

ARLIS/NA Mid-Year Executive Board Meeting  
Action Items  
University of Minnesota  
Minneapolis, MN  
September 11-12, 2006

Action 21: Marilyn Nasserden, Fran Scott, and Ann Whiteside will draft a general message explaining the conference decision-making process, relative profit or loss financial comparisons between last few conferences, and the process for choosing conference sites. Deadline: mid-October 2006.

Action 22: Margaret Webster will begin working on a conference planning workshop or session. Deadline: September 30, 2006.

Action 23: Marilyn Nasserden and Deborah Boudewyn Ultan will examine the conference workshop guidelines for the next conference proposal process. Deadline: April 1, 2007.

Action 24: Fran Scott will allocate \$100 from the President's discretionary expense fund for a memorial display at the Atlanta conference. Deadline: mid-November 2006.

Action 25: Carole Ann Fabian, Margaret Webster, and Deborah Boudewyn Ultan will discuss a revised conference planning model and ask Ann Lindell or Tom Caswell from the Atlanta CPAC, as well as the Indianapolis program chair, to be a part of the Denver CPAC in an advisory or training capacity. Deadline: December 31, 2006.

Action 26: Fran Scott will seek further clarification about web site advertising income. Sue Koskinen will also inquire about this and speak to Roger Lawson. Deadline: by November 1, 2006.

Action 27: Fran Scott will discuss SEI budget figures with Trudy Jacoby. Deadline: by November 1, 2006.

Action 28: Carole Ann Fabian will communicate the results of the Wittenborn Committee's request to Daniel Starr. Deadline by: by November 1, 2006.

Action 29: Marilyn Nasserden will contact the Membership Committee about the acceptance of the special request funding.

Action 30: Regional Representatives need to inform their Chapters that they need to sign the affiliation agreement by December 20, 2006. Deadline: by October 1, 2006.

Action 31: Chapters, with the assistance of their Regional Representatives, need to review, compare, and revise the Chapter bylaws to correspond with the ARLIS/NA bylaws. Deadline: by February 21, 2006.

Action 32: Executive Board will review and send back, as necessary, the revised bylaws to the Chapters for final approval vote at pre-conference Atlanta Executive Board meeting. Deadline: by March 1, 2006.

Action 33: Regional Representatives will encourage their Chapters Officers to contact their own local insurance agent about obtaining DNO liability insurance. Deadline: by November 1, 2006.

Action 34: Each time an affiliation agreement is signed and affiliation agreement meetings are held, Ann Whiteside will post the results on ARLIS-L. Regional representatives will send Ann Whiteside the meeting dates. Deadline: by September 21, 2006.

Action 35: Carole Ann Fabian will convey this DSA approval to the task force and will ask the Gerd Muehsam Committee for clarification regarding allocation of moneys so the board can vote via email.

Action 36: Eumie Imm-Stroukoff and Margaret Webster will look to see if HQ's papers are included in archives container list.

Action 37: The Assessment Task Force will ask for member feedback on the structure in February-March 2007 and will hold a forum in Atlanta to present their report to the general membership. Deadline: by February-March 2007.

Action 38: Eumie Imm-Stroukoff and Margaret Webster will ask the chairs of the Diversity and International Relations Committees to contact the News and Features editor to report on international conferences and ALA diversity meetings for the general membership and to investigate their charges to include providing service and communications of other meetings to the general membership. Deadline: by November 2006.

Action 39: The Membership Committee should post a general message on the listserv stating that they are examining membership structures and asking for comments. Deadline by: November 2006.

Action 40: The Membership Committee will send vendors a blanket invitation via email for "What Members are Saying" on the AWS. Deadline: November 2006.

Action 41: Ann Whiteside will speak with the Nominating Committee about the slate and process used in nominating candidates and will ask the committee to tell the candidates to provide missing documents and other criteria necessary. Deadline: by September 18, 2006.

Action 42: Ann Whiteside will convey to the Nominating Committee the need for another candidate for NE Regional Representative.

Action 43: Sue Koskinen will send the addendum to the EBSCO agreement to the Executive Board and Elizabeth Clarke via email for approval. Deadline: by October 2006.

Action 44: Sue Koskinen will inform the Publications Committee that book reviews should be on the members-only portion of the AWS and posted continuously.

Action 45: The Publications Committee should be told that they have gone over budget and need to review the parameters for the publication of *Art Documentation*. Deadline: by October 2006.

Action 46: The Publications Committee should examine and analyze guidelines set up for a peer review process. Deadline: at the discretion of the Publications Committee.

Action 47: Ann Whiteside will communicate this action item to the Atlanta program conference chairs, Ann Lindell and Tom Caswell. They will ask the committee chairs to submit the brief statement for the conference program. Deadline: September 30, 2006.

Action 48: The Development Committee should review the Bill Gates Foundation grant proposal and report back to Ann Whiteside and Elizabeth Clarke.

Action 49: Ann Whiteside will discuss with the Development Committee the need to obtain funds for the entire Society, not just for the conference and will ask the Development Committee to discuss methods to accomplish this. Sue Koskinen will explain to Publications Committee that this advertising revenue has shifted to another area and that the Development Committee has been asked to check into this to solve this problem.

Action 50: The Development Committee needs to be informed that if a sponsor offers a donation, it is acceptable for a chapter to take the offer.

Action 51: Elizabeth Clarke will send an email to ARLIS-L with a link to the HQ page on the AWS to highlight activities of HQ and introduce Sue Singer who replaced Bonnie James. The AWS will also include a profile of each of the HQ staff on the home page.

Action 52: The Executive Board agreed to hold email discussion with a single email for each discussion thread three weeks per month and a conference call one time per month on Wednesdays from 4-5:30 ET (2-3:30 MT).

Submitted by Eumie Imm Stroukoff, Secretary, ARLIS/NA