Attending: Stacy Brinkman, Kim Collins, Samantha Deutch, Catherine Essinger, Eumie Imm Stroukoff, Robert Kopchinski, Doug Litts, Roger Lawson, Lauren MacDonald, Laura Schwartz
Excused: Suzanne Rackover

Call to Order (Kim Collins)

Consent Agenda (Kim Collins)
- May 23rd Executive Board Meeting Minutes
- Reports for June:
  - President’s Report
  - Past-President’s Report (forthcoming)
  - Vice President’s Report
  - Treasurer’s Report (financials)
  - Secretary’s Report
  - Education Liaison’s Report
  - Advancement Liaison’s Report
  - Chapters Liaison’s Report
  - Canadian Liaison’s Report
  - Editorial Director’s Report

Motion #21: Eumie Imm Stroukoff moved that the board accept the consent agenda. Seconded by Roger Lawson. Motion carried

Monthly report from HQ (Robert Kopchinski)
- May –2018 Financials, at the end of May the net income for the year is a negative $96k
- Total equity at the end of May is just over one million dollars: $1,026,175.25
- HQ Contracted hours: through May over by 429 hours (numbers are in step with last year)
- Membership Statistics:
  - 1,080 active members
  - 20 new members in the Month of May (average rate)
  - 3 renewals in the month of May

Humanities Commons Task Force (Roger Lawson)
- Discuss potential team members and deliverables.
- Project Service Charter submitted by Roger Lawson
- PSC Background:
Following completion of the Open Access Task Force report (2017) and resolving to follow recommendations to bring the society’s publications and learning tools to a wider range of related professions, in October 2017 executive board members Heather Gendron and Samantha Deutch attended a meeting at MLA headquarters to learn more about the Humanities Commons. Such a commons opens contact with and discovery by related scholarly disciplines and organizations – MLA and CAA are currently members -- and serves as a subject repository for open access content (with DOI stable links) via CORE. The commons would also function as an archive for publications and administrative files and documentation, thereby establishing a strong research profile for the organization and its members.

- **PSC Scope:**
  - This task force will investigate in detail the near- and long-term advantages and disadvantages of joining the Humanities Commons, particularly with regard to the impact on membership retention, publishing and website content, educational programs, and association management.
  - Invitations to join the Task Force will go out after/if the board accepts the PSC.
  - Report would be due at the end of December 2018

**Motion #22:** Lauren MacDonald moved that the board accept the Humanities Commons Planning Task Force, Seconded by Eumie Imm Stroukoff. Motion carried.

**Discuss revisions to the ARLIS/NA Code of Conduct** (Stacy Brinkman)
- Code of Conduct revision – this would replace what is currently in the Policy Manual and the short version would be on the website. If adopted this would replace the language in all of our documents including the conference materials.
- Suggested revision: add that “ARLIS/NA is committed to cultivating a safe environment”
- The Diversity Committee is working on a revision for ARLIS/NA’s statement of diversity.

**Motion #23:** Catherine Essinger moved that the board to accept the revision of the code of conduct from the Diversity Committee. Seconded by Eumie Imm Stroukoff. Motion carried.

**Action Item #23:** Stacy Brinkman will go back to the committee with the board’s suggested revision

**Action Item #24:** Samantha Deutch charged with updating the Policy Manual language with the approved language from the Diversity Committee’s revised code of conduct.

**Action Item #25:** Editorial charged with posting the short version of the code of conduct over the AWS

**Salt Lake City CPAC update** (Kim Collins, Eumie Imm Stroukoff, Robert Kopchinski, Doug Litts, and Laura Schwartz)
- Kim Collins presented the board with a preliminary schedule for the ARLIS/NA Annual Conference which will be held in SLC, UT, March, 2019
- CPAC has been mindful of ARLIS/NA deficit and the conference will be going green – no bags w/inserts (Doug Litts)
- CPAC is working hard and they’re mixing up the programming a bit and trying out new things; great choices of venues (Eumie Imm Stroukoff)
- The city itself is quite is impressive, family friendly and looks to be a fantastic conference (Laura Schwartz)

**Letting our affiliates know our conference dates ASAP** (reach out for 2019 overlaps)? Kim Collins
- VRA, LA March 26-29
They were unaware that ARLIS/NA was planned for the same week.

Association of Collegiate Schools of Architecture, ACSA, March 28-30, 2019, Pittsburgh, PA

ASL and ACSA are concurrent

Action Item #26: Kim Collins will reach to affiliate association with the dates for our St. Louis conference as soon as the dates have been decided (possibly by the mid-year meeting)

Discuss Sustainability of the IRC’s Study Tour Scholarship (Kim Collins for Suzanne Rackover)

- Recommendations to the ARLIS/NA Executive Board to Establish and sustain the scholarship Program for Early Career Members to Participate in IRC Study Tours
  - Each scholarship should be a minimum of $1000, with a target goal of $2000
  - Solicit contributions from past alumni of Study Tours (there have been ten tours thus far)
  - Include a new option on applications for Study Tours to donate to the scholarship fund
  - Make it a new Society Circle donation option on ARLIS/NA membership renewals
  - Gather testimonials from past study tour participants for using fundraising
  - Start an “Awardees” page on the AWS to highlight the benefits of the award
  - Incorporate funding for an IRC Study Tour scholarship in the next round of grant proposals to the Kress Foundation (no earlier than 2019 for the period 2020-2024)
  - Subgroup of 3 IRC members + previous year’s awardee should promote and adjudicate the scholarship
  - Prioritize funding the upcoming Study Tour in 2019; apply for Kress funding, and assess in one year

- EB will discuss further at the mid-year meeting along with other budget concerns.

Discuss PPC statement idea (Laura Schwartz and Kim Collins)

- After the president’s statement was sent out an ARLIS/NA members have been interested in ARLIS/NA echoing ALA’s statement about the separation of immigration families. This is in direct response to that inquiry.
- ARLIS/NA already has a statement of diversity, rather than have a statement could we endorse ALA’s statement?
- Diversity Committee is looking at our statement on diversity to see if the statement should be revised.

Motion #24: Eumie Imm Stroukoff moved that the board accept the statement on diversity and inclusion. Seconded by Catherine Essinger. Motion failed for more information.

Action Item #27: Stacy Brinkman is charged with consulting the Diversity Committee and confirm that they and the PPC would like to endorse the ALA statement against separating families, and look further into the statement and how to respond

Update on Art, Architecture, and Design Information Competencies report from RISS (June 2018) Draft of Revised 2007 Information Competencies for Students in Design Disciplines (Laura Schwartz)

- If RISS would like to add other disciplines they wouldn’t need to submit another project charter
- They’ve written a paragraph for the “current projects” website.

Action Item #28: Editorial Board will review the Art, Architecture, and Design Information Competencies report, edit and post to the website

Action Item #29: Kim Collins is charged with distilling information from the report so that it could be posted on the AWS “current projects” page (see action item 28)

Action Item #30: Editorial will then add the information accordingly (see action items 28 and 29)
Digital Art History Directory update (Samantha Deutch)
- Michelle Wilson is working on a blog entry for the DAHD, and creating a HC webpage for the project, she will also be working on funding with Eumie Imm Stroukoff.

Address strategic directions request to update why projects/policies/charter are not completed? (Samantha Deutch)

Action Item #31: Samantha Deutch is charged with creating a document for Action Scorecard updates, adding it to Box, and assigning to all board members for review and input.

NO JULY EB MEETING/ Discuss August Midyear Meeting (Kim Collins)

Time-permitting, discuss IRC International Artists on Wikipedia (Kim for Suzanne Rackover)
-postponed

Motion to Adjourn

Motion #25: Roger Lawson moved that the Executive Board Meeting adjourn. Seconded by Catherine Essinger. Motion carried

List of Meeting Motions:
21. That the board accept the consent agenda. M: Eumie Imm Stroukoff; S: Roger Lawson; V: Motion carried
22. That the board accept the Humanities Commons Planning Task Force. M: Lauren MacDonald; S: Lauren MacDonald; V: motion carried
23. That the board approve the Code of Conduct with revisions. M: Catherine Essinger; S: Eumie Imm Stroukoff; V: motion carried
24. That the board accept the statement on diversity and inclusion. M: Eumie Imm Stroukoff; S: Catherine Essinger; V: motion failed for more information.
25. Roger Lawson moved that the Executive Board Meeting adjourn. M: Roger Lawson; S: Catherine Essinger; V: motion carried

List of Meeting Action Items:
23. Stacy Brinkman will go back to the committee with suggested revision
24. Samantha Deutch charged with updating the Policy Manual language with the approved language from the Diversity Committee’s revised code of conduct.
25. Editorial is charged with posting the short version of the code of conduct over the AWS
26. Kim Collins will reach to affiliate association with the dates for our St. Louis conference as soon as the dates have been decided (possibly by the mid-year meeting)
27. Stacy Brinkman is charged with consulting the Diversity Committee and confirm that they and the PPC would like to endorse the ALA statement against separating families, and look further into the statement and how to respond
28. Editorial Board will review the Art, Architecture, and Design Information Competencies report, edit and post to the website
29. Kim Collins is charged with distilling information from the report so that it could be posted on the AWS “current projects” page (see action item 28)
30. Editorial will then add the information accordingly (see action items 28 and 29)
31. Samantha Deutch is charged with creating a document for Action Scorecard updates, adding it to Box, and assigning to all board members for review and input.

**Meeting Project Service Charters:**

**Commons Task Force**
- Group: Editorial Board
- Project Contact: Roger Lawson, r-lawson@nga.gov
- Board Contact: Roger Lawson
- Strategic Direction(s): Leadership and Advocacy, Organizational Advancement
- Approved: 6/25/2018
- Status: approved