ARLIS/NA Executive Board Meeting Minutes
Conference Call using GoToMeeting™
January 3, 2013, 3:00-4:30 p.m. EDT

1. Call to Order and Roll Call (DK)
   Present: Jon, Gregg, Daniel, DK, DBS, Sarah, Guadalupe, Rina and Alan
   Excused: Laurel

2. Welcome to New EB Members
   Debbie Kempe (DK) welcomed the new Executive Board (EB) members who
   were listening in on the call. They included: Carole Ann Fabian, John
   Taormina, Eric Wolf, Martha González Palacios, and Sarah Sherman.

3. President’s Announcements (DK)
   The EB is currently using Wiggio to share documents, but it did purchase
   Basecamp, and has will be migrating to it in the near future.

   Getty Foundation documents related to the grant to bring Latin American
   librarians to the Pasadena conference have been put up on Wiggio. DK has
   put up a checklist of activities that need to happen, and she has asked the
   Getty to produce a press release for the grant. DK will be looking for
   Spanish-speaking volunteers to help coordinate activities for the visiting
   librarians.

   DK is also working on a Kress Foundation Grant to fund European librarians
   travel to Pasadena. Invited librarians will include those involved with the FAB
   Movement (Future of Art Bibliographies), librarians speaking at sessions, or
   presidents of ARLIS/NA affiliates in Europe. All presidents of affiliated
   organizations are offered free registration to attend the conference.
   ARLIS/UK will send a representative and DK is discussing visits from others.

   DK was in touch with Heidi Hass about the looming ARLIS/NA Bylaws
   revision deadline; she has been sick but expects to have something for the
   EB very soon. She also contacted Tony White who has been working on the
CPAC Manual revisions. Tony has sent DK a draft of the manual and some recommendations. DK will send out his email and draft manual for EB consideration. **Action Item #1**

DK is working on a report to the membership, a summary of the past year and news for the upcoming conference and other events. She will produce this soon. **Action Item #2**

DK and Guadalupe have been working with Carol Graney, the ARLIS Web Site (AWS) News Editor, to make changes that could improve more frequent communication with the membership. This would include regular e-blasts and other means to reach out to them, so they do not always have to come to the AWS for news. Carol is also producing a press list to which to send the e-blasts and other official society press releases from all of its committees, most notably policy statements from Public Policy Committee (PPC) and notices of award winners from the awards committees. Word has not been circulating widely enough, and we are trying to increase that.

Pasadena conference planning is going well; we are one week behind with registration announcements and schedule updates, but the Pasadena CPAC is very close to being on time. DK has posted a letter on the site, and the exhibitor prospectus has been overhauled. Kathryn Wayne has been working on fundraising, as Chair of the Development Committee. DK thanked Gregg and Jon, who have reached out to current and prospective sponsors to secure financial commitments. She has contacted ongoing sponsors giving them the first right of refusal on events they have underwritten previously. She has also contacted awards sponsors, two of whom are not renewing. DK welcomed new fund-raising ideas, and she asked EB members, to look at the prospectus and consider possible new sponsors and advertisers. **Action Item #3**

DK asked Guadalupe to include all new EB members on the Wiggio permissions list. **Action Item #4**

4. **Approval of Minutes (Alan)**
   Alan indicated that he had updated the Action Items list and uploaded it to Wiggio. The new list included annotations by Laurel, Rina, Melanie, Debbie Barlow-Smedstad (DBS) and DK. that covered up to 10/11/2012. Alan made
a motion to approve the EB minutes for 10/11/2012. Jon seconded. The motion passed 8-0-0. Motion #1 DK asked all EB members who had not updated their action items to please do so and let Alan know when they had.

Action Item #5

5. Liaison Reports
Rina sent a Development Committee (DC)/Membership Committee (MC) report:

“Each committee member has a current assignment focusing on either a Strategic Plan Action item or the perennial goal of growing the membership base. A conference call is planned for January.

Kim Detterbeck is in the process of scheduling our first student member to be featured in What our Members are Saying on the website.

Jamie Lausch Vander Broek has just completed the backlog of over 250 requests to join the ARLIS/NA LinkedIn group, cross referencing each requester with the membership directory. She sent a message to each non-member encouraging him/her to join. She has received a number of positive responses.

The MC was approached by the Texas-Mexico Chapter about a possible change to the referral incentive launched this fall. The committee determined that there should be a review of the incentive after one year, which will be in the fall of 2013.”

Laurel wrote: “The only item to report is that chapter leadership turns over with the new year, and I'll be sending welcome letters to the new chairs when I'm back in the office. And making sure the AWS has updated rosters. I will also include information from the SEI folks about creating SEI chapter travel awards.”

Alan had nothing to report from the Cataloging Advisory Committee (CAC).

Jon had nothing to report from the Diversity Committee (DiC).

Sarah had nothing to report from the Professional Development Committee (PDC).
Melanie reported from the Communications and Publications Committee (CPC) that there had been a first meeting with Interactive Mechanics (IM), the firm redesigning the AWS. IM is working out a new layout, but Nedda has not had a chance to discuss it with them. A meeting with IM including Nedda, Melanie and Roy from TEI was scheduled for Tuesday January 8, 2013.

Melanie will report next month on the Art Documentation (AD) Editorial Board meeting that took place recently.

She has not heard from CPC chair, Amy Lucker, about inviting Kari Roane, University of Chicago Press (UCP) representative, to attend a Pasadena EB meeting or the CPC meeting. DK hoped that Kari can be contacted soon and will be able to attend the conference.

Daniel reported that his review committee had received 15 nominations for the Melva J. Dwyer Award, a large number, and he is sending out books to all of the jurors.

He also reported that ARLIS/NA Canada was moving ahead on its revised History of Art Libraries in Canada project and was assessing new user-friendly platforms for its dissemination, including LibGuides. ARLIS/NA Canada is negotiating a platform subscription and deciding which institution would host it. DK asked if it could qualify as an Occasional Publication of ARLIS, and Daniel thought yes. She suggested that Daniel discuss this with Hannah Bennett, the Occasional Publications Editor. Action Item #6 DK thought that an online version of the history would be highly appropriate. Daniel indicated that they would like to make it scholarly so that it could have permanence.

Daniel reported that PPC was to have met, but couldn’t, so he had no news from them.

He mentioned that the Getty Foundation grant, previously discussed, was the big news from the International Relations Committee (IRC). DK indicated that the Russia Study Tour for Summer 2013 was fully booked with a waiting list.
Daniel reported that ARLIS/NA Canada’s Jonathan Franklin has received complimentary membership in exchange for his translation services. DK indicated that ARLIS/NA was fortunate to have Jonathan’s services.

Gregg had contacted the Coordinators of the Public Libraries, Decorative Arts and Photography Special Interest Groups (SIGs) regarding their leadership positions. Alyssa Resnick is trying to find a replacement for the head of the Public Libraries group, Linda Seckelson will be the new Coordinator for the Decorative Arts SIG, and a new Coordinator and Vice-Coordinator has been found for the Photography SIG. Preparations have begun to create a new SIG, the Creative Librarian SIG; an email went out January 3, 2013, on ARLIS-L inviting input about it.

6. Treasurer’s Report (DBS)
DBS didn’t have news from the Finance Committee (FC) and had only very recently gotten the November 2012 Financial Statement. She indicated that as of October 2012 ARLIS/NA was running $13,806 in the red, and in November 2012, we were at -$9,650. This did not include a credit for $1,900 for a double payment at the Toronto conference. DK also noted that this also did not include any fees that came in during December 2012.

DK said that she had gotten good responses to her holiday request for donations and membership renewals, which should further reduce the 2012 deficit.

7. Contribution to Wolfgang Freitag Fund (DK and Gregg)
DK noted that there had been some discussion about an appropriate response from ARLIS/NA to the passing of noted art librarian Wolfgang Freitag. Choices included making a $500 donation to the family’s preferred charity, a Harvard University Libraries acquisition fund in Freitag’s name, naming an annual ARLIS/NA conference travel award (derived from the Travel Grant Fund) in his name, or creating some other memorial to his service to the society. Jon supported the idea of creating a travel award in his name. Carole Ann mentioned that when Judith Hoffberg died, another founding member of ARLIS/NA, the EB considered this question, and decided that an award funding student attendance at the conference be named for her. This aptly memorialized her concern for the society’s continued growth
and vitality. This brought up the issue of who was worthy of having such an award organized? All founding members? All those instrumental in the society’s early years? DK was not so concerned with precedent; she felt that each individual’s contribution to the society needed to be weighed on its own. She felt that EB discussion of the award should be documented carefully in the minutes. DK thought that Freitag, a giant in his field, deserved society acknowledgement, “a lasting contribution that would honor him.” Gregg thought that perhaps we rename the fund the “Founders Fund” and name a specific travel award for Freitag. Jon indicated that all restricted funds are integrated into a single fund, though the total amount is insufficient to meet the $100,000 minimum needed to create an endowed fund.

Gregg moved “I move that the Art Libraries Society of North America mark the passing of Dr. Wolfgang Freitag, one of the Society’s founders and an exemplary art librarian, by creating a memorial in his name, the scope of which will be decided by the Executive Board.” Sarah seconded.

DBS asked what information she needed to find out about this travel fund. She will consult her Treasurer’s manual. Action Item #7 Gregg, Jon and DK thought that the Hoffberg Travel award, a conference attendance award ($1,000), a student conference attendance award ($1,000) and the student diversity award derived from this fund. Gregg thought that perhaps an existing travel award could be named for Freitag or we could establish a separate new award. Ideally, he said, this award could be designated by the Pasadena conference. DBS thought that naming an existing award for him would be preferable. DK thought that the ARLIS Internship Award ($2,500) could be named for him, as he also taught. Gregg agreed that this was appropriate, as many thought of him as a mentor. Alan, Daniel and Sarah thought that this was a good solution. DBS reported that ARLIS/NE had a Professional Development Award ($1,000) was named for him.

Following this discussion, Gregg amended his motion to read: “I move that the Art Libraries Society of North America mark the passing of Dr. Wolfgang Freitag, one of the Society’s founders and an exemplary art librarian, by naming the annual Internship Award the Wolfgang Freitag Internship Award.” Alan seconded. The motion passed 8-0-0. Motion #2
DK will notify the membership about the naming of the Freitag award. As part of this announcement, she will let members know that they can donate in his name to the central awards fund for this internship award. Action Item #8 DK (and perhaps Amanda Bowen at Harvard) will notify Dr. Freitag’s family. Action Item #9 DK will let the Chair of ARLIS/NE know this before we announce it to the membership. Action Item #10 DK will let the Awards Chair, Rebecca Cooper, know about the naming of the Freitag Internship Award. Action Item #11 Gregg asked if we should retrospectively name the internship award awardee, the Freitag Intern, or announce it this fall and ask for donations then. Jon felt that retrospective naming was a good idea. This could be elaborated on at the Convocation.

Alan brought up a contribution to any fund for Howard Karno. DK will revisit this idea. Action Item #12

8. 2015 Conference Invitations (Laurel, Jon)
DK recapped that Texas had been chosen as the site of the 2015 ARLIS/NA Annual Conference. Martha presented four hotel choices in Austin or Fort Worth for evaluation by Guadalupe. DK also asked Guadalupe to consider the ease and cost of transportation, cultural attractions and meeting facilities in those cities, as well. Action Item #13

DK asked Alan about any conversations that have been had in Seattle about hosting a conference. He indicated that there has been some talk in Seattle about hosting in 2016 and that a meeting would be held of ARLIS/NW members in the city by the end of January. He indicated that Seattle couldn’t hope to challenge New York/Brooklyn as a museum center, but that it could offer interesting insights into new concepts of urbanism. Seattle has a vibrant architectural and landscape architectural community and many fine gardens and parks to explore. It also is considered a leader in urban planning, so the conference could be focused on these topics in addition to museum visitation.

DK hoped to hear more next month. She noted that ARLIS/NY and VRA were anxious to resolve the 2016 site and that this discussion will inform where the EB will name the next joint conference to be held. DK has told VRA that the joint conference financial plan had been ratified. She will inform VRA
about the Texas selection for 2015. **Action Item #14** The next step will be to form a joint conference task force.

9. **VirCon Final Report, Next Steps (Sarah)**
Sarah asked the EB about their thoughts on the report. She indicated that the Virtual Conference Advisory Group suggested the creation of a Virtual CPAC and outlined the roles of its prospective members. Sarah Falls noted that this was a working document, subject to EB concerns.

DK thought a virtual conference could be planned initially months apart from the current annual conference so as not to detract from it and to test concepts. She and Jon thought that 300 initial registrants might be too ambitious to earn back the investment.

DK had hoped to get funding to stream one keynote or plenary speaker and see how that went, but time is growing short for Pasadena.

Jon felt that the $9,300 initial fee should be viewed as a valuable long-term investment, and that cost recovery should be focused on the yearly $7,500 price. He thought that a connection between the CPAC and VCPAC would be important to ascertain what topics were of most interest for a virtual conference.

DK and Jon stressed that the relationship between the conference and the virtual conference needs to be considered carefully. Alan felt that this proposal had a lot of complexity and significant ramifications for conference attendance and society fund-raising; conclusions could not be made today. This issue will be considered further in February.

10. **Sustaining Membership Issue** (DK)
11. **TEI Review Process** (DK)
12. **Orientation for New EB Members** (DK/Guadalupe)
13. **EB Meetings in Pasadena** (DK, Gregg)
14. **Discretionary Budget Line** (DK)

15. **Website Marketplace** (Debbie)
DK will handle some of these agenda topics not discussed today in follow-up emails.

16. **Adjourn** (motion required)
Gregg moved to adjourn the meeting. DBS seconded. The motion passed 8-0-0. **Motion #3**