

**AIC MEMBER BUSINESS MEETING MINUTES**  
**Philadelphia, PA**  
**2 June 2011**

*Minutes of the meeting submitted by the AIC Secretary Lisa Bruno  
and approved by the AIC Board of Directors*

AIC President Meg Craft called the meeting to order at 3:35 p.m. and welcomed attendees to the Member Business Meeting. She began by introducing a new partnership with the Huntington T. Block Insurance Agency. The AIC-Recognized Insurance Programs include the Conservators Property Insurance Program, with the inclusion of an Errors and Omissions sublimit, and the Business Insurance Program. For more information, please contact Huntington T. Block. They have a booth in the Exhibit Hall, and a flyer was included in everyone's tote bag. Additional information regarding these programs will come to members following the Annual Meeting

Craft then spoke of the prestigious Rome Prize. One of our own is a recent recipient of the Booth Family Rome Prize—Al Albano. Our congratulations go to Al. The mission of the American Academy in Rome, which was founded in 1894, is to foster the pursuit of advanced research and independent study in the fine arts and humanities. Following an application process, each year a select group of artists and scholars are provided with a fellowship that includes a stipend, a study or studio, and room and board for a period of six months to two years in Rome, Italy. This is a wonderful opportunity for conservators to consider and take advantage of.

**Secretary's Report**

Secretary Lisa Bruno asked for any comments on the 2010 Member Business Meeting Minutes, which had been posted on the AIC website prior to the meeting. With no comments forthcoming, Bruno made a motion to approve the minutes. Paul Himmelstein seconded the motion and the minutes of the 2010 Member Business Meeting were approved unanimously.

**Nominating Committee Report**

Committee Chair Mary Striegel announced the newly elected AIC Board members. Meg Craft was elected for a second, two-year term as president, and Pam Hatchfield was elected for a second, two-year term as vice president. In contested elections, Deborah Trupin was elected for a three-year term as director of specialty groups, and Stephanie Lussier was elected for a three-year term as director of education and training. Outgoing board members, Ralph Wiegandt and Karen Pavelka, were thanked for their years of service to AIC.

The Nominating Committee Chair then called for nominations for the open position on the Nominating Committee. The following members were nominated and expressed a willingness to serve: Karen Pavelka, Wendy Jessup, Glenn Wharton, and Chandra Reedy. Barbara Appelbaum moved to close nominations and it was seconded by Eleanor McMillan. The motion was approved. A paper vote was taken during the Business

Meeting with all AIC members eligible to vote, and Glenn Wharton was elected to serve on the Nominating Committee for a three-year term.

### **Executive Director's Report**

Executive Director Eryl Wentworth began with an update on strategic planning. Following last year's annual meeting, the current AIC three-year strategic plan was completed and approved by the AIC Board. The surveys, summits, and discussion groups completed as part of the FAIC initiative, made possible by generous grants from the Getty Foundation and IMLS, were hugely important in informing the AIC strategic plan as well. By focusing on the strengths and needs of both organizations, the board and staff were able to create plans that support the synergy between the two organizations.

Wentworth then focused on our growing use of technology to support the goals of both AIC and FAIC—activities involving a great many members, including board members, and staff. Much of this work also results in raising our visibility with allied professionals and the public.

AIC has for a long time used internal listservs for the work of the specialty groups and board, and email blasts have effectively alerted members to sign up for workshops, advocate for the arts, or attend the annual meeting. A new Blog was launched just prior to our meeting—so members can write about sessions and events to those who could not attend. With the help of members, this blog will grow and become one of the go-to places for information and ideas on conservation topics.

The AIC and FAIC website has been successful, too, in providing a great deal of information to both members and the public. Since its launch, and corresponding to the increased awareness of the vulnerability of our cultural heritage to natural disaster, many more journalists and reporters have contacted AIC with inquires for stories. To facilitate flexibility in enhancing our website, our site is being moved to an open source platform.

Additionally, AIC now uses Basecamp to manage group projects. Fifteen Basecamp projects are currently active. Some are SG projects, others facilitate the work of a team to create a wiki, or for a working group to review and comment on a document. AIC's e-editor, Rachael Arenstein, has been instrumental in creating basecamp projects for AIC and for organizing a growing number of wikis. Wentworth expressed thanks to Rachael and to board director of communications Nancie Ravenel and noted that, currently, the best platform for a member-wide forum is under discussion.

Meanwhile, FAIC has been making steady progress on plans to enhance CoOL. Following stakeholder meetings and a major survey, a Working Group was created to develop a preliminary plan for a vision for CoOL and to gather names of potential advisors and vendors. A packet of information was sent to these vendors and advisors and conversations have begun with them. Information is being gathered for development of grant proposals for planning and implementing CoOL enhancements.

Wentworth then reiterated the critical nature of the synergy between AIC and FAIC—their evolving ability to support each other. It's shown in the strategic plans, in project support, and in fellowships. Another very tangible way FAIC supports AIC is evident in the financial reports. FAIC now transfers overhead costs to AIC totaling over \$120,000

annually. And, staff members allocate their time to specific projects—so those staff working on FAIC activities have that portion of their salary paid by FAIC. In 2004, when Wentworth first came to AIC only one salary was charged to FAIC and today the equivalent of three salaries is being charged to FAIC.

Wentworth notes that AIC and FAIC could not accomplish all they do without the generous support of a number agencies and foundations. She thanked the Andrew W. Mellon Foundation, Getty Foundation, Samuel H. Kress Foundation, IMLS, NEH, and NEA, in addition to the National Center for Preservation Technology and Training, a division of the National Park Service. Many others organizations have provided sponsorships in support of AIC and FAIC events. These include a number of exhibitors, all of whom are listed in the Final Program.

Wentworth recognized the AIC and FAIC Boards of Directors for their leadership and guidance and gave thanks to the AIC editors who ensure the quality of our print and online resources. Many volunteer members who serve as SG officers and committee members also work hard to advance the goals of the organization, and, beyond any formal structures, so many other members have helped AIC achieve its goals by contributing to AIC or FAIC publications, serving as course instructors, presenting at our meetings, facilitating collaborations with other organizations, and much, much more.

Wentworth concluded by saying that she was once accused by a member of being too much of a cheerleader. Yet, that is actually a part of the executive director's job—to convey to others just how important the work of conservators is. The preservation of cultural property has been a focus of Wentworth's entire professional career, and is deeply felt. Finally, all AIC members were thanked for the many ways they support conservation, the field, and AIC.

### **Treasurer's Report**

AIC and FAIC Treasurer Brian Howard began with a brief overview of AIC and FAIC as distinct organizations with different revenue streams. AIC 2011 budgeted income totals \$1,193,676, with membership dues, meeting registrations, and FAIC overhead the three largest line items supporting AIC activities. Specialty Group income is budgeted at \$123,676.

AIC 2011 budgeted expenses total \$1,257,937. The Specialty Groups, in total, are budgeting expenses at \$189,188, resulting in a deficit of \$65,512. Without this Specialty Group deficit, the overall AIC budget would be balanced. The majority of Specialty Groups are deliberately using reserve funds to support 2011 projects. When reserves grow beyond what is needed for emergencies, it is recommended that some of the funds in the reserve be approved for special projects in support of members. This is being done gradually, on an annual basis, by the Specialty Groups.

The pie charts clearly show the commitment to publications, with 27% of our expenses in publications. AIC net assets are again gaining strength following a two-year slump during the worst of the recession. Overall, AIC is in a strong financial position.

Howard next turned to FAIC finances and showed total income and expenses without the Mellon Hermitage Project, which skews the numbers. Grants and investment allocations

account for the largest pockets of revenue, while Professional Development and AIC-CERT activities account for the most in expenses.

Accrual accounting requires that all grant funds are recorded as of the date of the grant commitment, regardless of when the funds are actually received. The full \$3.46 million grant for the Hermitage initiative from the Andrew W. Mellon Foundation was recorded in FY2010. In FY2011, expenses are projected at \$925,000, which will be seen in 2011 financial reports as a net loss. This is covered by the net gain recorded in FY2010.

FAIC net assets grew from \$4.56 million in FY2009 to \$7.75 million in FY2010.

Fiscal oversight of AIC and FAIC is strong. Board leadership is supported by the Audit Committee, Financial Advisory Committee, and contracted CPA services, in addition to the expertise of Finance Director Ken Beam, who works closely with the board treasurer.

2011 AIC and FAIC finances will be posted on the website, as will the audited statements when they are finalized.

### **Professional Development Report**

Education & Training Board Director Karen Pavelka provided an update on professional development activities. In 2010, FAIC offered a wide array of online and in-person courses across the U.S.—totaling 23 events and 1,086 registrants. Participants were from 24 states and 13 countries. Pavelka noted that, since 2002, FAIC has offered a total of 197 events, serving 6,588 registrants.

Earnings from the FAIC Endowment for Professional Development are augmented by a wide variety of grants, both from government agencies and foundations. 2010-2011 grant projects included:

- NEH—workshops
- NEA—TechFocusI workshop
- IMLS—AIC-CERT training and Environmental Guidelines Roundtable
- NEH, NEA, and IMLS—Haiti response
- Andrew W. Mellon Foundation—Photograph workshops and Hermitage Initiative
- Samuel H. Kress Foundation—International speakers, Conservation fellowships, Publication fellowships, Publications
- Getty Foundation—Latin American Scholarship program (2010 and 2012) and Strategic planning

FAIC offers grants and scholarships in a wide range of categories. Among other things, these funds help students attend professional meetings, provide funds to authors to complete books on conservation, support conservation fellowships, and provide support for members to attend workshops and other professional development opportunities. In 2010, FAIC made 66 awards in 15 grant categories totaling \$156,896. In 2011, FAIC has already made 59 awards totaling \$366,323.

With support from IMLS, two training sessions were held this spring to improve the geographic distribution and skill sets of AIC-CERT. 43 new responders, selected from

170 applicants, were trained in 2011. The team now consists of 107 curators, librarians, archivists, and conservators. Pavelka thanked Aimee Primeaux for her service as AIC-CERT coordinator and welcomed Beth Antoine, who became coordinator this winter.

The Hermitage Photograph Conservation Initiative, funded by a four-year grant from the Andrew W. Mellon Foundation, has made great strides in its first year of activities. 36 days of workshops, practica, and seminars have been conducted in Boston, Winterthur, Philadelphia, New York, Ottawa, Paris, and St. Petersburg.

Not just AIC-CERT members, but a broad array of AIC members, have volunteered their time to help Haiti recover its cultural heritage. Members have provided assessment, treatment, and teaching services as part of the broader work organized by the Smithsonian Institution at the Haiti Culture Recovery Center in Port-au-Prince. From May 2010 through October 2011, 32 AIC members will have provided over 500 days of service. Thanks go to our partners, the Smithsonian Institution and the U.S. Committee of the Blue Shield, and to the chief conservator on the project, Stephanie Hornbeck.

Pavelka concluded her remarks with a request for members to support the Stout Fund to help student AIC members to attend the 2012 Annual Meeting in Albuquerque.

### **Old Business**

No old business was raised.

### **New Business**

A request was made to direct funding for professional development to help Associate members. There is a gap in time before graduates of training programs can become Professional Associates, making it difficult for these Associate members to receive support to participate in workshops and conferences.

Both the Final Program and the online meeting schedule received compliments. It was clarified that the online meeting schedule had been compiled by members in collaboration with staff. It will be distributed to all specialty groups and be posted on the AIC site next year, as well, prior to the Annual Meeting.

Another member approved of the philosophical General Session, but was disappointed that there was not enough time to pursue the issues raised.

Members were encouraged to attend the 2012 Annual Meeting. Its theme is Connecting to Conservation: Outreach and Advocacy.

President Meg Craft adjourned the Members Business Meeting at 4:50 and introduced the work of the Bylaws Committee on updating and revising the AIC Bylaws.