional Award was presented to the Lambton County Archives for its project "Remembering Lambton County's 2010 Snow Emergency and the Middlesex Centre Archives.

Congratulations to all of this year's award recipients!

13. Adjournment - R. Beattie
Motion 22/2021: A motion to adjourn the 2022 AGM of the Archives Association of Ontario by unanimous consent was moved by R. Beattie.

Meeting adjourned at 10:37 AM.

Creation of a new Committee: Diversity, Equity, and Inclusion Committee

The following is a summary of the recommended changes to the [Constitution](#) of the Archives Association of Ontario. In accordance with Section 20, Amendments to the Constitution, these recommended changes are being distributed to AAO members at least 60 days prior to the 2022 AAO Annual General Meeting.

Current Wording of Constitution

6.1 Standing Committees — There shall be the following Standing Committees:

- a. A Professional Development Committee
- b. An Institutional Development Committee;
- c. A Communications / Advocacy Committee;
- d. A Digital Access and Preservation Committee
- e. An Advancement Committee
- f. An Awards Committee
- g. A Student and New Professional Outreach Committee

6.2 Professional Development Committee — The Professional Development Committee shall advise the Board on matters related to professional development opportunities for the AAO membership. The Committee shall also provide support for the archival community by facilitating and developing continuing education opportunities and workshops, pertaining to archives and information management, for AAO members and the larger archival community.

6.3 Institutional Development Committee — The Institutional Development Committee shall advise the Board on all matters pertaining to the interests of institutions in Ontario and the development of a provincial archives system.

6.4 Communications/Advocacy Committee — The Communications/Advocacy Committee shall advise the Board on matters relating to the communication with the membership, the operation of a program of public awareness and outreach, as well as providing leadership in the event that emergency advocacy is required on behalf of the membership. The Committee shall provide support in matters relating to the AAO website and social media accounts. The Committee shall liaison with the related Committee of the Association of Canadian Archivists and other archival institutions, as well as pursuing partnerships with other related bodies.

6.5 Digital Access and Preservation Committee — The Digital Access and Preservation Committee shall advise the Board and Membership at large on matters relating to digital archives management, including the operation and administration of the Archeion information network. The Committee shall provide a venue to

research and disseminate information on digital archives management to members; create, share and coordinate resources, skills and infrastructure; gather information on member and stakeholder needs; and provide opportunities for professional development in coordination with the Professional Development Committee and other relevant AAO committees.

6.6 Advancement Committee – The Advancement Committee shall advise the Board on matters relating to fundraising opportunities, membership recruitment and support, opportunities for collaboration and resource-sharing among like organizations, research sustainable resources, and identify Association-based projects that may be used for fundraising initiatives.

6.7 Special Committees — The Board may from time to time appoint Special Committees and task forces as required to carry out specific responsibilities and recognizing special interest groups within the membership. Special Committee shall cease to exist at the termination of the next Annual Meeting unless re-appointed by the Board.

6.8 Sub-Committee of Standing or Special Committees — Sub-committees may be established by any special or standing committee. The Chairperson of such committee shall appoint the sub-committee members, who shall be members of the Association.

6.9 Membership of Committee — Except as otherwise provided in these bylaws, the Chairpersons of each standing or special committee shall be appointed by the Board from among its number; or from the Voting Membership at large. Such Chairpersons shall appoint the members of their respective committee and each committee shall consist of no fewer than three (3) Voting Members. The President shall serve ex-officio as a member of all committees with the exception of the Institutional Development Committee. The Chairperson of a standing or special committee may, with the consent of the Board, appoint as advisors to their committee, individuals who are not Members of the Association but who possess special relevant skills. The term of office of a Chairperson shall be two years and not more than two consecutive terms.

6.10 Membership of the Institutional Development Committee — The Institutional Development Committee shall consist of no more than ten (10) persons. The Chair shall be a Head of an Institution (elected by special ballot by the Institutional Members to be conducted in advance of, or at, each Annual General Meeting); and the remaining members of this committee shall be Voting Members who may be the Head of an Institution, or who have the support of the Head of an Institution to be a member of the IDC. The term of office of the Chair and members of this committee shall be for two years, with one-half of the members retiring each year, as is the case with Directors as above provided. The Chair will also be a member of the Board of Directors of the Archives Association of Ontario as provided for in 3.1(b).

6.11 Nomination Committee — At least one hundred and twenty (120) days prior to the Annual General Meeting, the Board shall appoint as a Nominations Committee for the recruitment of vacant Director and Committee Chair positions to be presented to the membership at the Annual General Meeting.

6.12 Resolutions Committee — A Special Committee of the Board shall serve as the Resolutions Committee for the development of formal resolutions with respect to policy to be presented to the membership at Annual Meetings. This committee will receive and acknowledge all resolutions with respect to changes in policy, rules, regulations, procedures or by-laws of the Association from Members, Chapters or Directors, and ensure that the resolutions, with all supporting materials, are presented to the Members at the next Annual Meeting. It shall be the responsibility of this Committee to determine those resolutions which are of an “Institutional” nature for the purposes of voting by the membership as hereafter provided. It shall be the responsibility of this Committee to consider amendments to the Constitution, and to carry through the amendment process. The Resolutions Committee shall consist of at least three (3) persons. The President shall be the Chairperson of this committee and shall appoint its members from among Members entitled to vote at meetings of Members with due regard for the need for balanced representation of institutional and non-institutional members.

6.13 Meetings — Except as otherwise may be provided by the Board, all standing and special committees may meet for the transaction of business, adjourn and otherwise regulate their meetings as they think fit, provided that a majority of the members of each committee shall constitute a quorum thereof for the transaction of business, and provided further that questions arising at any meeting of a committee shall be decided by a majority vote and in the case of an equality of votes, the Chairperson shall have a second or casting vote.

6.14 Additional Duties — The Board may from time to time prescribe such additional duties to those set out herein as it may deem necessary from time to time.

6.15 Annual Report - Any Committee that manages or directs funds shall submit a full financial statement to the Secretary / Treasurer within 30 days of the end of the fiscal year.

6.16 Liaison with Association - Committee Chairs or their representatives, along with Chapter Presidents and Chairs of Special Interest Groups, shall meet collectively with the Board for one strategic planning meeting a year. In addition, Committee Chairs shall have the right of direct access to the President of the Association at any reasonable time. Other routine communication between the Board and Committee Chairs shall be updated through their respective Board liaisons.

6.17 Awards Committee - The Awards Committee shall advertise, promote, adjudicate, and present recognition awards supported by the AAO. The Committee

shall advise the Board on new awards, modifications to existing awards, and opportunities for special recognition.

6.18 Membership of the Awards Committee – The Awards Committee shall consist of a minimum of four (4) persons. At least two (2) Committee members must be a past recipient of an AAO award. The Chair of the Awards Committee must be a past recipient of an AAO award. All members of the Committee must be AAO members in good standing. Membership of the Awards Committee runs for a two-year term and terms may be renewed. Membership is determined by the Awards Committee members and approved by the AAO Board.

6.19 Student and New Professional Outreach Committee — The Student and New Professional Outreach Committee shall advise the Board on matters relating to the recruitment and support of student and new professional members, as well as opportunities for collaborations with post-secondary institutions offering programs in archival studies, museum studies, public history, and other information professions.

Revised Wording of Constitution

6. Committees

6.1 Standing Committees — There shall be the following Standing Committees:

- a. A Professional Development Committee
- b. An Institutional Development Committee
- c. A Communications / Advocacy Committee
- d. A Digital Access and Preservation Committee
- e. An Advancement Committee
- f. An Awards Committee
- g. A Student and New Professional Outreach Committee
- h. **A Diversity, Equity, and Inclusion Committee**

6.2 Professional Development Committee — The Professional Development Committee shall advise the Board on matters related to professional development opportunities for the AAO membership. The Committee shall also provide support for the archival community by facilitating and developing continuing education opportunities and workshops, pertaining to archives and information management, for AAO members and the larger archival community.

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6.20 Diversity, Equity and Inclusion Committee — This committee will advise the Board of Directors, standing committees and membership on issues relating to diversity, equity and inclusion (DEI) within the AAO itself and in the archival profession at large. The committee will be chaired by a member of the AAO Board of Directors and composed of no more than ten (10) committee members. In general, committee members should be AAO individual members in good standing. However, exceptions can be made when a potential member possesses specialised knowledge of relevance to the committee.

AAO Strategic Plan Extension, 2023-2026

Prepared by members of the 2022-2023 AAO Board of Directors

Timeline of Development

November 24, 2022: Draft version of the strategic plan due, to be circulated amongst the Board.

January 26, 2023: Due date for Board feedback on the draft version of the plan

February 23, 2023: Presentation of plan (incorporating Board feedback) to Board of Directors

March 15, 2023: Due date for Board feedback on final plan

March 23, 2023: Presentation of final strategic plan to Board.

April 15, 2023: Due date for AGM meeting package

May 12, 2023: Presentation to membership at Annual General Meeting

Introduction to the 2023-2026 Strategic Plan Extension

The 2020-2023 Strategic Plan was the result of extensive consultation conducted by the Strategic Plan Working Group with the AAO membership and AAO Board of Directors and was intentionally shorter than most strategic plans so that the organization could be agile and adaptable in a rapidly changing archives and information environment. The idea of a three-year model for strategic planning has great merit, but we have discovered that it is not practical for the 2022-2023 Board. There are several reasons for this:

1. The years covered by the 2020-2023 Strategic Plan have been extremely tumultuous. There has been rapid change and uncertainty across the profession (and within the AAO itself) due to the COVID-19 global pandemic.
2. The AAO has changed organization management companies as of October 1, 2022, so we wish to settle into our routines first before looking toward big organizational changes.
3. Most strategic plans are at least 5 years long, and the membership is not ready to go into full consultation mode. We are a volunteer-run organization, and neither the membership nor the Board have the time or capacity to re-evaluate our strategic plan every three years in the fulsome way the 2020-2023 plan was created.

Instead, the Board of Directors has decided to extend the 2020-2023 Strategic Plan with limited revisions. The most noteworthy change is in the addition of an eighth standing committee, the Diversity, Equity, and Inclusion Committee (DEI). The Strategic

Objectives defined in this plan will continue to be in effect per the plan's adoption at the Archives Association of Ontario's 2023 Annual General Meeting (AGM) and will remain in effect until the adoption of a new Strategic Plan, tentatively scheduled for the 2026 AGM.

The Ontario Archival and Records Landscape

At present, the Ontario archival and records landscape is rapidly changing and demanding of the AAO a more responsive, adaptive, and nimble organization. With over half of the Association's funding reliant on government grants, the amount and availability of which are by no means guaranteed year over year, the AAO must address this uncertainty and invest considerable time in seeking alternative revenue streams, refine and hone our service offerings, and work to establish financial independence.

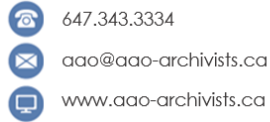
The AAO also competes at the institutional and individual level to have members contribute their professional development funding to professional associations and organizations.

Canada is fortunate to host a large number of archival and records management associations and other bodies that promote and advocate on behalf of the interests of their professional members. In our context, this places the AAO as one of many options at the institutional or individual level. We need to meet our members' needs, justify their continued support, and articulate a clear reasoning as to why our members and others in the Ontario archival and records community should contribute their professional development funding to our organization. This Strategic Plan reflects a view where our members are not taken for granted; we must work diligently to ensure our members are supported, recognized, and gain from their association with our organization.

Future Directions

The AAO is Ontario's foremost archival network. This vision statement is core to how we view the purpose and identity of our organization. While much has changed since our founding in 1993, we remain rooted in a desire to serve and engage with our membership on a regular basis to ensure we remain accessible, accountable, and responsive to their needs. This new strategic plan offers the direction necessary to continue this tradition.

Consultation with our members revealed that while we are on a strong footing - enjoying excellent volunteer engagement and efficient governance - we have room to grow. Our members indicated a want for increased advocacy, responsive professional development opportunities, and improved communications. As reflected throughout this document, we plan to develop further capacity in these areas by



empowering current committees, committing resources to meet member needs, and by concerted effort to deliver strong, effective, and focused messaging.

The Value of Belonging to the AAO

The Archives Association of Ontario is committed to ensuring the needs of our members are being met. Membership with the AAO will offer individuals and institutions:

- Professional development for all career stages
- Membership in regional chapters or special interest groups
- Access to Archeion for institutional members
- Affordable range of membership options
- Professional collegiality on a smaller, regional scale
- Leadership that is responsive and available to membership
- Connection with archivists and information professionals working in all types of institutions.

About the AAO

The Archives Association of Ontario (AAO) is a network of archives and archivists providing programs, education, advocacy, and shared knowledge. Consisting of approximately 300 members, the AAO supports and promotes the work of archivists in preserving the history and culture of Ontario and its citizens. It was established in 1993 as a result of the amalgamation of the Ontario Association of Archivists and the Ontario Council of Archives. Governed by a volunteer-based Board of Directors, regional chapters, and a number of constitutional committees, the AAO represents archival institutions, those working in archives, as well as volunteers, patrons, and supporters of archives and records institutions. It promotes archives as vital to the fair, transparent, and equitable operations of the Canadian and Ontario governments, and society as a whole.

Guiding Vision and Mandate Statements

The Archives Association of Ontario (AAO) adopted the following vision and mandate statements at the 2019 Annual General Meeting to guide its work:

Vision: The Archives Association of Ontario (AAO) will be Ontario's foremost network to support the province's archives, heritage, and records institutions and information professionals.

Mandate: The Archives Association of Ontario (AAO) is a network dedicated to furthering the education of Ontario's records and information professionals and advocating for the interests of the province's community of archives, heritage organizations, and records institutions.

Constitutional Standing Committees

The Archives Association of Ontario (AAO) executes its mandate through its Board and Constitutional Standing Committees. As of the 2022 AAO Annual General Meeting, there are eight constitutional standing committees which support the work of the AAO. The Association is dependent upon its committees to execute the objectives outlined in the 2023-2026 Strategic Plan.

The AAO Standing Committees are:

1. A Professional Development Committee (PDC)
2. An Institutional Development Committee (IDC)
3. A Communications and Advocacy Committee (CAC)
4. A Digital Access and Preservation Committee (DAPC)
5. An Advancement Committee
6. An Awards Committee
7. A Student and New Professional Outreach Committee
8. A Diversity, Equity, and Inclusion Committee (DEI)

1. Professional Development Committee.

The Professional Development Committee shall advise the Board on matters related to professional development opportunities for the AAO membership. The Committee shall also provide support for the archival community by facilitating and developing continuing education opportunities and workshops, pertaining to archives and information management, for AAO members and the larger archival community.

2. Institutional Development Committee.

The Institutional Development Committee shall advise the Board on all matters pertaining to the interests of institutions in Ontario and the development of a provincial archives system.

3. Communications and Advocacy Committee.

The Communications and Advocacy Committee shall advise the Board on matters relating to the communication with the membership, the operation of a program of public awareness and outreach, as well as providing leadership in the event that emergency advocacy is required on behalf of the membership. The Committee shall provide support in matters relating to the AAO website and social media accounts. The Committee shall liaison with the related Committee of the Association of Canadian Archivists and other archival institutions, as well as pursuing partnerships with other related bodies.

4. Digital Access and Preservation Committee.

The Digital Access and Preservation Committee shall advise the Board and Membership at large on matters relating to digital archives management, including the operation and administration of the Archeion information network. The Committee shall provide a venue to research and disseminate information on digital archives management to members; create, share, and coordinate resources, skills, and infrastructure; gather information on member and stakeholder needs; and provide opportunities for professional development in coordination with the Professional Development Committee and other relevant AAO committees.

5. Advancement Committee.

The Advancement Committee shall advise the Board on matters relating to fundraising opportunities, membership recruitment and support, opportunities for collaboration and resource-sharing among like organizations, research sustainable resources, and identify Association-based projects that may be used for fundraising initiatives.

6. Awards Committee.

The Awards Committee shall advertise, promote, adjudicate, and present recognition awards supported by the AAO. The Committee shall advise the Board on new awards, modifications to existing awards, and opportunities for special recognition.

7. Student and New Professional Outreach Committee.

The Student and New Professional Outreach Committee shall advise the Board on matters relating to the recruitment and support of student and new professional members, as well as opportunities for collaborations with post-secondary institutions offering programs in archival studies, museum studies, public history, and other information professions.

8. Diversity, Equity, and Inclusion Committee.

The Diversity, Equity, and Inclusion Committee advises the AAO Board of Directors, standing committees and membership on issues relating to diversity, equity, and inclusion within the AAO itself and in the archival profession at large.

Strategic Objectives 2020-2023 (Extended to 2023-2026)

1. Strengthening Our Membership. Recognizing members' collective role as representatives of the Association and as respected members of the Ontario archival community, the AAO will prioritize efforts to grow and strengthen its overall existing

membership, as well as supporting the interests and initiatives of its Chapters, Committees, and Special Interest Groups (SIGs).

2. **Optimizing Organizational Performance.** The AAO will optimize organizational performance, striving towards maximizing its stability and effectiveness as an organization. Through greater transparency, flexibility, accountability, and fiscal responsibility, as well as by improving communications among board members and volunteers, the AAO will continue to make improvements in its overall administration while maintaining the efficiencies the Association has already gained.

3. **Meeting the Needs of Our Members.** The AAO will continue to improve its membership engagement and support its members by providing and facilitating efficient and informative communication. The AAO will effectively communicate to its membership available resources, services, upcoming events, advocacy initiatives, organizational updates and other current information through its website, listserv, and eblasts, as well as continuing to encourage feedback and responding to all communications in a professional and timely manner.

4. **Advocating for the Interests of Our Members.** The AAO will strive to be a proactive, reliable, and responsive member of the Canadian archival community by advocating for the interests of its membership through cross-province networking, partnerships, cross-disciplinary events, resource sharing, and other outreach activities.

5. **Providing Responsive Professional Development.** The AAO will continue to prioritize professional development in response to the membership's desire for more educational opportunities. Professional development will be made available through annual events such as the AAO Conference and the Institutional Members Symposium, as well as by continuing to develop workshops in a variety of formats that reflect the membership's professional interests and needs.

Operational Goals 2020-2023 (Extended to 2023-2026)

1. Strengthening Our Membership

Recognizing members' collective role as representatives of the Association and as respected members of the Ontario archival community, the AAO will prioritize efforts to grow and strengthen its overall existing membership, as well as supporting the interests and initiatives of its Chapters, Committees, and Special Interest Groups (SIGs).

1.1. Increase student involvement in the AAO

1.2. Increase membership across all member categories

- 1.3. Diversify the AAO membership and leadership
- 1.4. Acknowledge the work of AAO volunteers
- 1.5. Reduce the number of lapsed memberships
- 1.6. Strengthen regional chapters, committees, and Special Interest Groups

2. Optimizing Organizational Performance

The AAO will optimize organizational performance, striving towards maximizing its stability and effectiveness as an organization. Through greater transparency, flexibility, accountability, and fiscal responsibility, as well as by improving communications among board members and volunteers, the AAO will continue to make improvements in its overall administration while maintaining the efficiencies the Association has already gained.

- 2.1. Stay abreast of new trends in association management
- 2.2. Reduce dependence on government funding by finding alternative revenue sources
- 2.3. Maximize service operations provided by contracted secretariat
- 2.4. Identify and address gaps in established association policies and procedures

3. Meeting the Needs of Our Members

The AAO will continue to improve its membership engagement and support its members by providing and facilitating efficient and informative communication. The AAO will effectively communicate to its membership available resources, services, upcoming events, advocacy initiatives, organizational updates and other current information through its website, listserv, and eblasts, as well as continuing to encourage feedback and responding to all communications in a professional and timely manner.

- 3.1. Implement high-quality communications to membership to ensure awareness of membership benefits, association services/programs, and events
- 3.2. Maintain and leverage the website to grow membership and promote the association and its services
- 3.3. Ensure the continued production of Off the Record (OTR) and the MAIGazine as a means of imparting field-related information to members
- 3.4. Define and leverage the function of the AAO listserv
- 3.5. Facilitate communication among the membership.

4. Advocating for the Interests of Our Members

The AAO will strive to be a proactive, reliable, and responsive member of the Canadian archival community by advocating for the interests of its membership through cross-province networking, partnerships, cross-disciplinary events, resource sharing, and other outreach activities.

- 4.1. Work more closely, and partner with institutions and organizations across the province
- 4.2. Advocate on behalf of the professional interests of our membership
- 4.3. Support the goals and objectives of the Provincial Acquisition Strategy
- 4.4. Develop/maintain strong relationships with departments of the provincial government to ensure the interests and needs of the Association and its members are addressed.

5. Providing Responsive Professional Development

The AAO will continue to prioritize professional development in response to the membership's desire for more educational opportunities. Professional development will be made available through annual events such as the AAO Conference and the Institutional Members Symposium, as well as by continuing to develop workshops in a variety of formats that reflect the membership's professional interests and needs.

- 5.1. Improve member access to professional development opportunities
- 5.2. Understand and respond to member professional development needs
- 5.3. Develop professional development resources for members and non-members (workshops, reference materials, symposia, etc.)
- 5.4. Develop digital access and preservation expertise among AAO members