

ARLIS/NA Southeast Chapter Meeting
43rd Annual Chapter Conference in Savannah, GA
November 16, 2017 – 10 AM to 11:15 AM
Jen Library, Savannah College of Art & Design

Present: Kim Windham, Patricia Giminez, Leah Sherman, Marty Miller, Katy Parker, Teresa Burk, Tess Colwell, Breanne Crumpton, Elisa Hansen, Lee Sorenson, Floyd, Zula, Lindsey Reynolds, Erin Rutherford, Stephanie Noel, Emily Luken, Eliot McNally, Natalia Lonchyna, Heather Koopmans, Ann Holderfield

1. Welcome Remarks (Kim Windham)

- Welcome to the 43rd annual meeting!
- A big thank you to the Conference Planning Committee for putting this meeting together!

2. Self-Introductions

3. Approval of Minutes - 2017 Midyear Business Meeting in New Orleans, LA

- Patricia moves to approve minutes. Seconded.
- Minutes approved as read.

4. Nominations and Elections (Kim Windham)

- Vice President: Breanne Crumpton
- Treasurer: Katy Parker
 - Voted by affirmation rather than by secret ballot.
 - Both nominations unanimously approved.

5. LoPresti Awards (Marty Miller)

- 20 titles; 3 winners for artist books, exhibition catalogues, scholarly presses.
- Judging on aesthetics, print quality, and scholarly apparatus.
 - Winner for exhibition catalogue: Georgia Museum of Art, *Gifts and Prayers: The Romanovs and their Subjects*.
 - Winner for scholarly publication: University of Georgia, *Historic Rural Churches of Georgia*.
 - Winner for Fine Art Press: Halsey Institute of Contemporary Art, *Sons and Father: Engraving by John McWilliams*
- Other highlights include titles on history of dulcimers and outsider art.
- Recipients of the awards will be notified this coming Monday.
 - There were no honorable mentions this year; Marty will create a participant form for all entrants.
- Small number of initial entries this year; concern about the future of the prize if participation does not increase.
- Question of when publications will be considered for next year's prize. Marty says any time now is fine, as long as it is from 2017.
- Question of who sent in the most entries. Marty said academic presses were the most common, followed by galleries/museums.

- Question about outreach strategies. Email has been good but in the future we should also make phone calls, too.
 - ARLIS/SE membership is encouraged to recruit applicants from their own institutions when local publications are released.
- Question of if we can have a standardized advertisement/language to send out and/or post to advertise the prize.
 - Marty said we could probably make a new flyer to circulate.
- Katy mentioned more recruitment from programs that have printmaking and/or artist book programs, too, as we have a prize category just for that that has been historically underutilized.
 - Please let Marty know if you have a program like this near you.
- Lee Sorenson will take the three winners to Duke for the chapter archive.
- Kim asked if Marty could send the rubric to Kathy Edwards and/or Lee so that the institutional knowledge of the process could be preserved for future iterations of the LoPresti Awards Committee.
 - Lee also suggested putting criteria for the award on the chapter website; this might help with marketing and applicant recruitment.

6. Reports and Updates (Kim Windham)

- ARLIS/NA Executive Committee Report (from Catherine Essinger)
 - The big push in ARLIS/NA is for bundled membership between regional and national chapters. The general membership is divided, and there remain many logistical questions about fees, funding, donations, etc., so nothing is official yet.
 - Will fees increase? How and when will money get back to the regional chapters if the national organization is collecting it?
 - ARLIS/SE Executive Board signed on to a non-binding resolution encouraging them to look into the logistics and possible workflow. We want to know more before committing to anything.
 - Notes for Patricia and Breanne about officer onboarding, which is coming. It will be digitally-delivered again this year.
 - Chapters can submit application to ARLIS/NA for special funding for a number of things at any point during the year now.
 - Kim has done this before and would be happy to facilitate and application; please bring ideas to Patricia or Breanne.
 - Question to clarify about centralizing regional chapter organization under national umbrella.
 - Although our chapter is one of the largest, many of the smaller chapters would like the process of regional and national dues to be bundled.
 - Katy says the process would be more like ALA membership.
 - What is different is that ARLIS/NA would like to require membership in national organization in order to join regional chapter. Right now you can do one or the other or both.
 - There are concerns about if nationals collects the memberships fees, when will the chapters see it?

- Will there be future requirement for regions to align our bylaws with ARLIS/NA?
- Treasurer's Report (Katy Parker)
 - Checking account balance: \$2155.30
 - Will be about \$456.69 after final conference expenditures.
 - We also pay monthly maintenance fee, based on minimum balance. The fee recently increased from \$12 to \$15.
 - CD/Suntrust money market account: \$2119.57
 - We have 10 days after upcoming maturation date (11/28/2017) to decide if we want to renew for another year or if we want to take the money out and close the CD.
 - Conversation on two other annual costs
 - We give an annual donation to ARLIS/NA conference toward Welcome Reception (about \$300.)
 - We also give an annual Travel Award for a chapter member who has never attended the national meeting (\$500.)
 - Katy says that we are not taking in as much money as we are spending. Due largely to members who only renew their regional membership if attending annual meeting. We're at about 50% of possible Southeastern membership.
 - We could pull funds from the maturing CD to equalize this imbalance, but this is not sustainable. If we do this we will still need to do better with overall membership in future years.
 - If we use this money now we cannot use it later for things like our annual meeting, sponsoring national conference events, etc.
 - Current dues are \$15 and we make enough at our annual regional meeting to cover what we spend. We do not make enough to fully cover the Travel Award and national conference donation thereafter.
 - We were recently contacted by ACRL/Arts about sponsoring a panel at the 2018 ALA Conference in New Orleans.
 - We did not have the chapter funding to say yes, and we applied for an ARLIS/NA grant but our proposal was not accepted.
 - This might be a good time to close the CD and move away from Suntrust to a more national bank, such as Wells Fargo. Suntrust is not in all SE states, and has been hard to work with in the past.
 - Motion to close CD until we have a better plan for our bank account.
 - Further motion to create an ad hoc committee to research possible alternatives to Suntrust right away (before 10 day grace period expires.)
 - Breanne and Katy will be on the committee.
 - Seconded and approved by affirmation.
 - Question of PayPal usage for this conference registration; Katy said almost everyone did register online this year.
 - Paypal does take ~2% fee for transactions.
 - Not a good choice for managing chapter money.

- Secretary's Report (Leah Sherman)
 - No report.

- Webmaster's Report (Kathy Edwards)
 - We have fully migrated our website to the ARLIS/NA platform. Our old domain has been allowed to expire.
 - A reminder for all Executive Board members and committee chairs to send documents and images for the website. Please include information about any time sensitive needs for specific documents.
 - Best practices to use currently uploaded documents for formatting.
 - Also let Kathy know if you see any typos or mistakes on the website.

- *ARTifacts* Newsletter (Cary Wilkins)
 - The next deadline is December 8th.
 - Patricia will submit a conference report for the Savannah meeting.
 - Cary is looking for both longer and shorter submission; can be about projects at home institution, recent publications or presentations, etc.
 - New members are highly encouraged to submit a bio and picture.
 - Photographs from the conference are always welcome.

- Mentoring Program (Peter Klubek)
 - We still have a problem with numbers for both mentees and mentors. We have many more mentees than mentors.
 - Reminder that it is not a huge time commitment and a great service.
 - Peter says if we are not interested in continuing the regional program, we can let it subside and forward interested mentees to the national program.
 - If we do wish to continue, Peter requests we have more volunteers behind the scenes to run the program logistics.
 - Leah asked about criteria for being a mentor.
 - There are three categories (emerging professionals, midcareer, later career librarians); the preference right now is for midcareer mentors.
 - The nuts and bolts of the program: 9 month requirement, with monthly check-in. Guidelines for topics to address do exist, such as setting and achieving professional goals. Seemingly less regimented than the national program.
 - Leah talked about the national program, how it's organized, what the year is like. It is very formal, where our regional mentoring program is much less formal. The national program is geared toward networking, for example.
 - Question of who the mentee pool is: MLIS students, library staff, brand new librarians, early career librarians. Includes academic and museum professionals.
 - Question of best way to match mentors/mentees, especially dependent on who possible mentors are. Possibility that some mentees are better suited for national program.
 - Katy, Elisa Hansen, Teresa Burk, Marty all volunteered to be mentors.
 - Leah and Kim volunteered to join Mentoring Committee.

- Travel Award (Breanne Crumpton)
 - Reminder that the award is open and we will be giving a \$500 award this year. The deadline is November 30th and the hope is to have a decision in mid-December.
 - Priority is for first-time attendees but everyone is encouraged to apply. Past winners are not eligible to win again.
 - Any questions can go to Breanne.

- Chapter Archives (Lee Sorensen)
 - Lee disseminated a handout with a summary of current ARLIS/SE archives held at Duke University Libraries.
 - Anxious to continue the paper archive; great need for documents from 2008 to 2013, especially in paper format.
 - Lee said he would be happy to reimburse for postage costs.
 - Electronic documents are more problematic. Duke has declined to hold our electronic records.
 - Some options include: other institutions who might be interested in holding the digital archives, assigning the duties to the conference planning committee, or pursuing a third-party platform.
 - Let Lee know if your institution is actively creating digital archives.
 - Conversation about public versus private levels on digital archive.
 - Question of support from ARLIS/NA. Lee agreed to investigate and put forward an application. Kim said she'd be happy to help.

7. New Business

- Membership Dues
 - Tabled for SE chapter meeting at ARLIS/NA in NYC.
- Chapter Donation to 2018 ARLIS/NA Conference
 - \$300 donation proposed.
 - Seconded and approved by affirmation.
- 2018 LoPresti Chairperson
 - Will continue to be Marty Miller at LSU.
- 2018 Chapter Conference City
 - Greensboro or Memphis are possibilities; we have never been to either of these cities before.
 - Charleston is a city we have not been to in a long time and is another possible location for 2018.
 - The Charleston conference is roughly the same time as our conference each year. Logistically this might be difficult.
 - Discussion about Richmond, but Virginia is not in SE Chapter.
 - Lee raised the possibility of a joint conference with MidAtlantic Chapter; this is timely because at ARLIS/NA meeting we will be sharing a meeting room with them.
 - Note that we have had a joint conference with them before. We have also had a joint meeting with Texas in the past.

- ARLIS/SE will be hosting national conference again in 2022 or 2023. We have research from 2016 conference planning about other SE cities besides New Orleans.

8. Announcements

- Food has to stay in this room; please wash your hands before our next meeting with SCAD Special Collections.
- Folks on the Ghost Tour will be meeting at Simply Savannah to catch the trolley.
 - Meet at 8:30pm to depart at 9pm.
- Lunch is on your own; afternoon meeting at the Jepson Museum at 2pm.

9. Adjournment

- Motion made to adjourn. Seconded. Accepted by affirmation.
- Meeting adjourned at 11:30am. Minutes respectfully submitted by Leah Sherman.