



Canadian Studies Network
Réseau d'études canadiennes
1600 West Bank Drive, Peterborough, ON K9J 7B8

Annual General Meeting Minutes

28 September 2018, 12:30 pm
Université de Saint-Boniface, Winnipeg

1. Adoption of agenda
 - a. Moved: Paul Dubé; seconded: Kevin Spooner; approved.
2. Adoption of minutes from previous AGM: 29 October 2016
 - a. Moved: Kevin Spooner; seconded: Renée Hulan; approved.
3. Business arising
 - a. none
4. President's report (Andrea Beverley)
 - a. From her report, Andrea hoped she might give those in attendance some sense of what the CSN REC does each year.
 - b. Andrea noted Karli Whitmore's extraordinary service as the CSN Administrative Assistant. Karli is key to finding and conveying information (e.g. calls for papers, conferences, job opportunities – both academic and non-academic, prizes, financial support for students) through our website and Twitter. Karli's work helps our members stay current with developments in the field of Canadian Studies. In advance of the previous AGM, the Executive unanimously decided to offer Karli a wage increase in recognition of the work she does for the organization.
 - c. CSN REC provides financial support to student members who are presenting research at international Canadian Studies conferences. For example, in the previous year, CSN REC supported students

presenting work in Sweden, France, Estonia, and the United States. Any donations received through our website are used to support these student travel grants. Applications for these grants have recently increased, and our budget does not allow us to fund all applicants. If you are a member or become a member, consider donating to allow Canadian university students to share their research internationally. We thank all those who contributed to these travel grants.

- d. CSN provides six annual awards for Canadian Studies researchers at all academic levels: best book, best edited book, best article in the *Journal of Canadian Studies*, best doctoral dissertation, best MA thesis, best undergraduate essay. These awards are important for their recognition of interdisciplinary research on Canada, in French and English. In particular, we want to highlight the student awards because we tend to receive fewer nominations for these than for the book prizes. Managing the annual awards requires the considerable, collaborative work of six adjudication committees of at least three people each, to select the winners. Thanks to all those who have taken time to complete nominations for the prizes and who currently sit on the prize juries.
- e. In June, Andrea represented the CSN in Ottawa at the AGM of the International Council for Canadian Studies. This year, there was a roundtable where delegates from many countries described research on Canada happening in their regions. It was fascinating to hear academic perspectives on Canada from Ireland, China, France, the United States, India, Australia, and many other countries. The ICCS AGM ended with an award ceremony, in which Colin Coates and Brittany Luby, CSN REC members, were recognized for their contributions to Canadian Studies. Colin Coates, who teaches at Glendon College, received a Certificate of Merit and Guelph's Brittany Luby received the Brian Long Award for the best doctoral thesis in

Canadian Studies internationally. As an association member of the ICCS, CSN REC can nominate our members for ICCS awards and prizes, as well as for postdoctoral fellowships, etc.

- f. Acceptance of the President's Report was moved: François Lentz; seconded: Renée Hulan; approved.
- 5. Secretary and Treasurer's report (Kevin Spooner, through Renée Hulan)
 - a. Membership numbers are down this year, relative to last year; some key observations are important:
 - i. Last year at the AGM, the total number of members (not including institutional members) was 179; this year that is 153 (26 fewer members).
 - ii. A number of factors may explain this reduction (e.g the AGM is a couple of weeks earlier this year, relative to other years, so membership numbers might be expected to increase in the next 3 weeks).
 - iii. 11 of the 26 fewer members are non-paying (prizes, institutional student memberships, etc.), so we're actually only 15 fee paying members down relative to other years. Still, the reduction in 10 regular paying members does represent a loss of \$800 in revenue.
 - iv. Institutional members are relatively stable - down only 1; could we have more growth here?
 - v. The bottom line: we're slightly down in membership numbers, but this shortfall may well be recovered over the next few weeks. If the gap is not closed, this will impact revenue by about \$1,000. It would be good for the association to continue to find ways to increase membership.
 - b. The budget for 2018-19 and key financial data is provided below.
Some observations on the budget and CSN REC finances:

- i. We have roughly \$1,000 less in the bank at this AGM than was the case at the previous AGM. This gap may be closed as memberships continue to be registered.
 - ii. The budget projection for 2018-19 suggests about a \$4,600 deficit. The deficit may, in fact, be less than this if we continue to register memberships (membership revenue in the projected budget is based on funds to date, not funds anticipated). Revenue can also cycle between fiscal years partly because of multi-year memberships. In this regard, it's worth noting from the financial statement that membership revenues/donations were \$13,577 in 2017 and then \$17,463 in 2018.
 - iii. Though we continue to project deficits one year to the next, in the end we typically have the same resources available to us by the time of the annual AGM. Ideally, though, we should aim to increase both regular paying members and institutional members to maintain a healthy reserve as the association continues in future years.
- c. The financial statements, as prepared by our accountants (Allied Associates LLP), were presented; approval of statements – moved: Renée Hulan; seconded: Kevin Spooner; approved.

6. Prizes

- a. We announced this week the winner of our award for the best doctoral thesis, and we are pleased that the winner – Erin Millions – is in Winnipeg at the AGM today so that we can congratulate her in person. Erin completed her PhD at the University of Manitoba. Her thesis is entitled, “By Education and Conduct: Educating Trans-Imperial Indigenous Furt-Trade Children in the Hudson’s Bay Company Territories and the British Empire, 1820s to 1870s”. The selection committee’s report on the thesis was shared with the AGM.

- b. Erin accepted the prize and briefly outlined her past and current research.
- c. The committees adjudicating the best MA thesis and the best JCS article have already made decisions or are close to finalizing decisions, so announcements for these prizes are forthcoming. Decisions on the best book and edited book will also be announced later.

7. Elections

- a. There are three upcoming changes to the Board of Directors:
 - i. Renée Hulan, Vice President, will become the association President and Andrea will take on the position of Past President.
 - ii. There have been two nominations for the Graduate Student Representative, so a vote will be taken for this position. Our by-laws require this vote to be taken by our student members, so it will not be done today and will be done electronically in the near future. Andrea thanked Tayo, a Trent PhD student, for his service as student representative from 2016 to 2018.
 - iii. The Board is continuing to look for someone willing to replace Kevin Spooner at Secretary-Treasurer.

8. Location of next AGM

- a. The location of the 2019 has yet to be determined. The AGM takes place at a Canadian Studies conference held in the fall. Suggestions of host conferences will be warmly received.

9. Any Other Business

- a. none

10. Adjournment: moved: Pamela Singh; seconded: François Lentz; unanimous

Budget Projections 2018-2019

Prepared by Kevin Spooner, Secretary-Treasurer

Revenue

Grants	-
Donations	500
Memberships	10,880
Interest	50
<i>Total Revenue</i>	11,430

General Expenses

Fees, dues and registrations	-
Interest and service charges	75
Meeting costs	3,075
Contribution to host of AGM	1,000
Executive travel: AGM and ICCS	2,000
Teleconference fees	75
Office supplies	50
Prizes	1,100
Book Prize	250
Edited Book Prize	250
PhD Prize	250
JCS Article Prize	200
MA Prize	150
Undergraduate Essay Prize	-----
Professional fees	845
Travel (Student Travel Award)	1,500
Website and Administration	
Administrative / Membership Coordinator	8,500
Website Development and Maintenance	900

<i>Total Expenses</i>	16,045
2018-2019 anticipated deficit/surplus	(4,615)

Bank Balances (at September 27, 2018)

Cash	17,769.76
GIC Investments	3,143.30
<i>Total</i>	20,913.06 (22,009.27 last year)

Membership and Revenue

Membership Category	2015-16 Numbers	2016-17 Numbers	2017-18 Numbers	2018-19 Numbers	Fee	Revenue
Institutional	16	21	19	18	\$150	\$2,700
Regular	72	117	95	85	\$80	\$6,800
Graduate Student	24	22	26	21	\$30	\$630
Low Income	14	12	11	14	\$30	\$420
Retired	7	10	14	11	\$30	\$330
Free (IM / Prize)	45	42	33	22	\$0	\$0
<i>Totals</i>	162 (not IM)	203 (not IM)	179 (not IM)	153 (not IM)		\$10,880

Revenue received from 3 Year Memberships in this membership cycle: \$2,915

\$972 will be set aside for use in 2019/20

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