



35th Annual Conference
Sheraton Colony Square, Atlanta, Georgia, April 26-May 1

ARLIS/NA Publications Committee Business Meeting
Sunday, April 29, 2007, 1:30 p.m. - 3:00 p.m.

Chairman Roger Lawson called the meeting to order at 1:35 p.m.

Present were:

Nedda Ahmed (ARLIS/NA Web Site Editor)
Kraig Binkowski (Professional Resources Editor)
Judy Dyki (Co-Editor, *Art Documentation*)
Carol Graney (News & Features Editor)
Jennifer Hehman (Bibliographic Notes Editor)
Susan Koskinen (Executive Board liaison)
Joan Stahl (Reviews Editor, *Art Documentation*)
Rebecca Price (At-large committee member, -2007)
Lee Viverette (At-large committee member)
Kathy Zimon (Contents Co-Editor, *Art Documentation*)

Absent were:

Eileen Markson (*Art Documentation* Copy Editor)
Martha Ruddy (At-large committee member, 2007-)
Lee Sorensen (At-large committee member, -2007)
Paul Glassman (Emeritus Occasional Papers Editor)

Also attending:

Margaret Webster (Past president ARLIS/NA)

Roger Lawson reported that our ongoing agreement with EBSCO has been expanded to include moving *Art Documentation* Reviews online, therefore the reviews will no longer be in the printed *Art Documentation*. EBSCO also has been given the entire backfile of *Art Documentation*.

He pointed out that Joan Benedetti's book *Art Museum Libraries and Librarianship*, the product of our first co-publication agreement (with Scarecrow Press) debuted at this conference. Scarecrow's marketing representative Dean Roxanis reported to Roger that they have received a good response already and had sold over 300 copies, and 100 of those were for the hardback. The publication has only been available for two weeks, so that is a very good response. We receive commission/royalties for the books that Scarecrow sells. Currently the only means for members to order the

book is through Scarecrow, who does offer a discount to members. One of the things we want to discuss later is how we might facilitate the purchase of a large quantity of books so that we can sell them through our website and realize some profit. The more we purchase to sell ourselves the better the quantity discount is, for 500 or more copies, we will receive a 35% discount off the list price. The list price is \$75 for the hardback and \$45 for the paperback. For 250-499 copies the discount is 25%, and there would be a 15% discount for less than 250 copies. We will submit a special funding request to make our purchase in FY2008.

Judy Dyki distributed a copy of the *Art Documentation* annual report. The main issue at hand is whether the journal should become peer reviewed. She has the results of the peer review survey and comments from the three editors, but she would like to have more discussion before the final decision is made. Initially we had hoped to move in the direction of partial peer review until Ulrich's stated that in order to be considered a peer reviewed journal, every submission must be peer reviewed. This may not be in the best interest of the society. Going to peer review might be short-sighted and limiting in light of the current trend towards immediate and or alternative publishing options that are available. The implementation of a peer review process is also a question, since it would take place outside of the committee with subject specialists and art librarians. The publication process would be slowed. One argument in favor of peer review is that it is advantageous/necessary for faculty seeking tenure to publish in peer reviewed journals. Roger pointed out that the policy manual Section R already has a provision stating that the editors can implement peer reviews for *Art Doc* articles but it has not been formal or consistent.

Joan Stahl pointed out that Nedda's assistance was instrumental in transitioning the *Art Documentation* book reviews onto the website as *ARLIS/NA Reviews*. The length of the reviews was decreased to 450 words or less and we are averaging between 10-12 titles every two months. This will triple the number of reviews that are able to do in a year. Now that the titles to be reviewed are posted on the list serve, potential reviewers are coming forward that would not have necessarily been on our contact list. Roger stated that the 12/06 amendment to the EBSCO agreement includes the reviews so that they will now be searchable.

Roger yielded the floor to ARLIS/NA immediate past president Margaret Webster so that she could discuss the board's plans to improve member services. Margaret stated the one of the goals is to make the online member directory much more functional and interactive. To this end, ARLIS/NA has signed an agreement with software provider MemberClicks. The membership directory is currently being mapped to MemberClicks. Once this is completed members will be able to change their membership information, pay dues, search the site and register for conferences. Value added features include a website area, bulletin board, list serve function, calendar, dues payment capability and the ability to conduct other

commerce. ARLIS-L will migrate to the site. An all purpose template may be created so various member groups could use it within the standard format. A directory could be printed from the site, or a directory could be printed and bound and sent to the membership. The board intends to go to an online directory only, but may issue a print directory the first year the directory is online to meet member expectations. Links to other relevant documents such as bylaws and leadership information may be available. The board would like feedback from the Publications Committee on what is to be included. The first phase of the project should be launched by late summer.

A question was raised about how use of MemberClicks would alter the content of the current website. Margaret believes AWS would stay where it is and it would be linked from MemberClicks. Details have not been decided. The board may decide that all groups should be represented on the new site. Sue indicated that the board would like the website sub committee to make recommendations on this topic. Nedda wants to make sure that the website is well managed, and pointed out that if the group areas are password protected that members won't be able to see what we do. HQ has never been able to limit access to certain folders, but MemberClicks would allow contained access. Formats, etc. are yet to be determined.

It is important that the site is searchable. Roger brought up the fact that we had submitted a request for special funding for FileMaker Pro that would have addressed the needs of indexing and searching of online publications and address the needs of new projects such as Artist's Files. Margaret suggested that we resubmit the request and pointed out that MemberClicks will solve some aspects of our problem, but not all. She concedes the need to address the other aspects separately. At the time the request was submitted it was not known how the membership services issue would be remedied. At the time, the board was reluctant to commit to an expensive purchase that might be redundant. MemberClicks is inexpensive so we can purchase something else to satisfy our other requirements. Roger cautioned that we should proceed cautiously to insure that we identify the product that best suits our needs.

Kraig Binkowski reported that several print and online publications were completed this year.

Occasional Papers

No.15, *Core Competencies and Core Curricula for the Art Library and Visual Resource Profession.*

No.16, *Art Museum Libraries and Librarianship* by Joan Benedetti

Online Publications

The Art/Architectural librarians and Visual Resource
Professionals Compensation Survey

Information Competencies for Students in Design Disciplines

Projects in the works include the Artist's Files project (Wiki or database), online publication, *Core Competencies for Visual Resource Professions*, as well as *Cataloging: Best Practices*. B.J.'s Irvine's revision of *Facilities Standards for Art Libraries and Visual Resources Collections / Art Libraries Society of North America*; Englewood, CO: Libraries Unlimited, 1991, will also be forthcoming with assistance from the committee.

Nedda expressed her frustration with the lack of communication that exists between herself and IT/ Headquarters in regard to the maintenance of AWS. For instance, the IT person died and was replaced and she did not know about it for months, and the server was moved without her knowledge. The level of expertise from support at HQ is insufficient to manage a complicated, multifunctional site such as ours. As a result, Nedda must spend much time correcting technical problems with the site.

Editing of documents submitted for publication is also a burden on her time. She suggests bringing back the Administrative Documents Editor position to address this problem. Roger suggested that the responsibility of providing an updated version of by-laws or other documents be shifted to the contributor. We could require that all documents are submitted in their final state, so that no editing is required on Nedda's part. This may be problematic due to the fact that the contributor would have to have the documents in an editable format..

Jennifer Hehman reported that the five page Bibliographic Notes for Women Artists came out last year. She has been working with the Academic Library Division about cross posting. She would like to post a list of online art journals that contain images to the website.

NEW BUSINESS

Roger reported that our finances are in the red due to handbook and *ArtDoc* expenses this year but that our financial situation should be improving due to monies from the sponsorship package. Our goal next year will be to increase our advertising and marketing activities.

Roger has made necessary modifications to the policy manual for the board to vote on. Changes to R12 and the ARLIS/NA Copyright Transfer Agreement will include an addendum whereby content creators retain their rights to republish and distribute their work.

Judy stated that we need to have our recommendations about *ArtDoc* peer review to the board by the mid year board meeting at the end of September.

Kraig said that the revised submission guidelines for occasional papers are scheduled for review by the sub-committee and then will go to the executive board. He recommended folding bibliographic notes into the online publication section. Kraig presented a revised and enhanced plan for targeted marketing that includes use of press releases, and e-mails, renewal announcements, ARLIS-L, the news section of the web page, the main billboard, library blogs and RSS feeds.

Jennifer suggested that we provide access to lists of member publications. MemberClicks might be utilized by members to list their publications.

Joan asked if costs of publishing *Art Doc* would be reduced as a result of reviews being moved out. Exact costs are not known but are based on the number of pages, so if we replace the reviews with more articles, there will be no cost savings.

Sue reiterated that the board would review Policy R12 (Copyright) and the marketing plan and policy changes.

Roger suggested that Lee work with Kraig on the new marketing plan, and Lee agreed to do this.

The meeting was adjourned at 3:15 pm

Recorder: Lee Viverette
May 11, 2007