ARLIS/NA Board Conference Call
March 11, 2009, 4:00 – 5:00 p.m. ET


Agenda
1. Update on the TEI contract and next steps
2. Resolution of SEI issues (Sherman Clarke email, 2/23/09)
3. Request from the Southern California Chapter to host the 2013 conference (Alyssa Resnick email, 2/5/09)
4. Indianapolis Conference Update
5. Distinguished Service Award
6. Closing of Knight Visual Resources Facility (Cornell Univ. College of Architecture, Art and Planning)
7. New Business

Ken Soehner began the meeting at 4:00 pm EST.

1. Technical Enterprises, Inc. (TEI) Contract and Next Steps
John Hazard, our lawyer, has reviewed the contract and recommended several minor changes, and one major one. He recommends changing the termination clause to a no-fault termination by either party with 60 days notice, which is unacceptable to TEI. It was the sense of the meeting that John was just being careful and safe, and that it was unreasonable to expect TEI to concur with this recommendation.

Ken will discuss moving the start date of the contract from March 1 to the actual start date with Scott Sherer.

Board unanimously approves the new contract with TEI. (official vote taken during 3/18/09 meeting)

Next steps:
* The Boston hotel contract needs to be re-negotiated by April.
* Get TEI on board for the Indianapolis conference.
* Get membership data transferred from MemberClicks.
* Review TEI transition plan and get back to them with questions.
* Connect TEI with Communications and Publications Committee to facilitate publication of the fall issue of Art Documentation.
* Invite Nancy Short to the CPAC conference call March 18.

Ken will announce TEI as new management firm to the membership by Wed. 3/16/09.

ACTION ITEM #82
Ken Soehner will announce to the membership (via the listserv) Technical Enterprises, Inc. (TEI) as our new management firm. (Deadline: 3/16/09)
2. SEI Business
The question brought before the board by the SEI Advisory and Implementation Groups is whether SEI should be held in one place for the foreseeable future, in the same location two years in a row, or in a new location each year. On the one hand, the board recognizes that it is good to move around, allowing different teachers and different attendees to participate. On the other hand, planning the workshop each year is a huge effort for the Implementation Team and they suggest that keeping it in one location for two or more years will limit that work significantly. One idea is for SEI to hook up with one institution (presumably a library school) and be in one place (such as the Rare Book School at the University of Virginia). Another idea is for it to be two years at one location, a compromise that allows for some change in location over time, but also saves some of the annual planning effort.

The Advisory Group recommends this two-year pattern. Loy Zimmerman, head of VRAF, is also in agreement. The board believes that unless there are serious objections to the proposal, we should accept their recommendation. The board briefly discussed other options, such as alternating years in two locations and circling back to the first before moving onto a third location. This scenario, while providing change, could quickly become complicated, and having it in alternating years at an institution would be potentially difficult (cancelling out the saved effort by having two years in a row in one place). Having it in one location in two consecutive years allows for some benefits of economies of scale.

3. Request from Southern California Chapter to host the 2013 conference in Pasadena
It was quickly determined that the board should defer this decision; it will be an agenda item at one of the board meetings in Indianapolis. The following discussion included brainstorming on a biennial conference, web- and podcasting, online symposia, WebEx conferencing, larger chapter conferences. A membership survey was proposed with some discussion on soliciting opinions in advance, and whether the board should propose various options. The board expects that TEI, with their technological expertise, will be able to guide us in this regard. It is possible that some of the technology options would surpass the conference in revenue generation.

4. Indianapolis Conference Update
Sue Rawlyk has provided a registration and room count as of March 10, 2009. As of that date, we have 504 room nights booked (out of the 568 that are required for our contract). Early registration ends this weekend. The board discussed extending ‘early’ registration longer, but decided against it because of the needs of the planning committee to have solid numbers as soon as possible. Later today (3/11/09) Amy Lucker will send out a message to the listserv encouraging members to come to the conference and reminding them that early bird registration ends this weekend.

Ted Goodman reports we have twenty exhibitors, which is down a bit from past years. Tours and workshops are filling up, though there are a few with no registrants. Sue Rawlyk suggests cancelling the tours or workshops with zero registrants now. It is unlikely enough people will sign on at this point to make them viable.
Ted Goodman notes that we were able to lower our attendance expectations at the Eiteljorg Museum (Welcome Party) and the Indianapolis Museum of Art (Circle City Celebration) to around 200 – therefore we will not have to pay extra for food.

5. Distinguished Service Award
We have a Distinguished Service Award winner; to be announced at the Convocation Ceremony.

6. Closing of Knight Visual Resources Facility (Cornell Univ. College of Architecture, Art and Planning)
Earlier this week, Ken Soehner received a request from Margaret Webster, former ARLIS/NA President and head of the Knight Visual Resources Facility (KVRF) in the College of Architecture, Art and Planning at Cornell University. In her letter she explained that the College had decided to shut down the KVRF, layoff its staff, and had no plans to continue the services or maintenance of the image collection. Margaret requested that Ken and the ARLIS/NA Board draft a letter in support of the KVRF to be sent to the Dean of the College.

The board discussed the appropriateness of its voice in this matter. While all wholeheartedly support Margaret and her staff, there was hesitation to send a letter without fully understanding the complexity of the situation. After discussion it was agreed that ARLIS/NA should weigh in on the value of collections such as the KVRF and be a voice of support even as collections and services go through transitions. Deborah Uultan Boudewyns will write a letter emphasizing the value of the facility to the institution and the Visual Resources community, extolling Margaret Webster’s expertise and contributions, while also expressing disappointment in the College’s decision to close the facility. Deborah will share a draft of the letter with the board for comment.

7. New business
It was proposed that we add a liaison to the Visual Resources Association Foundation (VRAF), as distinct from Visual Resources Association (VRA). VRAF has oversight of SEI and other educational initiatives. It was stated that this would require a by-laws change. It was proposed that this could be the province of the Education liaison. Discussion ensued, with the conclusion that a single liaison to VRA and VRAF was sufficient. (It was not clear who the current VRA liaison is; Deborah Uultan Boudewyns will find out.)

Ken Soehner adjourned the meeting at 5:05 pm EST.

Submitted:
Rebecca Price, Secretary
Heidi Hass, in-coming Secretary