

# **AIC Member Business Meeting Minutes**

## **Chicago, Illinois**

### **1 June 2017**

*Minutes of the meeting were approved by the AIC board of directors  
on August 25, 2017*

AIC Board President Pamela Hatchfield called the meeting to order at 7:41 a.m. and welcomed attendees to the member business meeting.

#### **Secretary's Report**

Sue Murphy stated that the prior year's meeting minutes had been posted on the governance page on the AIC website, following approval by the AIC board of directors. No questions or comments were made. Murphy made a motion to approve the 2016 business meeting minutes. The motion was seconded by Barbara Appelbaum and passed by the members present at the meeting.

#### **Nominating Committee Report**

Nominating Committee Chair Victoria Montana Ryan announced the results of the AIC board elections on behalf of her committee, which includes members Jodie Utter and Beverly Perkins. Ryan congratulated the new board members. Margaret "Peggy" Holben Ellis was introduced as president, Suzanne Davis as vice president, Sarah Melching as director, specialty groups, and Molly Gleeson as director, education. Outgoing board members Pam Hatchfield (president), Deborah Trupin (director, specialty groups), and Stephanie Lussier (director, education) were acknowledged and thanked for their invaluable service to AIC.

Ryan thanked all who were willing to serve but who were not elected and encouraged all members to participate and consider serving in a leadership position. She announced that Fran Ritchie had been elected via electronic ballot to serve a three-year term on the committee. Ryan thanked staff and committee members and stepped down as chair.

#### **Treasurer's Report**

Sarah Barack presented the treasurer's report, providing an overview of AIC and FAIC revenues, expenses, and net assets at the close of 2016 and projections for 2017.

Barack began by discussing the AIC financial summary for FY2016. The actual year-end deficit of \$26,692 in FY2016 was significantly lower than the projected deficit of \$77,395. This is less than half of the actual specialty group deficit. The budgeted deficit was due to specialty group and network projected deficits. The anticipated deficit in FY2017 is \$88,110, consisting of a specialty group projected deficit of \$58,000 and a \$30,000 gift from AIC to FAIC. AIC net assets at the close of FY2016 were \$855,357. Improved investment income and higher annual meeting registration helped to reduce the deficit compared to the prior year.

Before continuing on to the FAIC budget, Barack gave a brief explanation of generally accepted accounting principles (GAAP) reporting. Grant income is booked on the date of the award, not necessarily when the actual money is received. Following year one, multi-year grant reports show only expenses and no revenue, which can be misleading.

Due to this type of reporting, the majority of FAIC's net loss of \$658,205 is covered by spending down grant funds booked in previous years. The projected deficit for FY2016 was \$618,000. All but \$98,000 of the net loss was accounted for by previous booked income. The projected deficit for FY2017 is \$537,000.

FY2016 saw continued growth in FAIC staff and programming, resulting in increased income and expenses. Donation, publications, and investment income were all higher than projected. FAIC's total net assets are affected by market position, but, as of the end of 2016, exceeded \$5,000,000.

There was a request for more information on AIC's and FAIC's investments and their relationship to FAIC's net assets, which was answered by Barack and Eric Pourchot, FAIC Institutional Advancement Director. Budgeted investment income is based on 5% of an average of the past three years of returns. Our investments had a stronger performance this year and, while not all gains are realized, the investment policy is being followed and investments are stable.

### **2018 Annual Meeting**

Board Vice President Peggy Ellis announced that the 2018 AIC Annual Meeting is taking place in Houston, Texas, from May 31 through June 2, with the Marriott Marquis Houston serving as the host hotel. In addition to the regular conference program, there will be workshops and pre-sessions on May 29 and 30.

Ellis went on to address member concerns that had been voiced regarding the 2019 Annual Meeting, which is scheduled to take place in Connecticut at the Mohegan Sun. The Mohegan Sun is a destination conference center that also contains a casino; however, no attendees would need to enter the casino to access meeting or sleeping rooms. The low room rate and location allows for access to cities including New Haven, Boston, and New York, and transportation would be provided to destinations, such as Mystic Seaport. The selection of the location was in direct response to member requests for affordable room rates and to have a meeting in New England.

Upon surveying membership, there was not a clear consensus about expanding the meeting from three days to four. By providing an optional fourth day of programming as a separate event, the 2018 meeting will be able to explore two themes. The theme for the 2018 meeting is "Material Matters 2018," and the theme for the pre-session is "Whose Cultural Heritage? Whose Conservation Strategy?" The offering of this pre-session does not preclude other sessions that address issues of diversity, equity and inclusion, or other topics.

The question of cost to the membership was raised and the possibility of having a biannual meeting to reduce costs for members. Many members expressed their preference for an annual meeting and Peggy Ellis and Sarah Barack discussed the budgetary impact holding the meeting every two years would have on AIC.

Discussion of extending time in the exhibit halls and holding events to showcase exhibitors was held as well, which also included an interest in more time with the poster session. Meetings Director Ruth Seyler acknowledged this request and is seeking ways to expand exhibitor presence and lengthen the poster session. Logistical challenges regarding specialty session placement were also addressed.

## **FAIC Highlights of the Year**

### *FAIC Board of Directors*

Hatchfield began by acknowledging the growth of the FAIC board of directors. Over the past several years, the FAIC board of directors has expanded in numbers as well as range of expertise—including art law, marketing, fine art insurance, art consulting, publishing, digital preservation, fundraising, and more. The FAIC board has been maturing as a development board and has recently made the transition to appointing its own officers, which are approved by the AIC board of directors. The new FAIC board officers are:

- President – Peter Trippi (editor of *Fine Art Connoisseur* magazine and a former museum director)
- Vice President – Tom Clareson (Senior Digital & Preservation Services Consultant, LYRASIS)
- Secretary – Ingrid Bogel (immediate past executive director, Conservation Center for Art and Historic Artifacts)
- Treasurer – Sarah Barack (conservator and AIC treasurer)

### *Emergency Programs*

The new Alliance for Response grant from NEH (2017-2018) is continuing the traditional work of the program while making a foray into additional training opportunities. An Alliance for Response group will form in Washington, DC, to address the depth of cultural resources in our nation's capital. The grant is also expanding the work of AFR by offering response team trainings in two cities with existing AFR networks - Miami and Seattle.

Although the National Heritage Responders have not been called upon to deploy to a site in the past year, they continue to monitor events and field calls on the hotline. Team members have consulted with those facing damage via phone and email, providing guidance remotely. The National Heritage Responders Working Group has been developing educational materials on best practices for working with disaster recovery vendors.

Recordings of each webinar in a six-part series, which was created in late 2016 and early 2017 for the Alliance for Response community, are now available for viewing on AIC's YouTube channel.

The new edition of the “Emergency Response and Salvage Wheel” – including FAIC’s logo and the National Heritage Responders hotline number – has been selling well in the store since it was added in late 2016. Over 400 copies have been sold so far in 2017.

With financial support from the National Endowment for the Humanities, a new edition of the *Field Guide to Emergency Response* is now available in the AIC store.

#### *Collections Assessment for Preservation (CAP) Program*

In January, FAIC opened assessor applications and museum applications for the first year of the new CAP Program. To date, CAP staff has notified 74 museums of their acceptance into the 2017 program year. They include a variety of types of museums from across the country.

Participating museums are currently interviewing and selecting one building assessor and one collections assessor from a list of 50 approved building assessors and 64 approved collections assessors. CAP staff continue to review and welcome new assessors through the rolling assessor application process.

#### *Connecting to Collections Care*

As of May 8, 2017, 9,343 people have participated in C2C Care webinars since FAIC began managing the program. There were 5,922 webinar participants in 2016. C2C Care is on track to increase webinar participation by 5% - 6% over last year. There are 7,322 registered users for the C2C Care Forum on the website. C2C Care has 1,800 Facebook likes and 496 followers on Twitter. The C2C Care Announce listserv has 4,941 registered users. A Facebook Live event held on May 1 with the National Heritage Responders had at least 103 live viewers, and 2,400+ total views.

#### *Publications*

The Platinum and Palladium Photography book will be printed soon. The publication, edited by Connie McCabe of the National Gallery of Art (NGA), arose from a multi-year research project at NGA, culminating in an FAIC Collaborative Workshops in Photograph Conservation symposium and hands-on workshops in 2014. A grant from the Irving Penn Foundation covers the extensive editing, layout, and imaging costs as well as printing.

#### *Professional Development*

Between 2001 and 2016, FAIC’s educational programs have reached 11,047 people with 378 events. Programs range from one-day workshops held at the AIC Annual Meeting to week-long, laboratory-based practical sessions. Distance learning courses offer ways for conservators in remote areas to continue to develop their skills.

Hatchfield concluded with a call for members to donate to FAIC to support the professional development of the field as well as extending thanks to federal agencies and foundations that support our work.

## **AIC Highlights of the Year**

### *Communications Update*

Brenda Bernier, board director, communications, reported on the robust communications networks fostered by AIC. Online resources are thriving and heavily used. Specialty Groups and Networks are working on new subsites, which will hopefully be finished by the end of calendar year.

Matt Morgan was hired as Digital Strategies Advocate. His three main activities have been researching and advising on digital technology, working with CoOL, and facilitating the transition of the ConsDistList to its new moderator, Scott Devine. Special mention was made of the JAIC special issue on Collections Care as well as a request to prompt speakers to submit annual meeting talks as articles for JAIC. Bernier concluded with thanks to communications staff, member volunteers, and all who gave time to our communications and publications.

### *Outreach Update*

Deborah Trupin, board director, specialty groups, reported on AIC's outreach efforts. She announced and acknowledged the recipients of awards given by the AIC and in conjunction with partner organizations that raise the profile of the conservation field, including the Forbes Medal, the CAA/AIC Award for Distinction in Scholarship and Conservation, and the Ross Merrill Award for Outstanding Commitment to the Preservation and Care of Collections.

Pam Hatchfield represented AIC at the Getty Conservation Institute Conservation and Archaeology roundtable to discuss training in those fields. Our 2003 "Defining the Conservator" document was widely referenced and used.

CAP Coordinator Tiffani Emig and Eryl Wentworth were invited to the National Museum of African American History and Culture to discuss future events and collaboration. Emig will present a talk about the CAP Program at the Association of African American Museums meeting and Viviana Dominguez will represent AIC and present at the Museums Association of the Caribbean conference.

AIC is working with the American Industrial Hygiene Association (AIHA) to develop a formal understanding between the two organizations, improving our health and safety resources. We are in the process of creating a working group within AIHA to explore what that understanding would look like.

Other outreach efforts included the following examples: Rebecca Rushfield continues to create an annual Learning to Look workshop as part of the College Art Association annual meeting, and FAIC board members' work led to an article on preventive conservation in a professional art advisors' magazine. Wentworth is a board member of the National Humanities Alliance, which does critical work in advocacy.

Trupin strongly urged all members to support conservation and the preservation of cultural heritage through advocacy in the overall political field.

### *Volunteer Leadership*

Tom Braun, director, committees and networks, thanked all those volunteering their service to AIC, including those who contribute to and fulfill leadership roles in STASH Flash, the blog, the wiki, C2C Care, specialty groups, task forces, committees, instructors, contributors to JAIC, K-12 outreach, CAP assessors, and those who serve on the board. All of AIC's activities are supported by volunteers and the organization works best when all are actively involved.

### *Equity and Inclusion Working Group Update*

Stephanie Lussier, director, education, reported on the progress of the Equity & Inclusion working group. The working group is five months into their year-long charge, and is helping to prepare AIC to move forward. The working group has established a relationship with the Concerned Conservators group, which led to the Facilitated Discussion pre-session event at the Field Museum. Working group members attended the AAM meeting in St. Louis and coordinated a meeting with the Director of the Diversity Office of the American Library Association.

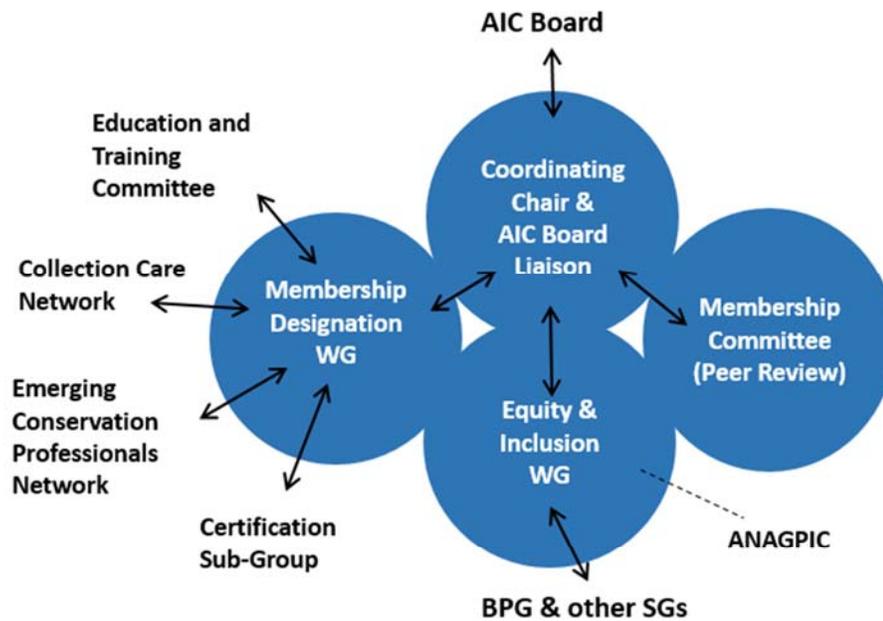
The working group has created a new charge and drafted a new AIC core value, which were approved by the board. For more information, please read the May AIC News lead article. There is a lot of investment from the membership in this topic and the group is interviewing lots of stakeholders. You can contact the group chair, Jennifer Hain Teper, or Sarah Barack, board liaison, to become involved.

### *Membership Initiative*

Murphy, the board liaison to the Membership Committee, reported on AIC's new membership initiative. In 2016, the board created two working groups to work with the membership committee – Equity & Inclusion and Member Designation. As AIC membership continues to grow and evolve, topics of interest and concern will arise. The membership committee will have working groups associated with it to investigate and explore these topics. The AIC board reached out to Cathy Hawks to help coordinate this work. The primary goals of the membership initiative are to encourage more active engagement and provide ways for members to feel fully invested, all while still pursuing the highest quality of ethics and practice.

### *The Conservation Profession—Future Directions*

A facilitated discussion was led by Catharine Hawks, Membership Coordinating Chair. The discussion began with further explanation of the relationship between the Membership Committee, Equity & Inclusion Working Group, Member Designation Working Group, the AIC board, ETC, CCN, ECPN, certification sub group, Concerned Conservators, specialty groups, and ANAGPIC. The graphic below demonstrates how many stakeholder groups within AIC are represented and have a voice in the working groups.



**Input from existing groups, and new subgroups to WGs to research specific topics**

Many funding agencies, such as the Mellon Foundation, are highly interested in supporting equity and inclusion initiatives. There are already Mellon diversity fellow positions supporting participation of under-represented demographics in conservation/cultural heritage. Some of the discussion topics were: What are we doing to promote equity and inclusion in our profession? What are we doing to promote equity and inclusion among source communities and cultures?

The discussion showed engagement from many members, including specific examples of initiatives and programming. Many of the responses touched on the following ideas, concerns, and potential avenues for growth:

- Provide opportunities for underrepresented groups to participate in the field, such as pre-program or for-credit internships, hiring programs, and outreach projects with undergraduates and high schoolers
- Acknowledgement of AIC's addition to their core values showing commitment to equity and inclusion
- Focus on continued support and funding for initiatives beyond individual funding cycles
- Changing the language from "equity and inclusion" to "representation"
- Seeking a more fundamental change of culture, versus a quantifiable approach to inclusion that relies on statistics
- Evaluate the roadblocks to participation in the field, including costs, pre-program internships, unpaid work and non-competitive salaries/stipends

- Be an advocate within your own institutions, businesses, and in local, state, and federal government
- Increase outreach and awareness of the conservation field within underrepresented communities and earlier in their academic careers
- Increasing awareness of conservation in allied and non-traditional fields is also important
- Possible expansion of K-12 Outreach group into a network to encourage sharing of resources and activities
- When approaching funders and grant-giving organizations, specifically cite inclusion/diversity as a reason for increasing salaries. Utilize professional strength to bring about long-term change in the field.
- Develop strong relationships with elected representatives to advocate for the field and its growth
- Utilize communication networks, including social media, to reach broader audiences, including international communities

The following topics were also raised regarding member designations:

- As a means of incentivizing peer review status, advocate for PA and Fellow status as requirements for private practice job listings
- A request was made for PAs and Fellows to refrain from using their institutional email addresses in their Find a Conservator listings if they are accepting private work

### **Old Business**

A call was made to share Annual Meeting content on the blog. It was also noted that posters are available online on the AIC site, providing a way to continue to engage with them after the meeting.

A request was made to post the business meeting agenda on the website in advance of the business meeting so members may prepare for the business meeting.

### **New Business**

No new business was raised.

The meeting was adjourned at 9:48 a.m.