

**ARLIS/NA Mountain West
Virtual Business Meeting (Adobe Connect)
Thursday, 10 November 2011
10AM-12PM MST**

Attendees: Joan Benedetti, Elizabeth Ehrnst, Marly Helm, Eumie Imm-Stroukoff, Jenni James, Meredith Kahn (Chair), Peggy Keeran, Chris Ramsey, Tom Riedel, Nina Stephenson, Julie Williamsen

1. Introductions

- a. Chair Kahn called the virtual meeting to order at 10:04 am MST.

2. Approval of Minutes from March 26, 2011 Meeting (Kahn)

- a. The March 26, 2011 minutes were presented for approval. Helm motioned for approval, Stephenson seconded. Unanimous vote by attending members for approval of minutes as presented with no amendments.

3. Treasurer's Report (Ehrnst)

- a. 23 paid Mountain West chapter members in 2011, decreased from 26 in 2010.
- b. Balance as of November 10, 2011 is \$1536.94 (does not include conference deposits). 2011 expenses included the ARLIS/NA Welcome Party donation (\$100.00) and the Winberta Yao Travel Award (\$500.00). 2011 income totaled \$1859.95 coming from membership dues (\$575.00), Winberta Yao Travel donations (\$200.00), and the virtual conference (\$1084.95).
- c. 2011 virtual conference net profit was \$1084.95 and had 36 paying attendees, which is an increase from the 2010 virtual conference with a net profit of \$431.67 and 14 MW members and 2 non-MW members.

2011 Virtual Conference			
MW Members	16	30.00	480.00
Non_MW Members	20	40.00	800.00
			1280.00
Registrant Fees (per registrant)	36	4.00	(144.00)
Credit Card Fees (per transaction)		4.95%	(51.05)
			1084.95

- d. There was a request to have comparison of past conference revenue (2004-2010) added to the minutes. See below.

Conference	Total Registered	Attending Members	Conference Income	Estimated Expenses	Source
Virtual, 2011	36	16	\$1,084.95 (net profit)	\$195.05 (reg fees)	Registrants and Fees, 2011 Conference, MW Archives
Virtual, 2010	26	14	\$431.67 (net profit)	\$88.33 (reg fees)	Registrants and Fees, 2010 Conference, MW Archives
Tucson, 2006	38	26	\$1,815.00	\$2,643.00	Meeting minutes 10/14/06, http://arlisna-mw.lib.byu.edu/tucson.html
Santa Fe, 2005 (joint conference)	45	23	\$3,200.00	\$4,132.50	Estimated Summary Budget, Santa Fe 2005, MW Archives
Denver, 2004	37	25	\$3,075.00	\$1,636.56	T. Riedel and Meeting minutes 10/29/05, http://arlisna-mw.lib.byu.edu/santafe.html
Portland, 2003 (joint conference)	30	N/A	N/A	N/A	Annual Report (2003), http://arlisna-mw.lib.byu.edu/anrep/03anrep.htm
Cody, 2002	25	16	\$915.00	N/A	Meeting minutes 2002, MW Archives

4. Donation for the 2012 ARLIS/NA Annual Conference Welcome Party in Toronto (Kahn)

- a. Discussion regarding plea from ARLIS/NA to contribute a greater sum to the 2012 annual conference welcome party. The chapter contributed \$100 in 2011. There was discussion

about contributing sums from \$150 to \$250. Unanimous vote by attending members for approval of contributing \$250.

5. ARLIS/NA Executive Board Update (Riedel)

- a. 2012 ARLIS/NA Annual Conference will be held in Toronto March 29 – April 2, 2012 and all are encouraged to attend. The preliminary program is almost ready for public posting. There will be free internet in rooms.
- b. Mid-year Meeting Highlights
 - i. The strategic plan has been approved by the Executive Board, and the organization is moving into the action plan phase. The Strategic Planning Committee will assign action items to various groups, from the Executive Board to Committees, Divisions and SIGs.
 - ii. IRC trip to Mexico was from August 20-26 and had 13 participants. Next IRC trip not yet set, but Scandinavia is being considered.
 - iii. Art Documentation moving to University of Chicago Press in January 2012. Members will have print copies mailed and access to full electronic back files via JSTOR as well as discounts on UCP publications. An editorial board has been established. More information can be found on the ARLIS/NA website.
 - iv. Future joint conferences are on hold due to issues in planning and implementation until guidelines can be established. ARLIS/NA will pursue signing of a financial agreement with VRA before pursuing another joint conference.
 - v. The 2012 budget was approved with a projected deficit of around \$13,000. ARLIS/NA has reserves to buffer the deficit and revenue was projected conservatively so good conference registration or individual membership boost would help defray that. Membership income from business affiliate, institutional and overseas categories will go to UCP in 2012. ARLIS/NA will receive royalties on subscriptions and Art Doc advertising.
 - vi. An ARLIS/NA website redesign/upgrade is in process.

6. Chair's Report (Kahn)

- a. Kahn expressed her appreciation to those involved in setting up the November virtual conference including Peggy Keeran, Carrie McDade, Nina Stephenson, and Liz Ehrnst.
- b. The results from the July 2011 Member Survey were shared. 18 members responded giving us an average rating of 2.1 – fairly high satisfaction with the Chapter. Notable statistics showed that 10 out of 18 members have held leadership positions with those not holding stating they have limited time available. The Chapter received generally high marks for services but there is a need for more informal localized events. In-person conferences were rated as more valuable but survey also showed ambivalence towards in-person conferences. Feedback regarding preferred conference content was used to inform 2011 virtual conference planning and is evident in sessions on emerging technologies and copyright.

7. Virtual Conference Update (Keeran)

- a. Keeran expressed thanks to all members involved in planning and to all who attended.
- b. There were 36 registrants and 24 completed post-conference surveys. Survey results were positive for content but negative for virtual conference software (Adobe Connect). 23 out of 24 respondents stated that they would attend another virtual conference.
- c. Keeran is rerecording sessions that had technical issues and will make recordings and PowerPoint presentations available on the Chapter website. Keeran is looking into the technical issues and the group will consider other software options (Elluminate or GoToWebinar) for future virtual conferences.

8. Committee Reports

- a. Nominating (Helm)
 - i. There are two positions open for next term: Secretary/Treasurer and Vice Chair/Chair Elect. No current applicants for either position though Helm is confident there will be one for each position by the deadline on November 18th. Voting will be in December.

- b. State Membership Coordinators: Marly Helm (AZ), Tom Riedel (CO), Jenni James (NM), Chris Ramsey (UT), Jennifer Mayer (WY and MT)
 - i. There was a gathering of AZ chapter members on June 10th with 6-8 people attending. They may have another local gathering before the end of the year. NM and CO coordinators are also considering local gatherings.
 - ii. Ehrnst will email state coordinators names of members that have not renewed.
 - iii. The state coordinator Google document is no longer used so Helm will remove and archive.
 - iv. There is no state coordinator for Nevada.

9. 2012 Chapter Conference in Utah (Ramsey and Williamsen)

- a. Julie Williamsen offered to serve as Chair for Local Arrangements for a 2012 onsite meeting in Utah. Park City was suggested as a location with a conference theme of film or media. Possible speakers include colleagues working in the area of media, Sundance Institute staff, and Hikmet Sydney Loe (Spiral Jetty).
- b. A survey will be conducted regarding preferred dates. June, September, and October were mentioned as potential dates.

10. Other Business

- a. Future Joint Conference
 - i. Keeran reported that Carrie McDade expressed interest in helping organize a joint conference with the ARLIS/NA Northern California Chapter possibly revolving around land art in the west. Chapter members expressed interest.
- b. Mountain Ledger
 - i. Ideas for content and submissions should be sent to Marly Helm.

11. Acknowledgements & Thanks

- a. Keeran expressed her appreciation to Meredith Kahn for continuing to serve as Chair even though she has moved out of state. Thanks to Chris Ramsey for continuing to manage the Chapter website.
- b. Helm acknowledged the members of the nominating committee, Jenni James and Heather Kline, as well as all those who worked on and contributed to the Mountain Ledger.

Motion to adjourn by Stephenson and 2nd by Keeran.

Respectfully submitted by

Liz Ehrnst

November 15, 2011