

## **ARLIS/NA Board Meeting Minutes: May 30, 2007**

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### **(Meeting conducted via Meebo Chat)**

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

Meeting began at 4 pm EST.

### **1.) Chapter Bylaws**

**There is still confusion about what is acceptable to include in the chapter bylaws about the membership/non-member categories. I understood that the varying membership and non-membership roles could be included as long as there was no financial structure outlined. We need a complete and final statement about this.**

#### **Discussion regarding Chapter Bylaws:**

Consensus was that chapter bylaws should not include terminology indicating membership categories. Chapters can have 'non-member' categories, but these would be indicated on their web pages or other membership materials, but not in their official documents. Ultan Boudewyns will request a clear statement from Headquarters (Elizabeth Clarke) about this.

### **2.) Executive Board implementation of new roles**

**a.)** The board discussed how some of the new roles will work and some of the tasks that they will take on in their transitional roles. For instance, the Chapter Coordinator will listen in on the chapters' listserv, will work with the treasurer on funding requests, and will help revise the chapter membership forms. The Secretary will be working with Headquarters on the implementation of MemberClicks. All will be taking on new roles of communication with their new groups (listserv participation, etc.).

**b.)** Discussion about how the board will evaluate the transitional model and how our roles are changing. It was suggested that each of us provide an update of activity directly before or at the mid-year meeting and again in December. It was suggested that specific questions regarding the usefulness of the role would be enlightening. Specific questions will help focus the reports and a summary of the reports will provide a good update for the membership.

### **3.) Funding Request Guidelines**

Ultan Boudewyns asked that two board members review the Funding Request Guidelines, per our discussion of May 23. The two will report back with suggested recommendations for changes.

#### **ACTION ITEM 13:**

**Nasserden and Schaub will review the guidelines both in regard to Chapter requests and DRST requests. Scott volunteers to help in an advisory role. Cooney will step in as the guidelines become part of the process for chapters to follow for funding requests.**

**Deadline: Aug. 30, 2007.**

#### **4.) Vacation Schedules**

All shared summer vacation schedules and Ultan Boudewyns sent the following summer schedule via email (5/31/07)

#### **Executive Board Summer 2007 Meeting Schedule**

June 6 - No meeting

June 13 - Conference Call - at 3p.m. CT please dial 612-625-2003 and ask for the ARLIS meeting.

June 20 - Meebo mtg

June 27 - Meebo mtg

July 4 - No meeting

July 11 - Conference Call - same instructions as above

July 18 - Meebo mtg

July 25 - No meeting

August 1 - No meeting

August 8 - Week-long email meeting.

August 15 - Meebo mtg

August 22 - Conference Call - same instructions as above.

August 29 - Meebo Mtg

#### **5.) Additional Agenda Item**

Voting on the Hybrid Structure: Price sent out the motion (2) May 25<sup>th</sup> and voting will take place online tomorrow (May 31, 2007).

Meeting adjourned: 5:23 pm

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Approved: 9/17/07

Submitted: Rebecca Price, ARLIS/NA Secretary