

Minutes of the ARLIS/NA MOQ 2018 Spring Meeting

Attendees:

Simon Barry
François Dansereau
Jean-Sébastien Sauvé
Raymonde Champagne
Adèle Flannery
Satya Miller
Sarah Severson
Marianne Demers-Desmarais
Pierre Boisvert
Mathieu Pomerleau
Cyndie Campbell
Agathe Piroir

Welcome message

Mathieu thanks all the participants for their presence, and particularly the members who participated in the planning of the meeting.

1. Adoption of the agenda

Sarah Severson proposes the adoption of the agenda, seconded by Raymonde Champagne.

2. Adoption of last meeting minutes

Adèle Flannery recites a few key points from the previous minutes. Pierre Boisvert proposes the adoption of the last meeting minutes, seconded by Marianne Demers-Desmarais.

3. Presentation of the École d'architecture and l'Université Laval (Marianne Demers-Desmarais)

Marianne Demers-Desmarais, librarian, recalls that this is the second time ARLIS MOQ meets at the École d'architecture. Marianne explains that she divides her time between three locations and that her role is that of a classic librarian (instruction, reference, collection development, researcher support). Marianne presents a [brief history of the École](#) and of the library.

Benoît Lafrance will give a tour of the Vieux-séminaire later in the day. Mathieu explains that Peter Gagné will present us a remarkable collection from the archives of the Musée de la civilisation à Québec.

4. President's report (Mathieu Pomerleau)

Mathieu underscores the work undertaken by Jessica Hébert during her 2017 presidency. Jessica was implicated on many levels in many key projects for the association and participated in the promotion and enhancement of many chapter activities. Notably, the website, created with the help of a few other members, is a great project that helps elevate the chapter especially in regards to the communication style and graphic identity. Mathieu sees the website as a platform that will evolve, particularly when considering the integration of the MOQDOC in a digital format.

Mathieu reminds members that the previous executive committee, under the Jessica's presidency, significantly streamlined the executive documentation to facilitate knowledge transfer with futur executive members. A collaborative google drive is updated regularly.

For the upcoming year, Mathieu would like to focus on the integration of the MOQDOC into the website. Since the printing of physical copies has stopped, the MOQDOC exists as a PDF in the publication section of the website. A meeting was held in January 2018 with members interested in the publication's futur. Rachel Harris and François Dansereau accepted to take responsibility of the editorial committee of the publication. Mathieu and Adèle will continue to be available to assist with logistical questions relating to integrating the MOQDOC into the website. All comments regarding the publication can be directed to the editorial committee. The committee and the executive wish for the process to be open to all members of the chapter.

Mathieu wishes to clarify the means of communications of the chapter. Currently, multiple channels exist : the list-serv, email, an executive newsletter, facebook and twitter. Mathieu wishes to consolidate the channels and develop an efficient and coherent communication strategy.

Mathieu wishes to establish closer ties with institutions beyond our usual partnerships (the information studies programmes at McGill, Ottawa and Montréal universities). He estimates that colleagues in the technical programs are underrepresented in our membership, despite the fact that many of them could be interested in our community. He also wishes to continue to strengthen ties with members in Québec city.

The MOQDOC, the communication strategy, and the establishment of new partnerships with technical programmes are the three main axes on which he would like to focus during his mandate.

Mathieu also mentions that he was one of the recipients of the travel bursary to attend the ARLIS NA conference. He is currently preparing his written report of the experience.

In conclusion, Mathieu thanks the members who participated in the EBSI-SIS career fair.

5. Vice-President's report (Simon Barry)

Simon Barry thanked the executive members for their work since he became involved in the executive committee. Simon reiterates that he is committed to listening to the thoughts and ideas of the ARLIS MOQ members now, and as he integrates the role of president in the following year.

6. Membership report (Jenna Dufour - not present)

As we come to the halfway point of 2018 we have 30 paid members (20 renewed members, 10 new), which is more than this time last year (26).

Thank you to everyone for your continued support.

Sarah specified that the membership form has been streamlined for the Paypal, but even members paying by check are encouraged to fill out the membership form to confirm contact details. The address field has been removed since nothing is mailed to members.

Adjustments can be made to the form to clarify membership fees (which are only detailed in dropdown menu of the "Pay Online" section) and to allow voluntary donations.

7. Treasurer report (Sarah Severson)

We are in a good financial situation, in large part because we stopped printing the MOQDOC, which alleviated a significant financial stress.

ARLIS/NA MOQ - Rapport Trésorier			
		Actuals	
		25 nov 2017 - 31 mai 2018	
OPENING SOLDE / BALANCE		\$3,092.83	
DÉPÔTS / Revenues			
	Adhésion/Membership	\$ 293.78	
	Inscription/Registration	\$ 71.30	
	Dons/Donations		
	Projet ponctuel/Special project	\$ 45.00	<i>Design thinking workshop</i>
DÉPÔT TOTAL / Total Revenues		\$ 410.08	
RETRAITS / Expenses			
	Bourses/Awards - Michelle Gauthier	\$ 823.56	
	Contributions ARLIS/NA	\$ 100.00	
	Dépenses /Activities expenditures Meetings: Fall 2017 at CCA	\$ 487.48	
	Site web/Web hosting	\$ 158.83	
	Frais Mensuels /Banking & Paypal Fees	\$ 44.03	
TOTAL DES RETRAITS / Total Expenses		\$ 1,613.90	\$ -
CLOSING SOLDE / BALANCE		\$ 1,925.16	
			
			31 mai 2018
	Sarah Severson, trésorier/treasurer		Date

We're anticipating more memberships to come in at the fall meeting. Sarah says she will be reporting the numbers a little bit differently to deduct paypal fees. The fall meeting is typically the most expensive, but more people pay their membership at that meeting.

The only current expense is the awards and a recurring web hosting payment, which will eventually be eliminated (by having our site hosted by ARLIS NA). This year, the Michèle Gauthier award was distributed amongst two people. Expenses are going down, which is great. The members expressed that they primarily want to support awards; therefore, we're trying to consolidate the funds in that direction.

All the treasurer reports are available to members, they can be consulted by contacting arlismoq@gmail.com.

Sarah mentioned that our memberships ARLIS/NA and ARLIS MOQ could be bundled. Members who wish to only join ARLIS MOQ will continue to do so, but for members who wish to bundle their memberships, it would be possible in one easy step. The Board will contact us in the next year with final details. See the proposal below :

Proposal for Bundled Membership

The ARLIS/NA Membership Committee proposes that beginning with the 2018 renewal cycle, we offer members the opportunity to pay their annual dues for both ARLIS/NA and a chapter or chapters, using either the online form or the printed Membership Application.

- We recommend that individual regular chapter dues be set at a rate of \$20 for all chapters, based on data collected by chapter chairs and compiled by the Chapters Liaison.
- The online membership form will include a new category titled "Individual Chapter Membership" with a listing of all available chapters. Checking a chapter box on the online form would add \$20 to the shopping cart. The form would allow people to select more than one chapter, and each would be \$20.
- As with national dues, chapter dues would be scaled for members from Canada (\$15 USD), Mexico (\$10), and international (\$10).
- Special chapter member categories such as student, retired member, etc. would not be available through this system. Each chapter would handle these dues as they do now. The online form will therefore include a checkbox stating something along the lines of "I may qualify for a special chapter rate (e.g. student, retired member, etc.). I prefer to be contacted by a chapter officer regarding chapter membership."
- ARLIS/NA Headquarters would disburse chapter dues to each chapter treasurer on a quarterly basis and indicate the names/contact information of new or renewing members included in the chapter payments.
- The Membership Committee, Chapters, and Headquarters will work together to inform members of this change prior to the 2019 association renewal cycle.

If the chapter leadership agrees to this proposal, the Membership Committee will take it to the Executive Board for discussion and approval.

8. Secretary report (Adèle Flannery)

Adèle wishes to revive the Executive newsletter, an email sent every 6-8 weeks to update members with some bundles of information.

9. Committee reports

a. Nomination Committee (Mathieu Pomerleau for the committee)

The members of the 2018 Nominating Committee for the ARLIS NA MOQ chapter include Frédérique Duval and Pamela Caussy. Their responsibility is to ensure the continuity of the Executive Committee by monitoring the terms of office and managing the call for applicants.

The following positions will be open for the 2019 Executive Committee:

- Vice-President
- Treasurer
- Membership secretary

Here is a short description of the roles:

Vice-President:

The Vice-President shadows the President in their duties. This includes helping organize the annual Spring meeting and taking a leading role in organizing the Fall meeting with support of the president. They are also responsible for collecting information and composing a regular news update, in collaboration with the executive committee, to be sent to all members.

The Vice-President may be assigned other duties by the President and may propose special projects. Please note that the Vice-President becomes the President at the end of their mandate.

This position is essential to assure the continuity of ARLIS MOQ activities and the vitality of the chapter. The Executive team is there to assist the Vice-President, and bilingualism is not mandatory (mandate: 1 year).

Treasurer:

The Treasurer shall maintain financial records and perform any other duties inherent in the office (mandate: 2 years).

Membership secretary :

The Membership Secretary shall keep and update records of the Chapter membership, and take the lead in recruiting new members through outreach and recruitment activities. They are also responsible for sending out renewal reminders and welcome messages to new members. (mandate: 2 years).

Lastly, we will have a formal call for applicants in the Fall and announce the new candidates at the next ARLIS MOQ Meeting.

b. Professional Development Committee (Mathieu Pomerleau for the committee)

Les membres du comité de développement professionnel sont Hélène Brousseau et Danielle Léger.

En fonction des revenus disponibles, le comité, en concertation avec les membres de l'exécutif d'ARLIS/MOQ, a procédé à un appel de bourses pour les bourses d'adhésion Daphne Dufresne et Marilyn Berger et à la bourse de voyage Michelle Gauthier.

Plusieurs candidatures ont été reçues pour la bourse de voyage Michelle Gauthier. Suivant l'évaluation des candidatures avec la grille d'évaluation multicritères pondérée, la bourse de voyage a été divisée entre deux candidats qui étaient ex aequo, Jessica Hébert et Mathieu Pomerleau.

Aucune candidature n'a été reçue pour les bourses d'adhésion.

(Original french text)

c. MOQDOC Editorial Committee (François Dansereau)

The MOQDOC began to be published in 1990 and has since published many articles on different research subjects, exhibition and publication reviews, conference reports, profiles of institutions or members, etc.

Following an invitation from our President Mathieu Pomerleau, several members participated in a discussion session regarding the MOQDOC. This meeting took place on 23 January 2018. The main goal of the meeting was to propose ways to renew interest in the publication and to energize its content. The pertinence of the MOQDOC in our professional environments and the unique identity of the publication were highlighted. A range of topics were discussed, namely: the history of the publication, the value of an interactive blog, different statistics and information on activities of other ARLIS' chapters, and the format of MOQDOC in the digital era.

Attendees of the meeting await Adèle Flannery's further thoughts on the possibility of an e-journal format. Over the past five years, Flannery has taken on MOQDOC's graphic design.

In parallel with the renewal of the publication on the ARLIS/NA MOQ Website, a proposition for a call for papers in the MOQDOC's typical format had been elaborated on my members François Dansereau and Rachel Harris. This call for submission proposes an exploration of exchanges in the digital environments associated with libraries, archives, art centers, museums, collective of artists and other organizations operating in the arts--including centers for visual and material resources.

This call for papers will be disseminated shortly to produce an issue for the fall of 2018 or the winter of 2019. To increase the number of submissions for the next number and in order to maintain the quality

of the MOQDOC, we need your participation. We encourage you to submit a text or to encourage colleagues and students in information science to do so.

We also want to stress the possibility of creating a special number of the MOQDOC in line with the Conference of ARLIS/NA which will take place in Montreal in 2021.

For more information on the MOQDOC's format get in touch with Adèle Flannery (adele.flannery@gmail.com).

For more information on the call for papers and editorial committee get in touch with François Dansereau (francois.dansereau@muhc.mcgill.ca) and Rachel Harris (rachel.mabel.harris@gmail.com).

Discussion

Sarah and Mathieu discuss the possibility of publishing a small edition in order to wrap up a few articles which are ready to be published, such as the conference reports from the members who attended the ARLIS NA conference, the recap of the CCA meeting, or others. Mathieu proposes approaching contributors directly to write the articles.

Mathieu thanks Rachel and François for taking the lead with the MOQDOC.

10. ARLIS/NA 2021 conference presentation (Sarah Severson)

Sarah mentions that the conference proposal is available online (see the link below).

We are expecting around 900 participants at the 2021 conference. It's important to start discussing it as early as possible, since the timeline starts 3 years before the conference (see conference planning manual link below), which is 2018. Sarah will contact members who participated in the ARLIS NY conference to inquire about their experiences, preferences, recommendations.

ARLIS NA is very involved in supporting the conference planning. It is very well documented. The first step is defining the 4 co-chairs, in 2020, smaller roles will start being filled. It is understandable that it is difficult to project ourselves two years from now, but there will be roles to fill one year before the conference. Programme co-chairs can participate remotely. Many of the other canadian chapters were open to participate in the planning of the conference.

Next year, the Salt Lake City organisers are employing different strategies in the planning, programming, and logistics.

Local arrangements roles (organising tours, activities, contacting museums, galleries, etc) will ideally be filled by Montreal-based members, ideally, who are very comfortable in french.

- a. [Proposal](#)
- b. [1995 - 23rd Annual Conference ARLIS & the Francophone World](#)
- c. [Conference planning manual](#)

Sarah applauds ARLIS/NA's organisation and documentation.

François asks how the conference planning related to the ARLIS MOQ Executive committee. Sarah and Mathieu reiterate that the ARLIS MOQ executive committee does not play a key role in the planning of the conference. It's important that the chapter continues to function independent of the conference.

11. ARLIS/NA Canadian Liaison report (Mathieu Pomerleau for Suzanne Rackover)

Selected news from the Board of ARLIS/NA :

The 2018 conference was attended by more than 900 and resulted in 103 new members.

Art Documentation's 2019 subscription pricing will increase by 4%, as scheduled.

The Policy Manual is being updated, so that it includes new SIGS (Art Librarian Parents & Caregivers and Critical Librarianship) and removes defunct groups.

Canadian Liaison Suzanne Rackover led a discussion about advocacy with the goal of establishing standards. We hope a white paper on academic libraries can be generated, similar to the recent white paper on museum libraries.

The Membership Committee and Diversity Committee have created a very brief and anonymous demographic questionnaire so that ARLIS/NA can track ethnic and racial trends in the membership.

The board has voted to continue to provide low-cost childcare to members at future conferences. It will review the matter every three years to determine the success of the initiative.

12. Discussion points

Various resources mentioned during the meeting :

- Library Juice Press conference (financially accessible conference) usually in July
- Wikipedia Art + Féminisme -- could be interesting for ARLIS MOQ to get involved in the co-organization of such an event.
- Radical Reference : <https://radicalreference.info/>
- White paper on Art Museum Libraries (2016) : <https://www.arlisna.org/publications/arlis-na-research-reports/1144-state-of-art-museum-libraries-2016-white-paper>

The executive committee is available to support members who wish to organize activities touching these ideas or themes.

13. Varia

Design thinking workshop (Spring 2018 - postponed) :

The workshop was postponed since the registrations did not meet the minimum amount of participants required to carry out the activity. Sarah, who is in contact with the workshop leader, will reach out to members at another time during the year.

Communication Method :

Mathieu asks members what is their preferred method of communication to receive chapter news. Members answered unanimously in favour of emails. Sarah mentions that it could be interesting to make two groups. The first group would be individuals interested in receiving the list-serv messages (which includes jobs postings and local events), the second group would be a members list which would be limited to chapter news (agendas, minutes, chapter news).

14. Ajournement

Raymonde Champagne proposes the ajournement of the meeting; Simon Barry seconds.