

**AIC MEMBER BUSINESS MEETING MINUTES**  
**Indianapolis, Indiana**  
**1 June 2013**

*Minutes of the meeting submitted by AIC Board Secretary Sanchita Balachandran  
Approved by the AIC Board of Directors on 5 August 2013*

AIC President Meg Craft called the meeting to order at 7:45 a.m. and welcomed attendees to the Member Business Meeting.

**Secretary's Report**

Secretary Sanchita Balachandran noted that the 2012 Members Business Meeting Minutes had been posted previously on the AIC website and asked if anyone had corrections or additions. With no comments forthcoming, Balachandran made a motion to approve the minutes. Paul Himmelstein seconded the motion and the minutes of the 2012 Member Business Meeting were approved.

**Nominating Committee Report**

Committee Chair Paul Messier acknowledged his committee members, Ellen Pearlstein and Glenn Wharton, and thanked them for their fine work on the committee.

Messier noted that the 2013 board elections were held for three open positions: president, vice president, and director of communications. He thanked outgoing President Meg Craft and outgoing Director of Communications Nancie Ravenel for their dedicated service on the board, along with Pamela Hatchfield for her service as vice president.

Messier then announced the election results. Carolyn Riccardelli is the incoming director, communications. Margaret Holben Ellis is the incoming vice president, and Pamela Hatchfield is the incoming AIC board president.

Each year, a new member of the Nominating Committee is approved by a vote of Associate, Professional Associate, and Fellow members of AIC attending the Business Meeting. Messier called for nominations from the floor. Nancie Ravenel was nominated and agreed to serve. With no other nominations offered, a motion was made for a "yea/nay" vote from the floor by Messier. Debra Hess Norris seconded the motion and Nancie Ravenel was duly elected to serve on the Nominating Committee for a three-year term.

**Award Presentations**

Board President Meg Craft announced that the 2013 Special Recognition for Allied Professionals has been awarded to Steven Puglia, who could not be in attendance to accept the award.

Craft announced that Irene Bruckle and Gerhard Banik have been honored with the Publications Award for their 2011 publication, *Water and Paper: A Guide for Conservators*. As they were unable to attend the meeting, Paul Whitmore read their acceptance remarks.

The President's Award, given at the discretion of the sitting president, was awarded to Catharine Hawks in honor of all she has done and continues to do to advance AIC and its members. Hawks was present to accept the award.

### **Treasurer's Report**

AIC and FAIC Treasurer Jennifer Hain Teper began with a brief overview of AIC and FAIC as active, healthy organizations. The recent 2012 consolidated audit resulted in an unqualified opinion, which is considered the equivalent of a "clean bill of health." The consolidating statements from the 2012 audit will be posted on the website following the annual meeting. The audit information could not be posted prior to the annual meeting, since this audit was just approved by the AIC and FAIC boards earlier in the week.

The AIC 2013 budgeted income totals \$1,194,786. Membership dues and meeting registrations continue to provide the most revenue to the organization. AIC 2013 budgeted expenses total \$1,281,380. In 2013, the Specialty Groups, in total, are projecting a deficit of \$86,594, which explains the overall projected deficit for AIC as a whole.

AIC net assets over a 10-year period reflect show a peak in 2007, reflecting very strong markets prior to the recession. 2010, which was a year in which AIC achieved high revenues while controlling expenses, also shows strong net assets. Overall, AIC withstood the recession well without raising dues or registration fees, and our net assets have grown significantly over the past 10 years. The AIC net assets will also be posted online.

Next, Teper turned to FAIC finances and showed total income and expenses without the Mellon Hermitage Project, which skews the numbers. Grants and investment allocations continue to account for the largest pockets of revenue, while Professional Development dominates 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. Thus, the full \$3.46 million grant for the Hermitage initiative from the Andrew W. Mellon Foundation was recorded in FY2010. In FY2013, expenses are projected at \$1.045 million, which will be seen in 2013 financial reports as a net loss. This is covered by the net gain recorded in FY2010.

The large increase in FAIC net assets in 2010 reflects the Andrew W. Mellon grant funds for the Hermitage Museum initiative. Reduced assets in 2011 and 2012 reflect spending down of this grant. Despite the market drop in 2008, FAIC remained steady due to a Mellon Foundation endowment grant of \$1 million for photograph conservation workshops. FAIC financial information and net assets will be posted on the website following the meeting.

Board and staff leadership are guiding AIC and FAIC safely through rough economic periods. Board leadership is supported by the Audit Committee, Financial Advisory Committee, and contracted CPA services, in addition to key staff. Newly articulated and expanded AIC and FAIC reserve policies have been approved by both boards, based on

2004 board-approved reserve levels and on current recommendations provided by our auditor. Total reserves being held are \$546,031.

Members attending the Business Meeting requested additional and more in-depth information about AIC's and FAIC's financial activity and reminded the board of their previous request from 2012 that additional financial information, including multi-year trends, be posted on the website prior to the business meeting. Clarification about how the Hermitage Project is accounted for was also requested. It was agreed that additional financial information will be posted on the website following the annual meeting.

### **Professional Development Report**

Education & Training Board Director Stephanie Lussier provided an update on professional development activities and thanked Eric Pourchot and Abigail Choudhury for their management of these varied activities. FAIC offered 33 events in 2012, with a total of 706 registrants. Since 2002, FAIC has offered 272 events that have served 8,085 registrants.

Grant projects in 2012-2013 include:

- *National Endowment for the Humanities (NEH)*—Workshops
- *Institute of Museum and Library Services (IMLS)*—AIC-CERT training
- *Samuel H. Kress Foundation*—International speakers, conservation fellowships, publication fellowships, publications
- *The Andrew W. Mellon Foundation*—Photograph workshops, Hermitage Initiative, Hurricane Sandy response
- *Getty Foundation*—Latin American Scholarship Program, Strategic Planning
- *Inge Foundation*—Outreach programming

In 2012, FAIC awarded 93 grants in 17 grant categories totaling \$466,664. These important grants and scholarships were supported by funding from the Samuel H. Kress Foundation, The Andrew W. Mellon Foundation, NEH, IMLS, and the Getty Foundation.

The Hurricane Sandy response effort was huge. From October 2012 through March 2013, at least 83 volunteers provided hundreds of days of service. Special thanks go to Beth Antoine, Cindy Albertson, Anna Studebaker, and Lisa Elkin.

In conclusion, Lussier asked members to please support FAIC in general, and specifically the Stout Fund, which will enable student AIC members to attend the 2014 Annual Meeting in San Francisco and other professional meetings.

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

Eryl Wentworth reported first on the major advances made in the area of publications.

- *JAIC* is now being published by Maney Publishing, allowing the production of four issues each year in full color. The resources and expertise Maney has to market *JAIC* extensively ensures that *JAIC* content is being made accessible to even more people from all over the world.
- *AIC News Online* is now a reality, saving approximately \$22,000 annually in printing and postage and funneling funds into expanding online resources.

- This summer, AIC will be publishing *Ethics and Critical Thinking in Conservation*, edited by Pamela Hatchfield. This collection of essays is drawn from presentations given at the 2010 and 2011 AIC Annual Meeting General Sessions.
- The new database and website will launch this summer and will include an improved Find a Conservator resource, a member-wide forum, an online member directory, and more.
- The AIC wiki is expanding all the time. Thanks was given for initial funding from NCPTT and their continuing support, such as sponsorship of the Wiki Edit-a-thon session which took place at this year's annual meeting.

Wentworth then gave thanks to the vast core of AIC and FAIC volunteers who are advancing the field, expanding outreach initiatives, and ensuring that AIC remains vital. These include:

- The officers of 10 Specialty Groups and 2 Networks, along with the members of 14 Committees
- The many volunteer members providing their expertise on our print and online publications
- All those who represent AIC during AIC-hosted sessions at allied professional conferences and meetings. A great deal of work goes into the preparation of these presentations and it is greatly appreciated.
- Many AIC members, of course, also organize their own presentations at allied professional conferences, and AIC helps support these outreach efforts whenever possible.

Wentworth also took the opportunity to thank the foundations and federal agencies that support our work.

The **Andrew W. Mellon Foundation** has been a valued partner since 2000, when it awarded FAIC the first of two endowment grants for Professional Development (PD):

- The second Mellon endowment grant, awarded in 2008, is the photographic workshop endowment. Recent activities supported by these two Mellon-funded endowments were outlined in the Professional Development report.
- The Mellon Foundation provided FAIC with emergency response funds, allowing the Cultural Resource Center to remain open into March 2013. This grant followed an unexpected leadership gift from Sotheby's for FAIC Sandy response efforts.
- This is the third year of the Hermitage Museum Project—a four-year project to establish a photograph conservation department at the Hermitage Museum in St. Petersburg. Russian conservators are being trained in photographic conservation. Thanks go to those who have served as advisors and instructors and provided lab space for training. The work of many people has ensured that this project is on target and meeting, if not exceeding, its goals.

**NEH** has long been a supporter of FAIC:

- It has awarded FAIC PD grants every two years since 2004. A 6<sup>th</sup> grant for workshops and scholarships has recently been submitted.
- NEH also provided assistance early on for FAIC emergency response work in Haiti.

The **Getty Foundation** has assisted FAIC in many important ways over the years:

- The Getty Foundation has made it possible for FAIC to bring Latin American and Caribbean scholars to the AIC annual meetings every other year since 1997—thus providing for international exchanges of information and networking that is critical to the field. An application for 2014 in San Francisco has recently been submitted. Breaking with tradition, applications will be submitted for funding for successive years to take advantage of our venue in Miami in 2015.
- In 2008, the Getty Foundation provided critical funding for FAIC Strategic Planning. A grant from IMLS supplemented this work. This vital strategic planning initiative involved a great deal of research and outreach that resulted in the current FAIC 2013-2015 Strategic Plan. This multi-year initiative served to raise the Foundation's profile and strengthen its board.

**IMLS** is also a partner of long standing:

- In addition to providing funds for strategic planning, IMLS has been instrumental in supporting AIC-CERT training. IMLS has awarded FAIC two grants, in 2006 and 2010, through which AIC-CERT membership grew to 107 with wide geographic distribution.
- IMLS also provided funds for the Haiti earthquake response.

The **Samuel H. Kress Foundation** has proved to be instrumental to so many of FAIC and AIC activities:

- This is the third year that FAIC has administered the Kress Conservation Fellowship Program—this highly competitive program provides 9-12 month mentored professional development opportunities in a variety of settings for recent graduates of conservation programs.
- The Kress Conservation Publication Fellowship Program has been active since 1994 and has resulted in the publication of 24 books in conservation, with more on the way.
- The Kress Foundation has also assisted FAIC in a variety of other publishing activities, both in print and online. Most recently, an award was made in support of a website project called Storage Techniques for Art, Science, and Humanities Collections (STASH), which is currently under production. STASH will include the 1992 SPNHC publication, *Storage of National History Collections: Ideas and Practical Solutions*, along with additional submissions of practical solutions—building a resource base of ideas for museum professionals worldwide. This WordPress site will be hosted on CoOL.
- The Kress Foundation also generously supports international travel to AIC annual meetings and to other meetings and conferences, which is very important to ensure international exchanges.

**The Inge Foundation**

- Funds to FAIC from the Inge Foundation enabled a partnership with AAM to create a webinar on fundraising for collection care. Pleased with the webinar and the number of people who participated in it, the Inge Foundation is considering funding a second webinar.

Wentworth expressed gratitude to all FAIC funders for supporting FAIC and AIC initiatives that advance the field of conservation. She ended by noting that she was approaching her 10<sup>th</sup> year at AIC and its Foundation. Wentworth thanked AIC and FAIC

staff for their dedicated work and thanked the board members of both AIC and FAIC for their invaluable guidance and support.

### **Environmental Guidelines**

Meg Craft introduced Rick Kerschner, who represented AIC at a recent Association of Art Museum Directors (AAMD) meeting where he presented the AIC-endorsed guidelines (below in italics). Kerschner provide a brief history of the issue, noting that in 2010 the Bizot Group, an international group of major art museum directors, recommended guidelines for broadening the RH range that had been used as the museum environmental standard for many years. In response, a meeting of representatives of large museums in North America and the United Kingdom, and scientists working in the field of museum climate, was held at the Museum of Fine Arts, Boston in April 2010. This was followed by a second meeting, hosted by AIC and the Museum of Fine Arts, Boston, in conjunction with the 2010 AIC Annual Meeting. An Environmental Guidelines Working Group was then created by AIC to draft environmental guidelines language for loans.

The following guidelines were issued by AIC and endorsed by the AAMD at their annual meeting in Montreal in May 2013:

*For the majority of cultural materials, a set point in the range of 45–55% relative humidity with an allowable drift of +/-5%, yielding a total annual range of 40% minimum to 60% maximum and a temperature range of 59–77°F (15-25°C), is acceptable.*

- *Fluctuations must be minimized.*
- *Some cultural materials require different environmental conditions for their preservation.*
- *Loan requirements for all objects should be determined in consultation with conservation professionals.*

While this is an important step, a great deal more research needs to be completed and disseminated, regarding both loans and collections in storage and on exhibition. At the same time, conservators must take a leading role in educating those responsible for collections in how to assess the protection of the collections in their care.

### **Rome Prize Fellowships of the American Academy in Rome**

AIC Board Vice President Pam Hatchfield pointed out that no conservator was awarded a Rome Prize Fellowship in Historic Preservation & Conservation for 2013-2014. Rather, fellowships were given to three people in other professions. Hatchfield emphasized the importance of conservators, particularly younger conservators, applying for the Rome Prize; this was reiterated by several other AIC members. Hatchfield will create a committee of past Rome Prize Fellows who will promote applications.

### **JAIC**

AIC Board President Meg Craft announced the additional benefits of JAIC being produced and promoted by Maney Productions. Now, there is no lag time for articles to be presented. All accepted papers go online immediately, even before they appear in the print version. An online feature that is very attractive is the option to include supplemental material, such as photographs, charts, or video, in support of the peer-

reviewed article. The articles can also be easily searched and will have DOI numbers. A list of a table of contents can be sent electronically to members whenever new articles go online.

Craft also reiterated that treatment articles are welcome. Those who have presented specialty group papers at the annual meeting should also consider submitting their paper to JAIC.

### **2014 Annual Meeting**

AIC Board Vice President Pam Hatchfield stated that the theme of the 2014 annual meeting in San Francisco is *Conscientious Conservation: Sustainable Choices in Collections Care*. This meeting will highlight the work of the Collections Care Network. She invited members to submit their ideas for content and encouraged them to think creatively about different presentation formats. The 2014 meeting will take place from May 28 to 31.

### **Member Discussion**

A discussion about environmental guidelines was continued by attendees. Members mentioned that the new guidelines have already resulted in some loosening of standards by museums and their facilities departments, showing that there is confusion about how the new guidelines are interpreted. Another concern was that the guidelines were incorrect for different climatic zones, such as arid parts of the U.S. These concerns were answered with a reminder that these are guidelines, not standards. Each institution must use critical thinking to determine appropriate environments for particular collections in particular building envelopes. Professionals need to be involved. Explaining the new guidelines is the responsibility of conservators, who will need to do their homework and work hard to promote understanding of the new guidelines.

A proposal was made to create a “charter” similar to the New Orleans Charter to better articulate these new guidelines. It was also suggested that attendees think about the 2014 Annual Meeting theme focusing on collections care as a venue to discuss these new guidelines. Attendees were reminded that light, in addition to temperature and relative humidity, is also an environmental issue. A suggestion was made to invite AAM, AAMD, and AIA to join us in San Francisco next year.

A question was asked about whether open access for authors contributing to JAIC was considered. Open access is offered by Maney, and the cost to the author for this option is \$800. When asked if this is something that FAIC should support, Board Director Nancie Ravenel responded that this would be considered by the board.

FAIC was thanked for its help with the Oral History Project, which is now 40 years old. Members were asked to become involved in interviewing or giving interviews for the project.

A question was raised about where the files of retired conservators can be archived and preserved. The FAIC Oral History project is not an archive. Winterthur holds archives of many earlier conservators, including twelve major historical figures. This archive cannot be expanded. We need to think about digital archives. It was also pointed out that

an AIC wiki has a section on conservation history, and members should consider adding to it.

The board was asked to increase marketing of conservation and conservators, including TV spots, radio PSAs, and more.

When asked for a brief “elevator speech” about the new strategic plan, the board noted that the key aspect of the plan is its emphasis on advocacy for conservation on all levels in addition to the existing emphasis on professional development and standards. Eryl Wentworth pointed out that the AIC and FAIC strategic plans are quite different, with the former legally able to devote more funds on formal congressional advocacy issues and the latter focusing on broader aspects of outreach. It was requested that, prior to each annual meeting, an email “blast” be sent to members providing links to key AIC and FAIC documents, including the strategic plan.

Meg Craft mentioned the inclusion of five non-conservators on the FAIC board and emphasized that this was done with the intention of bringing different kinds of needed expertise to the organization.

Another attendee thanked the board and staff for all their work and reminded everyone to donate to FAIC. A final comment was a plug for ICOM and ICOM-CC, along with IIC, and a request to give back to IIC.

#### **Old Business**

There was no specified old business.

#### **New Business**

There was no specified new business.

The meeting was adjourned by Board President Meg Craft at 9:35 a.m.