

## **Minutes**

ARLIS NA/ Northwest Chapter 2003 Annual General Meeting  
February 14, 2004. Tacoma Art Gallery

Chair            Ed Teague

Present        John Cull, Carole Goldsmith, Jodee Fenton, Cheryl Siegel, Traci  
Timmons, Ed Teague, Carol Cull, Sharon Winters, Connie Okada, Hollis  
Near, Christine Sundt,

Recorder      Carol Cull

### ***Welcome and Introductions***

Ed Teague welcomed the members and guests attending the meeting. Members and guests introduced themselves and their institutions. Sharon Winters reviewed the program for Saturday and Sunday.

Distributions:

- Agenda
- Conference Program
- Membership Directory
- Financial Report
- 2004 Draft Budget

### ***Previous Minutes***

Minutes of the 2002 Chapter Annual General Meeting (December 7,2002) were distributed and approved, with the following corrections:

- Venue for the meeting was actually University of British Columbia  
M/S/C            Cheryl Siegel/Christine Sundt

### ***Annual Reports***

#### **Chair's Report**

Ed Teague reported that the principal activity for the Chapter in 2003 was organization of the successful Arlis/West Regional Conference in Portland. He drew members attention to the full report available on the Chapter's web site. The 2004 AGM will be held at the new Seattle Public Library. Jodee Fenton agreed to poll the members by e-mail to determine the best weekend in November 2004.

The Report was accepted.

#### **Treasurer's report December 1, 2002-December 31, 2003**

The Treasurer circulated the Report. The Final Budget Report on the Arlis/West Conference was also distributed for information. John Cull noted that the financial

surplus from the Arlis/West Conference (U\$ 530.00) was included in the Chapter Financial Report as a Revenue item. He also reported that:

- John Cull and Cheryl Siegel have signing authority on both accounts
- A US\$ account was set up in 2003 on the VanCity account to facilitate payments

Motion            To accept the Treasurer's report  
M/S/C            Carole Goldsmith/Christine Sundt

### **Proposed Budget for 2004**

Discussion regarding allocating funds for the Banff Conference, and for Travel Awards for Conferences. Carole Goldsmith and Cheryl Siegel agreed to develop recommendations for a travel award program. VRA was suggested as a model to be investigated. The Treasurer was also advised to hold money in reserve for sponsorship of the welcoming banquet at the Banff Conference. The amount suggested was \$1500.

### ***New Business***

#### **Constitution**

Notice of Motion #1 (To allow an additional Executive position as Secretary)  
M/S/C            Cheryl Siegel/Jodee Fenton

Notice of Motion #2 (to allow for remote balloting)  
Jodee agreed to bring forward information regarding use of the Chapter's web site at the next AGM.

Tabled  
M/S/C            Christine Sundt/Jodee Fenton

#### **Communications**

Hollis Near was thanked for her excellent work on the Chapter web site. Hollis asked members to comment to her on any design issues or desirable features. The Directory section was to be revised after the Meeting. Members were asked whether they still wished to have their contact information including web addresses publicized. A suggestion was made to change the e-mail addresses to text rather than "mailto" direct links. This might reduce the volume of spam received. Further discussion of the web site and the list serv will take place at the next AGM.

#### **Elections**

The following slate of candidates was elected by acclamation. The new position (Secretary) will be filled by appointment, as no nominations were received.

Chair	Ed Teague
Vice Chair (and Chair-elect)	Jodee Fenton
Treasurer	John Cull
Past Chair	Cheryl Siegel

**ARLIS/NA Conference 2006.**

Marilyn Nasserden, Local Arrangements co-chair reported on preparations for the Conference in Banff. The principal venue will be the Banff Springs Hotel, but some events will take place at the Banff Centre. Jill Patrick is sharing the planning with Marilyn. The program will be determined after the 2005 Conference.

**Adjournment**

Motion: To adjourn the meeting

M/S/C Cheryl Siegel/Hollis Near