

**ARLIS/NA NW Chapter  
Business Meeting Minutes**  
Seattle Art Museum  
November 3, 2007

The Chair, Hollis Near, convened the meeting at 2:50pm with twenty members and affiliates in attendance.

**2006 Business Meeting Minutes**

*Motion passed:* The minutes of the 2006 Business Meeting were approved.

**ARLIS/NA Canadian Representative and Board Liaison Report** by Marilyn Nasserden

- Ballots will be sent out regarding:
  - The change to the Board positions from regional representatives to functional roles, e.g. Development, as recommended by the Assessment Task Force with the exception that a Canadian Board position will continue to exist, called a Canadian member-at-large, as recommended by Canadian members
  - The change from Round Tables to Interest Groups as recommended by the Assessment Task Force (Divisions and Sections will continue to exist as a result of further input from the membership of these groups at the Atlanta conference), and
  - Changes to the membership structure as recommended by the Membership Committee with member input through the membership survey. Dues are not included in the Society's bylaws therefore a change in dues does not require a vote. The Board will be working with the Membership Committee in the development of a new dues structure.
- A Board Chapter Liaison position has been created as per the Assessment Task Force recommendations.
- The President/Chair of each Chapter should appoint someone to represent the Chapter/take their place at the Chapter Officers' Meeting at the Annual Conference if they are unable to attend.
- There was a discussion of looking into a French translator for the Society. The Publications Committee is pursuing this, along with a possible Spanish translator.
- All Society awards will now be under a single awards council. The Melva J. Dwyer Award will also come under this new awards council, but will maintain its current focus, being "given to the creators of exceptional reference or research tools relating to Canadian art and architecture." Applications will be accepted soon for this award. Check the ARLIS/NA or ARLIS/NA Canada web site for details.
- The Wittenborn Award Committee will be moving around from region to region.
- There will be an IFLA meeting August 10-14, 2008 in Quebec City. There may also be an ARLIS/NA Canada Chapter meeting to coincide. Look for details.
- The Membership Committee reported that there will be structure changes with regards to dues, but that this will not be implemented until next year (at the earliest).
- The Annual Meeting will be held in Denver May 1-5, 2008.
- There are a number of open positions throughout the organization. Marilyn encouraged everyone to consider getting involved. It is a great chance to meet others in the organization and be exposed to a number of valuable opportunities.

**2007 Travel Awards Report** by Traci Timmons

The Chapter offered two \$250 travel grants to attend the April ARLIS/NA Annual Conference in Atlanta. The Executive Committee received one application and reviewed it relative to the criteria and awarded the grant to the applicant, Martha Gonzalez Palacios, who then submitted a report of the conference.

The Chapter also offered two \$100 travel grants to attend the Chapter's annual fall meeting. Again, the Chapter received one application from Martha Gonzalez Palacios. Since there were no other applicants and all criteria for the award were met, the Executive Committee was pleased to grant the award to Martha.

**Treasurer's Report** by Hollis Near (for John Cull)

See Addendum A for full report..

Last year we opened the fiscal year on Nov. 1, 2006 with \$4,165.55 and closed on October 31, 2007 with a balance of \$5,168.76. Traditionally, the Treasurer has also been responsible for membership. The new fiscal year will begin January 1 and renewal notices for members and affiliates will be available on the web site then.

**Web Site Report** by Hollis Near

There are no major changes to the site to report. It continues to be updated on a regular basis. Cate Cooney, the Chapter Liaison from the ARLIS/NA Board, asked if we would be interested in using ARLIS/NA server provided space, rather than personal ISPs as we have been doing. Using ARLIS servers might be a bit more official and stable than individual hosting services. However, there are concerns about being able to update the site quickly and possible red tape. Hollis will follow up on any discussions around this.

**Nomination Committee Report** by Hollis Near. Lori Johnson, Oregon College of Art and Craft, agreed to partner with Hollis as the Nominating Committee.

**Vice Chair/Chair-Elect:** Paula Farrar, Librarian, Fine Arts Library, University of British Columbia

**Treasurer:** Martha Gonzalez Palacios, Librarian, University of British Columbia

**Report on Chapter Insurance** by Hollis Near

At the last Chapter Meeting, we voted to use waivers in lieu of insurance. All participants to this year's Chapter Meeting signed the waivers. Last year we voted to form a committee to explore insurance and liability for the Chapter. No one was available to participate. Cate Cooney, Chapter Liaison for ARLIS/NA Board, inquired to our decision on the matter. Hollis recommended that we move to not be insured.

*Motion passed:* The ARLIS/NA NW Chapter votes to decline chapter insurance.

**New Business**

A suggestion was made that the next annual Chapter Meeting will be held in Vancouver, BC and the University of British Columbia (at their new educational facility) and Vancouver Art Gallery.

*Motion passed:* The Fall 2008 ARLIS/NA NW Chapter will be held in Vancouver.

**Other Business**

Alan Michelson, Chair of the ARLIS/NA Research Awards Committee, announced the January deadline and encouraged participation for the following awards: Worldwide Books Award for Publications, Worldwide Books Award for Electronic Resources, and the H.W. Wilson Foundation Research Grant. See [http://www.arlisna.org/about/awards/awards\\_index.html#research](http://www.arlisna.org/about/awards/awards_index.html#research) for more information.

Eileen Markson, Copy Editor of *Art Documentation*, announced that Northwest Chapter member Vanessa Kam will have an article in the upcoming fall issue. Additionally, there will be an article from the Clark Art Institute related to helping patrons with research needs around works of art they own and an article about cataloging Chinese landscape painting.

The meeting adjourned at 3:50pm.

Respectfully submitted,  
Traci Timmons, Secretary

**Addendum A – Treasurer’s Report**

<b>ARLIS/NA Northwest Chapter</b>		
Financial Report      November 1, 2006- October 31, 2007		
<b>Receipts</b>		
<b>Item</b>	<b>Note</b>	<b>Amount</b>
Membership dues	2006 dues received since last report	511.30
Donations		6.00
Meeting Revenue	Annual Meeting, November 2006	528.00
Fund-raising		0.00
Other		0.00
Bank Interest	Includes term deposit interest, share dividend	144.55
Total		\$1,189.85
<b>Expenditures</b>		
<b>Item</b>	<b>Note</b>	<b>Amount</b>
Meetings	Annual Meeting, November 2007	80.00
Meetings	Annual Meeting, November 2006	0.00
Bank charges	US\$ Account at VanCity C.U.	36.00
Bank Charges	Returned Cheque	3.00
Miscellaneous	Copying,	0.00
Conference support	ARLIS/NA 2007 donation	250.00
Travel Awards	ARLIS/NA 2007, Chapter Meeting	350.00
Office		0.00
Postage & delivery		0.00
Total		719.00

<b>Balance</b>	<b>Revenue/Expenditures</b>	<b>+470.85</b>
Opening bank balance	November 1, 2006	4,165.55
Closing bank balance	October 31, 2007	5,168.76
Difference	increase	<b>+1003.21</b>

**Notes**

All amounts are in U.S. Dollars. Two **travel awards** were given to Martha Gonzalez Palacios. It is worth noting that the Annual Meeting in Portland, November 2006 was carried out at no cost, due to the diligence of the organizers in arranging for donations and free services. There is a discrepancy between the balance of revenue over expenditures (\$470.85) and the increase in the cash balance (\$1003.21). The extra \$532.36 in hand may be attributable to changes in exchange rates during the year. The Canadian dollar has risen to an all-time high of US\$1.06. The Chapter may wish to shift some of its funds from Canadian to U.S. dollars at this point to hedge against possible adverse changes in the exchange rate in the future.

Funds are on deposit in an interest bearing account:

Account #        0053084083        \$519.74  
 Bank of America Fourth at Madison Branch  
    1001-4<sup>th</sup> Avenue  
    Seattle WA 98154

And in a Community Service Account, also interest-bearing:

Vancouver City Savings C.U.        106-1901 Rosser Avenue  
    Burnaby BC V5C 6R  
 Account #        597856        \$3932.18        (CDN\$ 3,729.22)

This account includes a cashable term deposit for CDN\$2,000.00 (US \$ 2,109.71)

And in a US\$ sub-account, non-interest bearing

Account #        597856        \$716.84

The US\$ sub-account has a monthly service charge of US\$3.00.

The other accounts have no service charges.