



## **Secretary-Treasurer's Report September 2006**

The ACN has not had a lot of financial activity in the past year. The largest change has been switching the account from the Cambridge Bay branch of the Royal Bank to the Iqaluit branch. We had to do this because the two signing authorities on that account (Colleen Rusk, President and Ian Critchley, Treasurer) both moved out of the community. This left the ACN with no way to access or administer the account.

Colleen Rusk was contacted down south and ensured that the new board of Directors was able to switch the account to Iqaluit, where the three Executive Council members would have access to it. Though she did this in the Spring, there was miscommunication at the bank and only on September 26, 2006, did the transfer of funds and closing of the Cambridge Bay account actually happen. I have put in a request to be reimbursed for four months worth of service charges (\$15.00 in total) because the bank error resulted in our accounts being charged monthly service charges twice (one for each account), for four months.

Aside from the regular monthly fees being charged on the account, only one large transaction took place. The National Archives Development Program (NADP) is administered by the Canadian Council of Archivists (CCA). They handed certain responsibilities down to each archives council. In our case, ACN had to advertise the program, make sure applications met the criteria, review the proposals and make recommendations. In order to help administer this program, CCA gave ACN \$1,000 to pay for a teleconference and translation of program documents. IHT payed for these costs initially (total cost was \$ 1,530.54 for teleconference and translation) and was later reimbursed for \$1,000 of the total costs from the ACN.



It has been discussed that members would like to have a face-to-face AGM every second year. Since this year we are doing it by teleconference, next year, we can try to find funding to have a face-to-face meeting and to add on some archives training at the same time. We may apply through the NADP program and CLEY.

Ongoing financial sustainability is a concern of the Executive Committee of the ACN. We have a very small amount of money and though we at the moment don't have a lot of expenses, there may come a time when we will need that money. Translation is an example of where we don't have enough money to meet our needs – all translation of the AGM documents has been donated by IHT because there was not enough money in the ACN budget. To help with ongoing financial stability, we are implementing a membership fee for all categories of \$5.00.

In the future, we may also have to look at fundraising for special projects or to help out with ongoing operational costs.

The ACN is planning on growing, but step-by-step so that we don't try to get too big, too fast. More activities would require a lot more volunteer work from the Executive Committee and all ACN members. We will need more active members in order to accomplish larger goals and more special projects.