ARLIS/NA Board Meeting (conducted via Conference Call)
Wed., 12/19/07, 2:30 – 3:30 p.m. CT

Attending:  Cate Cooney, Marilyn Nasserden, Elizabeth Schaub, Ken Soehner, Rebecca Price, Fran Scott, Deborah Ultan Boudewyns, Ann Whiteside

Agenda
1. French and Spanish Translator / Translation Service
2. PDC Issues
   a) Vendor presence on committees
   b) Mentorship Program: next steps
   c) PDC Committee structure
3. SEI Advisory Group members
4. Wikipedia article for ARLIS/NA

1. French and Spanish Translator / Translation Service
The Publications Committee responded to the idea proposed by the Canadian chapters for ARLIS/NA to support translation of official communications of the Canadian chapters. There was agreement among the committee members that the Society should have skilled translation resources available (in French and Spanish), and that the Canadian chapters face considerable urgency to make their official communications available in French and English. All felt that any translations published under the Society's banner should of course be authoritative and the most professional available. However, the Publications Committee felt that creating an honorarium-supported position went against the current efforts to streamline ARLIS/NA's administrative structure and to reduce publications expenses. Moreover, it was thought unlikely that one person would be able to devote the necessary time to address the Society's needs equitably, absent an EB discussion of, and agreement on, the Society's translation priorities. Instead, the committee suggested that the Canadian Chapters make a special funding request -- as the Texas/Mexico chapter did several years ago for Spanish translations -- to support professional translation services based on the priorities determined by the chapters and the board. This request could be supplemented by chapter fundraising initiatives; there may also be one-time grants available from the Canadian government for incorporated organizations to obtain translation services.

Board discussion:
The board understood the perspective of the Publications Committee and agreed with their assessment of the situation. The board discussed the types of documents that
would need to be translated: chapter minutes; Melva J. Dwyer Award announcement; and the Canadian board representative report. Marilyn notes that at present the Canadian chapter has to beg students to take on this work. She suggests that even if we can’t offer an honorarium we should be able to create a title and some sort of recognition so that the volunteer can use the experience on his or her resume.

Related to the Committee’s suggestion that the chapter seek special funding, Deborah raises the concern that having to request funding each year doesn’t solve the issue over time. It would be better to have a longer lasting approach. The issue of this request coming not from one chapter, but from a federation of chapters was also raised – special funding is generally provided at the chapter level. Cate and Fran are looking at guidelines for chapter funding for the coming year and will keep this issue in mind. If special funding doesn’t seem the best option, we could explore the idea of an honorarium from the discretionary fund. The sum of $500 was suggested.

The issue of whether there are enough people capable of taking on this role was raised. Perhaps it could be on a two-four year rotation. Marilyn thought there are enough people. It was noted that there are two types of translations: the less formal communications and the more formal announcements, brochures, and ArtDoc articles. Perhaps one type of translation could be paid by special funding and one type by an honorarium.

The issue of the need for occasional translation of documents into Spanish was raised. Elizabeth Schaub notes that currently the Tex-Mex chapter is using Google translator to help provide language access to the webpage. She wondered if the service could be built into our contract with McPherson-Clarke. Would it make sense for Headquarters to administer translations rather than the Publications Committee?

Deborah and Fran will look at our discretionary funding to see what might be available for translation services or honoraria. It was noted that we need to be very clear about what documents are to be translated. Liv, the incoming Canadian representative, can help us decide as we move forward.
2. PDC Issues
   a) The board discussed the issue of whether there should be a policy about the number of vendor-members vs non-vendor-members on committees. The board decided that rather than creating a policy, it would be better to leave this balancing to the Vice President, who oversees committee appointments each year. The hope is that good judgment will be exercised in achieving a balance of vendor vs non-vendor members on committees.

   b) Mentorship Next Steps: although the Mentorship Task Force has been dissolved, the initiative is still thriving and it is something of value to the Society. Deborah notes that the Professional Development Committee has been thinking of ways to provide a structure for various educational and professional development initiatives. (See c below.)

   c) PDC is discussing the possibility of turning PDC into a format similar to the Awards Committees - where there is a chair of each sub-committee and then the chairs of all the different sub-committees form the PDC. In the case of the PDC there should be sub-committees or working groups such as the Education Sub-committee, the Mentorship Sub-committee, etc. Looking to the future, there may be additional working groups or committees that take on different projects as needed. Such a structure provides one way to keep the mentorship program going and other agendas fresh and moving forward. The question arose of whether the chair of the PDC would be the Education Liaison on the board and it was pointed out that Board members do not play a functional role on committees, but instead liaise. The board also discusses the problem that this seems to just create more structure and more committees, just as we are trying to streamline. On the other hand, this is an area where we do want to concentrate and grow so perhaps creating a structure to foster growth here is important.

3) SEI - Advisory Group

   The board discusses more potential candidates for this group. Several names are put forward: Carole Ann Fabian; Leigh Gates; Shalimar Fojas White; Amber Ruiz; Johanna Bauman. Eileen Fry and Megan Gross are the VRA delegates. It is noted that Leigh may be on the VRA group as well. It is also noted that Carole Ann, Shalimar and Johanna are all ARTStor employees, so best to limit their involvement to one candidate.

4) Wikipedia Entry

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Deborah brought forward a suggestion from Jennifer Parker that ARLIS/NA should have a Wikipedia entry – VRA has one [http://en.wikipedia.org/wiki/Visual_Resources_Association]. Ken suggests that he could assign it to his Pratt Library School students this coming semester.

**ACTION ITEM 37:** Ken Soehner will assign the design of a Wikipedia entry on ARLIS/NA to his Pratt Library School students in the Winter Semester.
**Deadline:** April 15, 2008

Submitted: Rebecca Price, Secretary