Call to order (Carole Ann Fabian)

**Present:** Carole Ann Fabian, Gregg Most, Kristen Regina, Sarah Sherman, Sylvia Roberts, Martha Gonzalez Palacios, Sarah Falls, Robert Kopchinski

**Excused:** Holly Hatheway, Mark Pompelia

**Reports:**

**President** (Carole Ann Fabian)

Carole Ann: I will be using this form for meetings, with list of reports. What is not covered will be carried over to our June meeting. Last week, Wednesday, was our ACRL webcast (“Digital Futures: new directions in art librarianship” with 40 attendees (including groups); this was proposed by Sarah Falls; Clare Gunning organized this. Carole Ann, Debbie Kempe and Greg Albers presented on Digital Futures. We are trying revenue sharing between ARLIS and ACRL for registrations and subsequent views. The session was hosted on Collaborate, Blackboard’s Learning Management System. Presentation went well and we will see what happens next. Two appointments are still opens, SAH and SAA liaisons. I am interested in suggestions.

**Secretary** (Eric Wolf)

Approval of Meeting Minutes:

**Motion #8:** Gregg Most moves that the Pre-conference minutes be approved; Sarah Falls seconds.

Carried unanimously

**Motion #9:** Gregg Most moves that the Membership Meeting Minutes be approved; Kristen Regina seconds.

Discussion

Gregg Most: Note that the meeting was not formally adjourned.

Eric Wolf: I will amend the minutes to reflect this

**Action Item #8:** Eric Wolf to amend Membership Meeting minutes to reflect that meeting was not formally adjourned

Carried unanimously
Motion #10: Gregg Most moves that the Post-Conference EB minutes from May 5 be approved; Sylvia Roberts seconds

Carried unanimously

Eric Wolf: as stated in my report, the Cataloguing Advisory Committee is now set up on Basecamp (thanks to Robert Kopchinski) and their roster is up-to-date with the correct number of committee members (5) plus the three liaisons to ALA cataloguing committees. The only other issue I have to raise is regarding the posting of older EB meeting minutes to the new AWS. Nedda contacted me asking for board guidance. She has converted all the minutes going back to 2003 (inclusive), but the earlier minutes are in html and converting them to .pdf is somewhat onerous. She would like to know if she need go back beyond the last 10 years on AWS.

Carole Ann Fabian: have we archived the old AWS so we can read older minutes and documents?

Robert Kopchinski: yes we have the old AWS archived and I keep the copies of documents we use at TEI

Gregg Most: I agree that the last 10 years should be fine, as long as there is some way for the board to access older documents

Carole Ann Fabian: our Society documents do not have prescribe a records management/archiving protocol for electronic records and AWS, as they are from a pre-online environment. This might be important to include in our next revisions to our documents. Are there any restrictions to our archives?

Gregg Most: I do not believe so. Only financials might be sensitive.

Carole Ann Fabian: for the moment let Nedda know that her work so far is fine. What do you need as Secretary, Eric?

Action item #9: Eric to contact Nedda and let her know this ok and talk to Robert Kopchinski about access to TEI’s archive old site

Treasurer – deferred to June meeting

Association Manager – deferred to June meeting

Liaisons reports

Sarah Sherman: I worked with Kai Alexis Smith on identifying volunteers to attend workshop and was successful

Gregg Most: Thank you for the email to Chapter Chairs to sign up for their listserv. I was surprised there wasn’t greater engagement after the Round Table.

Sarah Sherman: We will give them a little more time and see what response they get
Sarah Falls: nothing to report here, I will discuss virtual conference below.

Sylvia Roberts: I would like board input on Public Policy Committee. They would like to add Academic Libraries to the title of the statement on library staff reductions.

Carole Ann Fabian: I have had ongoing concerns about this statement; a distribution plan was lacking from the initial motion. I do not think we are ready for Elizabeth Berenz to send this statement out as a press release.

Sylvia Roberts: There is a distribution plan on Basecamp and notes from Daniel Payne on this. The next step would be for me to go back to bring forward distribution plan

Carole Ann Fabian: We have not approved a press release, so Patrick Tomlin should not contact Elizabeth Berenz directly. The initial proposal was to have a statement and a distribution plan. Only a statement was approved. I want the board to look at this plan. We will discuss this again at the June meeting and get back to them with what we approve regarding dissemination.

Sylvia Roberts: Christina Peter with IRC wanted to know if the ARLIS logo could be used with IRC below it.

Carole Ann Fabian: yes, this is acceptable. Rather than sponsorship we should say “in cooperation with” as there is no financial commitment.

Martha Gonzalez Palacios: there is no Canadian rep on membership committee; the bylaws say there should be one.

Carole Ann Fabian: Yes this needs to be rectified. This is very important.

Martha Gonzalez Palacios: yes we need to let the leadership know the requirements for committee composition.

Carole Ann Fabian: We need to have bylaws and documents consistent and followed by leadership. Work with Sylvia on this and let Nedda know when the appointments are made

Gregg Most: We need to make sure we do not over work our Canadian members, as the numbers are limited. We should think about encouraging rather than mandating Canadian coverage.

Carole Ann Fabian: Do you want to ask Canadian members if they want to continue this mandate

Sylvia Roberts: I will encourage participation as they want this representation.

Martha Gonzalez Palacios: this is a difficult situation, as they need to be encouraged to participate to support this representation.

Sylvia Roberts: The mandate is important as there are some different perspectives that need representation on committees like Public Policy.
Martha Gonzalez Palacios: re: brochure design, the more I review the original special funding request the less it makes sense for someone else to design it. Gregg have you contacted Christopher Hlbben about this?

Gregg Most: Yes, he has expressed interest. Send the material to him. He agreed to work on the proposed membership brochure, not the MOQ internship document.

Kristen Regina: do we have a sense of the Digital Humanities SIG? What do we do for SIGs without moderators?

Carole Ann Fabian: Sarah Falls will be the moderator of the Digital Humanities SIG.

Kristen Regina: Space Planning and Photography Librarians SIGs do not have moderators.

Gregg Most: We do have names for Photography leadership.

Kristen Regina: I contacted the names on AWS for Photography and they both wanted to get out of it.

Gregg Most: We need to tell them if they do not fill their leadership they will be deleted, but can be reconstituted in the future.

Carole Ann Fabian: We had a similar problem with the Public Librarians SIG. Kristen, take one more pass and if that doesn’t work, post to ARLIS-L and if that doesn’t work, ask Nedda to delete the groups from AWS.

Kristen Regina: ARLISnap, needs to renew their domain fees and wants to know if they should transition to AWS.

Carole Ann Fabian: Robert what do you think?

Robert Kopchinski: they would lose their domain if we did this.

Carole Ann Fabian: there is not an understanding across all groups about what is available through ARLIS/NA. Robert and I are working on this document telling what platforms are available. We would like them to be under the ARLIS/NA umbrella, so I would be in favor of the domain change.

Robert Kopchinski: bandwidth is not an issue, and if it was set up like a blog as it is now, they would be entirely responsible for content. I will confer with Nedda and see if we can provide areas that are entirely available to groups.

Carole Ann Fabian: could you ask ARLISnap to bide their time while we develop these documents explaining what we can provide.

Kristen Regina: certainly, but their domain expires in September.

Carole Ann Fabian: we can support the $14.99 as a stop gap if we can’t finish this before then.
Kristen Regina: Museum section is working on 2nd ed. Of Joan Benedetti’s Museum Librarianship book. Also discussing a whitepaper on dissolution of art museum libraries. Also discussing a Facebook page.

Carole Ann Fabian: Whitepaper is closely tied to Sylvia’s question about the PPC statement. I am concerned that this is not a policy question, but a concern about mission. A whitepaper might be a better arena for this than a PPC statement. Museum Section should talk to Public Policy Committee about this.

**Action item #10: Sylvia and Kristen to introduce PPC and Museum Section leadership to discuss this further whitepaper and statement re: library staff reductions and closures**

**Updates: Conferences**

**2014 DC follow-up** (Gregg Most)

Gregg Most: Nothing major to report, just to get all the thank you letters out. Robert and I are finishing hotel bills, etc.

**2014 Virtual Conference launch** (Sarah Falls)

Sarah Falls: Here is a snapshot of PATH. Committee is still cleaning this up, but all the recordings have been loaded. Here are the four options and you can click on what to watch, you can see the Powerpoint on left and recording on the right. Powerpoint is synched with recording. Below is information about sessions. Second tab for resources, to add links, handouts, bibliographies, etc. These are “events”, virtual mentoring would go under “courses” with additional resources. We need to add the ecommerce part of this, and Robert is working on linking this with the membership database and payment options for non-members, etc. I will send dummy logins to board before launch. We need to promote and push it out with Elizabeth Berenz, etc. Probably launch at the beginning of July.

**2015 Ft. Worth** (Carole Ann Fabian & Robert Kopchinski)

Carole Ann Fabian: Robert and I are meeting weekly CPAC meetings with conference organizing team. They are energized. They were pleased with DC survey results. Only negatives were regarding staggered start times of sessions. Everything seems on track. Proposal teasers have gone out and will continue to come out over the next few weeks.

Robert Kopchinski: CPAC meeting will be held in Fort Worth at the Omni on July 14-15

Carole Ann Fabian: special events and venue and sponsorships are already coming along nicely

Kristen Regina: I will send a draft of the implementation plan to Carole Ann and Gregg by June 5 for their review as I will be on vacation June 6 – 16.

**2016 Seattle** (Kristen Regina)

Kristen Regina: ARLIS/VRA summary document has been revised and shared with ARLIS/NA and VRA presidents for review. VRA and ARLIS chairs will be the two main conference organizers. Seattle core
conference planning group meeting in June. Alan Michelson would like to know when Robert is going to Seattle this summer. Do we need further board action on documents?

Carole Ann Fabian: If Gregg, Kristen and I review revised documents, I think that will suffice for board approval.

**2017 conference venue update** (Sarah Sherman)

Sarah Sherman: A couple additions to my report: Southeast Chapter is looking at Miami, Nashville and New Orleans. New York Chapter wanted guidance re: conference venues. Does the planning manual match actual needs? Have these numbers increased as conferences have grown and NYC would be popular?

Carole Ann Fabian: I don’t think proposal needs hotel recommendation, as that is done by TEI.

Robert Kopchinski: the proposal does ask for hotel information, though TEI does do the vetting

Carole Ann Fabian: perhaps NYC chapter can include relative merits of hotels in different Manhattan/Brooklyn neighborhoods rather than recommend specific hotel.

**Discussion: Working with others** (Carole Ann Fabian and entire Board)

**AASL** (Association of Architecture School Librarians)

Carole Ann Fabian: their 2015 meeting is scheduled for the exact same dates as our conference, but in Toronto. I think it might make sense for them to meet with us instead. Maybe Thursday have their meeting. This would not be a joint conference; there would not be co-mingling of financials. Robert would need to verify that additional room nights can be guaranteed for the AASL ‘pre-conference.’

 Gregg Most and Eric Wolf: yes

Carole Ann Fabian: I will go back and talk to Martha Walker, AASL President about this.

**Action Item #11:** Carole Ann Fabian to talk to Martha Walker regarding scheduling AASL with ARLIS/NA in Fort Worth rather than Toronto.

Martha Gonzalez Palacios: I am a member of both organizations and I think this is a great idea for this year.

Carole Ann Fabian: We will have a similar issue in 2016, AASL is scheduled to meet in Seattle as are we but a few weeks earlier. There is a high degree of cross-over between AASL and ARLIS/NA Architecture Section. Discussion with Martha should include Seattle conference dates as well.

**VRA** (Visual Resources Association)
Carole Ann Fabian: defer to June meeting when Mark is back

**FAB (Future of Art Bibliography)** & **Art Discovery Catalogue** (artlibraries.net)

Carole Ann Fabian: Future of Art Bibliography and Artlibraries.net; FAB has submitted a session proposal for each of the last five years and attendance continues to grow at each ARLIS conference – this year totaling 150 attendees. FAB would like direction on how to become more closely tied to ARLIS/NA; should they become a SIG or continue to propose sessions? As many Artlibraries.net participants are also ARLIS/NA members, they would like to use Basecamp for discussion and document sharing related to the development of the Art Discovery Catalogue.

Gregg Most: I see no problem with FAB becoming a SIG; I am less comfortable with artlibraries.net using Basecamp

Eric Wolf: I would agree with that. Seems to me that FAB is popular and could easily form a SIG. Regarding artlibraries.net, I do not like the idea of making society tools available for non-society groups, particularly when they represent the larger, richer institutions within the Society and the only smaller institutions are in Europe (and are not members of ARLIS/NA); and Basecamp is not expensive

Carole Ann Fabian: Since the Art Discovery Catalogue is being developed by OCLC, perhaps they could provide Basecamp or an alternate collaboration platform.

**ACTION ITEM #12:** Carole Ann Fabian to communicate Board decision on artlibraries.net use of Basecamp to Debbie Kempe; and recommendation on SIG formation to FAB co-organizers

**MLA (Music Library Association)**

Carole Ann Fabian: Music Library Association also approached us about meeting together or developing some shared programming. They would be a good target audience for our Bluesky LMS offerings.

**Discussion: Strategic Planning Committee recommendations**

Carole Ann Fabian: this discussion will be postponed to next meeting, June 16, 2:30-4:00 pm EST

**Adjournment**

**Motion #11:** Gregg Most moves that the meeting be adjourned; Kristen Regina seconds

Carried unanimously

**Motions:**
#8: that the Pre-conference minutes be approved

(M: Gregg Most; S: Sarah Falls; V: Carried unanimously)

#9: that the Membership Meeting minutes be approved with addition in minutes that the meeting was not formally adjourned

(M: Gregg Most; S: Kristen Regina; V: Carried unanimously)

#10: that the Post-conference minutes be approved

(M: Gregg Most; S: Sylvia Roberts; V: Carried unanimously)

#11: that the meeting be adjourned

(M: Gregg Most; S: Kristen Regina; V: Carried unanimously)

Action Items:

#8: Eric Wolf to amend Membership Meeting minutes to reflect that meeting was not formally adjourned

#9: Eric to contact Nedda and let her know this ok and talk to Robert Kopchinski about access to TEI’s archive old site

#10: Sylvia and Kristen to introduce PPC and Museum Section leadership to discuss this further whitepaper and statement re: library staff reductions and closures

#11: Carole Ann Fabian to talk to Martha Walker regarding having AASL meet with ARLIS/NA in Fort Worth

#12: Carole Ann Fabian to communicate Board decision on artlibraries.net use of Basecamp to Debbie Kempe; and recommendation on SIG formation to FAB co-organizers