

**Minutes of the
Annual General Meeting of
the Champlain Society
Saturday, October 18, 2014
City of Toronto Archives, Toronto, Ontario**

Present: Patrice Dutil, in the Chair, Don McLeod, Secretary, and twenty-five members of the Society and their guests.

The meeting was called to order at 2:05 p.m.

1. Adoption of the Agenda

Patrice D. asked for a motion to approve the agenda. *Moved by Roger Hall, seconded by Jane Errington, that the agenda be approved as presented.* Carried.

2. Minutes of the Annual General Meeting of November 9, 2013

Patrice D. asked if there were any changes to the minutes of the AGM of November 9, 2013. There were no changes noted, and the President called for a motion to approve the minutes. *Moved by Peter Davis, seconded by Michel Beaulieu, that the minutes be adopted as presented.* Carried.

3. Report of the President: Patrice Dutil

Patrice D. gave a brief PowerPoint overview of the Society's activities during the year.

We published the second volume of Pierre-Esprit Radisson's *Collected Writings*, edited by Germaine Warkentin, in October 2014. Patrice D. congratulated Germaine W., and thanked Roger Hall, Don McLeod, and

the members of the Publications Committee for their work on this project.

The Society has completed the re-digitization of its backlist publications on a new platform, managed by University of Toronto Press-Journals (UTP-J). The new digital collection is a great resource, is easy to use, and is a great benefit to members. It has been well-used since it was launched in April 2014. Patrice D. thanked the Museums and Technologies Fund, Ontario Ministry of Tourism and Culture, for its financial support for the project, and also UTP-J for helping to implement it.

Our *Findings/Trouvailles* project, under the leadership of Douglas Hunter, has been a great success. We are continuing to add a new contribution every month, and welcome members of the Society to visit the site and to make suggestions for contributions.

The transition to UTP-J as our secretariat, now in its second year, has gone smoothly. We have found them to be professional in their follow-up on orders, shipping, and work on the Society's website. Our relationship with them has provided new opportunities for cross-promotion.

Roger Hall has served as the Society's General Editor for eleven years. He has now retired from the position and we are delighted that Jane Errington will be succeeding him. Patrice D. thanked Roger H. for his years of service to the Society and welcomed Jane E. in her new role. *Members of the audience applauded.*

Patrice D. outlined the Society's objectives for 2015, which include:

- continuing to restore the balance between the Society's expenses and revenue;
- rejuvenating the Society's Council;

- continuing innovation through such projects as *Findings/Trouvailles*, and the digital collection;
- marketing the Society's 2015 volume, *William Ord Mackenzie: The Canadas during the 1830s*, edited by Sandra Alston and Cicely Blackstock;
- seeking promotional opportunities for Thompson 2, edited by William Moreau, which will be published extra series in Spring 2015.

Patrice D. thanked members of the Society's Executive Committee (Michel Beaulieu, Peter Davis, Jane Errington, Roger Hall, and Don McLeod) for their work during the year, and also the staff at UTP-J. He also thanked Château des Charmes winery for their generous donation of wine for the Chalmers Award reception, and the staff at UTP-J for coordinating the reception.

Patrice D. asked if there were any questions from the floor. There were none.

4. Report of the Treasurer: Peter Davis and Patrice Dutil

Peter D. used PowerPoint to present a summary of the financial state of the Society for the year ended December 31, 2013, and subsequent financial reports.

The financial state of the Society improved between 2011 and 2012 through implementing various streamlining and cost-cutting measures. The Society had a surplus of \$1,987 during fiscal 2012, but posted a loss of \$9,136 for 2013. Revenues increased from fiscal 2012 to 2013, but so did expenditures. Volume production costs were reduced, as were general and administrative costs. The loss was accounted for by the necessity of the one-time-only matching funds required of the Society for the digitization project.

Peter D. reviewed the Society's financial goals for fiscal 2015, which include:

- a return to “normalcy” and an austerity plan;
- raising membership numbers through additional promotion. The Society has set aside \$3,500 for promotion in 2015, and will work with UTP-J on cross-promotion ads with journals such as *Canadian Historical Review*. This has not been done in the past;
- raising donations. Donations are essential to the Society's financial wellbeing and must be upheld and increased;
- a savings on the audit by adopting a review engagement by UTP-J rather than audited statements, as in the past, and full disclosure to the Society's membership as soon as possible.

Peter D. asked if there were any questions from the floor. Heidi Bohaker asked if donations to the Society are held in a general fund, or in an endowed fund. Patrice D. replied that donations are sent into the general fund, but we also have separate funds for the Chalmers Award and also the John Warkentin Challenge Fund. A member asked if the Society has been able to earn revenue from e-books. Peter D. replied that this has not happened yet, but that some revenue may be expected in the future.

Financial Statements and Review Engagement, 2013

Patrice D. noted that at the Society's AGM on November 9, 2013, the Society's membership had unanimously supported a motion that the Champlain Society forego the preparation of audited Financial Statements for the year ending December 31, 2013, and that, in lieu of audited Financial Statements for the year ending December 31, 2013, the University of Toronto Press-Journals be asked to provide a review engagement of the state of the Champlain Society's accounts for the year ending December 31, 2013.

Peter D. and Patrice D. reviewed the definition and purpose of a review engagement:

A review engagement consists primarily of enquiry, analytical procedures and discussion to ensure the financial statements are in accordance with generally accepted accounting practice. Plausibility is the guide for the accountant in preparing a review engagement report.

The accountant accepts the financial information from the client, and applies Canadian generally accepted standards for review engagements to determine the plausibility of the financial information.

It must appear plausible based on the accountant's knowledge of the client's operations and industry, and based on the procedures performed by the accountant.

A financial review statement, referred to general purpose financial statements, will normally consist of a balance sheet, statement of retained earnings, income statement, cash flow statement and many explanatory notes.

The use of the review engagement for 2013 was a success, and saved the Society almost \$3,000 in accounting fees. The Society's Council in its meeting this morning, October 18, 2014, unanimously supported the provision of a review engagement by UTP-J for the fiscal year ending December 31, 2014, subject to the conditions of the Canada Not-for-Profit Corporation Act (2012).

Moved by Peter Davis, seconded by Sandra Alston, that the Champlain Society forego the preparation of audited Financial Statements for the year ending December 31, 2014, and that, in lieu of audited Financial Statements for the year ending December 31, 2014, Shawn O'Grady, Vice President of Finance, University of Toronto Press, be asked to provide a review engagement of the state of the Champlain Society's accounts for the year ending December 31, 2014, subject to the conditions of the Canada Not-for-Profit Corporation Act (2012).

Patrice D. asked if there were any questions from the membership. There were none.

The motion was called. Carried unanimously.

5. Committee Reports

Report on Membership: Patrice Dutil

Patrice D. reviewed the Society's membership numbers. Membership stood at 461 in October 2014, which is a decrease of more than one hundred members in the last five years. The decrease has been largest among individual members in Canada. During 2015 members of Council will conduct research into the recent history of the Society's membership and form strategies to increase the membership. In particular, Council will work with UTP-J on promotional advertising.

Report of the Publications Committee and the General Editor: Don McLeod and Roger Hall

Don M. thanked the members of the Publications Committee for their work during the year: Sandra Alston, Peter Davis, Jane Errington, Roger Hall (General Editor), Don McLeod (Chair), William Moreau, Carolyn Podruchny, Germaine Warkentin, and David Wood.

Germaine Warkentin's edition of *The Writings of Pierre-Esprit Radisson: Volume II: The Port Nelson Relations, Miscellaneous Writings, and Related Documents* was published in October 2014. Copies will be mailed to members this month, as well as a renewal notice. This was a co-publication with McGill-Queen's University Press (MQUP), and their edition is also available.

Roger H. reviewed other volumes in preparation. We have signed contracts for the following projects; we will finalize production dates as they come in:

- *William Ord Mackenzie: The Canadas during the 1830s*, edited by Sandra Alston and Cicely Blackstock (scheduled for publication in 2015);
- *The Writings of David Thompson. Volume II: The Travels, 1848 Version, and Associated Texts*, edited by William E. Moreau (this will be published extra series, with MQUP as co-publisher; publication is scheduled for Spring 2015. A flyer announcing the publication and procedures for ordering is being mailed with Radisson 2);
- *John Holmes: A Canadian in Foreign Affairs*, edited by Hector Mackenzie (scheduled for 2016);
- *Papers from the Halifax Relief Commission*, edited by David Sutherland, Shirley Tillotson, and Peter Twohig (scheduled for 2017);
- *The Moravians in Labrador*, edited by Linda Sabathy-Judd (scheduled for 2018?);
- *The Hudson's Bay Company and the Coast Trade, 1826–1846*, edited by James R. Gibson (scheduled for 2019?).

A Call for Project Proposals was released widely in 2014 through e-lists and our website. We have generated some talk about potential projects, but there has been only one formal proposal submitted. We will continue to distribute the Call to try to attract new formal proposals. All members of the Society are encouraged to submit proposals or ideas, and to ask friends and colleagues to do the same.

Don M. noted that the Society advertised for a new General Editor for the Champlain Society in 2013. Roger Hall has been the editor for eleven years, and we thank him for his excellent work in the position. We are delighted that Prof. E. Jane Errington has agreed to succeed Roger Hall as General Editor. There will be a period of transition as they review the requirements of the position, and we look forward to working with Jane E. in her new role.

Report of the Nominations Committee: Patrice Dutil

Patrice D. reviewed the membership of Council and the Executive Committee.

Michael Eamon and David Wood will be leaving Council at the end of 2014; Patrice D. thanked them for their service to the Society.

The following members have agreed to be appointed for a three-year term to Council, ending December 31, 2017:

- Heidi Bohaker (first term)
- Patrice Dutil (fifth term)
- Janet Friskney (first term)
- Gregory Marchildon (second term)
- Nicole St-Onge (third term)

The Council of the Champlain Society may have a maximum of twenty-four members; as of January 1, 2015, it will have fourteen members. At the Council meeting held the morning of October 18, 2014, Council agreed to accept the slate presented by the Nominations Committee, and agreed that a few additional members may be named and approved by Council later in 2014 and early 2015.

Patrice D. asked if there were any nominations from the floor. There were none.

Moved by Patrice Dutil, seconded by Roger Hall, that nominations be closed, and that the proposed slate of members of Council for the period January 1, 2015, to December 31, 2017, be accepted. Carried.

Patrice D. noted that the Society's by-laws state that officers of the Champlain Society are to be elected by Council, which was done at the meeting of Council on October 18, 2014. The officers of the Executive Committee of the Champlain Society for the year 2015 are:

Patrice Dutil: President, and Chair, Nominations Committee

Michel Beaulieu: Vice-President, and Chair, Chalmers Award Committee

Don McLeod: Secretary, and Chair, Publications Committee

Peter Davis: Treasurer

Douglas Hunter: Member-at-large

Jane Errington: General Editor

Members of the audience applauded.

6. Presentation of the Floyd S. Chalmers Award in Ontario History for 2013

Michel Beaulieu served as administrator of the Chalmers Award committee for 2013. Members of the jury were: Prof. Sarah Carter (Henry Marshall Tory Chair and Professor, Department of History and Classics and Faculty of Native Studies, University of Alberta), Prof. Jan Noel (Associate Professor, Department of History, University of Toronto at Mississauga), and Prof. Brian S. Osborne (chair; Professor Emeritus, Department of Geography, Queen's University, and Adjunct Research Professor, Carleton University). Michel B. offered thanks to members of the jury on behalf of the Society, and to Lauren Naus of UTP-J for her help.

There were twelve books submitted for 2013; the winner was Dr. Donald Smith for his *Mississauga Portraits: Ojibwe Voices from Nineteenth-century Canada*, published by University of Toronto Press.

Patrice D. accepted the award citation, the prize of an Inuit sculpture and a cheque for \$1,000 on behalf of Dr. Smith, who was unable to attend the ceremony. *Members of the audience applauded.*

7. Presentation by Dr. Germaine Warkentin on *The Writings of Pierre-Esprit Radisson*

Dr. Warkentin delivered an illustrated talk covering both volumes of her edition of Radisson's writings. She thanked Janet Ritch for her work on the project. There were several questions from the audience. Patrice D. thanked Dr. Warkentin for her presentation. *Members of the audience applauded.*

8. Presentation by Dr. Samantha Cutrara, Senior Coordinator, Education Programming and Exhibitions, Archives of Ontario, on "Remembering the First World War"

Dr. Samantha Cutrara presented an illustrated talk on a project entitled "Dear Sadie: Love, Lives and Remembrance from Ontario's First World War," which focused on the correspondence between Harry Mason and Sadie Arbuckle. The interesting presentation drew several questions from the floor. Patrice D. thanked Dr. Cutrara for her talk, and presented her with a copy of *The Writings of Pierre-Esprit Radisson: Volume II: The Port Nelson Relations, Miscellaneous Writings, and Related Documents*. *Members of the audience applauded.*

9. Adjournment

The meeting adjourned at 4:05 p.m. It was followed by a wine and cheese reception to celebrate the winner of the Floyd S. Chalmers Award in Ontario History, held in the Atrium.