Annual Report 2011
Communications & Publications Committee

Submitted by: Jonathan Franklin, Chair
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Committee Members:
Jonathan Franklin, Chair
Amy Lucker, Member-at-Large
John Taormina, Member-at-Large
Lee Viverette, Member-at-Large

Editors:
Judy Dyki, Art Documentation Contents Editor, ARLIS-L Moderator
Eileen Markson, Art Documentation Copy Editor
Douglas Litts, ARLIS/NA Reviews Co-Editor
Terrie Wilson, ARLIS/NA Reviews Co-Editor
Nedda Ahmed, Web Site Editor
Carol Graney, News & Features Editor
Hannah Bennett, Professional Resources Editor

Executive Board Liaison: Sandy Brooke

Leadership update:
After more than 5 years of productive service as Professional Resources Editor, Kraig Binkowski decided to hand on the position. A selection committee consisting of Jonathan Franklin, Sandy Brooke, Nedda Ahmed, Judy Dyki and John Taormina reviewed applications and interviewed several candidates, as a result of which the unanimous choice of the committee, Hannah Bennett, was appointed by ARLIS/NA President Jon Evans.

Amy Lucker joined the Committee as Member-at-Large.

1. Art Documentation Editors
   • The final two issues of Art Documentation (Volume 30, nos. 1-2, Spring and Fall 2011) that were prepared by TEI and that used the old format and cover design were published in 2011. Editorial content was directed by Judy Dyki (Editor) and Eileen Markson (Copy Editor), with the assistance of a large number of volunteer peer reviewers; eleven articles were included in each issue. The editors extended their appreciation to TEI staff Jenny Kasza (editor/media services manager) and Michelle Majerus-Uelmen (graphic designer) from TEI for their excellent work with the design and layout of the journal for the last few years and to Don McMurray (sponsorship/advertising manager) for his superb work with increasing the number of paid ads in each issue.
   • Judy Dyki attended a day-long session in March 2011 at the editorial offices of the University of Chicago Press to meet the staff and to discuss transition plans, production processes, and editorial policies.
• A new author publication agreement form was developed to meet the requirements of University of Chicago Press; this form is being used beginning with the Spring 2012 issue.

• The subtitle of the publication was changed from Bulletin of the Art Libraries Society of North America to Journal of the Art Libraries Society of North America.

• The 16th edition of Chicago Manual of Style, which contains some major changes from the 15th edition, was adopted for Art Documentation beginning with the Spring 2011 issue.

• The UCP Marketing Department prepared a separate brochure for marketing the journal at various conferences and events, plus the journal is now included on the flyer for the combined UCP art journals. A separate webpage for the journal was created on the JSTOR website.

• Kevin Stacey at UCP prepared a press release announcing the ARLIS/NA–UCP partnership and distributed it in April 2011.

• Ashley Towne, production manager at UCP, hired designer David Drummond of Salamander Hill Designs to create a new cover design for Art Documentation. A subcommittee (Sandy Brooke, Judy Dyki, Jonathan Franklin, Carol Graney, Eileen Markson, Lee Viverette, Tony White) was formed to work with Ashley and David to agree upon a new design. The journal format was changed from 8½x11 to 7x10. The new cover design uses three images that change with each issue—these will be related to articles in that issue.

• An agreement was reached with Bridgeman Art Library to supply cover images for each issue at no cost in exchange for an ad in each issue.

• Judy Dyki and Eileen Markson worked with Ashley Towne to create a new interior page design that complements the new cover.

• Judy Dyki worked with Timothy Harper, publishing technology project manager for the University of Chicago Press, to configure the Editorial Manager software which will formalize the manuscript submission and peer review processes. The software will be used beginning with the Fall 2012 issue.

• Jonathan Franklin, Sandy Brooke, and Judy Dyki recommended members for the new Art Documentation Editorial Board; the names of these candidates were forwarded to ARLIS/NA President Jon Evans for formal invitations. The new board consists of:

  • Susan M. Allen, Director, California Rare Book School, UCLA Department of Information Studies
  • Jonathan Brown, Carroll and Milton Petrie Professor of Fine Arts, Institute of Fine Arts, New York University
  • Judy Dyki, Editor, Art Documentation (ex officio)
  • Clive Phillpot, Fermley Press (former Director of the Library, Museum of Modern Art, New York)
  • Inge Reist, Chief of Research Collections and Programs, Frick Art Reference Library
  • Lucile Trunel, Chef du secteur Art, Bibliothèque nationale de France
  • Roxana Velásquez, Executive Director, San Diego Museum of Art
  • Jayne Wark, Professor of Historical and Critical Studies, Nova Scotia College of Art & Design

A conference call will be held with the members in Spring 2012.

2. **ARLIS-L moderator**

Statistics as of February 18, 2012:

• Number of subscribers: 2,159
• Number of countries represented: 25
  • United States: 1,953
  • Canada: 108
  • United Kingdom: 18
Australia: 17  
New Zealand: 11  
Netherlands: 9  
Japan: 5  
Belgium: 4  
France: 4  
One or two each from: Argentina, Austria, Cuba, Germany, Greece, Hungary, Israel, Italy, Norway, Peru, Portugal, Qatar, Slovenia, Spain, Taiwan, and Turkey

- Total number of messages posted for calendar year 2011: 5,214  
  Average number per month: 434  
  High: 846 (February 2011)  
  Low: 210 (May 2011)

3. **Web Site Editor**
   - Performed approximately 300 updates to the ARLIS/NA website, including basic, day-to-day page updates and 6 "rounds" of ARLIS/NA reviews.  
   - Posted 34 2010 Annual Reports in time for the 2011 conference.  
   - Added Communications and Publications Committee web page.  
   - Working with ARLIS/NA Web Site Sub-Committee (Nedda Ahmed, Jonathan Franklin, Carol Graney, Doug Litts, Terrie Wilson, Hannah Bennett, Amy Lucker, Chris Roper, and Sandy Brooke) developed plans to ‘renovate’ the AWS.  
   - Collaborated on circulation of survey to ARLIS/NA members, resulting in the compilation of an AWS redesign wishlist.  
   - With AWS Structure Review Sub-Group (Nedda Ahmed, Hannah Bennett, Carol Graney, Amy Lucker), conducted a site walk-through to determine changes needed to the site’s information architecture, in anticipation of conversion of site to Joomla in 2012.

4. **News & Features Editor**
   - Added news and events items to the news and events sections of the AWS. Content was culled from ARLIS-L and other electronic and printed resources.  
   - Provided suggestions for updating section R-10 (“AWS News and Features Editor”) of the ARLIS/NA Policy Manual.  
   - Added as administrator to ARLIS/NA Facebook page to extend news posted on ARLIS/NA website to Facebook. Worked with 2012 conference publicity coordinator who is posting information about the Toronto conference on the page.  
   - Served as a member of the AWS sub-committee of the Publications Committee: participated in discussions regarding moving website to a new software platform; participated in designing a survey to gauge ARLIS/NA member opinions of current website, and analyzing survey responses; served as a member of a task force that has been charged with reviewing the ARLIS/NA website for enhancing content organization.  
   - Coordinated an effort to locate and scan ARLIS/NA conference programs and load them onto the AWS. All programs are now available on the site. In the process of locating programs, the ARLIS/NA archives staff discovered photographs of past conferences that will also be added to the conference area of the AWS.  
   - Served as a member of a sub-committee that reviewed and selected a new cover design for Art Documentation.

5. **Professional Resources Editor**
   Following my appointment as Professional Resources Editor, in April 2011, I have spent my time understanding what this position is, how it functions within the organization, and identifying new directions to take.
Proposal Activity:
- Since May 2011, I have had three conference calls with groups interested in submitting a professional resources proposal. Of all the projects discussed, the most promising was Heather Gendron and Eumie Imm-Stroukoff’s “primer” for artists and their assistants about managing studio archives. (Please note that everyone was encouraged to submit a proposal.) At the time, they were considering a publisher themselves but would think about submitting a proposal. I sensed they wanted something a little more formal than what is currently listed as online publications. Since the Society’s format preference, going forward, is likely to be electronic, there clearly will be a need to distinguish between an e-version of an occasional paper, an online publication, and an e-version of “other” publications.

Pending Projects:
- John Taormina withdrew as editor of a newly revised Facilities Standards for Art Libraries and Visual Resources Collections handbook. I agreed to absorb the project with the idea that its scope and purpose change somewhat. A new abstract and proposal will be developed soon.
- I am exploring the idea of developing a new online series of bibliographies, a 21st century tech-savvy riff on those classic 1970s architectural bibliographies compiled by Lamia Doumato. A formal proposal will be developed for the Committee’s consideration but I plan to meet with a few groups at ARLIS 2012 about contributing.
- Currently following up on projects noted as in-progress or pending in the PRE’s 2010 & 2011 reports including
  Copyright for Art Libraries and Visual Resource Collections
  Topics in Image Collection Management
  Digitization for Art Libraries: A Primer – Occasional Paper

Marketing:
- Have reviewed past marketing and publicity efforts. The next step, in accordance with the Communications and Publications committee, is to build on that expertise but develop a new plan that promotes publications while generating interest in submitting proposals.
- Going through older files, I note that Art Documentation normally reserves some space for PRE-related announcements. This space was used primarily to promote recent publications but I would like to explore the possibility of promoting a call for participation, providing there is the space.
- Will approach groups and panels at ARLIS 2012, identified as likely candidates, to develop their presentations or projects into a PR proposal.

ARLIS Website:
- I sit on a smaller task force of the C&P Committee which is charged with looking at functionality issues in the current ARLIS/NA website. One objective we agreed on was better organization and archiving of the professional resources. While easy to find, these publications currently read as a laundry list and in some cases list only current publications. Consequently, I’m exploring ways in which to “revitalize” these pages as part of the larger web site redesign.

6. ARLIS/NA Reviews Editors
- From the last conference to Toronto conference: 6 issues, 78 publications reviewed, including first review of an online resource.
- Over 400 publications received with a working relationship with over 60 publishers or distributors.
• One request from a member that publisher be included in the brief bibliographic record on the reviews list page – to be discussed with group and especially Nedda regarding workflow.
• Feedback received from member regarding “List of Publications Received” serving as a useful selection tool.

7. At Large Members
• John Taormina: served on Professional Resources Editor selection sub-committee.
• Lee Viverette: participated in the Art Documentation Redesign Subcommittee.

8. Chair
• Received approval of ARLIS/NA Executive Board for unanimous choice of the Task Force on the Future of Art Documentation (Laurel Bliss, Sandy Brooke, Judy Dyki, Jonathan Franklin, Sonja Staum, Kay Teel), to partner with University of Chicago Press (UCP). Addition of Art Documentation to the Chicago list was approved by the Press’s Faculty Board of Publications. Contract negotiations were finalized working with Chris Roper, ARLIS/NA Association & Conference Manager, and Tom Riedel, ARLIS/NA Treasurer. Made presentation on future development of Art Documentation at Membership Meeting during annual conference in Minneapolis on 26 March. Approved press release with UCP.
• Collaborated on compiling the constitution, and the names of potential members, of the Art Documentation Editorial Board
• Coordinated compilation of back issues of Art Documentation and its predecessor, ARLIS/NA Newsletter, from various sources (TEI inventory, Jennifer Hehman, Eileen Markson), for sending to JSTOR for scanning to backfile.
• Social media: coordinated the consolidation of ARLIS/NA Facebook page administrator responsibilities within the Committee (c/o News & Features editor); established ARLIS/NA Twitter account
• Revised several sections of Policy Manual for ARLIS/NA Documentation Advisory Committee

9. Issues for Executive Board consideration
• Monitor partnership with University of Chicago Press in terms of member satisfaction
• Oversee and contribute to increased and more effective use of the re-designed ARLIS/NA web site and social media for communicating with the membership.

Jonathan Franklin

2 March 2012