Art Libraries Society of North America, 33rd Annual Conference  
Hilton Americas, Houston, TX, April 1-6, 2005

Research Awards Committee Meeting  
Saturday, April 2, 2005, 6:30 – 7:30 PM

Co-Chair: John Hagood, National Gallery of Art  
Co-Chair: Terrie Wilson, Michigan State University

Present: Ellen Corrigan, John Hagood, Ann Lindell, Alan Michelson, Nancy Spiegel, and Terrie Wilson

Absent: Hannah Bennett

Recorder: John Hagood, National Gallery of Art

Minutes:

The meeting was called to order, and the agenda was passed out. Introductions were made around the table, and we welcomed two new members (Alan and Nancy.)

Copies of the roster were passed out, and members divided up contact responsibilities for our summer and fall announcements to regional chapters. Alan further agreed to contact the AASL listserv; and John the VRA listserv.

To refresh everyone’s memory, and to aid the new members, we covered our expected timeline and division of labor in the coming year. John and Terrie will prepare a detailed timeline for things we need to do, month-by-month, between now and May 2006. Everyone planned to be at the meeting in Banff.

John and Terrie reviewed items from the awards umbrella meeting, just before, viz., whether to continue the umbrella committee chair (yes), setting term limits for our own members, continuity among membership, follow-up letters to applicants, funding (not a concern for Research Awards), past winners’ listed on ARLIS website, and the Syracuse archives.

We reviewed/brainstormed for goals to present to incoming President Margaret Webster:

• Goal: Work with Worldwide Books so the Committee has the leeway to award amounts between $500 and $1,500 for publications (up to three) and between $500 and $2,000 for electronic resources (up to four). As in past years, it could be possible that no award would be given.
• Goal: Organize the archives from the last years. Evaluate what could be sent to the ARLIS archives in Syracuse.
• Goal: Prepare a detailed timeline for the Committee’s work for the coming year.
• Goal: Prepare procedures and checklists to go with the timeline. (e.g. guidelines on winners’ thank you letters to sponsors, the committee’s letters to sponsors, the committee’s communication with the Treasurer and conference planners.) Strive to give feedback to applicants who did not win.
• Goal: Participate in evaluating the work and program of the ARLIS Awards Committee umbrella chair for forthcoming years, and in developing modes for sharing ideas, information, and continuity.
• Goal: Seek to increase the number of nominations for research awards, through third parties especially.
• Goal: Work with next year’s conference planners for a clear and deliberate program at the Convocation awards ceremony, and with the Treasurer for coordinating invoices and checks (and Development, if needed).
• Goal: Update the ARLIS website for latest awards, revive old links, and provide annotations for awards.
• Goal: Consider expected years of service on committee; have co-chairs rotate on and off, so that in any year, we have someone in his/her third year on the committee, one in his/her second year, and someone ready to become co-chair the next year.

We discussed how to raise number of nominations, self and third-party, and we discussed and celebrated Worldwide’s offer to allow more flexibility and perhaps more money.

The question of funding requests for the coming year was raised. Aside from $100 for postage, nothing else should be necessary for the request, due May 31.

Terrie and John will write up and circulate minutes for the Web.

On the subject of co-chair rotation: John suggests co-chairs serve two years, and that one of the two rotate off every year. A third should be ready to serve the following year (on the model of the Society’s Vice President/President/Past President).

John noted that Polly and Eric had done a lot of work behind the scenes. Eric had kept careful archives now in John’s care in Washington. John noted that humor and personal comments in e-mail transactions would become a part of the archive.