

6 November 2020

Arlis/ANZ Annual General Meeting
Wednesday 11 November 2020

1-2pm AEST
State Library Boardroom and Zoom

Agenda

Item	Speaker	Minutes
1. Attendance/Apologies	Chair – Therese Nolan-Brown	Therese Nolan-Brown, Ellen Thompson, Judy Gunning Christene Drewe, Jacklyn Young, Cathy Pemble-Smith, Helen McMahon Tim Jones, Elizabeth Little, Vicki Marsh, Catherine Kerrigan, Lauren McFarlane, Alan Yu
2. Minutes 2019 AGM	Chair – Therese Nolan-Brown	Accepted

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<p>Actions in progress from 2018 AGM:</p> <p>Survey of Current Arlis/ANZ Members: ACTION: Ongoing - Catherine Kerrigan and Barbara Rendell to follow up with Elizabeth Little.</p> <p>Asia Pacific Membership: ACTION: Alan Yu will report back to Arlis/ANZ regarding interest from Arts Libraries in Asia.</p> <p>Treasurer ACTION: Ellen to arrange closure of two of the three National Accounts.</p> <p>Membership: ACTION: Ellen to draft and present for to the membership a change to the Constitution enabling memberships to run for a 12-month period from date of purchase.</p>	<p>Catherine Kerrigan</p> <p>Alan Yu</p> <p>Ellen Thompson</p> <p>Ellen Thompson</p>	<p>Google docs survey still progressing.</p> <p>Asia pacific membership wish to know more about organisation, expectations and obligations. Is it possible to affiliate Arlis/ANZ with groups in Asia? ACTION: National Executive to follow up during 2021</p> <ul style="list-style-type: none"> • One account has been closed and funds transferred • Two accounts are operational- visa debit and another linked to commerce systems • The Commbank app is very convenient and all account statements received through app. <p>Ellen presented the rationale to change constitution to accommodate memberships at any time -passed at the last AGM 2019</p> <p>Elisabeth questioned why members no longer receive reminder emails. Ellen advised Squarespace functionality requires credit card details to allow memberships to be tracked. The renewal process is now manual.</p>
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<p>Arlis/ANZ Digital Archive: ACTION: Therese to complete archive 2020</p>		<p>Archive is in progress and aims to be complete by early 2021</p>
<p>3. National Executive Reports a. Chair's Report b. Treasurer c. Web Manager</p>	<p>Therese Nolan-Brown (tabled) Ellen Thompson (tabled) Ellen Thompson (verbal)</p>	<p>National Executive Report -Chair</p> <ul style="list-style-type: none"> • Main task in 2020 – Conference organisation • Exciting collaboration to partner with <i>artists books brisbane events</i>. • Covid19 impact resulted in hybrid format • State Library acknowledged for supporting the conference through waiving the space hire costs and providing technical support for live streaming and recording of conference sessions. • QUT library acknowledged for volunteer assistance with registration and administration. • Conference registrations overall considered successful in the current conditions (45+ on site each day) • Memberships increased substantially because of the conference, including outside the library sector. • A Conference Report will be submitted by end of 2020 and posted to the website <p><i>Treasurer:</i></p> <ul style="list-style-type: none"> • Website migrated to Squarespace platform and expanded. • Additional functionality in Squarespace to utilise in future. • Platform allows for in-house editing -no outsourced IT support required

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		<ul style="list-style-type: none"> The conference in hybrid format was an expensive decision largely due to meeting the costs of technical production support from the State Library. The COVID conditions and reduction of registration fees contributed to a loss of expected revenue.
4. Chapter Reports	Chapter Reports	Tabled
5. Membership	Ellen Thompson	Included in the Treasurer's Report -Tabled
6. Handover of National Executive and 2022 Biennial Conference	Therese Nolan-Brown	<p>Chapters to consider volunteering for the next Executive and 2022 Conference.</p> <ul style="list-style-type: none"> Tim Jones (NZ Chair) advised that NZ Chapter would consider but raised the issue of low membership. Elizabeth Litter (ACT) suggested that the current Executive (Qld Chapter) could possibly continue and NZ Chapter might host the next Conference. Therese suggested input required from Victoria (no members present at the AGM) before a decision is made. NZ stressed they have not made a formal decision at this time. <p>ACTION- National Executive to follow up with Victorian Chapter</p>
7. Other Business		No
8. Meeting Close	Therese Nolan-Brown	

