

**ARLIS/NW Chapter Meeting**  
**(ARLIS Conference Edition)**  
Meeting Minutes

*May 2, 2014*

*Present:* (18): Suzanne Rackover, Dan McClure, Daniel Payne, Alan Michelson, Sarah Seymour, Joel (student), Traci Timmons, Paula Farrar, Angela Weaver, Bronwyn Dorhofer, Tad Suzuki, Danuta Swarovloski, Elsa Loftis, Sylvia Roberts, Kris Kern, Students (2), D. Vanessa Kam

*Next meeting:* **TBA**

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**Introductions:** Suzanne asked for introductions from group members about current business at respective institutions.

**Seattle Conference Update:** Angela and Alan had a meeting with the Fort Worth group to see about the process behind conference planning. A joint conference taskforce will be created and Seattle folks will wait to meet after that to create any sort of organizational framework for upcoming responsibilities. Alan will circulate notes from this meeting to the group for review. He encourages chapter members to take on roles to help support the upcoming conference. TEI representative Robert will work with Seattle folks to secure a conference location. Traci mentioned that the theme is '*Natural Connections*' with special attention between environment, and the connection between ArLIS and VRA, as well as landscape architecture and urban planning. This theme will help us to broaden our focus and talk about our strengths. Two key note speakers are wanted for this conference to help captivate the audience.

**Chapter Branding Update:** Suzanne mentioned that the ARLIS/NA Northwest Chapter logo update project can align within a larger conference look. Our website will need to be updated as well, and Suzanne asked about new templates. Most chapter websites use Wordpress to keep their websites up-to-date and to upload the latest documents. We are also looking for volunteers to help us create more of a social media presence in anticipation of the 2016 conference. If there are people in the group interested in working with the us to help out with website and social media presence, please email Suzanne.

**Sarah Seymour** kindly volunteered to help.

We are planning an additional meeting to try to get this project off the ground. **Themes to emphasize: images pertinent to our chapter, specific colors, Northwest trees, etc.** April is the month the conference is projected to be in 2016. We are encouraged to promote from within to students or other interested parties to get involved in the branding process for a national-level event.

**Finances/Membership Report:** As of December 31, 2013 our account information is as follows: Community Service Account \$1,379.00 in Canadian funds, \$3000 Canadian, Canadian with exchange rate: \$4,360.00 . US Dollar \$585, \$4960. 50. Membership dues: added \$300 to that balance. Number of members: 42 listed on the spreadsheet, but not all have been active the last number of years. 23 paid memberships for 2014. Suzanne is working on creating a PayPal account for chapter dues, trying to move away from paper. Donations and so forth are easier to gather from Paypal. Should be a fairly straightforward process to make this the main method for memberships. Membership Numbers: Alaska, British Columbia, Oregon, Washington, Idaho, Alberta: try to encourage students and colleagues to join our chapter! Traci mentioned that a 'boilerplate' introduction we can use for recruitment would be a good idea to attract new members. Alan mentioned that the Executive Board has grant funds available for special projects such as ours. Suzanne mentioned going to library schools to attract new students . Volunteering is a great way for people coming out of school to connect and opportunities to become more involved with the chapter. ArLISNAP is a great resource to connect with about our project.

**Other Business:** Traci mentioned that there is an informal wiki where folks from VRA and ARLIS can share ideas about the upcoming conference and we can invite those interested in this gathering space. Traci mentioned that folks should send her an email [tracit@seattleartmuseum.org](mailto:tracit@seattleartmuseum.org)