I had my meeting with the Coquitlam City Archives today. It was productive and they expressed an eagerness to house materials from our records. The major take-aways are:

1. It was suggested that we have certain materials available for public view from the start (current policy is after 20 years).
   1. Suggested change to the policy to have public documents (e.g., photos, board minutes, etc . . .) available immediately and set dates for other types of documents.
2. For membership records, the archive treats them as applicable under PIPA, however they suggested that the membership be informed that the records will be viewable as such.
   1. I.E., their info will be viewable in 20 years, however is subject to restriction and researchers/viewers are unable to contact people based off of this information.
   2. Membership forms would be updated to clearly outline this.
3. They said that the greatest interest is generated by meeting minutes and by photographs.
   1. Who has groups photographs? Were photos from SOGI event collected? If so, who owns them?

I am proposing changes to the policies on *Records Keeping* and on *Privacy and Protection of Personal Information* (proposed amended policies attached).

A final agreement with the archives is pending our changes and a later appointment with the archivist to hammer out details.