ARLIS/NA Executive Board Conference Call Minutes

February 6, 2014 Conference Call

Call to Order (Gregg Most)

Present: Gregory P.J. Most, Deborah Kempe, Carole Ann Fabian, Deborah Barlow Smedstad, Eric Wolf, Sarah Sherman, Sarah Falls, Robert Kopchinski, Melanie Emerson, Martha Gonzalez Palacios, Daniel Payne; Incoming board members-elect: Kristen Regina, Holly Hatheway, Mark Pompelia, Sylvia Roberts

Approval of Minutes for January Conference Call (Eric Wolf)

Motion #54: Deborah Barlow Smedstad moves that the January minutes be approved; Deborah Kempe seconds

Gregg Most—Please add Sylvia Roberts as present (Canadian member)

Motion carried unanimously

Liaison reports

Martha Gonzalez Palacios—we need to look at Membership Report to see if we can support request from ARLIS/NA-MOQ

Deborah Barlow Smedstad—they are asking for $50, wouldn’t it be easier to give them a complementary membership rather than have money change hands

Martha Gonzalez Palacios—That would work for them

Carole Ann Fabian—I prefer the idea of offering a complementary membership rather than a fee for a student; as other chapters might want to do the same things. We already approved $415 for this funding request

Gregg Most—this should be written into proposal for future needs for complementary membership for student interns

Action item #56: Martha Gonzalez Palacios to contact MOQ with approval

Sarah Sherman—I sent bylaws revisions to Ohio Valley Chapter; do we want to review this now and vote on it, or should we save this for all chapters bylaws revisions?

Gregg Most—I would prefer them all as a group but would like it if they are all in for the next meeting for review and April for a vote. This should be pretty straight forward. We will have to vote on them individually, but can look at them together
Sarah Sherman—Question about communicating with chapters on submitting proposals for conference

Gregg Most—we can give you guidelines in this regard; sharing some successful proposals

**Action item #57: Gregg Most to assemble examples of successful proposals and guidelines.**

Martha Gonzalez Palacios—I used some examples for the Texas/Mexico Chapter meeting

Sarah Falls—Question about when we put out call for annual reports

Gregg Most—Carole Ann will post on ARLIS-L for me (as I did for Deborah Kempe); and people should address the strategic plan in reports. Call will go out in March for mid-April deadline

Carole Ann Fabian—Communications related—in getting names of members who have expressed interest in joining divisions, sections and SIGS; can HQ send this to them? As membership doesn’t close, how could this best be shared?

Robert Kopchinski—right now the best way is for a group to get this information is for the group to email me and I can send an up-to-date spreadsheet; we could allow leaders of groups to run their own reports.

Carole Ann Fabian—this is great, they want this ahead of the conference so as to be able to make sure people are aware of meetings, etc.

Robert Kopchinski—I will send it out the first week of April

Carole Ann Fabian—use of new ARLIS logo on SIG blogs, websites, etc. that are proliferating;

Gregg Most—I think this should be required, as they are an official part of the society.

Sarah Falls—on the flip side, is there any thought towards sustainability? Any vetting process?

Carole Ann Fabian—we are saying by Board approval, they are charged with maintaining content as part of ARLIS/NA

Robert Kopchinski—maybe we need a small agreement form, with terms (simple) of what it means to use our identity.

Carole Ann Fabian—lets table this until we discuss logo below in agenda

Daniel Payne—I just wanted to highlight position statement by PPC; I think they would like to know what the next step would be
Gregg Most—I have not yet read it; I will get back to you after I am back in Washington

Daniel Payne—we can work on this via email as well; they were talking about 3 levels of dissemination; let’s make decisions based on email correspondence; and maybe time release around the conference as the theme is Art and Politics; they are posted on Wiggio

Gregg Most—Sounds like a good idea; PPC is also working in Basecamp, right?

Daniel Payne—Correct

Deborah Kempe—the only difference from what I submitted is that Diversity Committee has postponed its meeting that was schedule for tomorrow

Melanie Emerson—Multimedia and technology review; related to new website, editors are working on WordPress site that will work with new website through plug-in. They are concerned with launching before new AWS, so they suggested that they would move forward with site as is without header and footer that would lead to new AWS

Gregg Most—I need to talk to Robert next week about AWS; how far are we from launch of AWS

Melanie Emerson—Nedda thinks it will be available before conference; she is about 50% there. Content migration is behind, so Nedda could not start until later than she planned

Gregg Most—I understand; this is not a problem with Nedda in anyway but was a TEI problem. I don’t think that giving new colors and typeface is giving away too much.

Melanie Emerson—maybe get a better sense of launch date and then I will get back

**Action Item #58: Robert Kopchinski and Gregg Most will talk next week re: AWS**

Martha Gonzalez Palacios—new brochure and bookmarks will be using same logo and colors; we were hoping to use these a few weeks before the conference. Should we hold off on this?

Melanie Emerson—we do hope to have AWS before the conference, but decisions still need to be made

Gregg Most—Let’s talk about the logo now then. Robert, can you show us that? Our designer suggested that we have a suite of different colors for logo. The letters ARLIS will be black so they are more legible, and a variant. It will be smaller on stationary. I will get Christopher to use some templates we can use. Do you want to hold the logo until the website?

Deborah Kempe—holding the Logo till the launch of AWS is desirable.

Gregg Most—Agreed, but I want the new logo on the new brochure and website
Carole Ann Fabian—could we have a screenshot of new logo announcement so we could deploy new logo for conference in May?

Robert Kopchinski—this would not be a complex thing; later part of February or early March?

Gregg Most—Early March so shouldn’t influence anything already in the pipeline; so we will release logo at same time as new website and put in paper material in time for the conference and for next Art Doc. Anything else Melanie?

Melanie Emerson—Other parts of my report included ARLIS-L policy statement.

Carole Ann Fabian—when we have finalized logo and artwork we will need guidelines for their use

Gregg Most—Robert should we draft something explaining that as long as they are an official ARLIS entity they will have access to suite of logos? We should probably have a primary one for web screen, etc. Carole Ann and I can probably come up with this together.

Gregg Most—we need to approve and vote on

Motion #55: Melanie Emerson moves that we approve Judy Dyki’s revisions to policy statement on ARLIS-L; Martha Gonzalez Palacios seconds

Deborah Kempe—Definitely an improvement on former language.

Carried unanimously

Action item #59: Gregg Most to write Judy Dyki thanking her for this work

Deborah Kempe—Regarding transition at University of Chicago Press

Motion #56: Deborah Kempe moves that ARLIS/NA commend Kari Roane for her exemplary role in shepherding the transition and transformation of Art Documentation as a publication of University of Chicago Press; Melanie Emerson seconds

Carried unanimously

Action item #60: Eric, as secretary, to write letter to Kari Roane informing her of the Board’s commendation

Old Business

ARLIS Marketplace (Deborah Kempe and Robert Kopchinski)

Held until March Meeting
Logo Reveal (Gregg Most)

See discussion above

EBSCO (Melanie Emerson)

Melanie Emerson—My report gives abbreviated version; their understanding is we still have a contract with EBSCO which includes reviews; they would like to include Occasional Papers, but we do not have a contract. The committee suggests that we terminate with EBSCO and see if UCP can have reviews and occasional papers. I have not yet heard back from UCP if this is possible, as they are currently self-published; if we contract with UCP would be publisher

Motion #57: Melanie Emerson moves that we accept the recommendation of Communications and Publications committee to terminate the contract with EBSCO for ARLIS/NA reviews and negotiate a contract with University of Chicago Press; Sarah Falls seconds

Gregg Most—should we amend to include Occasional Papers?

Melanie Emerson—only for UCP end as we do not have a contract with EBSCO for Occasional Papers

Gregg Most—I think it is good to have a single package rather than two publishers

Carole Ann Fabian—I do not disagree with the idea, but should we have a proposal from UCP before we terminate with EBSCO?

Melanie Emerson—makes sense

Gregg Most—yes

Action Item #61: Melanie Emerson to go to UCP and ask for a proposal

Carole Ann Fabian—unless there is a window for automatic renewal/termination of contract

Robert Kopchinski—primary contract was cancelled; this is only an addendum

Melanie Emerson—our understanding from UCP legal department is that only Art Doc contract was cancelled; the UCP contract only covers Art Doc; they feel addendum is still good, as does EBSCO

Gregg Most—I do have a talk scheduled with them next week.

Robert Kopchinski—we need to research this further

Melanie Emerson—I will talk to UCP that will include OP and Reviews
Eric Wolf—we need to table motion as written until next call or until we hear back

Motion #57 tabled

Deborah Kempe—Update on Media coordinator; we had lunch with Amy Lucker, chair of communications committee had a call with Elizabeth Berenz; she has accepted position with $1000 stipend; Amy also offered to continue as chair of committee

**DC Conference Update (Gregg Most)**

Gregg Most—We have decided against having the plenary; there will be tours and workshops on Friday. Fundraising up to $57,350. Registration form will be sent out next Friday

**Joint Conference Task Force Report (Gregg Most)**

Gregg Most—There are some issues we still need to discuss. Mark Pompelia was on the task force, so can help with discussion. On page 6 there are recommendations. Point 1, planning, I thought straight forward with question re: second paragraph—Joint Conference implementation team. I think it is fine as it stands with the exception of inclusion of implementation team (must be discussed separately)

Deborah Kempe—problem with VRA Vice President as member of implementation team; there will be VRA representative, whether or not it is the VP

Carole Ann Fabian—how do you want to do this? Just discuss now or actually provide new language?

Eric Wolf—should we discuss now, then revise doc and then all send our changes to you Gregg?

Gregg Most—that would be helpful

Carole Ann Fabian—conference venue destination discovery should include representative from ARLIS management company and VRA; more generic language; co-chairs from VRA and ARLIS

Deborah Kempe—for 1.2; should it say Joint conferences should be held regularly (rather than 3-years)?

Carole Ann Fabian—or if we say every three years, should it be ratified by each sitting board; otherwise commitment is too long-term

Gregg Most—let’s take one point in particular; this revisits work already done. I understand things come out of the process organically and have valid points. There are problems with adding lots of other people to the task force (from VRA side); three years on implementation
team seems onerous. I think this team is too large. They need to explain why they feel so strongly.

Carole Ann Fabian—I don’t see parity between, such as conference planning and local people, called out for VRA, not ARLIS. Straight forward solution is parity.

Gregg Most—Financial agreement was a little more equal. This is a problem with board structure.

Deborah Barlow Smedstad—I read this but am not certain I have fully appreciated implications. I have not read the Financial agreement

Sarah Falls—I had a hard time deciphering the financial agreement and its implications; I read it with my functional role as education liaison. Should I just look at it from that perspective?

Gregg Most—That might be useful, but I would like your comments on the entire document; please read entire task force report, but also read joint conference financial agreement (and read this first)

Sarah Sherman—I would like to say that the implementation team looks like the equivalent to CPAC, but by a different name (which also has a three year commitment but workload only commences a year/year and a half out); maybe the wording just needs to be cleaned up.

Gregg Most—My problems also have to do with representation of each organization

Sarah Sherman—it looks like it depended on our infrastructure

Gregg Most—my recommendation is that we need to discuss this next meeting or in a dedicated meeting.

Deborah Kempe—I suggest we dedicate the bulk of March call to this.

New Business

Chapter Chair Roundtable (Sarah Sherman)

Sarah Sherman—Idea from strategic planning to have a leadership forum for Chapter Chairs; twice a year online meeting. I am not sure who I should be working with to assemble list of society leaders for this

Gregg Most—I think this should grow out of effort to cultivate leaders at chapter level. I think August would be a good time; this can build off of the conference leadership breakfast. Conversation for board list of how to structure this. We thought that many chapter chairs take office in January. It is a good idea, we need to see if it is viable.

Melanie Emerson—so we will not work on this until leadership breakfast?
Gregg Most—this is correct; we will introduce this at leadership breakfast. We will start with chapter chairs and might include others.

IRC/DevCom Kress Grant Application (Gregg Most)

Gregg Most—Development Committee in concert with International Relations committee won $90,000 6-year grant sending ARLIS/NA members to IFLA and European librarians to ARLIS; thanks to Sandy Brooke, Holly Hatheway, and Ann Roll. We are grateful to Kress and I will send a letter and announce this shortly.

Adjournment

Motion #58: Eric Wolf moves that the conference call be adjourned; Daniel Payne seconds

Carried unanimously

Motions:

#54: That the minutes of the January 9 Conference Call be approved

M: Deborah Barlow Smedstad; S: Deborah Kempe; V: carried unanimously.

#55: That Judy Dykki’s revisions to policy statement on ARLIS-L be approved

M: Melanie Emerson; S: Martha Gonzalez Palacios; V: carried unanimously.

#56: That ARLIS/NA commends Kari Roane for her exemplary role in shepherding the transition and transformation of Art Documentation as a publication of University of Chicago Press

M: Deborah Kempe; S: Melanie Emerson; V: carried unanimously.

#57: That we accept the recommendation of Communications and Publications committee to terminate the contract with EBSCO for ARLIS/NA reviews and negotiate a contract with University of Chicago Press

M: Melanie Emerson; S: Sarah Falls; V: NV; Motion Tabled

#58: That the Conference Call be adjourned

M: Eric Wolf; S: Daniel Payne; V: carried unanimously.

Action Items:
#56: Martha Gonzalez Palacios to contact MOQ with approval

#57: Gregg Most to assemble examples of successful proposals and guidelines

#58: Robert Kopchinski and Gregg Most will talk next week re: AWS

#59: Gregg Most to write Judy Dyki thanking her for this work

#60: Eric Wolf, as secretary, to write letter to Kari Roane informing her of the Board’s commendation

#61: Melanie Emerson to go to UCP and ask for a proposal