

ARLIS Ontario Chapter Meeting: Fall Meeting, October 28th, 2011 @ OCAD U Conference Planning Updates

The Conference Planning portion of the day's meeting proceeded in 3 parts:

- First, a [conference planning update](#): particularly focused around the conference website, accompanied by a preview of the schedule, workshops, sessions and events to be held at the "Colouring Outside the Lines" ARLIS/NA Conference in April.
- Second, a [conference call for volunteers](#). Not all volunteer positions presented during the meeting were filled – the call for volunteers document will be distributed to chapter members in order to fill all positions. The positions that were filled or partially filled are noted with the names of those who expressed interest in volunteering for each particular task or project.
- Third, a [presentation and breakout session](#) focused on conference hospitality – to collect ideas for the hospitality committee's 'top of Toronto' guide.

1. CONFERENCE PLANNING UPDATE

Conference website (Jill Patrick):

Eventually the webpage will be populated with more information, including a registration module, program, and details regarding special events and tours – incorporating a lot of information about Toronto that may attract conference attendees. A list of exhibitors and a prospects document will be included.

As the website stands currently, a number of tabs along the top of the page lead to a variety of information pages. The 'volunteer' page includes contact information for volunteering. The 'sponsor' page will display the names of sponsors, in both kind and in cash. Information about Tours, including Speakers is available on the schedule webpage.

General conference planning is so far is organized in a wiki – all proposals for sessions/workshops are archived here. The wiki has been a very effective planning tool.

Conference Schedule (Linda Morita and Jill):

Tours are intended to showcase Toronto, with 12 total full and half day tours, all of which are fee based. [Further information about each tour was provided in a handout, included at the end of this document].

Thursday March 29: 3 tours

- Sightseeing
- Gay and Lesbian Archives
- Distillery District – tour the historic buildings, see the shops and artist studios – a reservation will be made at one of the restaurants (Mill Street Brewery) followed by possible theatre show (Soulpepper)

Friday, March 30: First 'big' day of conference, 2 all day bus trips, 2 half day tours.

- All day bus trips to Buffalo and Canadian Art Collection
- Sightseeing
- U of T Walking Tour
- Far East Close to Home – a walking tour of Chinatown coupled with a ROM tour of the Far East Collection.
- Queen West – Betty (?) Arts Journalist guides a tour of the galleries along Queen West

Saturday (March 31)/Sunday (April 1): Big Session Days – no bus tours

Monday (April 2):

- First Nations Art Tour – bus tour including studio and shop stop.
- Fashion, Textile and Costume Tour – National Ballet, Bata Shoe Museum, ROM textile dept (and conservation lab?) and textile Museum.

Workshops (Mary Kandluk, workshop coordinator could not attend – discussed by Jill Patrick):

Most of the workshops are at off-site venues – interesting places that allow everyone to get out in the city. Transit tickets will be sold at the registration hospitality desk. All workshops are fee-based, with some free of charge exceptions. Workshops this year feature a variety of topics, including zine building, digital preservation and digital archiving, film studies, bookbinding (with a trip to the ‘paper place’), 3D rapid-prototyping, extending the research of scholarly communications, and designing for diversity. The titles and descriptions of each workshop will be posted on the schedule webpage.

Sessions and Events (Jill Patrick and others):

Plenary Sessions:

- Friday: Diana Throneycroft – thinking of talking on art appropriation
- Final on Sunday: Michael Brand – consultant for the Aga Khan Museum (opening next year)

40th Anniversary Celebration: birthday cake/champagne event. Looking for sponsors – executive board wants to have a virtual exhibition – a call will be put out for assistance with this exhibition and event will be put out shortly. A party planner has been hired to assist with the planning of this and some other events over the weekend.

Poster Sessions: juried poster selection – a list of the poster sessions to be held will eventually be posted on the website.

Exhibitors: including publishers, galleries, vendors, library services companies... no conflict between exhibitor sessions and speaker sessions on Saturday to ensure that attendees are available to visit exhibitors. This year, half-table spots are available, which are intended to appeal to smaller vendors. Anyone with suggestions for vendors is invited to get in touch with Larry Pfaff (AGO).

Speaker Sessions: several within each time slot to facilitate a number of selections.

- The **Case Study:** social media – will address very current topics
- Further information about each available on schedule website.

Convocation: president greets the members – delivers some of the travel awards, honorary awards, research awards, publication awards.

- Some awards delivered at Convocation, others delivered at local membership meeting (Sunday).
- Speaker this year is Ian Chodikoff – editor of Canadian Architecture Magazine.
- John Evans – master of ceremonies for convocation.
- Followed by **AGO Reception** until about 10:00 pm – welcome from Sarah Diamond, executive director of curatorial affairs, possibly others. Canadian Wing of the gallery will be open for browsing, as well as retail!

Leadership Breakfast: to be held for executives of Ontario Chapter.

Local/Social Events and Society Circle Events on Sunday night: open to options for the evening – social events at local venues? (Musical performance, comedy at the Rivoli, unique pubs/attractions [Ping-Pong or Ballroom]) Ideas are welcome.

2. CONFERENCE CALL FOR VOLUNTEERS

(Presented by the conference planning committee co-chairs)

A number of open calls for volunteers were presented and described in detail. A separate 'call for volunteers' document has been produced and will be distributed to the chapter. While some volunteer positions were filled, many still remain vacant. Those interested in volunteering are invited to respond to the individuals in charge of each.

- **Proceedings Editor** – responsible for collecting all papers, printed, power point presentations – to be published in proceedings. Interest shown from Leslie Bell, Brock U.
- **Workshop Highlights** – 8 volunteers are needed to escort participants to the workshops – meeting at conference hotel and going with participants to workshops.
- **Publicity Highlights (Victoria Sigurdson, OCAD U):** the website is up and running and another significant update will be applied soon. Hospitality coordinators have been integrated in the publicity process – volunteers are needed to work with Peggy Haist, Danielle Manning, and Victoria Sigurdson to create some sort of guide featuring places of interest in the city, as well as social media assistance. Amy Weir, iSchool; Marta Chudolinska, OCAD; and Jenny Strickland, Ithaca have volunteered to assist.
- **Local Arrangements/Tours:** looking for volunteers to accompany tours, assisting attendees with tours and excursions – one tour leader and one

shepherd are required for each full day tour, only one shepherd needed for half day tours.

- **Exhibits (Kari Horowicz, RIT and Larry Pfaff, AGO):** a big push has been put forward to attract Canadian vendors to the list of exhibitors this year – exhibit hall ambassadors are needed to assist exhibitors with a variety of needs. Victoria Baranow, iSchool; Anete Ivsina, iSchool; Katherine Spence (interest); Barb Duff, RMG (interest), Marta Chudolinska, OCAD (interest), Jim Forrester (to be contacted), OCAD U.
- **Hospitality/Registration Desk (Peggy Haist, UofT):** many volunteers needed for hospitality desk, including the stuffing of conference bags – Linda Morita; Lynda Barnett; Lynne Austin; Randall Speller, AGO; Barb Duff, RMG; Catherine Spence; Mary Williamson; Victoria Baranow, iSchool; Amy Weir, iSchool.
- **Meeters and Greeters (Zita Murphy, Ryerson and Jill Patrick, OCAD U):** ?
- **Local Development (Jill Patrick, OCAD U; and Fundraising Team: Fran Scott (Rennsaelaer), Kartina Doktor, Paulina Rousseau).**
 - A Conference Prospectus has been developed that includes opportunities to sponsor various events throughout the conference. Volunteers are needed to:
 - Join the Fundraising team – work will commence November 1 and continue until the conference. Each person would be responsible for contacting approximately 10 names.
 - Volunteers to work independently to plan, organize, and run fundraising events prior to the conference. Volunteer interest from Anete Ivsina, iSchool (Booksales).

3. CONFERENCE PRESENTATION/BREAKOUT SESSION

Conference Host City Presentation (Victoria Sigurdson):

Victoria Sigurdson presented the “Colouring Outside the Lines” conference presentation that was introduced last year in Minneapolis. The presentation highlights a number of Toronto’s attractions and places of interest, and particularly emphasizes Toronto’s diversity and affinity for the arts.

Breakout Session: Hospitality and Publicity (Peggy Heist, Victoria Sigurdson, prepared by Danielle Manning):

To continue to build on the excitement of bringing the conference to Toronto, a “Top of Toronto” list of Toronto’s highlights and hotspots will be developed in the coming months, which will be provided to conference attendees. The information will be distributed using blogs, social networking, and other outlets that pertain to special interest groups.

Much time was spent brainstorming for the “Top of Toronto” listing, with many great suggestions considered amongst the chapter members in attendance. A list of all categories

will be made available online shortly. Any further suggestions for categories, locations, are welcome – and can be emailed to Peggy or Victoria.

- **Sample** top of Toronto recommendations would include things like restaurants (cafes, sandwich shops, fast food, mexican, thai, late night); art institutions; shopping; design, accessory and jewelry; gift shops and souvenirs; alternative?; toys and puzzles, games; children; books and music; zines & graphic novels; performing arts venues; architectural highlights; parks and gardens; necessities.

[To be added: tours document, Call for Volunteers document, links to schedule and 'top of Toronto' categories online.]