Annual Report 2010
ARLIS/NA Treasurer

Submitted by:
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Leadership Update:
I succeeded Ted Goodman as ARLIS/NA Treasurer at the Boston conference on April 25, 2010.

Meetings Attended:
- Executive Board pre-conference and post-conference meetings, April 23 and 26, Boston.
- Conference Planning Advisory Committee Meeting, Minneapolis, July 29-30.
- ARLIS/NA Mid-Year Executive Board Meeting, Santa Fe, September 23-24.

Committee Activities:
- Acted as Executive Board liaison to the Finance Committee. Solicited input from the committee on investment strategies.
- Participated in the planning of the Minneapolis conference as a member of the Conference Planning Advisory Committee (CPAC).

Highlighted Board Activities/Action Items:
- Previewed the monthly financial statements sent from ARLIS/NA Headquarters, reviewed and distributed to the board and members of the Finance Committee.
- Verified the accounts payable coding for checks each month.
- Worked with CPAC group, including VRA representatives, to craft a financial agreement and budget for the 2011 joint conference.
- Organized, announced and collected requests for special funding from Chapters, Committees, Divisions, Sections, Round Tables and Special Interest Groups. Reported these to the board and worked with the liaisons who reported the board’s decisions to the applicants.
- Worked with Publications and Development Committees’ chairs, TEI, the Conference Planning Advisory Committee and the Finance Committee on constructing the new budget for 2011.
- Carried motion from the Finance Committee to transfer $100,000 of Vanguard Money Market funds to a one-year certificate of deposit. The motion was approved and the transfer was made.
- Worked with the Society’s auditor (Joyce and Company of Cary, North Carolina) on a review (partial audit) of ARLIS/NA finances for FY 2010.
- Continued working with Auditor to restore ARLIS/NA tax exempt status, and with the Auditor and ARLIS Chapter Liaison to enable Chapter form 990-N filing (both completed).
• Worked with the Communication and Publications Committee and TEI to review responses to RFPs for print and online publication of *Art Documentation*, and to review the draft contract with the University of Chicago Press (in process).

**Issues for future Board consideration:**

In planning the second joint conference with VRA, many issues arose that would likely have been avoided if a financial agreement between the organizations had been reached before the hotel contract was signed (three years before the conference) rather than within the year preceding the conference. I recommend that the board consider crafting explicit agreement guidelines before committing to future joint conferences.

**Final comments:**

The ARLIS/NA budget for 2010 did not paint a rosy financial picture given the recession and projected low attendance for the Boston conference. Happily, members and other attendees proved the projections wrong, so the conference ended up being financially successful—as well as a great time thanks to the efforts of the Boston conference planning committee.

I would like to thank particular individuals who have inspired, encouraged and helped me during the year: Ted Goodman, whose intimate knowledge of the intricacies of ARLIS finances and his willingness to share it have made him a mentor without equal; and Marilyn Russell, President, whose unflappiness and common-sense approach to leading ARLIS/NA are much appreciated. At TEI, Association Manager Chris Roper and Comptroller Liz Kutz have been genial, patient and supportive in getting me up to speed in my role as Treasurer.