Call to order (Heather Gendron)

Consent Agenda (Heather Gendron)
- President's Report
- Vice President's Report
- Advancement Liaison's Report
- Education Liaison's Report
- Chapters Liaison's Report
- Canadian Liaison's Report
- Editorial Director's Report
- November EB meeting minutes

Motion #80: Carol Graney moves that the board approve the consent agenda. Seconded by Matthew Gengler. Carried unanimously.

Special funding requests (JLV & Matthew Gengler)
- Combined all Special Funding Requests to a single form/process
- Make a link between Special Funding Requests and Project and Service Charters
- Limit requests within the fiscal year to $500
- Future fiscal year requests can be above $500
- This shouldn’t be a problem for the budget to absorb
- We would then review requests on a monthly basis with a deadline for requests at the end of the previous month
- This updated procedure could reside on the AWS, Policy Manual, or Management Calendar
- We also need to remember going forward that some requests will need to be guided toward the Conference Planning committee
- Conclusion: this process should be reflected on the AWS and the Management Calendar

Business Affiliates renewal letter (Ann Roll)
- There’s been a need expressed for enumerating the benefits that Business Affiliate members receive
- A letter will go out, hopefully this will prompt more renewals in this category
- Rebecca Friedman: Should the Learning Portal still be on there? Could this be shared with the Texas-Mexico Chapter in order to promote members in this area to join in this category?
- Robert Kopchinski: We have about 60 Business Affiliate members, but the vast majority of these are awarded as part of the exhibitor contract. Only about ten are non-exhibitor Business Affiliate members. One thing we need to add to our process is that as soon as anyone becomes a Business Affiliate Member, we send them a list of benefits like those contained in this letter.
- Heather Gendron: Should this letter come from the Development Committee? Thinking about all the different angles.
- Eumie Imm Stroukoff: The letter could come from the Membership Committee chair and a list of the Business Affiliate members could go to the chair of Development.
- CG: The letter should focus on thanking the Business Affiliates for their membership and only include a sentence or two about development opportunities.
- Conclusion: Ann Roll will ask the Membership Committee to change the language about the Learning Portal to make it clearer, will make it clear that there is one representative, not representatives, and will add a sentence encouraging them to support the society through Development.

**Action Item #43:** Robert Kopchinski and Ann Roll will make sure the process of adding a Business Affiliate member includes a letter summarizing benefits and development opportunities.

**NDSR Updates** (Kristen Regina)
- Site visits conducted. 13 ARLIS/NA members participated
- Should think toward the future to determine which parts of the grant ARLIS/NA can take over going forward. Possible tie-ins:
  - Curriculum development work could inform Core Competencies
  - Mentorship processes within ARLIS/NA
  - Connecting with a library school to embed this training in LIS education
- Special Funding Request forthcoming

**Museum Division – white paper** (Eumie Imm Stroukoff)
- Flurry of responses to recent museum library closures and position eliminations
- Snapshot of current museum library environment created by the Museum Library Division
- Rebecca Friedman (via email): Should it be clearer that they are focused on libraries within art museums only and not academic libraries that happen to also serve campus art museums?
- Heather Gendron: Could they include the questions asked as an appendix? We could also share this with other organizations.
- Shalimar Fojas White: Could this be sent out as part of a press release?
- CG: I think it's a good idea, but I’m not sure the Editorial Board should make that call
- Kristen Regina: If we are targeting other organizations, we should prepare a cover letter from our president to theirs
- **Conclusion:** Eumie Imm Stroukoff will deliver our feedback and the Museum Library Division will make the changes to have the document ready for distribution before the Membership Meeting in New Orleans. She will also relay the board’s commendation on the well-done, forward-looking report.

**Action Item #44:** Eumie Imm Stroukoff will work in conjunction with Anne Evenhaugen to prepare a letter from the new ARLIS/NA president to accompany the Museum Library Division’s White Paper for distribution to relevant organizations.

**Census on Art Information Professionals** (Ann Roll)
- Everyone should dig into the report to prepare for a deep dive discussion in New Orleans
- Stacy Brinkman is prepared to meet with specific groups to tackle issues raised by the report
- Stacy Brinkman: Would like to spend some time thinking about the question of “and then so what” and address that question in the report before sending it out. Currently radio silence from the other task force members, so waiting for that feedback. For cross tabs, it would be good to get a list of the types of things that people would like to see compared. The data is a little messy, so some things might be complicated.
• Heather Gendron: I’m thinking about the opportunity to incorporate the Census into the implicit bias discussion during the Leadership Institute. We could release the report on its own and then convene a fresh set of eyes to come up with ways to use the data. We also need to re-examine our options for replacing Survey Monkey.

• Ann Roll: We’ll need to ask some questions of potential task force members to make sure we create a group that’s prepared to handle the data

**Action Item #45:** Stacy Brinkman will work with Heather Gendron to prepare an exercise related to the free-text portion of the Census for the Leadership Institute  
**Action Item #46:** Jennifer Garland and RL will work with Stacy Brinkman to proof-read the Census  
**Action Item #47:** Ann Roll will coordinate the deposit of the Census preliminary report on the Members Only section of the AWS prior to the conference  
**Action Item #48:** Heather Gendron will mention the report in the Membership Meeting and will also mention the call to join the task force.

**SEI Task Force report and new timeline** (Shalimar Fojas White)  
• The report should be completed by the conference  
• SEI registration went up on Monday  
• Hoping to encourage more people to register early for SEI  
• Ann Roll: The state of California won’t allow employees to use professional development funds for travel to North Carolina, so this may have some impact  
• Heather Gendron: We’re entering a new era politically and we may need to be increasingly aware and sensitive about issues that might arise for our members related to conference locations and more

**Headquarters updates** (Robert Kopchinski)  
• Shannon Lorenz has been listening in on the call. She’s been with AEG for eight years  
• AEG is hiring someone to assist Shannon with other work  
• Things should be normalized by March  
• AEG has a goal of getting things back up to speed before the contract negotiation period 
• Robert Kopchinski has been a trooper during the transition, and we appreciate his work

**New Orleans conference** (Robert Kopchinski)  
• Numbers of registration are so far equivalent to Fort Worth  
• Development has done an excellent job and is at 76% of their goal  
  ○ ~$26,000 short  
• Perhaps some people are skipping this year so that they can attend the NYC conference  
• 5 children are registered for conference childcare  
• Heather Gendron: the childcare is a pilot program and we may have to try it two years in a row to determine if it’s a service that people want/need  
  ○ Rebecca Friedman: The timing of the conference during the week impacted parents  
  ○ Jamie Lausch Vander Broek: Parents were concerned that if the pilot was not successful it wouldn’t be tried again. Parents indicated that they might be more likely to use the service if the conference were in the north east.

**Data Collection** (Rebecca Friedman)  
• The Museum Library Division White Paper and the Census bring up the need for ARLIS/NA to collect data not only on individuals but also on libraries and institutions  
• Heather Gendron: I will have prepared for the conference a more refined vision of the Data Collection Task Force mission and goals.

**Timing of Meetings**  
• Eumie Imm Stroukoff would like to keep the same meeting time if it works for everyone
• Robert Kopchinski will send out a new round of invitations

Motion to Adjourn
Motion #81: Ann Roll moves that the board adjourn. Seconded by Rebecca Friedman. Carried unanimously.

Summary of Motions (includes motions completed via email not yet ratified)
• Motion #19: Jennifer Garland moves that the board approve the Project & Service Charter: Fair Use Instructional Materials Project as submitted by the Public Policy Committee [amended to strike the phrase “not the chair” from the membership list for the project team during the May 17, 2016 meeting. Amendment suggested by Jennifer Garland. Seconded by Carol Graney. Carried unanimously] Seconded by Carol Graney. 6 Approvals via Email.
• Motion #20: Carol Graney moves that the board approve the University of Chicago Press Art Documentation subscription rate increases for 2017 as listed in the documentation named “ADX subs pricing 2017.pdf”. Seconded by Eumie Imm Stroukoff. 6 Approvals via Email.
• Motion #22: Eumie Imm Stroukoff moves that the board approve the proposal to establish the Art Librarian Parent and Caregiver SIG. Seconded by Shalimar Fojas White. 7 Approvals via Email.
• Motion #62: Matthew Gengler moves that the ARLIS/NA Board approve the JobNet rate increase. Seconded by Carol Graney. 6 Approvals via Email.
• Motion #76: Ann Roll moves that the board approve the Membership Committee’s proposal for a reduced dues structure for members outside of North America. Seconded by Matthew Gengler. 6 Nays via Email.
• Motion #77: Rebecca Friedman moves that the board approve the proposed bylaws changes to Articles IV and VIII in ARLIS/NA New York’s Bylaws regarding the chapter’s election procedures. Seconded by Ann Roll. 6 Approvals via Email.
• Motion #78: Matthew Gengler moves that the board approve reduced membership dues for non-US members as outlined and to include Individual rates for Canada and Mexico members that are determined by the average exchange rate of the previous year for each country and a flat $75 (US) Individual rate for members who reside outside of North America.
  o Member Categories & Annual Dues
  o Individuals (United States) - $150
  o Individuals (Canada)* $xx
  o Individuals (Mexico)* $xx
  o Individuals (International) - $75
  o The Individual Rate (Canada/Mexico) is determined by the average exchange rate of the previous year for each country. If it dips below 20%, 15% it triggers a 25% reduction in dues. If it dips below 40%, the dues rate is the floor rate of $75. Seconded by Jennifer Garland. 5 Approvals via Email.
• Motion #79: Eumie Imm Stroukoff moves that the Society reimburse the difference of the regular and discounted rate to members from Canada and Mexico who have already paid their membership dues for 2017. Seconded by Matthew Gengler. 7 Approvals via Email.
• Motion #80: Carol Graney moves that the board approve the consent agenda. Seconded by Matthew Gengler. Carried unanimously.
• Motion #81: Ann Roll moves that the board adjourn. Seconded by Rebecca Friedman. Carried unanimously.

Summary of Action Items
• Action Item #43: Robert Kopchinski and Ann Roll will make sure the process of adding a Business Affiliate member includes a letter summarizing benefits and development opportunities.
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