ARLIS/NA Executive Board Midyear Meeting Minutes
October 18, 2016, 3:30pm EST / 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 #63: Eumie Imm Stroukoff moves that the board accept the consent agenda. Seconded by Matthew Gengler. Carried unanimously.

AEG transition updates (Robert Kopchinski)
- ARLIS/NA will share AEG support services with the Association of Educational Therapists
- Shannon Lorenz will be supporting ARLIS/NA along with Robert Kopchinski
- There is currently a backlog of IT-related requests
- Things should normalize soon, especially after the Association of Educational Therapists annual conference this week.
- Heather Gendron: Liaisons should remind their groups to cc them when communicating with AEG so that we can help monitor the transition
- Carol Graney: If groups forget to cc liaisons, Robert Kopchinski could cc the appropriate liaison when replying

Project & Service Charter – MLD Listserv Server Change to L-Soft (Eumie Imm Stroukoff)
- The Museum Library Division would like to transition their listserv to L-Soft.
- There will be no cost for this transition
- Robert Kopchinski: We recently expanded our license for L-Soft to include 20 additional lists. Even if all the chapters were to use L-Soft, we would still have two additional lists available.
- Ann Roll: The form indicates that there is a low amount of support required by AEG. Is this correct?
- Jennifer Garland: Do the chapters know that this is an option for them? If promoted again, would there be an influx of interested chapters?
- Eumie Imm Stroukoff: Do we know why the chapters aren’t all using the service?
- Rebecca Friedman: What would be do if we have more requests than lists in the future? I do think that the chapters know about the availability of this platform free to them.
- Heather Gendron: If we have more requests than lists, we can consider purchasing additional lists.
Motion #64: Eumie Imm Stroukoff moves that the Project & Service Charter submitted by the Museum Libraries Division be approved. Seconded by Ann Roll. Carried unanimously.

Childcare proposal funding (Eumie Imm Stroukoff & Matthew Gengler)

- As a pilot project, it seems like Option C puts us in the best position in terms of liability.
  - Parents work directly with the provider
  - ARLIS/NA provides the hotel room.
  - We would be responsible for approximately $5200, including the room rental
  - Assumes 15 children participating for 3 days
- We could ask potential users to commit in advance before the program is a go
- We could ask ALPACA to do a report so that we can understand whether the program has been successful
- Jamie Lausch Vander Broek: Is the budget headroom in contrast to deficit budgets in the past? Can we compare this to scholarships that we offer for other circumstances?
- Matthew Gengler: Yes, this breaks the cycle of deficit budgets. The headroom is aspirational, and we should come out ahead, as we have in years past.
- Ann Roll: We offer scholarships that are in the range of $1,000, which is quite a bit more than this benefit. We could also explore a named sponsorship.
- Jennifer Garland: The ER&L and Code4Lib conferences offer this as a benefit with a named sponsor.
- Robert Kopchinski: We haven’t seen a draft contract from the childcare provider, so we will need to see that for minimums and maximums.
- Kristen Regina: There have sometimes been arguments against funding that benefits only a small number of our members. Important to understand that historical context.

Conclusion: We are in consensus that Option C will work best for us, pending any issues that come up in negotiating a contract. Eumie Imm Stroukoff will send more details via email.

Motion #61: Eumie Imm Stroukoff moves that the board approve the conference childcare pilot for the New Orleans conference. Seconded by Ann Roll. 6 Approvals via Email.

2017 budget approval (Matthew Gengler)

- Raising dues has allowed us to offer a balanced budget
- First surplus budget in three years
- Adjustments and clean up throughout to reflect our current reality
- Shalimar Fojas White: The credit card fees on this budget – were these what you were talking about at our midyear meeting?
- Robert Kopchinski: What you’re looking at is the credit card fees for the conference. These were broken out as their own item because we had the joint conference with VRA.

Motion #65: Matthew Gengler moves that the board approve the 2017 budget. Seconded by Eumie Imm Stroukoff. Carried unanimously.

SEI Task Force question re final report (Shalimar Fojas White)

- The task force would like to know if the board would like to see a draft for discussion or if we’d prefer a final report to be submitted
- Kristen Regina: We could give them a deadline for a draft to add some support to the process
- Eumie Imm Stroukoff: We could give feedback between meetings if helpful

Conclusion: Shalimar Fojas White will ask the task force for a draft by our December meeting
ARLIS/NA publications – OA flipping of Occasional Papers, revised author agreement and workflows (Carol Graney)

- Anything that’s for sale by ARLIS/NA on the AWS should be made publicly available for download
- There are some things on AWS offered by other organizations (ALA, etc.)
- These are mainly reports and occasional papers
- The publication agreements signed by authors give ARLIS/NA the rights to do this, though the original agreements are not currently at headquarters
- One thing to think about for the future is how we will handle new publications and also what to do about outliers like the salary survey from 1991
- Carol Graney will submit a Project & Service charter for scanning documents that are not available in PDF.
- Heather Gendron: Creative Commons licensing would be a good direction to go in. We are about to announce the new Open Access Task Force, which is a related effort.
- Jennifer Garland: Would it be too soon to include this in the Public Policy Committee news next week? I will ask them to work with Carol Graney.

**Motion #66:** Carol Graney moves that all published items currently offered for sale by ARLIS/NA on the AWS be made publicly available. Seconded by AR. Carried unanimously.

Open Access Task Force & Diversity Committee updates/recruitment (Heather Gendron & AR)

- The chair of Diversity has agreed to step down because she is not able to serve as chair
- Heather Gendron recently put out a call for new members and leadership for the Diversity Committee
- There has also been an open call for the Open Access Task Force
- We received more applicants for both groups than we needed

**Motion #67:** Ann Roll moves that the board enter executive session. Seconded by Eumie Imm Stroukoff. Carried unanimously.

**Motion #68:** Ann Roll moves that the board exit executive session. Seconded by Matthew Gengler. Carried unanimously.

Getty grant for international guests at NYC conference in 2018 (Heather Gendron & Kristen Regina)

- Kathleen Salomo asked if ARLIS/NA would like to apply for another Getty grant.
- We are in the pipeline to be able to submit something for New York
- We could think about targeting Asia
- Jennifer Garland: The International Relations Committee will happily help shape this proposal. IFLA is in Malaysia in 2018, so the Asia focus works nicely. Also, there is talk of a possible Netherlands reciprocal tour to NYC to dovetail with the conference in 2018.

**Action Item #38:** Eumie Imm Stroukoff and Heather Gendron will follow up with the Getty about the timeline for submission.

**Action Item #39:** Ann Roll will ask the Membership Committee to create a proposal for international membership for discussion at the December meeting.

New Orleans conference updates (Robert Kopchinski & Heather Gendron)

- The Development Team is doing an excellent job
- Registration should launch soon
- Approximately 41 poster sessions will be accepted out of a total of 56 entries
- The hotel reservations are going well. Monitoring the shoulder dates carefully
- AR: Will there be a program before registration?
- Robert Kopchinski: We program should be available by the 25th of October
Other Business (Heather Gendron)
- Kristen Regina: The close date for host applications for the NDSR is October 31. We are pleased with adjusting the timeline to extend the application period. Next step: site visits.

Motion to Adjourn
Motion #69: Eumie Imm Stroukoff moves that the board adjourn. Seconded by Matthew Gengler. Carried unanimously.

Reminders to Board
Reminder to the Board – comments due on revised CPAC manual by November 15th (Kristen Regina & Robert Kopchinski)

Summary of Motions
- Motion #61: Eumie Imm Stroukoff moves that the board approve the conference childcare pilot for the New Orleans conference. Seconded by Ann Roll. 6 Approvals via Email.*
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- Motion #65: Matthew Gengler moves that the board approve the 2017 budget. Seconded by Eumie Imm Stroukoff. Carried unanimously.
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- Motion #68: Ann Roll moves that the board exit executive session. Seconded by Matthew Gengler. Carried unanimously.
- Motion #69: Eumie Imm Stroukoff moves that the board adjourn. Seconded by Matthew Gengler. Carried unanimously.

*This email motion included because related discussion occurred during the meeting

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