

**ARLIS ONTARIO  
FALL 2008 MEETING  
31 OCTOBER 2008  
FINE ART DEPARTMENT LIBRARY  
UNIVERSITY OF TORONTO**

**TO DO:** email everyone about the sign up sheet

- email Tammy for an e-version of the Treasurer's report
- email Lesley about a copy of the Conference report\
- anything else?

*[Randall -- have these listed items been looked after?] Lesley's tweaks follow in this colour, and anything to be deleted is underlined]*

**Those Present:** Lesley Bell, Randall Speller, Margaret English, Mary Williamson, Jeff Persol, Catherine Spence, Mrs. Spence, Daniel Payne, Barbara Duff, Kate Johnson, Jim Forrester, Corrina Mason, Daina Leja, Donald Tong, Donna Thomson, Margaret Spence, Amanda LeClerc, Laine Gable, Joan Parsons.

**WELCOME:** (Lesley Bell): Welcome and our thanks to Margaret English for hosting this event in the Fine Art Dept. library

**APPROVAL OF AGENDA:** A MOTION to approve the agenda was proposed by Margaret English, and seconded by Jim Forester. **Approved.**

**MINUTES SPRING MEETING (25 APRIL 2008):**

Please update your email address to receive minutes. Send to Randall\_Speller@ago.net (the secretary)

A **MOTION** to approve the minutes as written was made by Margaret English, seconded by Jim Forester. Approved.

Please ignore the editors comments inserted in the text *[of the minutes, as circulated at the meeting]*.

**BUSINESS ARISING:**

1. TRAVEL AWARD - Alison Pattern, this year's winner of the Travel Award has written a report and it will be posted on the website in the near future.

2. MEMBERSHIP CATEGORIES: The new membership categories have been defined by ARLIS/NA and the Ontario executive will nail these down and clarify

the issues. We will keep you posted on the website. Membership rates for ARLIS/NA have gone up significantly. Our concern regarding this rate increase, especially after requiring all members to pay fees to the National organization will be communicated to our Canadian representative.

3. LIABILITY ISSUES, REPORT OF PROGRESS - The executive is in the process of doing a risk management assessment for the chapter. We have learned [from Cate Cooney, ARLIS/NA Chapter liaison,] that other chapters in North America are not doing anything about insurance due to the cost. Further updates will be provided.

### **EXECUTIVE REPORTS:**

1. CHAIR: Lesley Bell will reserve most of her report for the **disucusion** [discussion] on the 2012 ARLIS/NA conference in Toronto. See below.
2. TREASURERS REPORT - Tammy Morse has presented a written report which was distributed to the membership in attendance. We are in good financial shape. [see appendix one]

### **ELECTIONS**

1. VICE CHAIR - Tammy Moore has agreed to stand as Vice Chair. Are there any other nominations? No response. Tammy Moore was acclaimed as Vice Chair.
2. TREASURER - As Tammy is now the Vice Chair for 2009 the position of treasurer is now vacant. This is a two year position starting on January 1st. Are there any nominations? None were received so anyone who is interested is asked to speak with one of the executive.

### **COMMITTEE AND CHAPTER ACTIVITY REPORTS:**

STUDENT OUTREACH (Laine and Lesley)

1. Student Liaison - (Laine Gabel): Laine reported on the FI Lunch meeting at FI(S) for students and various organizations. **Margaret Spence also attended.** ARLIS ONTARIO set up a table at the student session. There was a higher amount of student interest this year in FA librarianship. Quite a few names (20) are now on the student mailing list. Two student visitors are attending today. Kate Johnson is the winner of our free membership. Amanda LeClerc was also introduced.

**We all introduced ourselves to the new members.**

27 FEBRUARY 2009 - FI(S) Job Fair - This fair will take place next year so if your organization has any summer, part-time and full time positions available please let Laine Gabel know.

FUNDRAISING -MIDWINTER GATHERING: A Fundraiser to raise money for travel awards and other costs will be held soon. There are no plans as yet for the next fundraising event for this year, so we need to start thinking about this. HOK last year was very successful so the bar has been set high.

A number of members suggested a spring meeting with plants for sale, botanical themes, etc. and remarked that it might be a nice change from a Christmas gathering. We were told to "just poke Margaret to keep the ideas flowing." Allan Gardens conservatory might be a possible venue. Geoff [Piersol] also knows someone at the Botanical library

CHAPTER ARCHIVES: Heather Saunders has been very active with the archives and has sent a report (Ask Leslie [Lesley] for a copy of the report). The Chapter Archives is housed at the Dorothy H. Hoover Library at the OCAD. Heather reviewed the documents for Privacy issues and identified several concerns including rejected applications for the travel awards. These should not be kept for public consultation. Set up a predictions list for what should be saved by each Chair. [do you mean that each Chair sets up a list of what docs should be retained during their term?] Our thanks are extended to Heather for doing this work and to helping with the content of the website.

WEBSITE: (Geoff Piersol and Lesley Bell): Thanks to Geoff for all his work on the chapter website. He has though [thought] of news ways to structure the information on the site (static info vs. ever-changing content). A diagram of the site was distributed although some additons [additions] have already been made (especially regarding the 2012 Conference site) [← I don't understand this sentence – perhaps someone can clarify?] [No idea what that was about ☹]. Please look at the site and review. The site will [be structured using] be a Content Management System that will make it easier to change the information [as needed]. We will also introduce a password protected [area in the website] chapter site that will [allow us to save and dispense] contain more private information. Thanks to Janet Muise and Lynda Barnett who have been updating the content of the site.

IMAGES FOR THE WEBSITE: We have to find some [low-rez] low-resolution jpg images [of works of art] for the ARLIS website. [All members are asked to think of how they can contribute some.] Credit [to the creator of any image] will be given on the site.

## **CONFERENCE 2012 -**

See the Conference Timeline Sheet as distributed - Co-Program Chairs [a copy of the timeline will be posted on our website as a visual reminder of our progress as the date approaches]

Co-Local Arrangement Chair (Margaret English and Karen McKenzie)

Co-Program Chairs (Michele Laing and Stephanie Frontz [Western New York

Chapter], assisted by Daniel Payne and Kari Horowitz [Western New York Chapter])

We should regularly invite the Buffalo/Western New York ARLIS Chapter to our Meetings in order to assist planning for the conference. It is also recommended that we travel to Buffalo as well.

### **NEW BUSINESS:**

MELVA DWYER AWARD - Margaret English is nominating CANADIAN CHURCHES by Douglas Richardson. Are there any other nominations? [the deadline for nominations is December 31<sup>st</sup>, 2008.

DONATIONS: U of T FI(S) has asked us to support a graduate Student conference they are organizing in March 2009 entitled Housing Memory. Our donation will be recognized in a number of ways by having our logo on conference materials and allowing us to submit professional material for distribution at the Conference. A MOTION was made by Randall Speller, seconded by Daniel Payne to donate \$100.00 CDN to the conference. Carried.

ARLIS/NA ANNUAL CONFERENCE: ARLIS/NA is asking chapters to donate money for the welcoming party for the 2009 conference in Indianapolis. A MOTION was made by Daniel Payne, seconded by Jim Forester, to donate \$100.00 Cdn CDN. Carried.

ARTHUR SMITH - ROM: Arthur Smith was expected to attend as the chapter spring meeting is scheduled for the ROM? Margaret English will give him an "e-poke". Will there be any special exhibitions at the ROM that might help us select a date?

RAFFLE: for pendant

Daina (HOK Architects) won the raffle. Congratulations!

CONGRATULATIONS to Lynda Barnett who is retiring from the CBC Design library today. We send our best wishes for the future and look forward to her participation at our future meetings.

ART DOCUMENTATION - Mary Williamson has an almost complete run of Art Documentation that she is willing to sell and donate money for the chapter. If anyone else has similar items they would be most welcome.

**MEETING ADJOURNED:** A MOTION proposed by Margaret English and Jim Forester, to adjourn [adjourn] the meeting at 10:55 am was passed by the Chapter.

### **APPENDIX ONE:**

ARLIS NA Ontario Chapter  
Statement for transactions up to October 31, 2008

**Bank Balance at March 31, 2008      \$5505.51**

Income:

    Membership Dues &                      \$1001.00  
    Fundraising

**Total Income:                              \$1001.00**

Disbursements:

    Bank Service Charges                  \$70.65  
    Travel Award                            \$750.00  
    Donation to ARLIS NA  
    Conference 2007                        \$100.00  
    Expenses:  
        Risk Assessment                    \$99.00  
        Conference

**Total Disbursements:                      \$1019.65**

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**Bank Balance at September 30,  
2008    \$5486.86**

Contingency Fund                          \$2,500.00  
Travel Fund                                  \$750.00

**Available Balance:                          \$2236.86**

- There have been membership dues that have been received in September and early October which have not yet been deposited. Also not reflected here was an expense for our web-site which was just recently paid out.
- On the whole we are still in good financial stead.