



**Art Museum Image Consortium**

[www.amico.org](http://www.amico.org)

*Enabling Educational Use of Museum Multimedia*

**Annual Board Meeting**  
**Thursday, February 21, 2002**  
**2:30 pm - 5:30 pm**  
**Philadelphia Museum of Art**

## **Minutes**

### **In Attendance:**

Clark Art Institute (Ken McCardle for Michael Conforti), Center for Contemporary Photography (Diane Nielsen), Cleveland Museum of Art (Len Steinbach for Katharine Lee Reid), Detroit Institute of the Arts (Shell Hensleigh), Fine Arts Museums of San Francisco (Bob Futernick for Harry Parker), The Frick Collection (Sam Sachs), J. Paul Getty Museum (Ken Hamma by Phone for part of the meeting), Metropolitan Museum of Art (Susan Chun), National Gallery of Canada (Daniel Amadei for Pierre Théberge), Pennsylvania Academy of the Arts (Kim Sajet for Derek Gillman), Philadelphia Museum of Art (Anne d'Harnoncourt), Smithsonian American Art Museum (Betsy Broun), Whitney Museum of American Art (Max Anderson).

### **Represented by Proxy, exercised by the Chair:**

Art Gallery of Ontario, Art Institute of Chicago, Albright Knox Art Gallery, Boston Museum of Fine Arts, Dallas Museum of Art, Davis Museum and Cultural Center, George Eastman House, Los Angeles County Museum of Art, Minneapolis Institute of the Arts, Musée d'art contemporain de Montréal, Musée des beaux arts de Montréal, San Francisco Museum of Modern Art, Walker Art Center

### **Regrets:**

Library of Congress, National Museums of Scotland.

### **Staff:**

Jennifer Trant, Executive Director and David Bearman, Director Strategy and Research.

*Note: Background Materials were distributed for the meeting and are referenced throughout.*

## **1. Call to Order and Review of Agenda**

AMICO Chairman Sam Sachs called the meeting to order at 2:30 and thanked the Philadelphia Museum of Art for their hospitality in hosting the meeting. He also thanked those in attendance for taking time out of their College Art Association schedule to meet. Sachs noted that he held proxy votes assigned to the chair by AMICO members not at the meeting.

## **2. Minutes from Last Meeting**

AMICO Secretary Elizabeth Broun introduced the minutes from the January 26<sup>th</sup> meeting of the Board. She moved for the group to accept them. All agreed.

## **3. Financial Issues**

### **• Treasurer's Report**

Maxwell Anderson, AMICO's Treasurer introduced the Audited Financial Statement for AMICO's 2000/2001 Fiscal Year. Shell Hensleigh moved to accept the statement, seconded by Anderson. All agreed.

- **Budget Report 2001/2002 Year to Date and Preliminary FY2002/2003 Budget**

David Bearman introduced the year to date budget and a preliminary FY2002/2003 budget. He noted that income projections are increasing with multiple distributors. Anderson congratulated AMICO's management on this, as this is critical both to our reaching K-12 and to developing fiscal stability.

Hensleigh asked about funding for Technology in the budget. It shows the move of technology support from contracted services to in-house staff.

Nielsen asked about AMICO's growing liability and the position of the members in relation to this. She was reassured that the Members individually would not be liable for this debt, and that moving onto the books formally, as was being done in the next fiscal year, was a sign of AMICO's growing fiscal stability. Bearman indicated that our guaranteed income stream from existing contracts (not shown in our form of budgeting) does cover these commitments.

#### **4. Update on Activities**

Trant provided the Board with an update on staff activities. She reviewed the circulated list of Achievements, and highlighted the development of a Newsletter, and the signing of an agreement with VAGA (Visual Artists and Galleries Association) that allowed the inclusion of their works in The AMICO Library in the same way as ARS works.

Bob Futernick asked about use-related activities. We are in the midst of the K-12 testbed that will be reported at the June Members Meeting. We're also holding user group meetings at CAA and ARLIS/VRA, and will include user profiles in upcoming issues of the Newsletter.

#### **5. Membership & Library Development**

- **Membership Dues**

The group reviewed the proposal to financially reward Members who have made significant contributions to The AMICO Library.

Futernick, Weinstein and others wondered if paying members for their contribution would change the nature of the organization. Steinbach felt that any reward should be expressed in terms of a rebate rather than a waiver.

Hensleigh proposed that it be phrased as a rebate, and limited to the amount of dues that a Member should pay.

Chun agreed that it would be appropriate to find ways to encourage the contribution of particular kinds of content to The AMICO Library – including that which corresponded to Users' Requests, but she wondered about the complexity of administering a layered system over time. She was reassured that there would be ways to algorithmically determine appropriate amounts.

Bearman noted that dues had been a barrier to some possible European members, and that it would be good to be able to address it.

Anderson noted that the proposal gave the board a method to encourage particular kinds of documentation, and that it was a sign of health for AMICO that this was being considered.

Daniel Amadei of the National Gallery of Canada wondered about the implications of changing, and observed that it encouraged continuity, showed the success of AMICO, and by reducing the cost of participation would encourage others to join.

Hiram Woodward of The Walters Art Museum welcomed the possibility of a dues reduction but wondered what the details and timetables were. He felt he couldn't assess what was best for the Walters without further details.

Max Anderson moved that proposal to be accepted, phrased as a rebate, and limited to the total amount of dues that would be paid by a Member. This was seconded by Susan Chun.

Bearman reiterated that this would be done in June 2002 for every work that was contributed up to the 2002 library year, and that the calculation would be reflected in the June invoices for Membership Dues.

All agreed.

- **Membership Development**

Trant reported that new Members this year included The Newark Museum, The Terra Museum of American Art, The Louisiana State Museum. The Victoria and Albert Museum was also very close to joining.

Ken Hamma noted that the Getty Museum had been approached by the Van Eyck Consortium to join their activities. It was observed that VanEyck was a consortium of two large picture Libraries (The Witt and the RKD) and that their digital activities did not seem to include the same attention to intellectual property rights that AMICO's did.

Trant reported that the Jungian Institutes had also approached AMICO about participation. This raised similar issues, as they held reproductions of works of art not in their won collection. Staff was asked to investigate and report.

The group reviewed barriers to the kind of membership growth we had originally anticipated. Most often, institutions say that they are not quite ready to participate – these institution need to be encouraged to join with AMICO at the formative stages of their projects, so that the common expertise of the group will be at their disposal.

- **Library Growth**

The charts outlining the size of The AMICO Library and the contributions to date (made or promised) by each member were reviewed. All members were encouraged to contribute as fully as possible to The AMICO Library – so that it will grow to reflect the strengths and richness of their varied collections. Members were encouraged to contribute additional works if possible to help us get the 2002 Library over 100,000 works. The group reaffirmed the contribution schedule

The possibility of making contributions more than once a year – to avoid the crunch of production was discussed. Staff welcomes contributions at any time, but AMICO must release the library in annual editions because of our licensing frameworks.

## **6. AMICO Library Use**

- **AMICO Library Delivery by Multiple Distributors**

The Board reviewed the chart of AMICO Library distributors, and congratulated staff on the development of many venues for the delivery of museum content. Two new distributors began offering The AMICO Library in January (VTLS and H.W. Wilson); SCRAN will begin distribution in the fall, and we expect one further distributor to be online by then as well.

- **Subscriptions and User Statistics**

Futernick remarked on the need to track different kinds of users and the way that they interact with these different systems. Staff agreed that new distributors will bring new audiences and add to our difficulties in tracking use of The AMICO Library. We require all distributors to collect statistics in the formats recommended by the International Consortium of Library Consortia (ICOLC) and staff will work to integrate these as much as possible in reports to members.

## **7. Governance**

- **Composition of the Board**

The Board reviewed the proposal to move from a Board of the Whole, to an elected, representative Board of thirteen members. It was agreed that this would make for a more streamlined organization and make it easier to convene a quorum of the Board.

Concerns were expressed that this might limit members direct involvement in the governance of AMICO, and that this too would change the nature of the Consortium. Direct representation had given the Members a sense of involvement and empowerment. Diane Nielsen suggested that one way to address this was to hold at least one Board meeting at the same time as the annual Members meeting, in order to encourage input. Board Meetings should be open to all Members.

It was agreed that the Nominating Committee should include a broad range of Members, representative of the Membership as a whole, and that it should be drawn broadly from Membership as a whole, not just the current Board.

Susan Chun moved to adopt the change in Board structure as outlined in the modified Bylaws., with the changes noted about the Nominating Committee. Max Anderson Seconded this, and all approved.

- **New Board Composition: Slate of Officers for 2002-04**

Daniel Amadei moved that the Board accept the slate of members and officers put forward by the past Executive Committee (acting as an ad hoc Nominating Committee in its recommendation to change the structure of the Board. This was seconded by Kim Sajet and agreed by all.

## **8. Management of AMICO**

- **Executive Director Search**

Max Anderson, as head of the Search Committee, reported on the results of the search for an Executive Director of AMICO. While several promising candidates came forward, none were felt to have the right mix of characteristics to lead AMICO through its next stage.

Anderson reported on discussions that lead to an agreement that Trant and Bearman would share the Executive Director position, each working 50% of the time, and concentrating that effort at the times in the production cycle that it was most needed. The Board agreed that this continuity was important and that it would reassure the community and the Members about AMICO's continuing vitality.

- **Transition Strategy**

As part of the move towards independent AMICO operations outside the framework of Archives & Museum Informatics, the Executive Committee recommended that AMICO issue a Request for Proposals to a University or Not-for-Profit interested in hosting our organization. The RFP text was reviewed and the group agreed that this would be a good way to get AMICO onto a high-speed network, integrate AMICO's activities with other digital library activities and research, and connect with a user community interested in actively working with The AMICO Library.

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- **Forward Schedule.**

It was agreed that throughout the process AMICO must maintain its independence, while encouraging the synergies that come from being co-located on a campus or research site. The results of the RFP will be known by the Members Meeting

- **AMICO Members Meeting and Next Board Meeting**

The AMICO Members Meeting is scheduled for New York City, May 30 – June 1, 2002. We thank the Asia Society, The Metropolitan Museum of Art, the Frick Collection and the Whitney Museum of American Art for hosting us. All Members were encouraged to send several staff directly involved in creating or using AMICO Library data to the meeting.

It was agreed that the next Board meeting would be held in conjunction with the Members Meeting, as recommended.

**9. Other Business**

The Chairman asked if there was any other business. Susan Chun spoke for the group in thanking Sachs for his service as AMICO Chairman.

**10. Adjournment**

The chairman declared the meeting adjourned at 5:00 pm.