Action Items

**Action 1:** Jonathan will communicate to the Publications Committee that 2 editorial positions are not included in the reporting structure in Policy Manual R-14 and ask for clarification regarding the reporting structure and the roles of the Publication Committee Chair and the President. Deadline: Mid-year Executive Board meeting.

**Action 2:** Jeanne and Eumie will examine Policy Manual R-15 to clarify the meaning of products and services in the context of the entire policy manual. Deadline: Mid-year Executive Board meeting.

**Action 3:** Jonathan will suggest the idea of adding a disclaimer to reviews published by the Society (to clarify that reviews reflect the reviewer’s opinions and not necessarily the Society’s) to the Publications Committee. Deadline: Mid-year Executive Board meeting.

**Action 4:** Suzy will ask the Travel Award Committee to make recommendations about award criteria and the possibility of rotating awards among target groups to ensure diversity. Deadline: Houston Post-conference Executive Board meeting.

**Action 5:** Suzy will talk to the Mid-States Chapter about changing the dates of the conference in Indianapolis. Deadline: Houston Post-conference Executive Board meeting.

**Action 6:** Lynda will delete the section on eligibility in the Special Funding Awards guidelines for group sponsoring. Deadline: Houston Post-conference Executive Board meeting.

**Action 7:** Lynda will establish a Special Funding Guidelines Revision Task Force to examine the issues of special funding awards and eligible expenses. Deadline: Mid-year Executive Board meeting. Regional Representatives will ask for the Chapters for input at the leadership breakfast and report during the post-conference board meeting.

**Action 8:** Chair of the Professional Development Committee will distribute the document “ARLIS/NA Core Competencies for Art Information Professionals” to the library schools along with letter from Margaret, as ARLIS/NA President. Deadline: Mid-year Executive Board meeting.

**Action 9:** The Professional Development Committee will revise the annual report guidelines to include “ARLIS/NA Core Competencies for Art Information Professionals.” Deadline: Mid-year Executive Board meeting.
**Action 10:** Margaret and Ann will examine the Policy Manual regarding the roles and duties of affiliate liaisons to determine if additional duties to increase exposure to ARLIS/NA are possible. Deadline: Mid-year Executive Board meeting.

**Action 11:** Margaret will form a Public Relations Task Force to examine the roles of affiliate liaisons in public relations. Deadline: Mid-year Executive Board meeting.

**Action 12:** Heather, Peggy, and Elizabeth Clarke will work on an electronic voting method for membership-wide voting in relation to SAH affiliation. Deadline: one month after Houston Post-conference Executive Board meeting.

**Action 13:** Margaret will revise wording in Policy Manual regarding CAC and the ALA liaison to SAC. Deadline: Mid-year Executive Board meeting.

**Action 14:** Lynda will talk to ACRL to determine how they gather statistics and manage surveys in regard to ARLIS/NA’s peer statistics survey. Deadline: Mid-year Executive Board meeting.

**Action 15:** Carole Ann will get feedback from the DSA and Wittenborn Committees about the effectiveness of the reporting structure using the umbrella system. Deadline: Mid-year Executive Board meeting.