

**AASL Business Meeting**  
**March 19, 2004, 8:30 a.m. – 10:30 a.m.**  
**March 20, 2004, 8:00 a.m. – 8:45 a.m.**  
**Miami Beach, Florida**

Barbara Opar, AASL President, presiding.

Welcome and opening remarks by Barbara Opar.

**OLD BUSINESS**

**Previous Minutes**

Minutes of the March 2003 meeting were approved.

**Treasurer's Report**

Margaret Culbertson distributed the Treasurer's Report, which was accepted. Finances are in good shape. Jennifer Beals will be taking over as the new Treasurer. Janine Henri asked if it would be possible for the Association to get a credit or debit card to assist in paying deposits for conference expenses. Margaret and/or Jennifer will investigate. It was also suggested that it would be helpful to have a historical listing of conference expenses, including costs that were absorbed by officers' institutions.

**Nominating Committee**

Kathy Brackney, co-chair with Jeanne Brown, reported that Matt Cook, Illinois Institute of Technology, accepted the position of 2004-2005 Vice-President. He will be planning the next conference, which will be in Chicago, Illinois. Jennifer Beals, University of Tennessee/Knoxville, accepted the position of Secretary/Treasurer.

**Architecture Libraries Statistics Committee**

Sarah McCleskey reported since chair Jeanne Brown could not attend the meeting. She reported that Jim Robertson has made it possible on our Web site to sort the data or to select peer libraries for comparison, but the form for the submission of data, which will be in Excel, is not yet completed. Barbara Opar suggested we investigate alternatives in order to keep the project moving. Frances Chen volunteered to investigate.

**NEW BUSINESS**

**Publicity Committee**

Michele Laing, Co-Chair with Judy Connorton, summarized the report that she and Judy prepared to discover ways to increase the visibility of AASL and to attract new members. Their suggestions included the following:

- List AASL in various print and online directories.
- Ensure there is a link to our website from the web pages of ACSA and related societies. (There are links from ACSA, ARLIS/NA, and VRA, but the ACSA link needs updating, and links from societies such as SAH might be helpful.)

- If library school websites list links to library organizations, ensure AASL is included or even post a message on the school listserv publicizing the organization.
- Network. If someone who is not already an AASL member is hired as an Architecture School librarian in your region, introduce them to AASL.
- Re-establish the AASL newsletter in an online version to promote who we are and what we're doing.
- Update the AALS website to show where upcoming conferences are being held, even if it's only 2 years in advance. (This has not been possible in the past, due to ACSA's planning, but it may change with the new Executive Director.)
- Keep some information in a *Members Only* section of the website, such as the Architecture Library Statistics, Core List of Periodicals, or conference presentations.
- Establish a member's travel award to the conference.
- Pay the registration cost for a library school student interested in architecture librarianship to attend the annual conference if they attend a school in the region where it is being held that year.

There was a lively discussion regarding these suggestions that had to be interrupted for a presentation by Mike Monti, the new Executive Director of ACSA. It was decided to resume the meeting Saturday morning at 8:00am.

The discussion resumed Saturday morning, with the following decisions.

- In response to their first recommendation to make sure that AASL is listed in print and online directories, Donna Richardson and Helen Powell, Dalhousie University, offered to have a co-op student submit information to appropriate resources.
- It was decided to offer a travel award of \$250 annually for a new member or a first time conference attendee to encourage attendance at the annual conference. Michele Laing and Patricia Kosco Cossard volunteered to work out guidelines for the award.
- Michele Laing and Patricia Kosco Cossard will also establish guidelines for applying and criteria for selecting an applicant for a conference registration award for a library school student each year. Matt Cook volunteered to contact the library schools in the Chicago area about the award.
- ??? [Michele thought Anne Lindell may have offered to check on the links to AASL from other Web sites. I didn't have any notes of it.]
- Regarding networking and contacting new architecture librarians in one's area, all present agreed to take it on, but it might be good to have some central coordination, and it might be helpful to have an indication, such as an asterisk, in our directory of architecture librarians to indicate who is a member. [Or, the Secretary/Treasurer could post the list of members periodically.]
- Barbara Opar and Margaret Culbertson volunteered to work on updating the architecture librarians listing on our Web page.

- Martin Aurand, Carnegie Mellon University, volunteered to edit the potential AASL column in the *ACSA News*, and Matt Cook volunteered to write one of the columns.
- Michele Laing and/or Judy Connorton may serve as editors or coordinators for posting members' news on the listserv.
- ??? The Executive Board will need to consider setting up a members-only section of the website and its possible content.

### **Future Meetings**

It was decided to meet with ACSA next year in Chicago. Helen Powell will investigate getting ACSA to meet in Halifax or explore offering a summer workshop for AASL members in Halifax in the summer.

### **Core List Proposal**

Barbara Opar suggested that the group consider developing a core list of books in addition to our core list of architecture periodical titles. There was definite interest in the idea, as well as questions and discussion of whether it should be a list of reference books only, which areas should be covered, the purpose of the list, problems of updating, and concerns about duplicating work that may have already been done. Barbara promised to bring the subject up for more discussion on the listserv.

### **ARLIS/AASL NAAB Task Force**

Janine Henri reported on her attendance at the NAAB Validation Conference.....

The meeting adjourned at 8:45 a.m.

Submitted by Margaret Culbertson, AASL Secretary/Treasurer