

## **Minutes**

ARLIS NA/ Northwest Chapter Annual General Meeting  
December 1, 2001. University of BC, Koerner Library.

Chair            Diana Cooper

Present        John Cull, Diana Cooper, Carole Goldsmith, Jodee Fenton, Cheryl Siegel, Kristin Bayruns, Peggy McBride, Lynn Brockington, Sheila Wallace, Danuta Zwierciadlowski, Anna Wilkinson, Cathy Zimon, Ed Teague, Theresa Iverson, Melva Dwyer.

Recorder      John Cull

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

Diana Cooper welcomed the members and guests attending the meeting. She spoke on behalf of the host, University of British Columbia, noting some of the significant developments at the institution that year. Members and guests introduced themselves and their institutions.

### ***Previous Minutes***

Minutes of the previous Chapter Annual General Meeting (November 12, 1999) at the University of Washington were distributed and approved  
M/S/C            Carole Goldsmith/Cheryl Siegel

### ***Annual Reports***

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

Diana Cooper reported as follows:

The chapter officers for 2001 were:

Diana Cooper, Chair            Cheryl Siegel, Vice Chair/Chair Elect  
John Cull, Sec./Treas.        Cathy Donaldson, Past Chair

The year 2001 started with a sad note, but ended with renewed optimism. The year began for Northwest Chapter with an earthquake strong enough to send books flying off shelves. This added to the shock of unexpectedly losing Rose Emery of the Vancouver Art Gallery Library and Peter Grewenow of the University of Washington Library. Several members of the chapter attended the Los Angeles ARLIS conference. These members and others contributed to the gift basket for the fund-raising silent auction at the conference.

After a quiet previous year and feeling sad at losing Peter and Rose, the chapter executive decided to plan a stimulating spring meeting to share experiences from the Los Angeles ARLIS conference.

The spring meeting was held at the Vancouver Art Gallery on May 4, 2001. The chapter business meeting was auspicious in the oak panelled former courtroom in the Vancouver Art Gallery. The Gallery occupies a building that was once the Law Courts of B.C. This was followed by a catered buffet lunch in the Gallery library, a presentation by the well-known disaster planning consultant, Guy Robertson, and a gallery tour of Canada's foremost 19th century painter, Cornelius Krieghoff. Attendance was good and several new members were present.

At this spring chapter meeting 2 committees were established - a by-law committee to review the chapter bylaws and the Banff Meeting Planning Committee to organise a mini-conference at the Banff Centre in May 2002. Work on the by-laws began immediately. The committee consisted of Diana Cooper, John Cull, Cheryl Siegel, Carole Goldsmith and Ed Teague. The committee identified nine amendments. A ballot was sent out the membership in fall 2001.

Marilyn Nasserden of the University of Calgary agreed to act as chair for the Banff Meeting Planning Committee and the following members were asked to be part of the committee: James Rout of Banff Centre, John Cull of Vancouver Public Library and Carole Goldsmith of Simon Fraser University. As this is a large undertaking, other members will help out when needed. This regional mini-conference will be co-sponsored by the Northwest Chapter and the Canadian Chapter.

There were changes made to the chapter website by Hollis Near of the Cornish College of the Arts in Seattle. Programs, meeting minutes, and reports from past meetings were added. Chapter recipes, accompanied by coloured drawings by a chapter member, and minutes and a cartoon of the spring meeting were also added.

The chapter executive had a meeting at the Vancouver Art Gallery on Oct. 11, 2001 to plan the chapter's annual business meeting to be held on December 1, 2001 at the University of British Columbia. It was decided to hold a roundtable at the annual meeting so members could share or demonstrate projects and achievements. Roundtables might be incorporated into more chapter meetings.

Another meeting of the executive was held at Simon Fraser University on November 2, 2001. A tour and lunch followed.

There were several chapter concerns identified and discussed during the year 2001. One of these is the need to attract new members. Interest and activity in the chapter seems to change from year to year between various cities separated by considerable distance - Seattle one year, Vancouver another year, Portland the next. Certain areas of the Northwest might need more encouragement and support during less active times. It was felt that the website should be utilised more.

We might consider advertising more aggressively for new members. One idea is to involve library schools in some of the chapter meetings or programs. Another difficulty is handling the chapter finances in 2 countries. To alleviate the problem, John Cull opened a second account at Vancity Credit Union in Vancouver in addition to the account in Seattle at the Bank of America. The chapter members are looking forward to an interesting mini-conference in Banff in 2002.

### ***Discussion***

Diana was congratulated for her concise and interesting Report. The proposal to involve Library Schools in Chapter programmes was applauded. Members noted that several eminent Library Schools are close at hand. Dates for the Banff Regional Conference were announced (May 31-June 2, 2002). Diana's Report will go forward to ARLIS/NA for information, and will be edited for UPDATE.

Motion: To accept the Chair's Report  
M/S/C Sheila Wallace/Theresa Iverson

### **Treasurer's report January 1, 2001-November 27, 2001**

The Report was circulated by the Treasurer. John Cull noted that the information in the Report was current as of November 27. He will prepare a final annual report at the end of 2001, which will include registrations, and other items presented at the current meeting. The Canadian Bank Account authorized at the last meeting has been opened. The division of funds between the 2 accounts (Seattle and Burnaby) will vary according to need. Both accounts are free. The Chapter may expend funds at any time in the interests of developing the Banff Regional Conference, but these are to be recovered from eventual revenue.

### ***Discussion***

Interest was expressed in the legal status (tax status etc) of the Chapter. The 2 financial institutions have given the Chapter concessions usually reserved for registered charities. The Chapter has not pursued registration under the Society Act in BC., as the reporting procedures are onerous. The Chapter may have official status in the United States, but this is unknown at this time.

Jodee Fenton agreed to arrange for a change of signing officers at the Seattle bank account, removing Catherine Donaldson, and adding Cheryl Siegel.

Motion To accept the Treasurer's report  
M/S/C John Cull/ Danuta Zwierciadlowski

### **By-Law Committee**

Diana Cooper reported on the work of the Committee in 2001. Twenty ballots for approval of the revisions to the By-Laws were sent, and 18 were returned. The amendments were approved unanimously. One respondent expressed concern regarding use of e-mail for official correspondence. The revised By-Laws will be posted on the Chapter Web Page. And on the ARLIS/NA Web Page, after approval by ARLIS/NA. Carole Goldsmith agreed to carry them

forward for approval. The proposal regarding reporting period (meeting-to-meeting) may require approval. Diana was thanked for her work.

## **Banff Conference Committee**

Carole Goldsmith reported on behalf of the Committee. Marilyn Nasserden has agreed to act as Chair for the Committee. James Rout, Carole Goldsmith, John Cull will join her. The Committee has received a positive response from other ARLIS/Canada members, and expects good attendance. A meeting will take place soon. It is recognized that a timely distribution of key information is essential. ARLIS-L and other means will be used:

Itinerary

Registration and accommodation costs

The Committee expects to arrange for accommodation and an event venue at the Banff Centre. The proposed itinerary is as follows:

Friday, May 31      Arrival via Calgary, tours of Whyte Museum (Banff Springs Hotel?) and Reception

Saturday, June 1    Papers and sessions, lunch, dinner (with speaker)

Sunday, June 2     Free morning for snowboarding and moose viewing, return via Calgary.

Programme ideas

Artists Books

Best of the Mountain Film Festival

Digitization projects report---and sessions with local artists (resident in the Centre?)

Mountain Photography (good local collections)

Railway Hotel Architecture

Presentation by Lisa Christensen (Hiker's guide to Art in the Canadian Rockies)

## **Canadian Representative**

Carole Goldsmith reported on her activities in the last year. She attended the Spring Meeting of **ARLIS/ONTARIO**, in London, Ontario, enjoying tours of the London Public Library, University of Western Ontario Special Collections and Art Gallery, and a tour of the University slide collection. This Chapter offers a \$500 travel award to its members. Their Fall meeting was at Elliott Lake. She has kept in touch with **ARLIS/MOQ**, but did not attend their meetings this year. This Chapter has received funding from ARLIS/NA for preparation of an electronic version of their Union List of Artists Files. This Chapter is very active, offering members a regular newsletter, and 3 travel awards. Other News Items:

- Jonathan Franklin is now the webmaster for ARLIS/NA.
- Cheryl Siegel is the local editor (Western Provinces?) for the History of Canadian Art Libraries

- The 2002 Melva Dwyer Award Committee will be Diana Cooper, Rosemary Haddad, Irene Puchalski.
- Irene Puchalski has been appointed (elected?) as Chair of ARLIS/Canada, and Canadian representative to ARLIS/NA.

## **Adjournment**

### **Distribution:**

Financial Report (Treasurer's Report) January 20, 2001-November 27, 2001)

**ARLIS/NA Northwest Chapter**

Financial Report January 20, 2001-November 27, 2001

## CASH FLOW

CASH RECEIPTS	Estimated	Actual	Variance
Donations	50.00	0.00	(50.00)
Meeting Revenue	110.50	110.50	
Membership dues	300.00	265.00	(35.00)
Other			
Bank Interest	2.00	5.33	3.33
Total Cash Receipts	\$462.50	\$380.83	(\$81.67)
CASH DISBURSEMENTS	Estimated	Actual	Variance
Spring Meeting (see notes)	238.54	238.54	
Bank Charges	5.00	5.00	
Donations-ARLIS/NA	00.00	0.00	00.00
Banff Conference	0.00	0.00	
Legal & Accounting			
Miscellaneous	25.00		(25.00)
Office	25.00	0.00	(25.00)
Postage & Delivery	25.00	0.00	(25.00)
Travel	0.00		
Total Cash Disbursement	\$313.54	\$243.54	(\$70.00)
Net Cash Flow	\$148.96	\$137.29	(\$11.67)
Bank Balance (January 1, 2001)		\$726.98	
Bank Balance (November 27, 2001)		\$839.05	
Bank Balance (December 31, 2001) estimate		\$854.05	

**Notes**

All amounts are in U.S. Dollars. Variances shown in (brackets) are negatives. The shortage of \$10 (discrepancy between year end balance and cash flow) may be accounted for by shifting exchange rates.

**Banff Conference** expenditure shown as neutral (0.00) Up to \$500 may be expended in 2001, but no items have been identified at this time.

**Meeting expenses** shown are for costs of the May meeting in Vancouver only, as follows:

Speakers honorarium	\$65	Catering	\$121	Tour
	\$52.54			
<b>Total</b>	<b>238.54</b>			

**Membership dues** are mostly for the 2001 year, but include one 2002 membership (preferred category, \$5). The total also includes a “receivable”, a returned cheque for \$15.

Funds are on deposit in an interest bearing account:

Account # 0053084083 \$434.05 (estimate)

Bank of America Fourth at Madison Branch  
1001-4<sup>th</sup> Avenue  
Seattle WA 98154

And in a Community Service Account:

Account # 597856 \$405.00 (CDN\$ 638.59)

Vancouver City Savings C.U. 106-1901 Rosser Avenue  
Burnaby BC V5C 6R6