

> ARLIS Midstates Chapter
> Fall Business Meeting
> Friday October 2, 2009
> Milwaukee Art Museum, Milwaukee WI

Present:Linda Duychack (U. Wisconsin-Madison), Marc Gartler (Harrington College of Design), Annette Haines (U. of Michigan), Laura Haxer (Harrington College of Design), Kitty Jansen (Eiteljorg Museum), Lindsay King (Northwestern U.), Lyn KOREnic (U. of Wisconsin-Madison), Cheryl Loschko (student, Milwaukee Art Museum intern) Rebecca Price (U. of Michigan),Marsha Stevenson (U. of Notre Dame), Amy Trendler (Ball State U.), Susan Williams (Archivision), Terrie Wilson (Michigan State U.), Heather Winter (Milwaukee Art Museum).

Meeting was called to order at 1:45 p.m., conducted by Chair, Marc Gartler. The meeting's agenda included:

- * Welcome
- * Introductions
- * Approval of Fall 2009 minutes
- * Treasurer's report (Kitty Jansen)
- * Website Committee (Nicole Beatty)(Chapter website hosting)
- * Bylaws changes (Rebecca Price)
- * George Wittenborn Award Committee update (Rebecca Price)
- * Update from ARLIS/NA Board (via e-mail from Vanessa Kam)
- * Elections: vice-chair/chair-elect and secretary treasurer.
- * Fall newsletter (Amy Trendler)
- * 2010 chapter meetings: Boston (April 23-26) and Ann Arbor (Fall)
- * Other new business
- * Announcements

-After the welcome by Marc and introductions, the Fall 2009 minutes were approved by acclamation, including corrections suggested by Amy Trendler. The corrected minutes will be posted on the Chapter's web site: (<<http://www.indiana.edu/~arlismid/>>)

-Kitty Jansen, Midstates Secretary/Treasurer, presented the Treasurer's report. She reported that as of 9/30/09. There were 37 members (this

number includes 2 new regular members and 3 new student members.)
However: Of the 32 2008 members only 20 regular and 3 student members renewed their memberships so far.

The Chapter's checking account balance was \$1,803.79 as of 9/30/09. The balance of the Bill Bunce award account: \$1,300. Expenditures from checking account since 1/1/09: \$250 taken from both accounts for this year's Bunce Travel Award for a total of \$500, plus a \$300 donation for the 2009 conference Welcome Party, plus \$42.50 for the Silent Auction basket, for a total of \$842.50. Income since 1/1/09 was \$500, earned from 22 regular memberships and 6 student memberships.

Amy Trendler made a motion that the chapter would donate \$300 for the Welcome Party at the 2010 conference in Boston; the motion carried.

-Marc Gartler reported on the hosting of the chapter's web site by TEI, ARLIS/NA's new management company. Marc has been talking about this to our web site manager Nicole Beatty and to TEI, and we can just migrate our web site the week after this meeting: TEI will send us the ftp formation on Monday. Our new website URL will be arlismid.arlisna.org unless we request otherwise. We would prefer the domain name midstates.arlisna.org. People will be notified of this migration.

-Marc returned to the discussion we had in the spring whether we would like TEI to handle the collection of the chapter dues. This being rather practical, because the collection of dues has always been problematic and indication of chapter affiliation on the ARLIS/NA membership registration/renewal form has led ARLIS members to believe they have become chapter members also. Some discussion followed about the pros and cons of having only one dues level (TEI can only handle one dues level), about having an affiliate member level (chapter membership without ARLIS/NA membership), and the lack of pro-rated membership dues. (One of the attendees had been disappointed that full membership paid in September only lasted until the end of the calendar year.) A motion was passed that TEI will be asked to handle our dues collection. Students will pay the same dues but will get benefits that will be posted on the chapter web site.

-Next, Marc gave a synopsis of the update from the ARLIS/NA Board, which he had received from Vanessa Kam, University of British Columbia Library, Vancouver, Canada (via email):

- The ARLIS/NA Executive Board had its mid-year board meeting on Sept. 24 and 25 in New York. Amy Lucker will send out a synopsis of the board meeting some time soon.
- The Membership Committee will start sending out notices to urge members to renew their membership in ARLIS/NA. It would be good to get those renewals in before the end of the year.
- TEI has gone on to host other chapter websites. If our chapter would still be interested in this, we should contact Nancy Short.
- Information about TEI collecting our chapter dues:
 - * ALL Members of ARLIS/NA (the Society) have a term end date of 12/31/XX. TEI will ONLY be able to collect Chapter dues if the Chapter also uses this term end date.

* Because collecting Chapter dues is secondary to the collecting of Society dues, TEI's system won't allow our Chapter to have more than one dues level/amount. (Every member in our Chapter must be paying the same amount in dues - NO Intro Rates, Student Rates or another level are possible.)

* No matter WHEN a member joins ARLIS/NA (Feb. or June or Oct) they pay the YEARLY rate - ARLIS/NA does not pro-rate dues depending on when someone joins. Chapter dues would have to be handled in this same manner.

* If a person is a member of a Chapter only, TEI is not sure if they can set-up their system to allow this person to renew their membership on-line. (Right now, an ARLIS/NA member will need to log onto the "Members Only" side of the website to renew their membership. This logging in will also give them access to web pages with information that is supposed to be for "members only." Given a Chapter only member shouldn't have access to this members only area, TEI needs to figure out how this Chapter member can be given access to only renew and nothing more.)

* TEI understands that some Chapters allow people to become members without being a member of the Society. Their system will be able to send out renewal notices to the people who are members of our Chapter only (not the Society), but only if we set the term end date as 12/31/XX.

* TEI's system will only allow collecting Chapter dues from ONE Chapter. It would be up to the member to decide which Chapter they want to designate as their "Primary" chapter and then TEI can collect the dues from that person for that Chapter. Any Chapter that's been designated as a 2nd or 3rd membership by a person will need to collect those dues on their own.

*The ARLIS board is very excited about the upcoming conference in Boston. With the change in the mechanism for gathering conference papers (a call for papers instead of proposing specific sessions) they feel that the conference sessions will be particularly rich. The board wants to encourage all our chapter members to come.

*Vanessa will send out an email soon about ways to reinvigorate chapter membership.

*Finally, the board discussed the Public Policy committee's statement about discarding print. Amy should be communicating to us our recommendation about that shortly.

- Rebecca Price passed out and went over the proposed bylaw changes. They will be posted on the chapter web site for a month, after which the voting will be announced on the chapter list-serv.

These proposed changes are suggested in order to align the Chapter with changes in the international Society (e.g., changes to regional representation at the board level and the possibility of payment of chapter dues to the Society's management firm) and to address a lack of clarity in our nominations process and to reflect the potential of online

voting rather than traditional voting by mail. In addition, there are a couple typos in the current Bylaws that are corrected in these revisions. The brackets represent proposed deletions to the current Bylaws and the underlined passages represent proposed additions to the current Bylaws.

There will be a vote taken on these proposed changes later this fall (2009), at the time of the election of officers.

Proposed Changes to the Midstates Chapter Bylaws (Oct. 2, 2009):

Article III. Dissolution

1. Upon the dissolution of the organization or the winding up of its affairs, the assets of the organization shall be distributed exclusively for the charitable or educational purposes or to organizations which are then exempt from federal tax under Section 501 ©(3) of the Internal revenue Code of 1986 or corresponding provisions of any subsequent federal tax laws and to which contribution are then deductible under Section 170 ©(2) of such code or corresponding provisions of any subsequent federal tax laws. Organizations having (proposes) purposes similar to those of this organization shall be preferred.

2. Should future exigencies make the dissolution of the Chapter necessary, a meeting shall be called to decide the disposal of all monies and other assets of the Chapter. The quorum requisite may be waived at this meeting. Any such disposition shall be in accordance with the Constitution of the Society.

Article IV. Membership and Dues

1. Membership in the Chapter is conditional upon membership in the Society.

2. Any personal member of the Society residing or working in the defined region is eligible to become a member of the Chapter. Any officer may serve any number of nonconsecutive terms. The Chair-Elect may not succeed her/himself. The Secretary/Treasurer may serve a maximum of two consecutive terms. The Newsletter editor may be appointed for a maximum of two consecutive terms.

3. Institutional and business affiliate members of the Society within the defined region may designate one representative who shall be eligible to become a member of the Chapter.

4. Membership(does) dues shall be paid to (the Secretary/Treasurer) according to a schedule which shall be determined by membership vote.

5. The membership year shall be from January 1 to December 31. If membership renewals are not paid (by April 1) of each year, the privileges shall cease in accordance with current job descriptions on file as approved by the Chapter."

6. The Chapter shall have the right to assess additional fees to cover special projects, subject to membership vote.

(7. The Regional Representative of the Society whose territory includes the defined region will be an ex-officio member of the Chapter.)

8. The Chapter shall have the right to assess registration fees for meetings or tours, when necessary to cover costs.

Article V. Privileges

1. Only members of the Chapter are eligible to vote.
2. Members are entitled to receive announcements of meetings of the Chapter and other notices of general interest.
3. Only members of the Chapter may hold elected office or be appointed to committees.

Article VI. Officers

1. The officers of the Chapter shall be the Chairperson, the Chair-Elect, and the Secretary/Treasurer.
2. Officers shall be elected for (the staggered terms of) two calendar years and may be reelected for one consecutive term. Officers serve from January 1 through December 31. The Chair-Elect serves one year as Chair-Elect and one year as Chair. The Secretary/Treasurer serves for two years. An election for Chair-Elect occurs each year. An election for Secretary/Treasurer occurs on alternate years.
3. The Chairperson shall act as chief executive officer of the Chapter and shall preside at all meetings. In addition, the Chairperson shall submit a written report of Chapter activities and a list of Chapter officers to the Executive Board annually. The Chairperson shall file a written report of Chapter activities with the Executive Director of the Society and the Midwest Regional Representative not later than 10 days following the Chapter's regular meeting. Reports may also be submitted to the Society's publications, including the ARLIS/NA web site, as required.
4. The Secretary/Treasurer shall be responsible for all documents and correspondence, the keeping of minutes of the meetings, and the handling of all financial accounts.
5. In absence of the Chairperson, the Chair-Elect shall have the power to call and conduct meetings. In the absence of both the Chairperson and the Chair-Elect, the Secretary/Treasurer shall be empowered to call and conduct meetings. The Chair-Elect is expected to be active in the business of the Chapter.
6. If an officer resigns, a special election shall be held to fill the vacancy. The election shall follow the provisions set forth in Article V. Officers so elected shall serve until the end of the term of the vacated office.

Article VII. Elections

1. (The Chairperson shall appoint a nominating committee and its chairperson by July 1 of the year of the election. The committee shall comprise so more than three members.) The Chairperson shall appoint a nominating committee by July 1 of the year of the election. The committee shall be chaired by the past Chapter Chairperson and shall be comprised of no more than three members.

2. The nominating committee shall present a one candidate ballot with a minimum of one candidate per open office which includes the option to write in candidates at the fall meeting.

3. Nominations may also be accepted from the floor at the fall meeting.

4. Each nominee shall submit a written statement of acceptance and a biography for inclusion of the ballot.

5. Ballots shall be (mailed) made available to members by December 1, (be returned) and voting shall be closed by December 15. (and) The announcement of new officers will occur (made) by January 1. The ballot shall specify (the postmark deadline and the return address) the closing date.

6. The candidate who receives the greatest number of valid votes cast shall be elected.

7. Candidates shall be informed of the results in writing by the Chairperson. Announcements of the names of the successful candidates shall be made at no later than the spring meeting.

Article VIII. Meetings

1. The Chapter shall hold at least two meetings per year, one in the spring and one in the fall.

2. The date and location shall be discussed at the preceding meetings.

3. The Secretary/Treasurer shall (mail notices of) announce via listserv and/or email a meeting at least four weeks prior to the meeting.

4. The Officers of the Chapter shall be responsible for the program, drawing suggestions submitted by the membership.

5. Members may be appointed to assist the officers with planning, and host member(s) shall make local arrangements.

6. A quorum shall be 10 Chapter members.

- As member of the Wittenborn Award Committee, Rebecca Price announced that those who are interested in serving on this committee can still do so. Anybody interested should contact her. Persons already serving on the committee are: Annette Haines, Rebecca Price, Tony White, and Terrie Wilson.

-After this, Amy Trendler made a motion that we establish a standing membership committee in charge of the retention and recruitment of chapter members, and chaired by the Vice Chair/Chair Elect. The motion carried.

-Marsha reported that one person stepped forward as a candidate for the office of Vice Chair/Chair Elect: Jennifer Parker at Notre Dame. Kitty will contact chapter members in Indianapolis for the position of Secretary/Treasurer, since it would be more practical if the chapter's

bank account would stay with the bank in Indianapolis. The elections will be done electronically between December 1st and 15th.

-The 2010 chapter meetings will take place sometime during the International Conference in Boston (April 23-26) and at University of Michigan in Ann Arbor (Annette Haines)(in the fall), possibly in coordination with a VRA Great Lakes Chapter meeting. Another time we could meet in Indiana again, at Notre Dame (Marsha).

-Amy Trendler announced that the Fall Newsletter will be out shortly after this meeting. It will contain contributions from chapter members in memory of chapter member Ursula Kolmstetter, who passed away June 5th.

-There being no other announcements, the meeting was adjourned at 2:30 p.m.

Respectfully submitted,
Kitty Jansen
Secretary/Treasurer ARLIS Midstates Chapter

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