ARLIS/NA Executive Board Meeting Minutes
July 19, 2016 / GoToMeeting

Attending: Jamie Lausch Vander Broek, Rebecca Friedman, Heather Gendron, Jennifer Garland, Matthew Gengler, Carol Graney, Robert Kopchinski, Kristen Regina, Ann Roll, Eumie Imm Stroukoff, Shalimar Fojas White

Call to order (Heather Gendron)

Consent Agenda (Heather Gendron)
- President’s Report
- Past-President’s Report
- Vice President’s Report
- Education Liaison’s Report
- Advancement Liaison’s Report
- Chapters Liaison’s Report
- Canadian Liaison’s Report
- Editorial Director’s Report

Motion #36: Eumie Imm Stroukoff moves that the board approve the consent agenda. Seconded by Ann Roll. Carried unanimously.

Development Committee Project/Service Charter for a crowd-funding project to fund a new professional award in collaboration with ArLiSNAP (Ann Roll)

- A proposal for a new award: $1,000 travel award for a new professional (degree, less than five years of experience) funded via crowd funding.
- Phase one: fundraising, phase two: award process
- Crowd funding is thought of as a method of donating that younger/newer members might be more comfortable with. There is a perception that our current donation structures (e.g. the Society Circle) are for members who are more established in their careers.
- Heather Gendron: Do we have any awards given outside the context of the Awards Committee? Otherwise, this proposal is very strong and one of the best-written I have seen. How is the internship award funded? Long-term we wouldn’t want to have a group have to crowd fund year after year.
- Robert Kopchinski: The internship fund has approximately $49,000 in it. We could establish this new award as a formal. This means that long term, people could choose it as an option to donate to, and it would receive some of the proceeds of our investments each year.

Motion #37: Ann Roll moves that the board approve the Project/Service Charter submitted by the Development Committee to collaborate with ArLiSNAP on a new professional award. The Development Committee should collaborate with the Awards Committee, and once funded, this award should fit into the existing structure of awards. Seconded by Shalimar Fojas White. Carried unanimously. [Amended by Ann Roll to include the phrase The Development Committee should collaborate with the Awards Committee, and once funded, this award should fit into the existing structure of awards. Amendment seconded by Eumie Imm Stroukoff.]

Suggestions regarding the Project & Service Charter form (Carol Graney)
• If there is a Project & Service Charter that includes a funding request, should these be submitted at the same time as the funding request (funding requests are due annually in July)?
• Heather Gendron: Should we include a note on the Project & Service Charter form that indicates the funding deadline? Maybe we are talking about changing the way that we fund special funding requests.
• Ann Roll: How does this affect our ability to approve charters outside the funding request cycle?
• Robert Kopchinski: Maybe we should converge the two processes. Project & Service Charters include more information than funding requests do.
• Rebecca Friedman: There’s been a recent issue involving project charters mixed up with special funding requests for events. The special funding application (for chapters) doesn’t necessarily address these sorts of special events. Two recent examples are the IFLA satellite meeting request submitted by the Midstates and Ohio Valley chapters and the Mexico City conference request by the Texas-Mexico chapter.
• Carol Graney: Maybe there should be a maximum amount that could be requested outside the funding cycle.
• Matthew Gengler: You’d need not just a cap on an amount that can be requested but also on the total amount set aside for funding requests outside the cycle, which would be tricky to plan for.
• Shalimar Fojas White: We could amend the cycle to include another round of funding at the annual conference.
• Conclusion: Matthew Gengler and Jamie Lausch Vander Broek will work together to merge the two processes.

**Action Item #19:** Matthew Gengler and Jamie Lausch Vander Broek will merge the special funding request and project service charter forms into a single form by the September board meeting.

**Questions from Mountain West Chapter re 2019 ARLIS/NA Annual Conference** (Rebecca Friedman)
• The Mountain West Chapter is now on track and aware of where they should be for planning the conference.
• Robert Kopchinski will visit Salt Lake City in the fall.

**Use of SIG blogs for job postings** (Eumie Imm Stroukoff)
• A society member noticed that the Fashion, Costume, and Textile SIG is posting jobs on their blog. Is this in conflict with our paid job postings on ARLIS-L?
• Matthew Gengler: It does seem like it would conflict
• Robert Kopchinski: There are also chapters that do this
• Jamie Lausch Vander Broek: ArLiSNAP also does this. Part of the idea is that it’s a more curated list of job postings for a niche audience.
• Carol Graney: Maybe we should encourage the SIGs to link to our list. This would ensure that they are all fed by the same information source and would preserve our revenue stream.
• Eumie Imm Stroukoff: Maybe we could send them a reminder and encouragement to use the job list.
• Rebecca Friedman: I think there’s a larger question of why these institutions are not using the official job list?
• Ann Roll: At our institution, I know posting to paid job lists is more complicated and so sometimes it is avoided.
• Conclusion: Eumie Imm Stroukoff will follow up with the SIGs, reminding them about the official job list and encouraging them to link to it.

**Midyear Executive Board Meeting** (Heather Gendron)
• We will make use of the consent agenda and will pull the most important content from each liaison’s annual report for further discussion.
• Send any ideas for deep dives to Robert Kopchinski and Heather Gendron for consideration.
• Meeting details to come soon.

New Orleans conference updates (Robert Kopchinski/Heather Gendron)
• We’re in the process of getting our weekly call set up with the co-chairs
• A draft prospectus and draft website will be ready later this week

NYC conference updates (Robert Kopchinski/Eumie Imm Stroukoff)
• The group in charge of exhibits will be meeting shortly
• Eumie Imm Stroukoff will be checking in soon

AEG/TEI discussion (20 minutes) (Heather Gendron)
• Eumie Imm Stroukoff, Kristen Regina, and Heather Gendron will be meeting with AEG on Monday, July 25
• We hope to have a proposal from Denise Harris, president of AEG, shortly afterward
• We will have a more substantial conversation at the midyear board meeting

Other Business (Heather Gendron)

Art Documentation Letter to the Editor (Carol Graney)
• Judy Dyki received a letter regarding an article published in Art Documentation. We don’t have a formal process for letters to the editor. Options include:
  o Appending the letter to the electronic edition of the journal
  o Including it in the editorial statement of a future issue
  o Informing the letter writer that there is not a method for publishing letters to the editor
• JG: The author could also be encouraged to send the letter to ARLIS-L in order to start a dialogue.
• Conclusion: Carol Graney will follow up with Judy to let her know that we don’t publish letters to the editor, but that the author of the letter is welcome to send it to the listserv as JG suggested.

Motion to Adjourn
Motion #38: Carol Graney moves that the board adjourn. Seconded by Rebecca Friedman. Carried unanimously.

Summary of Motions
• Motion #36: Eumie Imm Stroukoff moves that the board approve the consent agenda. Seconded by Ann Roll. Carried unanimously.
• Motion #37: Ann Roll moves that the board approve the Project/Service Charter submitted by the Development Committee to collaborate with ArLiSNAP on a new professional award. The Development Committee should collaborate with the Awards Committee, and once funded, this award should fit into the existing structure of awards. Seconded by Shalimar Fojas White. Carried unanimously. [Amended by Ann Roll to include the phrase The Development Committee should collaborate with the Awards Committee, and once funded, this award should fit into the existing structure of awards. Amendment seconded by Eumie Imm Stroukoff.]
• Motion #38: Carol Graney moves that the board adjourn. Seconded by Rebecca Friedman. Carried unanimously.

Summary of Action Items
• Action Item #19: Matthew Gengler and Jamie Lausch Vander Broek will merge the special funding request and project service charter forms into a single form by the September board meeting.
New Project & Service Charters

• New Professional Award
  o Group: Development Committee (with Awards and ArLiSNAP)
  o Project Contact: Heather Slania
  o Board Contact: Ann Roll
  o Status: In Progress