

## **Minutes for VRA Midwest Chapter's 2005 Fall Business Meeting Friday, November 11, 2005 Indianapolis, IN**

**Present:** Barbara Beeker, Matt Cook, Brooke Cox, Cynthia Empen, Jacquelyn Erdman, Jane Ferger, Jennifer Hehman, Amy Jackson, Karen Johnson, Ben Kessler, Dennis McGuire, Juliet Riley, Lori Shimer, Rochelle Smith, Cheryl Vogler, and Betha Whitlow.

### **I. Welcome and Introductions**

Betha Whitlow called the meeting to order at 9:18 am. She welcomed everyone to the VRA Midwest Chapter's fall 2005 meeting. The business meeting was held at the Indianapolis Museum of Art. All present introduced themselves.

### **II. Review and Approve Spring 2005 Meeting Minutes from Miami**

The minutes from the spring 2005 Miami chapter meeting were distributed and read. Betha asked if there were any questions to the minutes; there were none. Betha asked for a motion to approve the minutes. Dennis McGuire motioned to approve the spring 2005 chapter minutes and Cheryl Vogel seconded the motion. All were in favor, none opposed.

### **III. Review and Approve Fall 2005 Secretary/Treasurer's Report**

Jane Ferger presented the fall 2005 secretary/treasurer's report. The report states all the account activity through November 10, 2005. The spring 2005 balance was \$759.19. We made one payment of \$50 to cover some cost of the appetizers at the spring chapter meeting in Miami. We had three deposits for membership renewals in the total amount of \$115.00 and a deposit of \$220.00 for fall meeting registrations. After these payments and deposits the chapter balance, as of 11-10-05, was \$1044.19. We will be making one payment of \$250.00 for the Midwest Travel Award and likely \$250.00 for the chapter's donation to the annual national VRA conference. Jane mentioned that the chapter balance is healthy and that as mentioned at the spring meeting the chapter would like to prioritize the chapter donations to both the Midwest Travel Award and the annual national VRA conference on an annual basis as long as the chapter account remains healthy. Decisions to make donations to the annual national conference and payment out to the Midwest Travel Award will be made on an annual basis. As discussed at the last fall meeting, our hope is that the chapter could keep a minimum account balance of \$500.00 in case of any unexpected expenses. Jane asked if there were any questions. Karen Johnson asked what "unexpected expenses" could be; Betha mentioned a situation in recent past where one expense from a fall meeting was not planned and we incurred some costs associated with the meeting. Betha asked for a motion to approve the secretary/ treasurer's report. Matt Cook motioned to approve the minutes and Ben Kessler seconded the motion. All were in favor, none opposed.

### **IV. Education Committee Programming**

Betha, on behalf of the Education Committee, asked if there were any programming recommendations for workshops at future VRA national conferences. The Education Committee develops and sponsors two to three workshops per year at the annual national conference and the committee is interested to hear what issues are pertinent to the regional members. This programming could then be brought back to the regional chapters for those members unable to attend the annual national conference. Betha asked if members had any recommendations. Ben Kessler asked if XML workshops would be offered. Betha mentioned that Patrick Yott will be offering "XML For You" at the 2006 conference. Ben also asked if other cataloging workshops would be offered. Betha mentioned that a medieval cataloging workshop will be offered at this year's conference. Betha also mentioned that at the Kansas City conference there might be a workshop on cataloging Asian art. The education committee acknowledges the expertise of professional catalogers outside of VRA (such as Nathan Hilgendorf from the University of Michigan and Eleanor Mannika) and, where possible, would like to incorporate their expertise in cataloging workshops held at the national conference. Jennifer Hehman asked about intellectual property workshops; Betha mentioned that there will be a workshop on copyright and a session on the digital image rights computer. The 2006 national conference will offer programming sessions on intellectual property issues.

### **V. Officer Elections**

Officer elections for both Chair and Secretary/Treasurer positions will occur in the next month or two. Betha asked that any individuals who are interested in either position step forward. In general, the Chair position runs and plans the chapter meeting while the Secretary/ Treasurer takes notes and prepares documents. One recommendation was made that the officers find another chapter member to host the fall meeting so that the individuals running the meeting are separate from the person hosting the meeting. We do have a nominating committee; Jane Goldberg is from University of Illinois at Urbana/Champaign and Michael Donovan is from the Art Institute of Chicago. Email election will occur in the next few weeks. Betha asked for members to please consider the two positions.

### **VI. Midwest Chapter Travel Award**

We had several candidates apply for the Midwest Travel Award this year. Cynthia Empen received this year's award and applied specifically so to be able to attend this fall meeting. Great applications were submitted, which were wonderful to receive. As agreed upon by chapter members, the chapter would like to first support the Midwest Travel Award and then support an annual national conference donation if the chapter's account balance remains healthy. Congratulations to Cynthia Empen!

### **VII. Midwest Chapter 2006 Conference Donation**

Betha mentioned that the chapter is interested in making a donation to the VRA national conference again this year. For the last four years the Midwest Chapter has given the largest chapter donation to the national conference; we have given \$250.00 for the last four years. Betha asked those present for their approval to make a donation of \$250.00 to the 2006 national conference. Betha mentioned that the account balance is healthy and that with both the 2006 membership drive and fall meeting registrations, the chapter will again generate revenue to cover next year's Midwest Travel Award. Jane mentioned that at the spring 2005 meeting it was suggested that we designate that the chapter's VRA conference donation be earmarked for the Tansey Travel Award; where as in the past the Midwest chapter's donation was given to help defray the general expenses incurred by the national conference. By earmarking the conference donation for the Tansey Award, the Midwest chapter would not only be supporting a regional travel award but would also be supporting a travel award on the national level. Betha mentioned that the Tansey Travel Award does not receive a lot of large private donations and the committee tries to offer seven awards per year that are each \$750.00, which can be quite helpful to the recipients. All agreed that this year's Midwest chapter's donation to the national VRA conference be earmarked for the Tansey Travel Award.

### **VII. Raffle Donation for the 2006 VRA National Conference**

Betha reminded those present that as a chapter we donate items to the VRARaffle. Each year the chapter decides on an item and then chapter members buy an item, or items, to be added to the chapter's submission. In past years the chapter has put together groupings of items, such as beach bags of sunglasses for the Miami conference, boxes of soap, boxes of pens, and a large sock of socks. The item that is selected is one that can be purchased for under \$10 and that is easily portable. One suggestion for this year's donation was winter scarves, since it will likely be cold in Baltimore. Another suggestion was gloves or mittens. Ben mentioned that one idea behind the selected item was that there is the opportunity for great variety so that the group of items has great display potential and relates to the conference location; Ben was not oppose to including a degree of tackiness in the item. Matt Cook suggested a variety of papers or glittery items. Lori Shimer suggested wigs. Jennifer mentioned possibly Edgar Allen Poe items. Betha suggested a Gothic basket. The chapter finally decided that this year's conference donation would be winter scarves.

### **IX. Kansas City Conference 2007**

Betha mentioned that the VRA national conference will be held in Kansas City in 2007. Rebecca Moss and Betha will be co-vice presidents that year so that in the absence of a real local arrangements committee they will likely be recruiting members of the Midwest chapter to help with aspects of the Kansas City conference, such as staffing the registration desk and bus monitors. The role of hosting the national conference is quite minimal for the regional chapter; most of the arrangements for the Kansas City conference will be made by the board and the two vice-presidents. The hotel for the conference is the Fairmont and is located on the plaza and near the museum. The next conference in 2008 will be a joint conference with ARLIS/NA in San Diego. Tentatively the next conference in 2009 may be in Toronto; in 2009 Indianapolis will host the 2009 ARLIS/NA conference.

### **X. Other Business and Announcements**

Betha began by asking the chapter if the chapter could buy lunch for Kenny Crews, who is the speaker for the fall meeting, and for his assistant; none present objected. Betha then announced that Elaine Lowenthal, the Library Director at the Harrington College of Design in Chicago, will be retiring and if anyone is interested in applying for that position that Betha has a copy of the job description. Next, the maps and directions to Bloomington, Indiana were distributed and discussed; these directions were for Saturday's portion of the meeting and for the CCO workshop that Eileen Fry is hosting. Jennifer also suggested a scenic route to Bloomington. We will be meeting in the slide library in the Fine Arts Building. Betha asked if there was any other business or announcements. There were no other announcements and the VRA Midwest fall 2005 meeting was officially adjourned at 10:05 am.