

**ARLIS/NA Southeast Chapter Annual Conference**  
**Virtual Fall Business Meeting**  
**3pm, October 15, 2020**

Present: Leah Sherman, Lindsey Reynolds, Maggie Murphy, Breanne Crumpton, Erin Rutherford, Ann Baird, Patricia Gimenez, Kim Collins, Emily Luken, Ann Lindell, Karyn Hinkle, Marty Miller, Ann Holderfield, Peter Klubek, Stefanie Hilles.

Meeting called to order at 3:04pm

**1. Welcome**

- President Leah Sherman welcomed everyone to business meeting, taking place virtually this year in light of the COVID-19 pandemic.

**2. Land acknowledgment for Athens, Georgia (Lindsey Reynolds)**

We acknowledge the Cherokee, Yuchi, and Muscogee Creek peoples, upon whose traditional lands the University of Georgia and Athens-Clarke County are situated.

**3. Netiquette, Self-Introductions, and Self-Promotion**

- Attendees were asked to remain muted and turn off their videos when not speaking
- The Chat was open for communal or private discussions
- For efficiency, attendees were encouraged to type their self-introductions and promotions into the Chat, including: Name, Position, Institution, Self-promotion

**4. Approval of minutes from the Chapter virtual spring business meeting, April 2020**

- Patricia Gimenez moved to approve minutes. Seconded
- Approval of minutes as read

**5. Nominations (Leah Sherman)**

- Two positions are open this year, with one nominee for each position as follows:
  - Vice President
    - Ann Holderfield, Art/Reference & Instruction Librarian, University of South Carolina, Beaufort
  - Secretary
    - Karyn Hinkle, Visual & Performing Arts Librarian, University of Kentucky
- Statements from each nominee were read
- Voting was conducted using the Qualtrics platform, facilitated by Lindsey
  - Voting was limited to current, dues-paying members of ARLIS Southeast
  - Members were instructed to choose one candidate for each position
  - Voting concluded at 3:11pm
- 13 unanimous votes were tallied to approve the new officers

**6. LoPresti Awards (Patricia Gimenez)**

- Patricia Gimenez gave the report of the Committee and named winners for the 36th Annual Mary Ellen LoPresti Publication Award
- Committee: Patricia Gimenez, SCAD, Ann Holderfield, USCB, and Sauda Mitchell, SCAD

- Eligible for consideration for the 2020 award were art and architecture books, exhibition catalogues, electronic publications, serials, and artist's books published/copyrighted during the 2019 calendar year in Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, and the Virgin Islands
- 13 entries were received
  - All states in the Southeast region were represented: Louisiana, Mississippi, Tennessee, Alabama, Florida, North Carolina, South Carolina, and Georgia
- The pandemic made for a unique year
  - Judging could not occur in-person, collectively, so submissions were sent to Savannah, GA first, followed by Beaufort, SC
  - The committee met to discuss entries over Zoom
- This year the Committee selected 3 winners and gave 2 honorable mentions:
  - Scholarly Publication: *Dusti Bongé, Art and Life: Biloxi, New Orleans, New York, J.* Richard Gruber, University Press of Mississippi
    - Presents a biography of the artist's life and work, focusing on her experiences in three American cities - Biloxi, New Orleans and New York City
    - High marks for design and full page, glossy visuals of the artist, her artwork, and facsimiles of ephemera
    - The Committee was impressed with the incorporation of archival materials into the publication
  - Exhibition Catalog: *Material Georgia 1733-1900: Two Decades of Scholarship*, edited by Dale L. Couch, Georgia Museum of Art, University of Georgia, and Spelman College Museum of Fine Art
    - Offers a comprehensive look at Georgia's diverse contributions to early decorative arts and a summary of related scholarship from the past 20 years
    - Surveyed media include furniture, silver, pottery, textiles, basketry and portraits
    - High marks for image and design quality
  - Exhibition Catalog: *Deborah Roberts: The Evolution of Mimi*, edited by Andrea Barnwell Brownlee, Georgia Museum of Art, University of Georgia, and Spelman College Museum of Fine Art
    - The first major publication on the artist's work, including an artist interview and 4 critical essays
    - The Committee enjoyed the interaction between the text and artworks -- It added a unique element to see essays on the artist's work accompanied by and in conversation with the artwork itself
    - The foreword of the publication frames each exhibition at the Spelman College Museum of Fine Art as "an opportunity for critical discourse"
    - High marks for image and design quality -- images of artworks in situ within the exhibition accompanied by ample captions and notes for further exploration
  - Honorable Mention: *Arts of South Asia*, edited by Allysa B. Peyton and Katherine Anne Paul, University Press of Florida
    - Includes essays on the political and ethical dilemmas of exhibiting art from South Asia in Western institutions
    - The Committee noted its informative content and beautiful illustrations
  - Honorable Mention: *Alabama Creates: 200 Years of Art and Artists*, edited by Elliot A. Knight, The University of Alabama Press

- Published to coincide with the State's bicentennial, the publication Features ninety-four of Alabama's most accomplished, noteworthy, and influential practitioners of the fine arts from 1819 to the present
  - Offers biographical sketches and representative examples of each artist's works
- Winners will be sent to Duke University for deposit in the Chapter Archives
- Those entries not selected will be kept and raffled at our next meeting

## 7. Reports and Updates

- Secretary's Report (Erin Rutherford)
  - No report
  - Erin requested that those present self-introduce in the Chat in order to be captured in the attendance record
- Treasurer's Report (Maggie Murphy)
 

Updates:

  - *Bank account transition*
    - After Suntrust received a notarized authorization from the previous Treasurer, Maggie was able to obtain account access and became the primary administrator in late June
    - Going forward, best practices will require two Executive Board members as account signatories
  - *Budget update*
    - While there are some mitigating factors, our membership (and thus revenue from dues) is down this year; additionally, we are not holding a LoPresti Raffle
    - As a result, with regular PayPal fees and incidental expenses (25.79), our conference donation to ARLIS/NA (300.00) and our professional development travel award (500.00\*), ***we are spending (825.79\*) more than we are taking in this year through dues and conference donations (690.00)***
  - *Audit of finances*
    - We do not have a comprehensive record of bank account statements from the past 5 years. Suntrust only provides online access to the previous 16 months of statements
    - To obtain previous statements in order to audit our finances to determine average annual income and expenditures, we will be charged \$5 per statement requested after the first two, which are free

### Budget Report:

#### **Starting Balances (January 1, 2020)**

- Suntrust: 2,582.53
- PayPal: 0.00

**Total balance: 2,582.53**

#### **Income (January 1 - October 14, 2020)**

- Dues received: 450.00
  - Check from ARLIS/NA dated 2/3: 220.00
  - Check from ARLIS/NA dated 5/14: 180.00
  - Via PayPal: 50.00
- Conference donations received: 140.00
- *Hurricane Laura relief donations received: 155.55*

**Total income: 690.00 (+155.55)**

**Expenditures (January 1 - October 14, 2020)**

- PayPal fees: -12.78
- Reimbursement for notarization: -13.01
- ARLIS/NA Conference donation: -300.00
- *Hurricane Laura relief donations: -150.00*
  - *McNeese University Library: -75.00*
  - *Louisiana Library Association Disaster Relief Fund: -75.00*

**Total expenses: -325.79 (-150.00)**

**Closing Balances (October 14, 2020)**

- SunTrust: 2,789.50
- PayPal: 62.79

**Total balance: 2,852.29**

**Still Encumbered**

- Professional Development Travel Award to Chaun Campos: 500

**Total encumbered: 500.00**

- Evidently, this type of loss is not sustainable in the long-term and we want to get a handle on our finances as soon as possible
- Patricia inquired if past statements are in the Chapter Archive at Duke
  - Maggie currently has the past 3 statements in print, received from the past Treasurer
  - While there may be statements in the Chapter Archive, we do not know how recent they are. It is something we will look into, as we are hoping to review at least the past 5 years worth of statements
- Webmaster's Report (Leah Sherman on behalf of Mya Frieze)
  - During her first year as Webmaster Mya has been busy. Over the past year, the following actions have been undertaken:
    - Updated contact information for all Southeast officers
    - Uploaded documents from the past year such as meeting minutes and newsletter issues
    - Created a new page for chapter DEI work most recently, to host the DEI Task Force's report and recommendations
  - In the upcoming year, Mya will look forward to:
    - Continuing to update the membership directory
    - Implementing the recommendations of the DEI Task Force, as they relate to website design and content
    - Implementing other changes as needed or requested
  - If you have any questions or updates for the website, please reach out to Mya directly
- ARTifacts Newsletter Updates (Leah Sherman on behalf of Cary Wilkins)
  - The next *ARTifacts* deadline is December 18, 2020
  - Members are encouraged to send articles on projects they're working on, new developments at their libraries, what they've published recently, or how they've been

- coping with the pandemic. Photos are always welcome. Short articles can go in the Member News section, and longer articles can stand alone
- New members are encouraged to submit short bios and a photograph
  - Travel Award (Leah Sherman)
    - The Southeast Professional Development Travel Award is given to one recipient annually to offset the cost of attending the upcoming ARLIS/NA Conference
    - In 2020, the Travel Award Committee selected Chaun Campos as our winner
      - When the ARLIS/NA conference in St. Louis moved online, Chaun was unable to use the award
      - Last Spring, the Southeast Executive Board decided she could apply the award to our annual meeting in Athens this Fall. However, the Southeast conference also moved online
      - *In effect, Chaun has yet to use her Travel Award*
    - The Executive Board has decided that Chaun must have the opportunity to use her award and to serve on the Travel Award Committee, per the award stipulations
      - As such, we will have Chaun use her award for 2020 in 2021 toward the ARLIS/NA Montreal meeting
      - We will not be putting out a call for an additional, new recipient this year, owing partially to consideration of available funds. At this time, we do not feel that it would be sustainable for our Chapter to give 2 full awards next Spring
    - As we will not be putting out a call for a new Travel Award recipient for the upcoming ARLIS/NA conference, there will not be a Travel Award Committee this Fall
    - We will resume the regular award timeline *next* Fall with a call for applicants for the 2022 ARLIS/NA conference in Chicago
      - At that time, Chaun will serve as Chair of the Travel Award Committee
      - Then-President Lindsey Reynolds will appoint an individual to serve as junior member to help review applicants and select a new winner
  - Mentoring Program updates (Peter Klubek)
    - There are currently large numbers of individuals signed up to serve as mentors, but little interest from prospective mentees
    - Information about the Southeast mentoring program is available on the Chapter website, so please feel welcomed to use this information to recruit
    - If you are interested in serving as a mentor, please contact Peter directly
    - If you have previously signed up to act as a mentor but are now too busy to do so, please let Peter know so that he can remove you from the roster
    - Interested members are invited to join Peter for an informal discussion during tomorrow's Happy Hour to learn more about how the mentoring program works and how to get involved
  - Updates from ARLIS/NA Executive Board (Stefanie Hilles)
    - *Management company search*
      - The Task Force is nearly complete with their undertaking and an announcement is coming soon (possibly by the end of the month)
      - We are continuing to work with AEG through October as the transition to the new firm begins
    - *Membership renewals will be delayed this year*

- Membership renewals typically occur in October, but have been delayed this year due to our transition to the new management company
    - Renewals will start before the end of the year, and membership will be notified as soon as we have an updated timeline
    - Members are encouraged to take a minute to check their contact information is up to date in the ARLIS/NA directory by logging in to the Members Area and clicking on "My Profile." Scroll to the bottom of your profile page to edit your information.
  - *2021 Annual Conference*
    - The conference planning committee continues to meet regularly to plan for the program, and to assess the ongoing effects of the pandemic on travel and professional development
    - Different possibilities are being explored: an in-person conference, an all-virtual conference, and a hybrid of both in-person and virtual
    - Discussion of the conference content is consistently focused on planning an informative and engaging program
    - The call for papers is due to be announced soon. All submitters should be prepared to deliver their papers virtually, if necessary. Those who already know they could only participate virtually are still encouraged to apply
    - We are committed to supporting virtual participation in the conference, regardless of the ultimate format
  - *Current Task Forces*
    - Covid-19 Presidential Task Force
      - A survey will soon be sent out to membership
      - The Task Force wants real time responses about what your institutions are implementing and what's working
      - Stefanie Hilles is the Chapter representative, so please send her any comments or questions you would like passed on to the Task Force
    - Anti-Racism Task Force
      - The Task Force is set to hold its first meeting next week
      - It plans to share information with the ARLIS/NA membership as the work progresses
      - Task force members are: Stephanie Beene, Arthur Fournier, Mar González Palacios, Natisha Harper (Diversity Committee representative to the task force), Dan Lipcan (Strategic Directions Committee representative to the task force), Heather Slania (task force co-chair), Amy Trendler (task force co-chair), and Kiana Webster
      - Expect an email with further details coming across ARLIS-L soon
  - *Questions?*
    - Maggie asked if there is any update with Humanities Commons
      - Stefanie shared that this initiative has been put on hold as ARLIS/NA undergoes the transition to a new management firm
      - The committee has been streamlined, with a person filling in as liaison with Humanities Commons
    - Leah wondered if the Conference Advisory Planning Committee (CPAC) from Montreal would be taking steps to foster online participation. She suggested

that, on the call for papers, there be an option for those who can only present virtually to check their preferred delivery method

- Stefanie welcomed the idea and indicated she would pass the suggestion along
- Stefanie stressed that ARLIS/NA is looking at virtual programming as an opportunity to involve more people, as opposed to fewer. There should not be a worry over exclusion of individuals

## 8. New Business

- Chapter Donation to 2021 ARLIS/NA Conference (Maggie Murphy)
  - In the Fall business meeting, we typically call a simple majority vote on making a donation to the ARLIS/NA Conference for next year
  - The amount we have historically donated is \$300.00
  - With the Fall budget report as it stands, how much do we, as a membership, want to donate for next year?
    - Discussion ensued about the amount to be donated including asks if the amount always sits at \$300.00 and the fact that the bank account is trending down
  - Maggie proposed that we table the vote on the amount until the Spring Business meeting
  - Leah concurred that we could proceed with a vote of affirmation on the donation, and table the amount until Spring
  - Kim Collins asked if our Spring meeting would occur earlier than the conference in May, and pointed out that membership dues from November to April would be entering our coffers
    - Lindsey stated that our meeting will fall within the Conference
    - Maggie noted that we do not receive our dues checks from ARLIS/NA monthly
  - Ann Lindell suggested that if immediate action was needed, with bylaws limiting us to vote now, we could vote to empower the board to make a judicious decision about the donation to the ARLIS/NA conference
  - Leah emphasized that the Southeast Executive Board will communicate updates clearly with the Chapter
  - Ann Lindell motioned to approve this action. Seconded.
  - Approval of action
- 2021 Chapter Conference City
  - Traditionally, the incoming Vice President speaks to the location for the upcoming Chapter Conference city
  - Ann Holderfield, incoming Vice President, proposed Charleston, South Carolina
    - We could highlight the Gibbes Museum of Art and Halsey Institute of Contemporary Art
    - There may be the need to meet in a hotel, as we presently have no library professional in the Chapter from the city
    - For those interested, a day trip to Beaufort (1.5 hours away) could be planned
    - Leah commented that Charleston was popular idea that had come up in the past and it had been several years since South Carolina was the location of our conference
    - Emily Luken stressed the need to consider the timing of the Charleston Conference in relation to our ARLIS Southeast dates
  - Having planned our last in-person conference (Tallahassee, Florida), Leah asked Ann to consider the benefits of hosting the conference at one's home institution

- Ann will assemble a committee for conference planning, keeping on the radar that we may go virtual again next Fall
- Southeast Bylaws Review in 2021 (Lindsey Reynolds)
  - [ARTICLE XII. Updating of Bylaws](#)
    - Bylaws shall be reviewed every five years, and updated and revised as necessary
    - The Bylaws Review Committee shall be comprised of three Chapter members appointed by the President. Committee members shall elect one of their number as Chair
    - Revisions will be sent by the Bylaws Review Committee to the Chapter Executive Committee for approval, and then to the National Executive Board. Once the National Executive Board has approved the revisions, the updated bylaws will be presented to the Chapter membership for a vote
    - Proposed revisions must be presented at least two weeks prior to the annual Chapter conference business meeting, as well as at the meeting itself. Attendees shall discuss and vote on each proposed amendment
    - Changes in the bylaws shall take effect upon the close of the annual conference at which they were approved
    - Business meeting minutes must report changes in the bylaws
  - The Chapter is meant to update and revise bylaws every 5 years
  - An update last occurred approximately 6 years ago, so we are now overdue
  - Lindsey will take on this process as President next year, beginning in January
  - With much to review and revise, Lindsey is welcoming volunteers to the process and will begin reaching out to members to assist
- ARLIS/SE DEI Task Force Report + Recommendations (Leah Sherman)
  - An initial call for Task Force members was put out during the Spring Business meeting
  - The first Task Force scanned all ARLIS/NA regional chapters for current and planned DEI initiatives
  - A survey was sent out to Southeast membership to assess how we as a Chapter wanted to proceed
  - The Task Force wrote a report, including a list of recommendations for the Southeast Chapter
  - Leah pointed out that the Chapter has been receiving tremendously positive feedback on this work -- with people outside of Southeast reading the report and it being well-received across ARLIS/NA
  - The Task Force selected the following *goals* from the short term recommendations as being of highest priority, and advises that they should be completed by the end of 2020 if possible:
    - Updating the ARLIS/SE Chapter website to address DEI concerns and initiatives
    - Hosting a virtual town hall about the DEI Task Force's report and recommendations as part of the Chapter's virtual fall conference in October
    - Creating a formal structure for implementing future DEI initiatives, such as a new standing Committee or Advisory Board
  - The Task Force also proposes several long-term recommendations for the Southeast Chapter, comprising long-term initiatives or new ongoing work
  - The Task Force expects that the next iteration of this group will take up these long-term recommendations beginning in early 2021 and will oversee these and any future DEI initiatives thereafter



- Leah explained that there are two specific formats as options for next iterations of group:
  - 1) New standing committee (with a Chair, membership, and multi-year terms)
  - 2) Advisory Board (smaller, could tap members already in other service appointments)
 The Advisory Board could act as a smooth conduit to integrate DEI initiatives into Chapter work  
 N.B. Whichever format we select ought be written into our bylaws review to include expectations of accountability
- Erin Rutherford asked if the Advisory Board could, in effect, simply be the Executive Board (i.e. infusing DEI initiatives into every facet of the Chapter)
  - Karyn Hinkle agreed that DEI should be everybody's work, but pointed out that having a Task Force will ensure the momentum is not lost
- Marty Miller expressed that a separate entity would provide focus on DEI issues and that this work can be impactful and engaging, with a great range for creativity
- Lindsey put forward the view that the Advisory Board would maintain an overall plan for the Chapter and could ask members to serve on discreet projects
- Kim Collins supported the idea of trying an Advisory Board and Ann Holderfield agreed
- The Task Force will hold one final meeting to tie up loose ends
- Leah called for a vote of affirmation to usher in the new Advisory Board:
  - Lindsey Reynolds motioned to approve this action. Seconded
  - Approval of action

- Changes to ARLIS/SE Membership categories (Lindsey Reynolds)

**New ARLIS Membership Categories Explained!**

*Bundled Membership*

Benefits:

- Voting rights at the chapter and society level
- Eligibility to serve on committees & hold office
- Membership rate for ARLIS/NA annual conference registration
- Subscription to Art Documentation

Drawbacks:

- \$\$

*Chapter memberships (student, retiree)*

Benefits:

- Membership rates set at the chapter level.

Drawbacks:

- Ineligible to serve on committees or hold office.
- Ineligible to vote at the society or chapter-level. This includes on officer nominations, and bylaws changes!
- Ineligible for membership rate for annual society conference
- No Art Documentation subscription

N.B. If we want to offer chapter memberships, we need to put them into our bylaws next year

- Maggie posed a question to Stefanie: Are we able to offer a special/lower registration rate for the Southeast conference for chapter members?
  - Stefanie did not foresee this being a problem, and stressed chapter autonomy

- Recalling Maggie's recent email about the implications of membership updates, it was suggested that this information be included on the website and in ARTifacts

### **9. Announcements**

- Leah reminded attendees about the program taking place tomorrow, including exciting presentations and lightning rounds
- Leah welcomed attendees to remain in the Zoom room following the conclusion of the meeting to be a part of a conference screenshot for inclusion in ARTifacts
- Maggie directed those still wanting to make a conference donation to do so via Paypal at: <http://paypal.me/arlissoutheast>

### **10. Adjournment**

- Motion made to adjourn by Marty Miller. Seconded
- Accepted by affirmation
- Meeting adjourned at 4:29pm