



**Annual General Meeting
June 3, 2008**

**Room 126 of the Halpern Centre, Simon Fraser University, Burnaby, British Columbia
Draft Minutes**

Attendees: Heather Ebbs (President), Meral Alakus, Judith Anderson, Viv Cartmell, Jennifer Hedges, Clara Johnson, Jean Lawrence, Elizabeth Macfie, Audrey McClellan, Paul MacDonell, Ruth Pincoe, Elspeth Richmond, Deborah Schryer, Thérèse Shere, Sheilagh Simpson, François Trahan, Paul Washington

1. **Call to Order:** The meeting was called to order by Heather Ebbs at 3:30 p.m.
2. **Selection of Secretary for This Meeting:** Elspeth Richmond kindly agreed to serve as secretary for this meeting.
3. **Approval of Agenda**
Moved (Judith Anderson/Thérèse Shere) to approve the agenda as written. *Carried unanimously.*
4. **Approval of Minutes of 2007 AGM**
Moved (Beth Macfie/Audrey McClellan) to accept the minutes of the 2007 AGM as written. *Carried unanimously.*
5. **Business Arising from the Minutes**
 - **Rates Survey:** This will be reported on under item 9, below.
 - **Archival Records:** Ruth Pincoe will be reviewing the materials being kept by the Department of Library and Archival Studies at the University of Toronto.
 - **Indexing Award:** A committee has been struck to look at the possibility of a Canadian award for excellence in indexing. The committee includes Christine Jacobs (chairwoman), Mary Sue Stephenson, Noeline Bridge and Ruth Pincoe. Discussions are at the early stages. Materials describing the awards of others societies (ASI, SI, EAC, others) are being reviewed, and an informal lunchtime discussion facilitated by Ruth Pincoe was held during the conference immediately preceding the current AGM.
6. **Annual Reports**
Moved (Sheilagh Simpson/Viv Cartmell) to accept the executive reports as written. *Carried unanimously.*

7. Budget 2008

Moved (Ruth Pincoe/Sheilagh Simpson) to accept the budget as presented in the annual report package. *Carried unanimously.*

8. Membership Fees

An executive motion to increase fees was presented. It was noted that the increase is based on the minimal extra costs for getting the *Indexer* four times a year instead of twice a year. The *Indexer* subscription is included in the membership fee.

Moved that the annual membership fees of ISC/SCI be increased by \$15 as of 1 July 2008, creating the following fee structure:

- individual membership fee: \$90
- student membership fee: \$60
- institutional membership fee: \$105

Carried unanimously.

9. Rates and Salaries Survey

Heather Ebbs reviewed the highlights of the rates and salary survey. The first couple of drafts were written by Marie Gabe in late 2007 and early 2008, with reviews by Chris Blackburn, Heather Ebbs and Alan Yoshioka. Further revisions were made by the executive in February, and the survey was administered to members from mid-March to mid-April.

Forty-four members responded, which is a high response rate (43%). Information gained from the survey included experience, employment status, types of indexing done as well as types of material indexed, client types and location, and fees. A full report of the results will be published in detail in the next *Bulletin*.

There was a brief discussion of the relationship between professional standards and fees. It was felt that it is unlikely that there will be significant movement towards establishing professional standards (i.e., certification) at this time, partly because of the bilingual issues involved. Members were reminded that they can take the British indexing course.

It was suggested that the results be broadcast in the *Indexer*.

The winner of the draw prize of \$50 at chapters.indigo.ca for respondents to the survey was Jean Lawrence.

Ruth Pincoe and Elizabeth Macfie moved a vote of thanks to Heather and her committee for their work on the survey project.

10. New Business

- **Future Conferences:** After consultation with the members through ISC-I, the executive has decided to hold the 2009 ISC/SCI conference immediately prior to the 30th annual conference of the Editors' Association of Canada in Toronto. The ISC/SCI conference will be June 3 and 4, 2009.

The location of the 2010 Conference was discussed, with Halifax, Montreal and Quebec City being suggested.

11. ISC Executive 2008/09

This is not an election year, so most of the executive positions will be carrying over. Two appointments of positions were announced: Viv Cartmell will be Vice-President for the coming year (the position was held on an acting basis by Ruth Pincoe), and Audrey McClellan will be Membership Secretary for the coming year (the position was held by long-time executive member Jennifer Hedges, who will be continuing as list manager).

Members were reminded that an election year is coming up and that all executive positions will be opening up to enable everyone to have the opportunities of volunteering for these.

12. Bouquets

- **Volunteers 2007/08:** Thanks were extended to the many volunteers who have assisted with the various activities of the society over the year.
- **2008 conference committee:** Beth Macfie, Judith Anderson and the other many volunteers who helped to make the 2008 conference such a superb success were thanked. The conference broke even financially, which is always a goal, and provided excellent presentations and networking opportunities in a comfortable setting.
- **Tamarack Award:** The 2008 Tamarack Award was presented to its originator, Ruth Pincoe, for her many years of service to the society. Ruth has been President and has also served on numerous committees. She is both the international liaison representative for ISC/SCI and the International Coordinator for all sister societies. Ruth is a tireless supporter of ISC/SCI.

Adjournment, at 4:30, was moved by Judith Anderson.