

AMICO Staffing Proposal: 1999-2000

Executive Director

Jennifer Trant will continue to serve as Executive Director. No salary increase is requested, though salary will be billed henceforth.

Administrative Assistant

A&MI will devote part time of its Administrative Assistant Peter Boyer, billing AMICO for time up to 50% of full time work.

Library Editor

It is proposed to hire a Library editor ASAP (projected hire date October 1) with responsibility for overseeing art history interns working on the enhancement of the AMICO Library and for overall editorial control of the product. In our view, absence of quality (or perceived quality) is the most serious threat to AMICO's success in the longterm.

Member/Client Services

Kelly Richmond, who has been serving as AMICO's management intern, has agreed in principle to accept a full time job with AMICO after completing her Masters degree next year. In the interim, we propose hiring her on a part time basis for the coming year. Kelly will focus on client services if a member services coordinator is hired.

Member Services

If AMICO decides to accept foreign members in 1999-2000, we believe that a position of member services coordinator should be established and hired immediately. We put off hiring this position this year after a not very successful probation for a candidate we had selected in the winter, but with the many issues that will arise with foreign members, we see no alternative if that program (and the North American membership) are to succeed.

Technical Services

Brad Dietrich will continue to serve in this capacity. No salary increase is requested.

Interns

We are proposing to offer two internships to art history students each term (fall, winter, summer) in order to implement proposals of the editorial committee and create value added authority files and indexes to the AMICO Library.

Consulting/Services

A&MI

David Bearman has agreed to continue to serve as a general consultant to AMICO, focusing on long-term strategy and research. He will continue to bill only 1/3 of his fees, reserving the remaining 2/3 against future payment by AMICO. The maximum time commitment is reflected as 105 days (35 billed days) in 1999.

General Counsel

Michael Shapiro has proposed new terms for a retainer under which he would continue to serve as AMICO General Counsel. These are that his 'retainer' fee would be a minimum fee (\$15,000 p.a.), while he would bill monthly on a basis of \$150 p.hr. for any time over 8 hours a month incurred for AMICO work. In our opinion, proposed agreement is too open-ended and not affordable to AMICO especially as there may be substantial work involved in bringing in foreign members and new distributor contract negotiations.

We are exploring services of other Counsel and will report at the Executive Committee meeting.