



Minutes of the ARLIS/NA MOQ Fall Meeting

Friday 6 November 2015, 9.30am

Bibliothèque centrale, local A-M204
Université du Québec à Montréal
400, rue Sainte-Catherine Est
Montréal, Québec

Attendees:

Nancy Duff, MOQ President
Felicity Tayler, MOQ Treasurer
Simon Barry
Marie-Christine Beaudry
Pierre Boisvert
Hélène Brousseau
Anne-Marie Duchesneau
Adèle Flannery
Jennifer Garland
Mary Louise Gordon
Renata Guttman
Louise Guy
Pierre Landry
Élise Lassonde
John Latour
Marie-Chantal L'Ecuyer-Coelho
Brian Mekis
Mar Gonzalez Palacios
Melinda Reinhart
Sarah Severson
David Sume
Janie Tremblay
Peter Trepanier

1. Welcome message

Meeting is called to order at 9.30am by President Nancy Duff. Nancy welcomes all participants and thanks them for attending. Nancy also thanks Adèle Flannery and Louise Guy for organizing the meeting and planning the activities for that day. Each attendee is then invited to introduce themselves to the group.

2. Adoption of the Agenda

Adèle Flannery approves the agenda, seconded by Pierre Boisvert.

3. Adoption of the Spring 2015 Minutes

Jennifer Garland proposes to adopt the Spring Meeting Minutes, seconded by Nancy Duff.

4. MOQ Executive Reports

a) President's Report: Nancy Duff

I need to preface my report with an apology for my lack of fluency in French. My report will be in English only. As is normal practice though, a translation of my report will be made available as part of the meeting minutes. With that being said, I would like to begin by thanking Adèle Flannery and Louise Guy for organizing today's meeting and activities. It's been a long time in the works, and we are very grateful for all their time and effort.

Fundraising

As mentioned at our last meeting, in order to continue to offer professional development awards and publish a first rate chapter newsletter/bulletin, we need to raise additional funds beyond what is possible through yearly membership fees. To this end we have been exploring the possibility of an on-line book sale. Generating revenue through the sale of items, however, may pose some difficulties given our uncertain status as a non-taxable entity. I've been in touch with Sylvia Roberts, the current Canadian Liaison for ARLIS/NA, but have not yet heard anything definitive back about the potential limitations imposed on our fundraising activities. Our colleagues at ARLIS/NA Ontario have also been contacted, but the individual responsible for setting up the sale of items on the Etsy web platform did not seek tax related council beforehand and is no longer an active member of the chapter. It seems unlikely that we wouldn't be able to justify the small sums we hope to raise given that any funds raised will go directly to supporting two long-standing chapter activities which are inseparable

from the mission of ARLIS/NA, but I'd rather not have to proceed based on assumptions, so we will continue to seek clarification on this matter.

On a more positive note, one of our members has very generously supplied us with a list of collectibles he would be willing to donate for this sale, including some unique items, mostly dating to the early part of the twentieth century. We may wish to use a popular web site like Etsy, as a way to increase our visibility, but it may be preferable to facilitate the sale through our own web site in order to keep the shipping logistics manageable. We will be seeking additional volunteers to help work out shipping arrangements and to keep track of the sale of items once the sale is up and running.

Web site and chapter listserv

We now have an "Archive" folder set up on our chapter web site where we can save recent executive and committee documents. I've rethought the need to cull together documents from previous executive and committee members, as it probably makes more sense just to use this archive to store electronic documents moving forward. Our new listserv will be addressed in reports to follow.

Committees and bylaws

In looking over the chapter by-laws, changes in the way we communicate with each other and the shorter time-line in which things are accomplished came more clearly into focus, as did the need to revise the bylaws to better reflect these changes. And since we had already set our sights on fleshing out the tasks and responsibilities of our executive members, it makes sense to tackle these changes at the same time. This will help to ensure that all of the changes are geared toward our goal of finding ways to better manage our membership and fundraising activities.

New Business

ARLIS/NA has asked us, as they do every year, for a contribution toward the upcoming annual conference. We declined to do so last year due to insufficient funds, and although we are not in great financial shape this year either, I would like to open it up for discussion. Does anyone here know how much we have contributed in the past? Is one or two hundred dollars a reasonable amount, given the size of our chapter? The last item I would like to bring to your attention is the work being done by the Visual Resources Association's Slide and Transitional Media Task Force, of which I am a member. So far, this task force has created "[Guidelines for the Evaluation, Retention, and Deaccessioning of 35mm Slide Collections in Educational and Cultural Institutions](#)" (September 2014), a survey on the state of slide collections (October 2014), which then prompted the current call for submission of case studies dealing with 35mm slides or other visual material's dispersal, reuse, recycling or disposal. A template to guide the reporting and provide some uniformity to the responses was included with the call (posted to the VRA-L by Maureen Burns, October 15, 2015). Responses will be copy edited and posted under Resources on the VRA's web site. Submissions can remain anonymous.

The task force is also seeking collaborative opportunities with other organizations, like ARLIS/NA, who have some interest in preserving, reusing, recycling and just generally dealing with 35mm slides. One such collaboration is with the Society of Architectural Historians (SAH) on the “Color Film Emergency Project – At Risk Images of the Built Environment.” Their draft mission statement sets out the following aims:

- 1- To identify and acquire, through outreach, the collections of most value and in most danger of loss
- 2- To form a consortium of institutions that can provide storage and/or processing of these collections
- 3- To prioritize individual images for digitization and ingestion into SAHARA (including its affiliates in ARTstor and shared-shelf).
- 4- To develop guidelines for long term storage or disposal
- 5- To pursue funding opportunities, and design internships, to facilitate processing

If these initiatives are of interest to anyone, please come and talk to me anytime later today.

b) Vice-President’s Report: Nancy Duff for Pamela Casey

Our brand new ARLIS MOQ listserv, hosted by ARLIS NA, was launched this October. This new listserv provides us with a great alternative to our previous Yahoo Groups newsletter, as it is a free and unmoderated listserv, allowing our members to easily subscribe and unsubscribe, and send messages to everyone in the MOQ community. Because it is a listserv without an archive feature, we’ve added our ARLIS MOQ gmail address as a recipient, which ensures that we have a way of archiving all messages. Robert Kopchinski at ARLIS NA was extremely helpful in getting us set up. Membership secretary Philip Dombowsky provided a list of member names, and these were automatically subscribed to the listserv. If you have not yet signed up, or have not yet received any messages from the ARLIS MOQ listserv, you can visit the Contact Us section on our website for information on how to subscribe. One reminder: a ‘reply’ to a listserv message reaches everyone! So if you only want to reply to whoever sent the message, just email them off-list. And likewise, if you are posting a new message to the listserv and want people to write only to you, please make sure to include your direct email address. Any questions or feedback about the listserv, please let me know.

I’m sorry to be missing today’s meeting but am much looking forward to working with everyone at ARLIS MOQ this coming year as President. My priority will be to work with the executive and focus our efforts on building up our membership base. Ideally we can aim to do this by continuing to create events and opportunities for our current and new members to network, get to know one another, and potentially benefit from practical professional development at the same time. We have an excellent community of highly skilled and interesting art librarians, archivists and information professionals who no

doubt have much to share and gain from working together. It's a community we definitely want to continue to grow. I'm very excited about being part of this group again next year!

I also just want to take an opportunity to thank one of our members for all her amazing work and efforts this year: Adèle Flannery. Adèle has been an active member since joining ARLIS MOQ, and really outdid herself this year. On top of her amazing editing and graphic work on MOQDOC - a twice a year commitment - Adèle has enthusiastically participated in all our efforts to gain new members. Adèle presented our CV design workshop in April at Artexte which was something Adèle, Jessica Hébert and I organized as a way to entice new members, and also worked with Jennifer Garland to create a new ARLIS membership poster, something that any ARLIS chapter will be able to use. She has continually and generously offered her time and commitment, and been a very active member of our team despite not having a formal role on the exec. Thank you for all your amazing work Adèle!

c) Treasurer's Report: Felicity Taylor

Felicity's report covers the period from 29 May to 6 November 2015. She points that there have been few activities within this period, with main revenue coming from membership fees (\$627). Expenses for this period are listed: printing of the ARLIS membership poster project led by Jennifer Garland and Adèle Flannery (\$6.84); MOQDOC printing (\$196.55); bank fees (\$22.50). The balance of our accounts is currently at \$1567.23.

SOLDE / BALANCE 29 mai 2015		1,166.12
DÉPÔTS / Revenues		
Adhésion/Membership		627
Inscription/Registration		
Dons/Donations		
Projet ponctuel/Special project		
DÉPÔT TOTAL / Total Revenues		627
RETRAITS / Expenses		
Projet ponctuel/Special project		-6.84
Bourses/Awards		
Contributions ARLIS/NA		
Dépenses /Activities expenditures		
Imprime de MOQDOC/ Printing		-196.55
Site web/Web hosting		
Frais Mensuels /Banking Fees		-22.5
TOTAL DES RETRAITS / Total Expenses		-225.89
SOLDE / BALANCE 06 novembre 2015		1,567.23

 Felicity Tayler, trésorier/treasurer

 6-Nov-15
Date

d) Membership Secretary's Report: Nancy Duff for Philip Dombowsky

Nancy puts our MOQ membership numbers to around 40 members, which is an increase compared to previous years. The Executive hopes to continue recruiting new members, with the help of special events that will allow us to enter into contact with information specialists interested in the arts world.

5. MOQ Committee Reports

a) MOQDOC Editorial Committee: Jessica Hébert

Jessica speaks on behalf of the MOQDOC Editorial Committee.

The MOQDOC editorial committee consists of Adèle Flannery, Jessica Hébert, Daniela Ansovini, Alan Reed and François Valcourt. The expertise and dedication of the entire committee made this issue come together under a fairly short timeline to create another MOQDOC that we can be proud of.

The Fall 2015 issue includes articles from students, professionals, art historians, archivists and librarians covering a variety of themes. Within these pages we find essays on new developments in open access in the visual arts, finding aids in the National Gallery of Canada's archives, the challenges of managing an art collection, a book and exhibition review and an interview with the archivist at the Auckland Art Gallery in New Zealand.

We are constantly looking to improve, create fresh content and bring new ideas to each issue. Certain areas may continue to evolve in future issues such as the calendar of events, to include more local events pertaining to different aspects of both the arts and information science milieu. Please feel free to share any suggestions or ideas with us at any time.

The committee extends many thanks to all those who wrote articles for this issue. Your contributions are important, sharing your ideas, research and experience is what keeps this publication going. The next call for submissions will happen sometime in late January of next year. It's never too early to start working on an article for the Spring 2016 issue.

b) Website Committee: John Latour

The Website Special Committee consists of Renata Guttman, Élise Lassonde, John Latour and Corina MacDonald.

An analysis of the website's visitor statistics shows us that we have had 1,260 views of individual pages since the Spring meeting in May 2015. The average number of visits is about 250 per month, which is slightly more than we had for the same period last year.

In October, we launched a MOQ listserv hosted by ARLIS/NA that replaces our MOQ Yahoo Group. MOQ members have been subscribed to this new tool. If you would like to subscribe to it, please follow the instructions on the Chapter's website.

We encourage members to send us announcements for events they organize, activities at their institutions, publications or any other professional information they would like to share with the Chapter. The Website Special Committee can be reached at: arlismoq@yahoo.com

c) Professional Development Committee Report: Nancy Duff and Felicity Taylor for Patricia Black

Felicity reads a letter from Patricia Black to ARLIS MOQ:

After many years of involvement, and with a sincere sense of accomplishment for having fully achieved their mandate, the time has come for the members of this committee to step down and pass on the responsibility of our excellent initiative to other members of our chapter. Since the committee was founded in 1997, the gift of our travel bursary as well as membership bursaries have made many members of our chapter happy and given them the opportunity to become members of ARLIS/NA and participate in its annual conference, an excellent networking opportunity for art library professionals in North America. These bursaries have also undoubtedly served as an attractive feature to recruiting new members from universities and other arts organisations to ARLIS MOQ. Our profile has increased thanks to numerous online initiatives such as the listserv, our website, Facebook and LinkedIn pages, all of which have helped reach a wider audience.

The committee's success in exercising its mandate is only possible thanks to a budget surplus which is largely dependent on our annual membership fees. Our chapter has had a history of financing activities to arrive at this amount. These activities (auctions of personal objects, art works, etc) have also served as festive occasions for gathering members together, providing yet another opportunity for members to continue to get to know one another.

As the president of this committee, I would like to take this opportunity to warmly thank my committee colleagues, Gisèle Guay and Danielle Léger, for their participation and constant support, as well as other members of ARLIS/MOQ who have established the modes of online communication I mentioned earlier.

I strongly encourage any MOQ member interested in joining this committee to do so. Being a member requires a very reasonable time commitment, and the work is always highly appreciated by our bursary beneficiaries. In order to help with the transition, I will remain responsible, with Danielle Léger, for all questions on the functioning of the committee. Finally, a reminder : information on the rules and eligibility requirements for our bursaries is available on the MOQ website under the tab : « Activities, Bursaries ».

I look forward to seeing you all at the next meeting!

Patricia Black

Présidente du Comité des bourses de perfectionnement professionnel
Patricia.anne.black@gmail.com

d) Nomination Committee: John Latour

The Nominating Committee currently consists of John Latour and David Sume.

In response to the recent call for candidates for the 2016 Executive Committee, the following candidates have presented themselves for the four openings: Jessica Hébert for Vice President, Sarah Severson for Treasurer, Adèle Flannery for Membership Secretary, and Janie Tremblay for Secretary.

Should anyone else be interested in one of these positions, we would ask them to indicate their interest at the end of this report. Unless there are other candidates, Jessica, Sarah, Adèle, and Janie will assume their positions by acclamation. Should additional candidates present themselves, all current members and affiliates will be emailed for their votes in the coming week.

Again, we would like to thank those who have recently served or who will continue to serve our membership, including Felicity Tayler, Philip Dombowsky, Corina MacDonald, Nancy Duff, Pamela Casey, and Pierre Landry.

After the presentation of this report in English and in French, we will call on all candidates present to briefly introduce themselves.

6. Proposed ARLIS/NA MOQ Bylaw Revisions: Nancy Duff

Nancy explains that the MOQ regulations should be revised during the coming year in order to clarify the roles and responsibilities of the members of the Executive and other MOQ committees. For example, Nancy suggests nominating one or two people on the Executive Committee who would be in charge of fundraising. In Spring 2016, a proposition will be submitted to members. Nancy foresees that this proposition will include minor changes as well as new specifications to the functioning of the MOQ Chapter.

7. Next meeting: Nancy Duff

All participants are invited to choose the location for the next ARLIS/NA MOQ meeting. Members propose that the Spring 2016 meeting should be held at the Maison de la littérature in Québec City. Pierre B. Landry suggests that if the meeting is to be organized in Quebec, he would appreciate being supported by at least one other member of our chapter seeing as how he lacks institutional support. He also suggests contacting a representative of the city of Quebec or the ministry of culture in order to find a potential activity with current art and architecture projects. Also, a city walk could be organized in order to showcase different works developed within the 1% project. The meeting participants agree to this proposition.

8. Varia

a) Book Art SIG Project: Marie-Chantal L'É.-Coelho and Élise Lassonde

Marie-Chantal and Élise announce that a post they've written about the BaNQ's artist book collection will soon be published on the [ARLIS/NA Book Art Special Interest Group blog](#). All other institutions affiliated with ARLIS MOQ who wish to contribute to the blog are invited to do so. The Book Art Special Interest Group has also created a Pinterest account to highlight discoveries of artist book collections in North America. Each ARLIS/NA chapter can create their own board to pin artist book collections in their region or city. Élise and Marie-Chantal are willing to collect information sent by ARLIS/MOQ members. To encourage this exchange of information, Élise proposes creating a form that could be sent to regional institutions throughout Quebec and the Outaouais region with artist book collections. Élise asks that anyone interested in participating in this project should contact her and Marie-Chantal; Mélinda Reinhard expresses her interest.

b) VRA Canadian Section: Jennifer Garland

Jennifer reminds MOQ members that the next annual ARLIS/NA meeting will be co-jointly organized with the Visual Resources Association (VRA). She understands that the Canadian section of the VRA is currently inactive and asks members if they might know what happened. Nancy explains that for a certain time, the Canadian section was active, mainly in Ontario, but that the people who were involved have each moved on and so the group gradually dispersed. Nancy still has email addresses for some of those members, and could get into contact with them. Jennifer suggests that it would be important to follow up on this question, to ensure that Canada is better represented at the next annual conference.

c) Melva Dwyer Awards: Melinda Reinhart

Melinda highlights the importance of submitting both French and English language texts for the Melva Dwyer Award. She encourages members to reflect on what titles could be submitted in order to win this prize.

9. Adjournment:

John Latour proposes the end of the meeting; he is seconded by Jennifer Garland. The meeting is adjourned at 10.45am.