ARLIS/NA Mid-year Executive Board Meeting Calgary, Canada July 26-27, 2004
AGENDA

Monday July 26

9:00 am

1. Call to order (Brown)
2. Announcements
   a. Robert’s Rules of Order
   b. Meal arrangements
   c. Agenda revisions
3. Approval of minutes

9:15

4. Conferences/Meetings
   a. New York (Webster)
   b. Houston 2005 (Schwartz)
   c. Banff 2006 (Webster, Franklin)
   d. 2008 proposal from the Midstates Chapter, proposing Indianapolis
   e. Midyear 2005 (Webster)

5. Chapters
   a. Chapter relations models (Clarke)
   b. ARLIS/Canada Bylaws revisions (Franklin)
   c. Chapter officers’ breakout at Leadership Breakfast
   d. Chapter issues

10:30 Break

10:45

6. Administrative Documents Editor (Brown)

7. By-laws changes vote (Herschman)

8. Committees and task forces
   a. Committee composition (Brown)
   b. Awards Committee (Frechette)
   c. Travel awards
      i. Task force on guidelines to create new travel awards (Townsend)
      ii. Karno award

11:30

   d. Development
      i. Committee issues [White]
      ii. Report on Corporate Sponsorship [Townsend]
iii. Fundraising and development goals [White and Townsend]

e. Diversity (Townsend)

f. Finance Committee (White)
   i. Policy Manual Section J (Finance)

g. International Relations Committee (Herschman)

h. Membership Committee (Keeran)
   i. Revised membership form

1:00 – 2:00 Lunch -- this will be provided. There is no formal lunch break

2:00

i. Nominating Committee (Brown)
   i. Slate 2005

j. Professional Development Committee

k. Public Policy (Schwartz)

l. Publications Committee (Franklin)
   i. Task force on AWS progress report
   ii. Occasional Paper proposals

3:30

m. Standards (Schwartz)

4:00

n. Summer Education Institute (Graney, Webster)
   i. Report on 2004 SEI
   ii. SEI 2005 and future options

5:00

9. Membership Database Task Force (White)
   a. Progress report and timeline

10. RISS (Webster)
   a. Change to the section description

11. HQ report
   a. Membership statistics
   b. Advertising

6:00 Adjourn for the day

July 27, Tuesday

8:00 reconvene

12. Ties with affiliate organizations (Brown)
   a. Report on ALA affiliates lunch

9:00
13. Financial (White)
   a. Chart of accounts revision
   b. Treasurer’s duties: proposed policy manual revision
   c. Special funding requests
   d. Unanticipated requests for 2004 funding
   e. 2004 budget
   f. 2005 budget
      i. Policy concerning deficit budget
      ii. Criteria for prioritizing expenditures
      iii. Houston conference budget

1. Internet room
2. Speakers Fund
   a. Endowment status
   b. Use
3. Convocation
   g. Dues increase 2006

12:00 – 1:00 Lunch – this will be provided. There is no formal lunch break.

1:00

14. Strategic Plan Task Force (Brown)
   a. Progress report, timeline

2:00

15. Strategic issues discussion
   a. Role of the Board
   b. Society structure
   c. Shifts in direction

4:30

16. Review of action items
   a. Review of due dates for action items
   b. Pending action items from NY post-conference Board meeting

5pm Adjourn