

2006 Pre-Conference Executive Board Meeting  
Banff Springs Hotel, Banff  
Friday, May 5

Agenda

1. Call to order (9:00)
  - a. Robert's Rules of order reminder
  - b. Welcome incoming Board members
  - c. Board assignments
2. Approval of motions passed via email post mid-year Board meeting.
3. Headquarters [Webster]
  - a. Contract renewal
  - b. Personnel changes
  - c. Membership Directory Updates
  - d. Greg McPherson
  - e. Membership database & web hosting/RFP
  - f. HQ evaluation and assessment
  - g. HQ report [Clarke]

*Goal I: To increase the effectiveness of art librarians and visual resources curators by focusing efforts on professional and continuing education, as well as professional development activities.*

4. Mentoring – year long and conference connections [Ball]
  - a. Mentoring Workshop at conference
  - b. Recording of Workshop and resulting DVD
  - c. Use of the term “mentee” vs “protege”

*Break from 10:30 to 10:45*

5. Publications [Franklin]
  - a. Status report on Scarecrow contract and EBSCO project
  - b. AWS issues: DSRT and Committee web pages on ARLIS/NA server; need for more server space; need for content rich site; anticipated uses [sales, directory updating, surveys]. How much group related information should be posted?
  - c. Remembrances Webpage
  - d. ARLIS-L
6. Archives Task Force [Brown, Imm-Stroukoff]
  - a. Archives task force
  - b. Oral history tapes—producing, transcribing
  - c. Archiving of conference websites [Ball]
7. SEI
  - a. Strategic planning taskforce

- b. Encourage the Development Committees of ARLIS/NA and VRA to assist with sponsorships and funding. Consider funding a scholarship for 2007.
- 8. Distance learning [Brown]

*Goal II: To develop stimulating and pertinent programs to meet the needs and support the activities of all members and components of the Society.*

- 9. Banff conference – updates [Nasserden]
- 10. Conference planning
  - a. San Diego – failed negotiations [Whiteside]
  - b. Atlanta (2007) [Whiteside]
  - c. Denver (2008) [Keeran]
  - d. Indianapolis (2009) [Webster]
  - e. Twin Cities Chapter Invitation [Gates]
  - f. Affordability of conferences [Webster]
  - g. Conference Planning Manual Revisions [Webster]

*Lunch from 12:30 to 2:00*

- 11. Special funding awards [White]
  - a. Return of unspent special funding

*Goal III: To exert an influence on external forces affecting the profession through promotion, cooperation, and advocacy.*

- 12. Grove Dictionary of Art invitation [Webster]
- 13. International Relations [Brown]
  - a. What are the most useful vehicles for communicating information to ARLIS/NA?
  - b. How do these liaison roles work? As individual agents or in conjunction with a specific EB member?
  - c. What types of cooperative projects does the EB have in mind?
- 14. Standards [Ball]
  - a. Niso Liaison

*Goal IV: To strengthen and increase the effectiveness of the Society's activities and operations.*

- 15. Leadership breakfast – plans [Whiteside]
- 16. Association Assessment – plans [Whiteside, White]
  - a. Board assessment
- 17. Finances [White]
  - a. Seat the new Board for Vanguard signatories
  - b. Final 2005 Budget
  - c. Dues increases

A comparison of ARLIS/NA's fees to those of our affiliate organizations shows that ARLIS/NA is far below what similar organizations charge for dues and conference fees. Our individual dues are \$85 while the average is \$108; our corporate dues are \$145 while the average is \$344. Our last dues adjustment, in 2004, increased revenues only by \$6,500.

- d. Conference registration increases  
ARLIS/NA conference fees are \$175--compared to an average of \$276. The last increase was either in 2003 (Baltimore) or 2002 (St. Louis)
  - e. Purpose of Conference fund raiser
  - f. Society Circle
18. Policy Manual Revisions [Webster, Imm-Stroukoff]  
19. Survey Monkey [Imm-Stroukoff, Ball, Keeran]
  - a. Continued licensing
  - b. Conditions of use
20. Membership Committee with PDC [Keeran]
  - a. Draft membership recruitment and business affiliates letter
  - b. PDC recruitment brochure

*Break from 3:30 to 3:45*

21. Nominating Committee [Webster]
  - a. Privacy—should resumes, contact information etc. be posted in the public or restricted area of AWS
  - b. How to identify the “single most qualified candidate”? Rolling candidates?
22. Professional Development Committee
  - a. Proposed revision to charge:

Current:

**ARLIS/NA POLICY NO.: G-15. PROFESSIONAL DEVELOPMENT COMMITTEE (STANDING)**

Committee Guidelines

a. Charge: To investigate ideas for continuing education at the chapter and regional level and develop alternative mechanisms and methods; assemble information on career opportunities in the field of art and visual resource librarianship for distribution by the Society to prospective art librarians; develop and recommend standards for art librarianship to library schools (to be revised periodically); and administer the Internship Award [3/10/01].

Proposed revision:

**ARLIS/NA POLICY NO.: G-15. PROFESSIONAL DEVELOPMENT COMMITTEE (STANDING)**

Committee Guidelines

a. Charge

To assemble information on internships and career opportunities in the field of art and visual resource librarianship for distribution by the Society to graduate students and prospective art librarians; develop and maintain core competencies for art librarianship (to be reviewed every two years); develop and maintain a year-round mentoring program; create standards and develop guidelines and evaluation methods for workshops, seminars, symposia and panels

22. Research Awards [Fabian]

- a. Are winners of the publications awards and their publishers allowed to publicize before May?
- b. Can winners distribute their prizes, back to ARLIS/NA ?
- b. Can we specify more dates and expectations for transmitting results on the Wilson Research projects

23. Chapter relations

- a. Chapter affiliation [Clarke]
- b. Chapter Success Book [Ball, Fabian, Gates]
- c. Chapter recruitment—local level and library schools [Ball]
- d. Distribution of chapter member lists from HQ [Ball]

24. Strategic Plan [Whiteside]

- a. Vision and mission statements
- b. Add mentoring to Goal I, Objective C or elsewhere?
- c. Soliciting DSRT and Committee action items
- d. Board items (discussion; final determination at post-conference).

Adjourn 5:00

## ARLIS/NA Strategic Plan 2006-2009

**Mission:** To foster excellence in art and design librarianship and image management.

**Vision:** ARLIS/NA's vision is to be the leading organization in the arts information field. We will serve as a catalyst in the development of services and resources, while harnessing the values and traditions in the field that are relevant to the changes that emerge in the field over time. The Society will address the needs of art library and information professionals and support the advancement of the profession, pursuing partnerships with other professional organizations, higher education organizations, and international forums. ARLIS/NA will continue to foster an inclusive Society, with a collaborative infrastructure, that is welcoming to all members of society and promotes a multiplicity of viewpoints and perspectives.

### **Goal I: To increase the effectiveness and support the professional growth of art librarians and visual resources professionals.**

Objective A. Assist members in maintaining current awareness and understanding of technological advancements, changing trends in collection development, technical and user services, management and administration, intellectual property issues, research and best practices in librarianship, public policy, and other emerging issues in the work and cultural environment.

Objective B. Focus on providing excellent programming, substantive speakers, and opportunities for members to network with colleagues and connect with vendors at annual and regional conferences.

Objective C. Develop and deliver relevant continuing education programs for junior, mid-career and senior level art information professionals.

Objective D. Collaborate with other professional associations or library or information science faculty in the development of art information programs for librarians, visual resources professionals and library science students.

### **Goal II: To foster the creation and dissemination of information, resources and standards in the field of art information and art librarianship.**

Objective A. Support a publications program which provides authoritative, timely, and engaging information related to art librarianship and visual resources management in a variety of print and electronic media.

Objective B. Facilitate the collection and dissemination of members' institutional information (collections, services, facilities, financial, personnel) for comparative purposes and as benchmark data.

Objective C. Lead in the creation of professional and art information standards and best practices.

Objective D. Contribute to North American library and digital humanities initiatives, working collaboratively with peer organizations to advance key issues.

**Goal III: To be an advocate for our members, the profession, and ARLIS/NA.**

Objective A. Promote the value of art librarian and visual resources professional expertise, and art informational collections and services to our constituencies and to society.

Objective B. Increase recognition for the role and contribution of ARLIS/NA to the development of art librarianship and visual resource management.

Objective C. Craft and administer effective recruitment and retention strategies to attract and maintain new members.

Objective D. Provide proactive outreach to library schools to diversify our membership and the profession.

**Goal IV: To strengthen and increase the effectiveness of ARLIS/NA's activities and operations.**

Objective A. Conduct regular assessment of ARLIS/NA's programs to inform future strategic planning.

Objective B. Provide an efficient and effective organizational and financial structure to ensure the stability and health of the Society.

Objective C. Enhance the ARLIS/NA website by populating it with relevant content to create the premiere website for art library professionals.