Annual Report 2015
ARLIS/NA Mid-Atlantic Chapter

Submitted by: Jacqueline Protka  
j-protka@nga.gov  
(202)-842-6512

Chapter Officers (2015):  
Chair: Jacqueline Protka (National Gallery of Art)  
Vice Chair: Ray Barker (Glenstone)  
Past Chair: Heather Slania (National Museum of Women in the Arts)  
Secretary/Treasurer: Vada Komistra (National Gallery of Art)  
Content Editor: Roger Lawson (National Gallery of Art)  
Web Manager: Tessa Brawley-Barker (Glenstone)  
Chapter Mentoring Liaison: Shira Loev Eller (George Washington University)

Incoming Chapter Officers (2016):  
Chair: Ray Barker (Glenstone)  
Vice Chair: Shira Loev Eller (George Washington University)  
Past Chair: Jacqueline Protka (National Gallery of Art)  
Secretary/Treasurer: Vada Komistra (National Gallery of Art)  
Content Editor: Roger Lawson (National Gallery of Art)  
Web Manager: Tessa Brawley-Barker (Glenstone)  
Chapter Mentoring Liaison: [vacant at time of report]

CHAPTER MEETINGS:

Spring  
Meeting at the ARLIS/NA Annual Conference  
Omni Hotel, Cast Iron Restaurant, Fort Worth, TX  
March 21, 2015, 6:00 PM – 7:00 PM  
17 attendees  
Program:  
- Chapter Business Meeting

Summer  
Old Dominion University, Barry Arts Building, Norfolk, VA  
July 24, 2015, 9:00 AM – 3:30 PM  
12 attendees  
Program:  
- Tour of the Elise N. Hofheimer Art Library  
- Tour of the Chrysler Museum Library  
- Workshop: Digital Humanities Tools for Art Librarians (condensed reprisal of Annual conference workshop)  
- Business meeting  
- Tour of the Chrysler Museum (Downtown Norfolk)
Fall
Philadelphia Museum of Art, Perlman Building, Philadelphia, PA
October 16, 2015, 9:00 AM – 5:00 PM, followed by social Happy Hour
29 attendees
Program:
- Presentations: History of the PMA Library & Archives and Current Initiatives
- Tour of PMA Library including the Reading Room installation *Mythography: Sources for Classical Myth*
- Business meeting
- Organized tours of the PMA and/or explore the Parkway Museums District on your own
- Happy Hour (well attended)

Misc.
March 5, 2015 – Informal happy hour, Washington, DC
April 17, 2015 – Going away party for chapter member Kristen Regina, transferring from Hillwood to Philadelphia Museum of Art, Washington, DC
June 19, 2015 – Going away party for chapter member Doug Litts, transferring from Smithsonian AA/PG to Art Institute of Chicago, Washington, DC
Dec. 11, 2015 – Chapter wine and cheese fundraiser at home of Past President Gregg Most, Washington, DC
Jan. 7, 2016 – Chapter wine and cheese fundraiser at home of President Kristen Regina, Philadelphia, PA

Upcoming
March 2016 – Business meeting, ARLIS/NA + VRA 3rd Joint Conference 2016, Seattle, WA
May 23, 2016 – Full day meeting, Glenstone, Potomac, MD

CHAPTER SUMMARY:

Membership:
44 active members

Membership stayed solid this year, down slightly from our recent high of 51 members during our 2013 DC conference year. A fall meeting in Philadelphia, PA (plus, likely, the move of the ARLIS/NA President to the Philadelphia Museum of Art) solidified our chapter’s significant effort to welcome former DVC members, which started in 2014 with the change of our name from DC/MD/VA to Mid-Atlantic. Several members of the former DVC renewed/joined prior to the fall meeting.

The Chapter reintroduced a campaign to recruit student members. Efforts included posting announcements about chapter meetings to local library school listservs, liaising with library school faculty to urge them to encourage students to join the Association and local chapter, and attending or participating in LIS career fairs and resume workshops. New student member Christopher Needham (Catholic University of America SLIS) worked with chapter Vice Chair Ray Baker to draft an FAQ about benefits of membership aimed at students for distribution through appropriate channels (listserv, website, student newsletters, etc.). Graphic design for an FAQ brochure was provided by Kimberley Lesley (University of the Arts). (See enclosed draft of brochure.)

Communications:

Listserv
The Mid-Atlantic Chapter listserv has 117 subscribers, including 5 from the former Delaware Valley Chapter. Two invitations to join the Mid-Atlantic chapter and subscribe to the Mid-Atlantic listserv were sent to the DVC list, still maintained at the University of Pennsylvania.
A plan to discontinue posting to the DVC list six months after our chapter’s name change, signaling our formal welcome of DVC members, was later revised because the DVC list is still actively maintained; the moderators send posts to both lists, or either list, as appropriate. Despite this duplicate effort, members in the DV region anecdotally reported that they were sometimes not aware of chapter events until after the fact. Chapter leadership hopes that there will be an eventual move to one chapter listserv.

List messages consist primarily of event, job, meeting announcements. List messages are also posted to the chapter’s web site, social media outlets, and where appropriate, to local library school listserves (Catholic University, University of Maryland, Drexel). Posts of general interest to the ARLIS/NA membership are posted to the ARLIS/NA listserv.

Website
Roger Lawson and Tessa Brawley Barker refreshed content on the chapter website throughout the year. A call was put out to membership in the first half of the year for library photos. Editors started a regular feature of chapter institutions. This initiative was to launch with a substantial article about Philadelphia cultural institutions in advance of our September chapter meeting at the Philadelphia Museum of Art; however, only one institution, the University of the Arts, responded to the solicitation for content.

In late 2015 and early 2016, the Web Manager worked with ARLIS/NA to transfer the Mid-Atlantic Chapter’s website hosting platform from BlueHost to Technical Enterprises, Inc. (TEI). The website is supported by the WordPress content management system and was easily transferred to the new hosting platform through the WordPress import and export features. In January 2016, the new website was launched and the URL and domain name for the website was officially changed from arlisna.midatlantic.org to midatlantic.arlisna.org in accordance with other ARLIS/NA sites hosted by TEI. ARLIS/NA Mid-Atlantic’s subscription with BlueHost will expire in September 2016. The transfer to TEI will save the chapter in paying annual web hosting fees in future.

The Web Manager also worked with ARLIS/NA and TEI to establish chapter officer email accounts hosted by the SmaterMail email service. The email accounts have been added to the chapter contact information on the ARLIS/NA Mid-Atlantic website.

Additionally, the Gmail account arlisdmv@gmail.com was retired and the new email address arlisna.midatlantic@gmail.com was adopted to reflect the chapter name change that took place in 2014. All chapter accounts associated with the old Gmail address were updated to the new address accordingly.

Finances:

Incoming Treasurer Vada Komistra expended considerable time and effort across the entire year to transition the chapter banking and Paypal accounts from previous Treasurer’s names to her own. In doing so, she found these financial institutions were unaccustomed to addressing the needs of small non-profits with frequently rotating officers. Providing the documentation necessary to satisfy security protocols, not to mention Paypal’s notoriously poor customer service, was a near insurmountable task. Not only was it best practice to update the current Treasurer’s authority over our accounts, but there was also some urgency to address the challenge: an increasing majority of our chapter’s assets were tied up in Paypal while our checking account’s balance dwindled. At year’s end, there was a more equitable balance between accounts.

Our year-end balance sheet is attached.
Fundraising:
A total of $1032 was raised by soliciting donations via the website, listserv, and social media; hosting a wine and cheese fundraiser at the home of Past President Gregg Most on December 11, 2015; hosting a wine and cheese fundraiser at the home of President Kristen Regina on January 7, 2016; and by selling ARLIS/NA merchandise on Café Press, with prior permission from the Joint Conference Development Coordinators. The fundraising goal was tracked on the chapter website via a WordPress “thermometer” plugin, and regular updates sent to the chapter listserv. Café Press merchandise was also advertised on the ARLIS/NA listserv and social media. The chapter will continue to maintain the Café Press store, although sales and revenues were small (http://www.cafepress.com/arlisna_midatlantic).

The chapter donated $1000 to the 3rd Joint ARLIS/NA + VRA Conference 2016. The remainder of the 2015 fundraising revenues will be applied to the chapter’s Caroline Backlund Travel Award. Additional funds for the travel award, as well as unrestricted contributions, were raised through donations submitted during the membership renewal process.

Professional Development:

Travel Award
The Caroline Backlund Development Award for Annual Conference Travel ($500) was awarded to Megan Halsband (Library of Congress).

Mentoring Program
Chapter mentoring liaison Shira Loev Eller put out the call for mentors and mentees in April, resulting in one chapter mentoring pair: Heather Slania and Doug Litts, which continued through the year despite Doug’s move to Chicago. An additional call for mentors and mentees went out following the fall chapter meeting in October. This resulted in an additional three matches. Shira will step down as mentoring liaison following her election to 2016 chapter vice-chair.

Additional Highlights:

The Washington Art Libraries Resource Committee (WALRC, http://walrc.net/) approached the chapter in the fall to propose the formation of a joint investigatory committee tasked with determining the feasibility of an administrative and financial merger. WALRC is a voluntary, non-profit organization of art and architecture libraries and research institutions in the metropolitan Washington area, and a funding source for publications which document the art historical collections of Washington area libraries. It accepts proposals for publications according to guidelines available on its website. WALRC proposes to become a committee of the ARLIS/NA Mid-Atlantic Chapter, at the same time expanding membership beyond the metropolitan Washington area. The organization’s current assets would become a line item of the Chapter budget, but remain dedicated to funding publications determined through a proposal process. It was determined that a joint committee would be formed. Members were selected for said committee, but scheduling conflicts delayed the committee’s work until 2016.

The 2016 office of vice-chair was filled through a competitive election between two candidates. Although a call for nominations was made at the fall chapter meeting and via the listserv, candidates were obtained through direct solicitation by current officers.

An officer’s handbook, started by Heather Slania in 2014, was enhanced and expanded.
Strategic Plan:

**Goal I:** Developed and distributed membership FAQ aimed at students.

**Goal II:** Began a chapter mentoring program, forming 4 mentor/mentee matches.

**Goal III:** Formed committee to explore merger between chapter and WALRC; actively recruited candidates for chapter leadership.

**Goal IV:** Featured articles and photos of member libraries on our chapter website.

**Goal V:** Contributed to chapter officers’ handbook and shared administrative documents on Google Docs to facilitate transition of leadership.

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**ARLIS/Mid-Atlantic TREASURER’S REPORT**

February 2016

**MEMBERSHIP:**

**January 2016** 44 Members
- Student Memberships – 2
- Friend Memberships – 0
- Individual Memberships - 42

**October 2015** 43 Members
- Student Memberships – 2
- Friend Memberships – 0
- Individual Memberships - 41

**July 2015** 42 Members
- Student Memberships - 2
- Friend Memberships - 0
- Individual Memberships - 40

**March 2015** 36 Members
- Student Membership - 1
- Friend Memberships - 0
- Individual Memberships - 35