

**ARLIS/NA NW Chapter  
Business Meeting Minutes  
Irving K. Barber Learning Centre  
University of British Columbia  
November 8, 2008**

The Chair, John Burchard, convened the meeting at 11:15am with fifteen in attendance: 8 members and 7 non-members and affiliates.

**2007 Business Meeting Minutes**

Motion passed: The minutes of the 2007 Business Meeting were approved.

**Report by Marilyn Nasserden**

Marilyn's term as ARLIS/NA Canadian Representative and Board Liaison is complete. John thanked her for her service to ARLIS/NA and to our chapter. From the last ARLIS/NA Board Meeting, she was able to report:

- A Canadian Representative was maintained on the ARLIS/NA Board.
- Round Tables have been changed to Interest Groups.
- An increase in dues was approved.
- A Board Chapter Liaison position was created as per the Assessment Task Force recommendations.
- There was a discussion of looking into a French translator for the Society, but was ultimately decided against. Presentations given in French, however, will be accepted for ARLIS/NA Annual Conferences.
- There was an IFLA meeting August 10-14, 2008 in Quebec City.
- There will no longer be Regional Representatives. Functional roles like Education, etc. will exist. The Canadian Representative (mentioned above) is there to add international flavor, rather than be a Regional Representative.

**ListServ Report by Carol Goldsmith**

The listserv is still being maintained at Simon Fraser University. Anyone may join, but only members on the list may post. A list was sent around with current list members.

**2008 Travel Awards Report by Traci Timmons**

The Chapter offered two \$250 travel grants to attend the April ARLIS/NA Annual Conference in Denver. Martha Gonzalez Palacios and Marilyn Nasserden were the recipients. Each submitted a travel report that is posted to the chapter web site.

The Chapter also offered a single \$200 award to attend the ARLIS/NA NW Chapter Fall Meeting in Vancouver. The Chapter received one application from Traci Timmons and, because she was the single applicant and all the criteria for the award were met, Traci received the award.

**2009 Travel Awards by John Burchard**

Due to rising hotel/conference costs and lack of applicants, it was proposed that the Chapter offer a single larger travel award for the Annual Conference. The Chapter voted

that a single travel award for at least \$500 (US) would be awarded for travel to the next Annual Conference. Additionally, the Chapter voted to continue the single \$200 (US) travel award for the Fall Chapter Meeting.

The question was raised as to whether the funds are in US or Canadian dollars. We agreed that the funds would be in US dollars.

### **Treasurer's Report by Interim Treasurer Paula Farrar**

Martha Gonzalez Palacios resigned from her role as Treasurer in August 2008 as she has a new job at the University of Texas at Austin. As Paula Farrar had signing authority on the VanCity account, she offered to be Interim Treasurer until a new treasurer could be elected at the annual fall chapter meeting. Due to these circumstances, the 2008 financial report will be delivered later on via email by the new treasurer.

As membership dues from 2008 did not even cover the two travel awards to the annual conference, it was suggested that chapter meeting fees and membership dues be raised to help accommodate expenses. It was noted that chapter meeting fees are set by the meeting organizer and thus can be easily increased. A change in membership dues would need to be approved by the membership and as there were only 8 members in attendance it was decided that the Executive Committee will look into this and send out an online ballot.

Clarification was needed regarding timeframe of dues: is it twelve months from time of payment or is it a calendar year? The Chapter agreed that it should be the calendar year (in accordance with Chapter Bylaws, Article V.D.) Anyone who pays Chapter membership dues now will be paying for calendar year 2009.

There was a brief discussion of membership rules -- particularly in relation to Article V.E. of the Chapter Bylaws, which states 'If a member's dues remain unpaid for one membership year, the membership shall be considered terminated.' This clause may need to be revised or expanded to clarify issues such as membership dues deadlines, eligibility for benefits, presence on the mailing list and online directory, etc. Not enough members were in attendance to have a quorum, so the discussion will be tabled and possibly addressed via email.

Explanation was also needed on the differences and benefits of institutional vs. individual membership. Institutional membership can carry only one name.

It was decided that only paid members could apply for travel awards.

### **Changes in Art Documentation**

Art Documentation will be a peer-reviewed journal beginning in 2009.

### **Nomination Committee Report by John Burchard**

Vanessa Kam, UBC Library, agreed to partner with John as the Nominating Committee. Paula Farrar is the new Chapter Chair. Traci Timmons will remain Secretary. Marilyn Nasserden will be Treasurer. The Vice Chair/Chair-Elect position remains open.

**Fall 2009 Meeting by John Burchard**

Traditionally, the Vice Chair/Chair-Elect has been responsible for hosting the Chapter Meeting. Does that always need to be the case? A location will be suggested later on.

An additional discussion ensued on how to raise Chapter membership. Members will be thinking about this over the next few months and work on strategies for recruiting new members.

**Member Announcements/Other**

Marilyn Nasserden announced that the Committee was accepting applications for the *Melva J. Dwyer Award*. The award is given to Canadian creators of exceptional reference or research tools relating to Canadian art and architecture; however, you don't have to be Canadian to make nominations.

The meeting adjourned at 12:25pm.

Respectfully submitted,  
Traci Timmons, Secretary