ARLIS/NA Southeast Chapter
2021 Spring Business Meeting

May 3, 2021 10 a.m. Online via Zoom

Attendees:

Meeting Minutes:

- Welcome
  - Lindsey Reynolds welcomed all as President for those who hadn’t met her

- Land acknowledgment
  - Lindsey read for her location in Athens, GA
  - Lot of work remains to talk about the history of slavery in the Southeastern United States

- Netiquette, Self-Introductions, and Self-Promotion
  - Quick review of Zoom features
  - Popcorn method for introductions (all)

- Bylaws Review
  - Lindsey commissioned this project; Leah Sherman, Marty Miller, Patricia Gimenez formed committee
  - See appendix on page 4 - Leah’s Bylaws Review slide reviewed major changes
  - Will vote on changes today via Google form; must be members of chapter and NA in order to vote
  - Questions before voting: none
  - Link to Google voting form provided in chat
  - Changes unanimously approved

- Approval of minutes from the chapter’s virtual fall business meeting in October 2020
  - Approved by acclamation

- Reports and Updates
  - Secretary’s Report
    - Karyn Hinkle is happy to take up the new duties proposed for the position in the Bylaws review; she is using the SE Exec Board’s Google account to take minutes now
  - Treasurer’s Report
    - Maggie Murphy is still untangling our non-profit tax problems: our filing was automatically rejected due to a “database validation error” (maybe because we changed our address?). Maggie spoke to a non-profit liaison at the IRS who said...
try again in 60 days; that time our filing was rejected with an “already filed” message. Maggie will try to untangle the problem once more now that it’s summer.

- Maggie’s budget report was distributed to members: Our current balance is $3135.58; we will soon subtract a $250.00 donation to the ARLIS/NA conference fund
- Lee Sorensen: could ARLIS/NA hire a tax person to help with this if lots of chapters are having problems?

NA Chapters Liaison Stefanie Hilles: the chapters all have different problems, and it’s not super wide spread. One corrected issue: ARLIS/NA had listed the due date for nonprofit taxes in the chapter success booklet as April 15; it is actually Feb 15 and ARLIS/NA has updated this in the chapter success booklet. One other thing NA is doing is collecting documentation that every chapter has paid their taxes each year.

Lee S: would support using chapter money to pay a tax professional

- Lindsey: we did not award a professional development award this year; last year’s awardee Chaun Campos is currently using hers from last year and we will resume new awards in future
- Maggie will be out on FMLA leave this summer - please contact Lindsey if questions arise during this time

- **Webmaster’s Report**
  - Mya Frieze - nothing to report; will gladly accept like new content, such as our new chapter values statement and other content for the recently added DEI page

- **Mentoring Program updates**
  - No update; Peter Klubek could not attend

- **ARTifacts newsletter updates**
  - Cary Wilkins could not attend but encourages submissions of photos and articles through May 21 -- news of conference presentations and publications; pandemic return-to-work updates; and new member bios

- **2021 Chapter Conference**
  - Ann Holderfield -- conference will be October 14 - 15, 2021, held online and hosted from USC Beaufort (“Byoo-Fort”!)
  - Will include meditation and beach time :)
  - Keynote idea: artist Saunda Mitchell
  - Also considering gift bags and/or a raffle -- aiming for a nice online experience while still providing a feeling of South Carolina and the beach
  - Posters and presentation call to come!
  - Members support paying an honorarium for the keynote speaker, and Stefanie H says ARLIS/NA can help fund this (cap of $150) -- she recommends putting in a proposal soonish if we can, and to consider recording the presentation to make it available in the ARLIS/NA Learning Commons

- **ARLIS/NA SE DEI Advisory Board**
  - Karyn -- members are Ann and Peter, AND EVERYONE! :) We’ve had some nice interaction on listserv; hoping Kathy Edwards will craft a full draft of our collaborative values statement. Please do not hesitate to put forth any ideas for our DEI projects!

- **Updates from ARLIS/NA Executive Board**
Stefanie H -- Officially started new management with McKenna; working through remaining issues with the last company. Hoping headaches will go away! Improvements on website hosting and membership payment system. Work on Commons has stalled during pandemic but will resume: hope it will help with lots of cross-organization collaboration. New section on land acknowledgements in Policy Manual -- good job SE for doing one! Chicago planning is in the works -- 50th anniversary and so exciting to return to in-person after two years off! Our local updating of our chapter history is great timing as well -- Lindsay King’s anniversary taskforce has begun, and that will dovetail nicely. ARLIS/NA townhalls represent a desire to be more transparent. Come to them! Finally: the Society-level DEI taskforce has three projects: 1. A student-led history of racism in profession 2. Survey on perceptions of ARLIS/NA 3. Assessing partnerships with affiliated orgs to further impact. And see Changemakers President’s Choice program at conference (and a shout out for our chapter DEI Taskforce)

Lindsey and Leah: many thanks to outgoing NA Exec Board members for all their work as liaisons with us!

- New Business
  - Updating chapter history on our website
    - Leah: see Stephen Allen Patrick (past archivist)’s history; Leah will write a history from then to present (1999-2021); going forward this will become an annual Secretary duty -- will keep Stephen Allen Patrick’s format, and provide guidelines for future updates
    - Lee: physical archives are at Duke; Leah: yes! and is also using meeting minutes, ARTifact newsletter, annual reports on ARLIS/NA site -- lots of sources
    - Send any updates to Leah, especially from early 2000s before Leah was a member, such as leadership changes and other big structural changes
    - We will hear more updates on Leah’s work at our fall business meeting!
  - DEI initiatives
    - Lindsey: Leah and Karyn will present on the SE chapter DEI taskforce and advisory board at the ARLIS/NA Mid-Atlantic chapter meeting this month
    - Lindsey: offered a well -received idea to have a Layla Saad book club for the SE chapter this summer
    - Chaun: would be great to involve ArLiSNAP members in a SE bookclub; they are also planning one
  - SE Treasurer position
    - Lindsey: the position will be open for a member to take on this fall, but please if interested consider signing up now!

- Announcements
  - Erin Rutherford plugs becoming an ARLIS/NA conference guide for newer attendees -- great way to involve new members in an online conference
  - Leah took a screenshot photo of our chapter meeting attendees for Cary and the ARTifacts newsletter

- Adjournment
  - Meeting adjourned at 11:22 am. Minutes noted by secretary Karyn Hinkle.
ARLIS/SE Chapter Business Meeting

BYLAWS REVIEW

Major changes:

- Made membership language agree with ARLIS/NA recent amendment
- Added DEI Advisory Board to standing committees
- Added Mentoring Committee to standing committees
- Moved Editor position out of SE Exec and to the special appointments section
- Dropped “travel” from professional development award title and expanded uses to any professional development opportunity offered by ARLIS/NA or other ARLIS chapter
- Clarified LoPresti award committee membership language to align with current practice
- Dropped 2-year term mandate for listserv manager, webmaster, and newsletter editor
- Added two new points to Secretary’s responsibilities: 1) updating Chapter history annually and 2) serving as point person for Chapter documentation for exec and standing committees
It’s time to update our chapter history since former Chapter Historian/Archivist Stephen Allen Patrick left off in 1999 (http://southeast.arlisna.org/about/chapter-history-the-first-25-years/)

- After this update an annual entry will be added by the ARLIS/SE Secretary
- I’ll be writing this summer to present and publish 1999-2021 update at our fall business meeting

Email LRSherman@fsu.edu if you have any specific recollections of major events to share.