

ARLIS/NA
Annual Membership Meeting
Minutes
Monday, May 8, 2006
Banff, Canada
1:30-3:30 p.m.

1. Call to Order (Webster): Margaret Webster called the membership meeting of the ARLIS/NA 34th annual conference to order and welcomed the membership. Webster stated she was honored and privileged to serve as President of ARLIS/NA.
2. President's Report (Webster): Margaret Webster stated she continued or completed initiatives set by Past-President Jeanne Brown. She thanked both Jeanne Brown and Allan Townsend for their advice and assistance. Webster thanked the Executive Board for their hard work. She thanked the following members for the efforts throughout the year: Jack Robertson and the Publications Committee, Carole Graney for her work on the news and features area of AWS, Craig Binkowski, Heather Ball and the Standards committee's work, *Art Documentation* editors Kathy Zimon and Judi Dyki, Joan Stahl's work as book review editor, and Nedda Ahmed's work on the AWS. Webster discussed the following projects that were held during the year: the Membership Management System Task Force completed a RFP and reviewed three submissions for a comprehensive enhanced functioning online system; the Summer Educational Institute was held at Duke University to provide educational opportunities for membership; the SEI Long Term Planning Task Force was formed to create a five year strategic plan; the Strategic Plan (2006-2009) was approved at the mid-year Executive Board meeting; the Executive Board approved a vision and mission statement for ARLIS/NA; the board will be investigating a joint proposal for an ILMS grant; the Society renewed its contract with McPherson Clarke this year; chapter affiliation and board assessment was reviewed by Executive Board during the year. Webster applauded the Banff conference committee for their work on creating a content-rich conference. She thanked Society Circle for their contributions and acknowledged past and present committee chairs, board members, and other group participators. Webster thanked the management team and the conference vendors. She concluded her report by thanking the Society for allowing her to serve as ARLIS/NA President.
3. Headquarter's Report (Clarke): Elizabeth Clarke stated that headquarters has begun examining its past and future associations with organizations to prepare for the future and to improve its services to ARLIS/NA. She discussed seven trends in the U.S. association market: demassification (breakout of mass market into smaller pieces), unbundling (offering products and services ala carte), scripting (clearly outlined benefits of membership), knowledge (information as a competitive advantage), virtualization (non-traditional relationship based on virtual community), cybermobbing (digital broadcast media for political discussion and advocacy), and scrutiny (looking closely at association activities).

- Clarke acknowledged Bonnie James' work in finance and introduced Craig Fleming, the new administration manager and coordinator, and Debbie Apfeld, the new conference planner. She thanked the membership for the past year and encouraged members to call for any assistance or support.
4. Treasurer's Report (White): Lynda White referred the membership to the summary budget. Total membership dues and conference sponsorships in Houston decreased, but investment income is increased with a balance of \$7600.00. Overall publication income was down, and *Art Documentation* publication costs have increased. White stated that dues and conference fees have not increased in several years. The Society also has a long term pattern of expenses greater than income and projected that dues and conference fees will need to be increased in stages to implement education programs and web site enhancements.
 5. Secretary's Report (Imm-Stroukoff): Eumie Imm-Stroukoff reported that the year's minutes, action items, and motions are located in the members-only portion of the ARLIS/NA web site. She also reported on the vote by the membership to approve the affiliation of ARLIS/NA with the Society of Architectural Historians which was conducted electronically among ARLIS/NA members using a link to the ballot. Print ballots were mailed to ARLIS/NA members without email. There were 207 total votes with 193 members voting electronically and 14 members voting using the paper ballot. 204 members voted that ARLIS/NA should affiliate with SAH; 3 members voted that ARLIS/NA should not affiliate with SAH.
 6. Banff Conference Report (Nasserden, Patrick, Rout, Sammon, Zimon): James Rout on behalf of the committee thanked many conference planners and participators including: the exhibitors, the sponsors, Margaret Webster and the Executive Board, the Development Committee, Sheila Wallace and the conference's volunteers, Sue Rawlyck and Elizabeth Clarke from headquarters, and the conference co-planners. Margaret Webster distributed gifts to the five members of the Banff Conference Planning Committee in appreciation of their hard work.
 7. Atlanta Conference Preview (Stevens, Lindell, Caswell): The next conference will be held at the Sheraton Mid-town Atlanta at Colony Square from April 26-May 1, 2007. Highlights of Atlanta include: the High Museum of Art, Emory University, Michael C. Carlos Museum, the Jimmy Carter Center, and the Woodruff Arts Center. Atlanta is a major hub with many local and historical areas of interest. There will be tours of architectural homes, Indian mounds, and much more. The theme of the conference is: *At the Crossroads: Inside, Outside, Past, Present, Future*. The program proposal deadline is June 15, 2006. The membership was encouraged to fill out the Banff Conference evaluation report. The conference web site is: www.arlis-se.org/atlanta2007/
 8. Introductions and Acknowledgements (Webster): Margaret Webster acknowledged the conference sponsors and welcomed the conference's foreign visitors. She thanked Craig Fleming on management team for his assistance. Webster also thanked Sue Rawlyck for her work on six ARLIS/NA conferences and presented her with a gift of appreciation from the Society.

9. Remembrances: The membership dedicated a moment of silence for members who had passed away during the year, including Merrill Wadworth Smith.
10. Scheduled Announcements: There were no scheduled announcements.
11. Outgoing Executive Board Members (Webster): Margaret Webster thanked Lynda White, Jonanthan Franklin, Peggy Keeran, and Jeanne Brown for their hard work on the Executive Board.
12. Incoming Executive Board Members (Webster): Margaret Webster introduced incoming board members Marilyn Nasserden, Frances Scott, Sue Koskinen, and Deborah Ultan Boudewyns.
13. New President (Whiteside): Margaret Webster handed the presidency to Ann Whiteside. Whiteside thanked Webster for her leadership during the past year and stated that she is looking forward to working with membership during the coming year. ARLIS/NA is embarking on a year of discovery and has the opportunity to reexamine its role. The Strategic Plan will help the Society evaluate the changes that are needed. The ARLIS/NA Assessment Task Force will be exploring the function and role of the Society. The task force will be interviewing focus groups and conducting an online survey. The board has also charged a group to investigate the development of a suite of member services through the ARLIS/NA web site. Whiteside mentioned projects such as the Summer Educational Institute, long distance education, and the need to build an infrastructure to deal with educational initiatives. She concluded by encouraging the membership to discuss issues with the Executive Board.
14. Open Forum: Carol Terry inquired about the financial trend of expending more than the revenue. Lynda White answered by stating that ARLIS/NA had deficit budgets in 2004 and 2005, and Ann Whiteside mentioned that in terms of revenue the Society has not had a dues increase in 10 years. B.J. Irvine inquired if the Society Circle funding will build an endowment base. Ann Whiteside responded that the Society Circle funds are not endowment funds. Members of the Development Committee confirmed that Society Circle funds are restricted for internships, travel awards, and other similar funds. Committee members also stated that it will take a long time to build an endowment fund, making it an unrealistic goal for 25 year program. They expressed the hope that some day the Society will have more money for endowment funding. The Society Circle has raised \$9000.00-\$11,000.00 per year in the past four years which are deposited into restricted funds. Allen Townsend thanked the membership and expressed his appreciation for all donations to the Society Circle. B.J. Irvine asked to acknowledge Jeanne Brown for her tireless work as Past-President of ARLIS/NA.
15. Adjourn (Whiteside): The meeting was adjourned at 2:45 p.m.

Submitted by: Eumie Imm-Stroukoff, ARLIS/NA Secretary