

[Minutes from ARLIS/SE Business Meeting](#)  
[Vanderbilt University Library, Nashville, Tennessee, November 9, 2007](#)

**President's Report: Kathleen List, ARLIS/SE President**

The chapter's primary goals for 2007 in keeping with the ARLIS/NA Strategic Plan:

**I. Continuing Education, Information, and Networking Opportunities for Members and Colleagues**

**II. Service to the Profession and the Society**

**III. Membership Support and Recruitment**

**I. Continuing Education, Information, and Networking Opportunities for Members and Colleagues**

*A. Programs offered at the Annual ARLIS/SE Conference at Vanderbilt University, TN.*

Yvonne Boyer blended a rich program of speakers and venues for our fall conference, hosted by her home institution, Vanderbilt University. Thanks and congratulations to Yvonne and to her colleagues who made the conference such an informative, comfortable and interesting professional meeting.

*B. Programming responsibility for the Annual ARLIS/NA Conference in Atlanta, GA.*

ARLIS/SE put on a great annual conference for ARLIS/NA in Atlanta serving as conference planners, committee chairs, volunteers, moderators, and presenters. Attendance reached 523, and the conference made a profit of approximately \$13,000.

The chapter can be proud of its two years of work in bringing our colleagues in the society this excellent opportunity for continuing education, professional development, networking, and service. A small group from the chapter met at that first planning meeting in

Atlanta in July of 2005, and it was clear that everyone had already met in groups of two and three and begun the detail work of planning. More, much more, was to follow in onsite meetings, conference meetings, chapter meetings, rivers of emails, hundreds of phone calls, charts, documents, spreadsheets, listservs, and who knows what else! All the while, chapter members continued their service elsewhere in ARLIS/NA and ARLIS/SE and held down their jobs back home.

Kudos and endless recognition for creative leadership and sheer endurance go to program co-chairs Ann Lindell and Tom Caswell of the University of Florida, and local arrangements co-chairs Sandra Still and Kim Collins of Emory University and Moira Steven of Maine College of Art and Atlanta College of Art.

Thanks and recognition to the many conference chairs and coordinators, including: Natalia Lonchyna of North Carolina Museum of Art for registration/hospitality desk; Melissa McDonald

of Savannah College of Art and Design for exhibitors; Kathleen List of Ringling College of Art and Design for budget; Stacey Ewing of University of Florida, webmaster; Kristina Keogh of Virginia Commonwealth University for publications/publicity; Liz Gentry of Booth Western Art Museum for raffle/silent auction; Moira Steven for tours; and Sandra Still and Kim Collins for special events.

In turn, they had the help of ARLIS/SE volunteers and supporters, some already mentioned above and: Cary Wilkins, Morris Museum of Art; Donnelle Conklin, Lauren Rogers Museum of Art; Barbara Hutsell, Chattooga County Library; Jennifer Friedman, now at MIT; Lee Eltzroth, Scene South Books; Stephen Patrick, East Tennessee State University; Sarah McCleskey, Hofstra University; Sarah Carter, now at Ringling College of Art and Design; Jack Miller, Ben Franklin Academy; Yvonne Boyer, Vanderbilt University; Allen Novak, Ringling College of Art and Design. Without a doubt I will have missed some ARLIS/SE folks. Please know that it is unintentional. Finally, a special thank-you goes out to our home institutions and colleagues, our families and friends.

## **II. Service to the Profession and the Society**

### *A. Leadership and service on 2007 ARLIS/NA Conference Planning Committee.*

Outstanding leadership and service, as reported above, made the conference a great success.

### *B. Ongoing and productive service on other ARLIS/NA Committees and Boards.*

Chapter members served on the Professional Development Committee, ArLiSNAP, Assessment/Restructuring Task Force, Development Committee and others.

### *C. Annual Mary Ellen LoPresti Award Competition for Excellence in Art Publication in the Southeastern United States and publicity about the award winners.*

Jennifer Friedman, MIT, Jennifer Beals, University of Tennessee, and Virginia Allison, Watkins School of Art and Design, served on the LoPresti Awards Committee, with Stephen Patrick, Eastern Tennessee State University, coordinating solicitations and receiving submissions from publishers. Allen Novak, Ringling College of Art and Design, created posters of last year's winners for display at the ARLIS/NA Atlanta meeting and Natalia Lonchyna, North Carolina Museum of Art, posted thumbnails and information about the winners at the chapter website.

## **III. Membership Support and Recruitment**

### *A. Use the opportunity of the Annual ARLIS/SE Conference to invite other art librarians and students in Tennessee to participate in the conference.*

Vice-President Yvonne Boyer reached out to her colleagues in Tennessee. We were pleased to welcome Virginia Allison of Watkins School of Art and Design in Nashville and Liz Coleman of the Nashville Public Library to the conference.

*B. Consider supporting an LIS student's participation in the Annual ARLIS/NA Conference with a scholarship.*

I appointed Sarah Carter of Ringling College of Art and Design and Pat Thompson, retired, of University of North Carolina-Chapel Hill to an Awards Exploratory Committee this fall to research and bring information and recommendations for discussion on a chapter travel or professional development award. Sarah provided an early report from them at the fall meeting, and we look forward to a decision by the chapter for implementation in 2009.

*C. Cultivate future chapter leaders.*

Artis Wick of the John and Mable Ringling Museum of Art accepted the nomination for Vice-President/ President-Elect; Sarah Carter, Ringling College of Art and Design, Virginia Allison, Watkins College of Art and Design, Jennifer Beals, University of Tennessee-Knoxville, Gail Novak, New College of Florida, and Linda McKee, John and Mable Ringling Museum of Art, accepted appointments to chapter committees.

*D. Publish ARTifacts chapter newsletter in print and electronic formats.*

Cary Wilkins, Morris Museum of Art, ably serves as newsletter editor, now in his fourth two-year term.

*E. Other membership initiatives.*

Secretary Liz Gentry created a membership invitation brochure and mailed it, along with a copy of ARTifacts, to ARLIS/NA members who expressed interest in chapter participation on their annual renewal forms. Five new chapter members joined in 2007.

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### **Secretary's Report: Liz Gentry**

Copies of the minutes from the Southeast Chapter meeting in Atlanta were handed out. A couple of typos and another correction were made. Melissa McDonald moved we accept as amended; Natalia Lonchyna seconded the motion, and the minutes were accepted as amended.

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### **Treasurer's Report and Memberships: Allen Novak**

ARLIS/SE TREASURER'S REPORT 01/01/07–10/31/07

Checking account beginning balance 01/01/07: \$2,591.57

Checking account current balance as of 10/31/2007: \$1,700.91

Income YTD: \$2,030.39  
ARLIS/SE 2006 conference reimbursements: \$870.39  
Dues, 2007 Conference registrations, LoPresti raffle tickets: \$1,160.00  
Outstanding Deposits: \$235.00

Expenses YTD: \$2,921.05  
ARLIS/NA welcome party reception donation \$250.00  
Web site domain name renewal \$32.00  
LoPresti winning books for raffle donation \$137.41  
LoPresti poster expense \$47.31  
Flowers for Kathleen List \$62.98  
Flowers for Heather Ball \$46.95  
Web site hosting fees \$119.40  
Certificate of Deposit at 5% \$2000.00  
Gift certificates for conference presenters \$225.00

23 members have paid their 2008 dues: Laura Virginia Allison, Yvonne Boyer, Sarah Carter, Tom Caswell, Kim Collins, Michele Doyle, E. Lee Eltzroth, Liz Gentry, Kathleen List, Natalia Lonchyna, June Lucas, Melissa McDonald, D. Courtenay McLeland, Allen Novak, Gail Novak, Stephen Patrick, Donna Smith, Sandra Still, John Taormina, Celia Walker, Artis Wick, Cary Wilkins, Linda McKee.

#### ARLIS/SE 2007 Conference Report

Income as of 11/05/07:  
Registrations (20): \$770.00  
Raffle Tickets: \$160.00

Expenses as of 11/05/07: Gift certificates for presenters: \$225.00

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#### **Vice-President/Conference Report: Yvonne Boyer**

The conference was held at the Central Library at Vanderbilt University. There were 22 official conference attendees and five local area guests.

Conference attendees: Georgia 6, Florida 5, Kentucky 1, Massachusetts 1, Mississippi 2, North Carolina 1, Tennessee 5, Texas 1.

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#### **ARLIS/NA South Regional Representative's Report: Elizabeth Schaub**

The ARLIS/NA Executive Board met September 17–18, 2007 in Minneapolis for its mid-year meeting.

As you know, ARLIS/NA is in the midst of its "year-of-transition" during which the administrative structure of the organization is changing in response to the Assessment Task Force's recommendations and members' feedback.

A number of items I'll be discussing will require an ARLIS/NA Bylaws change, most notably the Society's administrative restructuring, and President Deborah Ultan Boudewyns is working with Headquarters to distribute the ballot to members in the coming months.

During the mid-year meeting the Board acted on the following items:

- The recommendation to disband Round Tables and offer less formal, more flexible Interest Groups was approved. The Interest Groups will operate according to the Assessment Task Force recommendations:
- Groups are allowed to arise spontaneously, designating leadership in any manner they choose.
- Interest Groups are required to post notice of their existence on ARLIS-L and the ARLIS/NA Web site so that others may participate; Interest Groups should report their discussions to the entire membership using News and Features to share news and activities.
- Groups are freed of reporting to the Board unless they have an issue needing Board attention or wish to provide feedback and advice to the Board; they can propose projects to the Board and request funding for those projects through the Special Funding process.
- The Board took action on the Assessment Task Force recommendations for redefining the Regional Representative positions. The Assessment Task Force suggested that the board positions based on geographical representation in the form of Regional Representatives, change focus to administrative roles based on the Society's functional needs. The Board has approved new functional roles that will address (1) communication, (2) education (the role I am taking on), (3) marketing and development, and (4) chapter coordination. However, it was agreed that retaining one seat on the Board based on geography was appropriate in the case of Canadian representation. To that end, there will be a Canadian member elected to an "at-large" position who will serve on the Board in a variety of functional capacities. In addition, there was an acknowledgement that Executive Board representation at regional chapter meetings is still important and will continue to be supported. So instead of a regional representative attending your chapter meeting, an effort will be made to ensure that at least one Board member is present at any given meeting.

Since the Society's annual conference in April 2007 during the "year-of-transition," Regional Representatives have continued to liaise with the chapters they represent; however, Cate Cooney, who is serving in the new functional Chapter Coordinator position in addition to Northeast Regional Representative, has been working to coordinate communication between the Board and chapters' leaders.

- The Board voted in favor of appointing a Technology Task Force to provide recommendations for advancing the Society's technological infrastructure in order to promote communication and facilitate initiatives using Web 2.0 technology. Since the

mid-year meeting, the decision has been made to appoint a Technical Advisor instead of a Task Force; the position will fall under the umbrella of the Publications Committee.

- At the request of the Board, the Membership Committee Task Force has suggested guidelines for a membership dues increase. ARLIS/NA membership dues have not increased in the last ten years and an increase is long overdue. The Board has reviewed the task force's suggestions and is collecting data to formulate updated membership rates. Additional information regarding this issue will be forthcoming during the next year.
- Headquarters is moving closer to fully implementing MemberClicks. MemberClicks will provide the Society with an online directory that allows one to update his or her information and simplifies the membership renewal process. MemberClicks also allows for online voting. Another Bylaws revision the members will be asked to vote on is to remove the phrase "paper ballots" so that the Society can take advantage of this feature.

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### **Webmaster's Report: Natalia Lonchyna**

In preparation for the responsibility of hosting the ARLIS/NA conference web site, I signed up to the company myhosting.com. Stacey Ewing was the webmaster for the Conference website. Stacey did a great job and produced a wonderful website. I am not aware if Stacey experienced any technical problems with myhosting.com.

I attempted to transfer the domain name (arlis-se.org) to myhosting.com, but was unsuccessful. Although DomainDiscover was cooperative and gave me all the information I needed, I was unsuccessful having anyone at myhosting.com assist me, so I left the set up as is.

Myhosting.com is paid for another year at \$9.95/month until June 2008. The company is raising its rates to \$14.95/month, which will impact us when it is time to renew.

I prepared the website for the Southeast Chapter meeting in Nashville with information provided by Yvonne Boyer, our host. I used RapidWeaver, which is an inexpensive web design program offered for users of Macs, and was able to adapt it to our needs.

Information on the Chapter website was updated as needed. The website was minimally restructured. Although I have promised this before, I am still planning to work on redesigning the website to streamline the information more efficiently and will attempt to do so visually. Your input and suggestions are appreciated.

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### **New Business**

### **Nominating Committee Report: Ann Lindell and Tom Caswell, ARLIS/NA-Southeast Chapter Nominating Committee**

For election at the fall business meeting: Vice-President/ President-Elect, Artis Wick, John and Mable Ringling Museum of Art; Treasurer, Allen Novak, Ringling College of Art and Design.

The complete slate of officers is as follows: President, Yvonne Boyer, Vanderbilt University; Vice-President/President-Elect, Artis Wick, John and Mable Ringling Museum of Art; Immediate Past President, Kathleen List, Ringling College of Art and Design; Treasurer, Allen Novak, Ringling College of Art and Design; Secretary, Liz Gentry, Booth Western Art Museum; Newsletter Editor, Cary Wilkins, Morris Museum of Art.

For your information, these ARLIS/SE members are serving in appointed positions: Webmaster, Natalia Lonchyna, North Carolina Museum of Art, continuing; Listserv Manager, Ann Lindell, University of Florida, continuing; Awards Exploratory Committee, Sarah Carter, Ringling College of Art and Design, and Pat Thompson, retired, University of North Carolina-Chapel Hill.

**Exploratory Committee for a Chapter Travel or Professional Development Award: Sarah Carter**

Current ARLIS/SE President Kathleen List has appointed Pat Thompson and Sarah Carter to the Exploratory Travel Award committee. Sarah is compiling information from current ARLIS chapters for comparison. She is also contacting individual chapter presidents to investigate their funding models. Pat is gathering feedback from current students about their needs.

Sarah and Pat welcome individual comments if you have suggestions for funding models, eligibility criteria, or an application timeline. Kathleen requested a recommendation be brought to the membership before the Annual ARLIS/NA conference in Denver.

Adjournment.

*Liz Gentry, 2007 ARLIS/SE Secretary*