

ARLIS/NA Ontario Chapter 2007 Fall Meeting Minutes  
McMaster University, Hamilton Ontario

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Opening Remarks – Janet Muise

1. **Treasurer Report** – Robert Fabbro

Refer to report -- need to raise money. Still in good shape. Works: Plans for a meeting at HOK [architect office] will hear later in meeting. Everyone needs to take a part. Enough for travel award. Expenses this year will pay off.

**Motion to accept the report: Karen McKenzie**

**Motion seconded: Lynda Barnett**

**All in favour**

2. Committee Reports

- **Membership** – Kalan Greenwood

Ideas to raise money. Used FIS at UoT lunch to attract students. All incoming first year students. Gave away a membership. 14 students signed up to receive email info. May see results in spring meeting. Next move is to make contact with Western.

- Brochures/bookmarks/display
- Application for funding from NA turned down
- Should we plan to print more on a per need basis?
- Student membership to run Sept- Aug. Need to clarify how does this coincide with NA membership?

Funding application for publishing from ARLIS/NA was turned down. Need to be careful how we hand out brochures for now. Aim was to make brochure useful for professional and student alike. Need to coordinate promotional materials among Canadian chapters together, taking also from National org. **Marilyn Nasserden, Canadian Rep. suggests we work with the membership committee of ARLIS/NA.** Might be a way to have more general info for Canadian chapters, and then specific info about local chapter. Perhaps use something like a business card to direct students to Kalan. Would we accept Library Technicians? Recruit them? Donna T from Mac teaches at Mohawk's tech course may be a link or can advise contact.

Letting student membership run from Sept. to August? Marilyn asked if students will become a member of NA? Marilyn says it is important. Our present student rep is a member of NA.

**Jill suggests an 18-month membership from NA. To be determined.**

- **Fundraising** (5 min.) Janet & Daina's Leja's invitation to HOK (5 min)

What is a library like in an architectural office? Library is ready to be visited. Could have our event there in the spring? January / February fundraiser and social event. Offer a

tour of library, tour of the office and its sustainable building features. Also, how a firm works with clients. Service facilities available. It can be a pot luck – all we need for service is there. Can hold 60 people. **Should go now to our fundraising committee for consideration and planning.**

#### **Fundraising Committee Chair:**

- **Archive** – Janet Muisse for Heather Saunders (5 min.)

Has come up with a way of collecting ARLIS materials. Sorting that out, working at OCAD. Will hear more from Heather by the spring meeting

- **VRA** – Lesley Bell (5 min.) VRA 2009 in Toronto upcoming joint meeting in 2011
- **Waivers & insurance (potential vote)** - Janet Muisse (5-10 min)

Need to understand these issues. NA wants us to consider this. Things happen, issues arise. Janet has made contact with people who will **offer free consultation**. Most chapters have opted to not get coverage. We could be a member of Volunteer Canada (\$100/yr), much cheaper. **Issue of website content**. Volunteer lawyer service could advise on our website. **Propose that we contact legal for best practices**, how we conduct our fundraisers in a private setting – liability. Also directors and officers, how they are covered. Most chapter have voted either yes or no by now. Since not all our members are present, could we wait until all members are fully informed. As an individual you can put a rider on your insurance.

**Motion: To defer until spring meeting more until info:** Tammy Moore

No we wont be purchasing at this time. Tell NA we don't have enough money. Chapters have been asking what others have been doing. Due to lack of finances and need for more info – defer until spring meeting. **We want to show due diligence**. Our risk is not that high. To consider in spring meeting, options presented (**research by executive in interim – Janet suggests at 3 people be at consultation**)

**Motion seconded:** Margaret English

**In favour:** majority

#### 3. **Committee Roles** - Kalan Greenwood & Janet Muisse (5-10 min.)

Committee of Tammy Daniel and Kalan – met and decided too much to do for three people, one committee. Membership – social, 50/50, brainstorming, outreach, etc Fundraising – active student outreach, Margaret offers to help Need people for both. Both committees still connected.

**Motion:** Proposal to split membership into membership & fundraising

**Motion seconded** by Lynda Barnett

**All in favour**

**Proposal to revise duties around Newsletter** – editor & production Also the need for two people?

**Also a proposal to revise duties around Website** – editor & administrator. Need for two people?

**Suggestion:** Could one editor fill both roles? Info is often the same. Need a person to prompt for content. Intense, twice a year.

Perhaps web administrator can be part of archive committee.

Motion: Proposal to engage an editor who compiles and gathers for web and newsletter in timely fashion. Not part of executive, reports to executive.

Motion seconded by: Jill Patrick

All in favour.

???\* vote on a motion to set up members only site by next February

#### 4. **Elections** - Lynda Barnett (10-15 min.)

- a. Vice Chair - Margaret English standing
- b. Secretary – Randall Speller standing
- c. Treasurer - Tammy Moorse standing

#### **By acclamation**

#### 5. **Wittenborn Award** – Michele Laing (5 min)

A publication award across NA – usually bring in several books, review up to 100. Committee meets and reviews the books. There are also honourable mentions. Would like to change how the committee meets, by restructuring into geographic regions. Not chapter-based, but regional. Looking for feedback for this proposed method. Books sometimes inaccessible in a specific area. Some chapters vary in size. Trying to be more inclusive. So how do you move it around, invite more consideration. Are we in favour of these proposals?

**Motion:** that we agree it is a good idea to select the committee members by geographic regions? May need more consideration [by executive]

**Motion seconded:** Kalan Greenwood

**All in favour**

#### 6. **Report from the ARLIS/NA Canadian Rep** – Marilyn Nasserden (10-min.)

#### **Assessment task force recommendations**

A/ – do away with regional reps and go to functional roles. We have been testing it. Still a Canadian rep (with Karen's encouragement) now going to be called the Canadian member at large, with no functional role. Will they be a full member? Yes. Not a token

person. **Canadian rep role is different than American counterparts. We present Canadian issues, Canadian perspective.**

B/ Also a French translator – went to publications committee. Possibility of getting a translator. We need to have communications in two languages. There will be an honorarium for this translator – suggested \$500.

What will be the volume of translation – Canadian rep communications and possibly articles for Art Doc with English translation at the end. Would bring another level of scholarship to the publication.

C/ recommended that divisions sections roundtables become interest groups. Now decided that divisions and sections remain. Roundtables now finished – become interest groups. Hope to have less formality, less administrative work from roundtables.

**a. Melva Dwyer**

For art librarianship in Canada. Committee this year looked at procedures. ARLIS Canada now forming its own committee council -- undergoing structural and process change. Needs a better timeline. **Looking for volunteer to help and head this.**

Student members

Board proposed to start an **introductory membership to encourage membership, with dues increased for general membership in 2009**

**b. IFLA Conference 2008**

Meeting August 2008 Quebec City. Should we have a Canada meeting at the same time? Banff attracted many Canadian members and attendees. Want to focus on copyright legislation and issues. Day to day copyright issues to be covered, as at Banff. **Need to send a breakdown of our membership – from academic, arts, etc**

NA can contact Kalan as contact for membership committee.

Canadian Rep

**Another issue – in order to get Canadian representation we need someone who is able to run as Canadian rep.**

**7. 2012 Conference Steering Committee – Karen McKenzie, Jill Patrick, Margaret English (25 min.)**

Circulated an FAQ. We have volunteers who have served before. We have positive response from MOQ and Buffalo. Not entire on us. One chapter takes lead and others volunteer. Decide once and for all if we will do it. How many here in support? Not usually this formal, but there has been some hesitation, need time to think and consider. We want a good voter turnout.

Probably April 2012

Different levels of commitment.

Electronic vote to be circulated shortly  
If you vote yes, you agree to help  
Need people to commit  
Go to your institutions and ask for their support right away.

There is lots of help from the management firm at NA. But one program chair is the best way.

Joint Conference proposal - Western New York chapter has hesitated because of their small size. They will volunteer to assist us instead.

A chance to get a translator to bring in more French content.

**Motion:** That an invitation letter be prepared to NA for Toronto in 2012?

**Seconded:** Jill Patrick

Vote: all in favour ??????????????

#### 8. **Next Meeting** – Janet Muisse (5 min)

- a. Where? Toronto?
- b. Executive discussed the idea of Ryerson?
- c. Suggest later in the spring (late May?)
- d. Committee to meet in the mean time

Finally --

Barb Duff – Oshawa – brief by can art museum directors cancellation of art trans service for art galleries – financial and cultural impact across Canada. Need our support. **Barb will send brief to Janet who will send out to us.** All museums use it. Also for libraries. **People should consider this brief and send a letter to their MP's**

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Not covered during meeting. To be discussed by the Exec.  
Re: Web Administrator

- Eric has stepped aside and we will need a new administrator
- Eric is currently using Dreamweaver

- Proposal** - Set up member only section (review website, decide sections included and report to exec by mid November- include members list)
- Committee to decide what is appropriate to include, what is the purpose, how long it will take?
  - propose policies and procedures keeping in mind best practices