

**ARLIS/NW Chapter  
Business Meeting Minutes**

Seattle Public Library, 11/20/04

Chair Ed Teague convened the meeting at 9:05am with approximately 20 members and guests in attendance.

**Announcements**

The death of member Diana Cooper, University of British Columbia from 1966-present, was noted by Cheryl Seigel. Diana was an avid and energetic gardener. She is remembered for the muffins and floral arrangements she provided at Vancouver meetings. A chapter donation was made to the Van Deusen Botanical Gardens for the purchase of books in Diana's memory.

**Approval of Minutes**

John Cull reviewed minutes of the annual business meeting. The minutes were approved with one change: the meeting was held at the Tacoma Art Museum (not the Tacoma Art Gallery).

**Financial Report** by John Cull, Secretary-Treasurer

Cash flow was slightly negative but, because most funds are in Canadian currency and there was a shift in currency exchange rates, the cash balance showed a slight increase.

Opening cash balance 1/1/04: \$4602.04 U.S.

Closing cash balance 10/24/04: \$4697.67 U.S.

See "Financial Report January 1, 2004-October 24, 2004" for complete details.

Later in the meeting, the chapter approved a \$200 donation to ARLIS-NA National Conference welcome party.

**Webmaster Report** by Hollis Near

Hollis reported that webcrawler issues raised at the February meeting have been addressed. She noted her willingness to post photos for the ARLIS-NW website.

**Listserv Report** by Carole Goldsmith

Carole asked the group to consider whether the list should be open only to chapter members. She noted that the list is not very active and suggested that the list be open only to members: for example, looking at the website is a better way to learn about the chapter. Discussion indicated a preference for leaving the list open. It was noted that some members are not always current on their membership, but should be able to retain access. The group voted to leave the list open to all. Carole sent around an email list for corrections/deletions. She also noted that the list will move from majordomo to another software package.

**ARLIS-NA Report** by Peggy Kieran, Western Regional Representative and Jonathan Franklin, Canadian Representative  
National Conference, Houston 2005

The conference will be held in Houston March 31-April 6. There will be a chapter officers' break-out session at breakfast one morning. Concerns/questions to be addressed should be directed to Peggy or Jonathan in advance. This meeting will be a great opportunity for chapters to talk with each other about common concerns/issues.

Chapter Relations

A recent ARLIS-NA audit revealed that chapter financials are not being reported to ARLIS-NA. A task force is working on this issue and we may need to report for 2004. For information gathering purposes only, Jonathan and Peggy asked if the Northwest chapter is incorporated or

has liability insurance. The chapter has neither, which is the case for other chapters surveyed thusfar. ARLIS-NA will necessarily be examining the relationship between the chapters and the national organization to comply with IRS regulations.

Other announcements

The ARLIS-NA website is undergoing major redesign. Estimated completion is 1/1/05. There was a call for nominations for the Melva J. Dwyer Award, for Canadian members. Nominations should be sent to Jonathan by 12/31/04.

**Nominating Committee Report** by Cheryl Siegel

The committee nominated Jane Devine, Vancouver CA, for vice-chair. Jane recently returned to Vancouver from a position at Notre Dame. She served as the Canadian representative to ARLIS-NA several years ago. Cheryl noted that it would be good to have a Canadian chair during the 2006 Banff conference year. The chapter approved Jane's nomination as vice-chair for 2005.

**Travel Awards Report** by Cheryl Siegel

A document prepared by Cheryl Siegel and Carole Goldsmith, "Conference Travel Award, NW Chapter of ARLIS-NA, November 2004" was distributed. The document proposed an award for a member to attend the ARLIS-NA annual conference or a regional conference. There was discussion on how the awards would be granted, frequency, and qualifications. John Cull suggested that the amount to be awarded be approved at the annual membership meeting, based on a recommendation from the executive board. A motion to create a travel award with funding was approved by the group. Thanks were extended to Cheryl and Carole for their work.

**Banff Conference Planning Update** by Marilyn Naserden

The conference is scheduled to be held May 3<sup>rd</sup>-11<sup>th</sup>, 2006 but will probably conclude earlier. The planning committee would like for all programming to occur within a 4 day period. The conference will be held at the Banff Springs Hotel, an old railroad hotel, which has been restored to its full glory. Marilyn is looking for speakers on the following topics: Canadian arts and architecture, western arts and architecture, railway hotel architecture, distinguishing between different types of prints, professional development programs, green architecture, gardens, cowboy culture and art, and contemporary art. Because the conference will not be held in a large city, the traditional venue, there are more opportunities for evening events and programs. Marilyn is concerned about drawing a large number of regional participants and encouraged the group to send ideas that will specifically draw these people.

Ed concluded the meeting by introducing the incoming chair, Jodi Fenton, Seattle Public Library. The meeting was adjourned at 10:20am.

Respectfully submitted,  
Sharon Winters  
Tacoma Art Museum