# Canadian Association of Law Libraries
# Website Editorial Board (WEB)
# Annual Business Meeting May 27, 2018

**Minutes**

**Attendees:**
- Alan Kilpatrick (chair), Law Society of Saskatchewan – alan.kilpatrick@lawsociety.sk.ca
- Michel-Adrien Sheppard, Supreme Court of Canada – Michel-Adrien.Sheppard@scc-csc.ca
- Nicole Cork, CALL National Office – office@callacd.ca

1. **Welcome comments** from chair at 9:40am: Alan welcomed everyone, circulated the attendee list, and volunteered to take notes.

2. **Adoption of minutes of the 2017 annual business meeting**

   Alan moved for adoption, seconded by Michel-Adrien. 2017 minutes are adopted.

3. **Discussion of feedback concerning the website**

   *About us page*: In July 2017, John Sadler proposed adding content about the association's corporate charter to the website's "about us" page. This content was added to the page at John's suggestion.

   *Accessibility*: Nicole confirmed that the website meets the accessibility and compliance regulations that were implemented in 2014. However, the WEB should begin preparing for a new set of accessibility regulations that will become effective in 2021.

   *Executive board minutes*: Michel-Adrien will investigate placing the Executive Board's meeting minutes on the open portion of the website.

   *Website indexing*: Michel-Adrien noted that the website does not index conference content. Conference content cannot be searched from the website. Nicole clarified that conference content is located on a separate site and domain. However, she will investigate whether it is possible to search for conference content from the main site.

   *Website tabs*: Earlier in the year, an association member expressed some confusion about the website's tabs. Placing a cursor over the tab results in a dropdown. However, it appears that the tabs can also be directly clicked. This may be potentially confusing. Nicole indicated that the tabs could be made "unclickable." Alan will investigate scheduling a phone meeting or user testing group to explore this issue further.

4. **Discussion of any feedback concerning the website & increasing content**

   *In Session*: The WEB will continue to highlight the wealth of hidden content available on the website in the monthly In Session newsletter.

   *Membership development committee*: The WEB will investigate ways to work with the Membership Development Committee to increase the amount of content published on the website.

   *Outreach*: The WEB will consider contacting committee and SIG chairs directly and encouraging them to publish additional content on the website.

   *Works published by CALL members*: The WEB discussed how to increase the content listed on this page.  Alan and Michel-Adrien will schedule a phone meeting to discuss this further.

5. **Other business**

None

6. **Adjournment**

10:30am

 [Minutes by Alan Kilpatrick, May 27, 2018]