EB Conference Call Meeting Minutes  
March 6, 2014 Conference Call

**Present:** Gregg Most, Carole Ann Fabian, Deborah Kempe, Eric Wolf, Deborah Barlow Smedstad, Daniel Payne, Melanie Emerson, Martha Gonzalez Palacios, Sarah Sherman, Sarah Fall; **Incoming Board Members-elect:** Kristen Regina, Holly Hatheway, Mark Pompelia, Sylvia Roberts

**Call to Order** (Gregg Most)

**Approval of Minutes for February** (Eric Wolf)

**Motion #59:** Deborah Kempe moves that the minutes of the February Conference Call be approved; Seconded by Carole Ann Fabian

Motion carried unanimously

**Treasurer’s Report** (Deborah Barlow Smedstad)

Deborah Barlow Smedstad: Audit is complete and Robert has posted report with audited numbers. I have posted the Washington DC budget. Liz Kuntz has passed on signature form for new bank.

Gregg Most: I have received it and sent it to you.

Deborah Barlow Smedstad: regarding stipends, Holly asked if she could have the majority of it for the conference. I thought we should be able to do this. Does anyone have any comments on this?

Gregg Most: I think the money is there to be used as seen fit.

Deborah Barlow Smedstad: I should update this in the policy manual to say that the member may allocate the total as fit.

Gregg Most: I need to offer the caveat that if a member resigns mid-term, they would need to reimburse funds advanced.

Carole Ann Fabian: How are you going to receive receipts, etc., if advanced?

Gregg Most: of course this will mostly be in Mark’s term.

Mark Pompelia: I think there can be problems if reporting isn’t until after the fact.

Deborah Barlow Smedstad: an expense report must be submitted either way.
Gregg Most: This is a trial period, so we may need to give it a shot, see how it works and perhaps put in more guidelines after seeing how this works. Can we continue this discussion on the board list?

Deborah Barlow Smedstad: Please let me know if you are not going take a check for the conference.

**Action item #62:** for all board to report to Deborah Barlow Smedstad on how they plan to use stipend.

**Audit Report**

Robert Kopchinski: the process was smooth, nothing particular to report.

**Motion #60:** Deborah Barlow Smedstad moves that we accept the audit report and 990 tax return that was prepared by Keith Joyce and Company; Melanie Emerson second

Motion carried unanimously

**Liaison reports**

**Changes in Chapter Bylaws (Sarah Sherman)**

Sarah Sherman: I have posted all that I have received, but am still waiting for the New York Chapter. They vary quite a bit, some small language changes to larger changes. Most of them can be seen with track changes. All chapters are accounted for. I should make a report for our next meeting. Everyone was very good at getting their changes in.

Gregg Most: Let’s hold this over for the April call, giving Sarah Sherman time to make a synopsis.

Eric Wolf: Sarah (Sherman), maybe you and I can make the motions, for discussion and voting at the next meeting. We could do this via email.

**Motion #61:** Sarah Sherman moves that the board approve the DC/Maryland/Virginia chapter name change to ARLIS/NA Mid-Atlantic States; Martha Gonzalez Palacios seconds

Carried unanimously

**Action Item #63:** Sarah Sherman to alert chair of DC/Maryland/Virginia Chapter of approval of name change

**Virtual Conference**
Sarah Falls: four sessions have been picked and rooms arranged for virtual conference. We seem good with $25 per session or $75 for all; those who register live conference should get it for free. When do we want to announce this to the Society? And when do we want to make virtual conference available to those who did not attend conference? I assume at least 30 days for Bluesky to process the sessions.

Gregg Most: I don’t want to announce it so far in advance that it discourages people from going to Washington. Maybe a month out; but not April 1st. Maybe later in the first week of April. We would probably want to vote on fees.

Sarah Falls: we also have to have a method for registration; I don’t want to overload TEI with too much work before the conference.

Gregg Most: let’s shoot for the first week of April (not April 1st) as long as TEI can work out the registration. And this is free for those who register for the live conference (at least this year).

Sarah Falls: When do we actually want to make the content available? Probably June/July range

Gregg Most: That sounds good to me.

Carole Ann Fabian: I agree this should go out in April; as late May needs to be reserved for announcement of Fort Worth conference. And I agree with a summer deployment. What is the duration of availability?

Sarah Falls: I believe it is permanent; it goes into our Learning Management System. Registration might be limited to one year. Do we want to put $25 price tag on our webinars for non-ARLIS members?

Gregg Most: that would be consistent.

Carole Ann Fabian: These are all TEI questions, so maybe you want to meet with them separately and come back with what and when we can do and timeframe.

Gregg Most: would we make these sessions free after registration period is over or would we sell registrations again?

Sarah Falls: we can make the decision on one registration for all past sessions.

Gregg Most: we will wait to hear back from your task force after you have discussed this with TEI. But I would like to set the fee. I think the task force recommendation of $25 per session or $75 for all sessions for those who did not register the conference. I think members should get a reduced rate.

Deborah Barlow Smedstad: I agree, there should be a member’s rate (reduced)

**EBSCO/UCP ARLIS/NA Reviews**
Melanie Emerson: UCP does not want to print reviews; we could write a proposal for their board, but after talking to Amy Lucker, we feel it might be better to stick with EBSCO. We should probably get a new contract since we are currently only working from an addendum.

Gregg Most: let’s get back to EBSCO and work on a two or three year contract with them for reviews.

Carole Ann Fabian: the EBSCO contracts I have for the Avery Index is 6 month with automatic renewals.

Gregg Most: does this have to come from the Board or can the committee do this.

Melanie Emerson: I think the letter should come from the board, but the committee will draft something.

Vote on Motion #57 (tabled from February Conference Call)

Motion #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)

Motion defeated unanimously

Gregg Most: Melanie, please write a new proposal that we can discuss.

Action Item #64: Melanie Emerson to write new proposal for EBSCO to publish ARLIS/NA Reviews for Board discussion

Motion #62: Melanie Emerson moves that we accept Judy Dyki’s proposed changes to the ARLIS/NA Policy Manual to include the ARLIs-L moderator position; seconded Daniel Payne

Motion carried unanimously

Daniel Payne: Public Policy committee awaits any comments on their statement.

Gregg Most: I have read it, and do not have any problems, but I need to think more and am not ready to vote on it. Let’s discuss at April meeting.

Daniel Payne: the committee was interested in moving information beyond ARLIS

Gregg Most: have you run this by Elizabeth Berenz?
Martha Gonzalez Palacios: nothing to report; Ann will have report on development for next meeting

Carole Ann Fabian: nothing to report from Divisions, Sections and SIGS; everyone should have annual reports by end of March

Deborah Kempe: Diversity Committee met last week; they sent proposal to Sarah Sherman about diversity: can there be discussion of diversity as a leadership topic at the leadership breakfast; Alternate Voices fund can be used for speakers, but is not necessarily an annual award. Do we need to reconnect on working diversity into strategic plan? To strengthen the language.

Gregg Most: this needs to be presented to the Strategic Planning Committee.

Deborah Kempe: there is still interest in submitting a proposal for an IMLS planning grant; deadline would be August or September. Stacy Brinkman would like to have a direct discussion with Carole Ann Fabian about next steps.

Carole Ann Fabian: I should have an email conversation with her and we can determine if this needs further discussion.

Gregg Most: Have they come up with a dollar amount for speaker honorarium for Alternate Voices speaker?

Deborah Kempe: No; but it usually a travel grant and honorarium. The Diversity Committee has not proposed anything specific.

Gregg Most: could you have them submit a travel budget and honorarium and we can consider this in April.

Old Business

ARLIS Marketplace (Deborah Kempe & Robert Kopchinski)

Robert Kopchinski: We have not had time to address this yet; we are working on fund raising for the conference.

Gregg Most: let’s move this to the April call; but I would like to have something to vote on for the pre-conference board meeting.

Joint Conference Task Force Report (Gregg Most)

Motion #63: Eric Wolf moves that the Conference Call go into Executive Session; Sarah Falls seconds.

Carried unanimously
Conference Call enters Executive Session

Conference Call leaves Executive Session

Motion #64: Eric Wolf moves that the Conference Call leaves Executive Session; Sarah Falls seconds.

Carried unanimously

Action Item #65: Gregg Most to appoint task force to review Joint Conference Task Force Final Report consisting of Gregg Most, Carole Ann Fabian, and Kristin Regina.

Action Item #66: all board members please submit comments on Joint Conference Task Force to Gregg Most in two weeks

Conference Registration

Robert Kopchinski: 261 registrants for conference at this point. Early Bird rate ends on March 20th. Funds raised $168,000. We have met our obligation for sleeping rooms.

Adjournment

Motion #65: Carole Ann Fabian moves that the meeting be adjourned; Martha Gonzalez Palacios seconds

Carried unanimously

Motions:

Vote on Motion #57 (tabled from February Conference Call): 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: Defeated Unanimously)

#59: That the minutes of the February Conference Call be approved
  (M: Deborah Kempe; S: Carole Ann Fabian; V: Carried Unanimously)

#60: That we accept the audit report and 990 tax return that was prepared by Keith Joyce and Company; Melanie Emerson seconds c/u
  (M: Deborah Barlow Smedstad; S: Melanie Emerson; V: Carried Unanimously)

#61: That the board approve the DC/Maryland/Virginia chapter name change to ARLIS/NA Mid-Atlantic States
  (M: Sarah Sherman; S: Martha Gonzalez Palacios; V: Carried Unanimously)
#62: That we accept Judy Dyki’s proposed changes to the ARLIS/NA Policy Manual to include the ARLIS-L moderator position  
   (M: Melanie Emerson; S Daniel Payne; V: Carried Unanimously)

#63: That the Conference Call enter into Executive Session  
   (M: Eric Wolf; S: Sarah Falls; V: Carried Unanimously)

#64: That the Conference Call leaves Executive Session  
   (M: Eric Wolf; S: Sarah Falls; V: Carried Unanimously)

#65: That the meeting be adjourned  
   (M: Carole Ann Fabian; S: Martha Gonzalez Palacios; V: Carried Unanimously)

**Action Items:**

#62: for all board to report to Deborah Barlow Smedstad on how they plan to use stipend

#63: Sarah Sherman to alert chair of DC/Maryland/Virginia Chapter of approval of name change

#64: Melanie Emerson to write new proposal for EBSCO to publish ARLIS/NA Reviews for Board discussion

#65: Gregg Most to appoint task force to review Joint Conference Task Force Final Report consisting of Gregg Most, Carole Ann Fabian, and Kristin Regina.

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