



**Art Museum Image Consortium**  
*www.amico.org*

## **Briefing Package**

*(confidential)*

**Executive Committee Meeting**

**Friday October 13, 2000**

**10:00 am - 3:00 pm**

**The Frick Collection and Art Reference Library  
1 East 70th St., New York, NY.**

**(Lunch will be served)**

**Prepared by J. Trant, D. Bearman and K. Richmond  
AMICO Staff**



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## **Agenda**

### **Call to Order**

#### **1. Minutes of Previous Meeting**

*Attachment: Draft Minutes from January Meeting*

**ACTION:**  
**Approve Minutes**

#### **2. Financial**

- Report of the Treasurer

*Attachment: 1999/2000 Budget Actual Expenditures*

**ACTION:**  
**Accept Statement**

- Budget 2000/2001

*Attachment: 2000/2001 Budget Proposal*

**ACTION:**  
**Approve Proposal**

#### **3. Fundraising**

- Status Report

*Attachment: Fundraising Status Report*

**ACTION:**  
**Recommend Strategy**

#### **4. Membership Development**

- New Members

*Attachment: Status Report and Development Strategy*

**ACTION:**  
**Adopt Recruiting  
Strategy**

- Membership Materials

*Attachment: AMICO Membership Information Package (distributed at the meeting)*

- Membership Targets

*Attachment: Summary*

#### **5. Membership Activities**

- Member Support

*Attachment: How To AMICO for Members (distributed at the meeting)*

**ACTION:**  
**Affirm Schedule  
and  
Targets**

- Library Contributions *Attachment: Summary Report*

- Textbook Analysis *Attachment: Summary Report*

- Vendor Certification *Attachment: Draft Procedure (distributed at the meeting)*

- Schedule for 2000-2001 *Attachment: Outline*

Agenda

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**6. AMICO Library Distribution**

- Status Report *Attachment: Distribution Report*
- RLG Contract Renewal *Attachment: Update*
- Other Distribution Options *Attachment: Outline*
- For-Profit Distributors *Attachment: Proposal*

**ACTION:**  
**Authorize Contract**  
**Renegotiation**  
**Adopt**  
**Strategy**

**7. Use of the AMICO Library**

- University Subscriptions  
*Attachment: Subscription Report and Development Strategy Model Assignment Project*
- Subscription Development *Attachment: Marketing Summary*
- Member Use *Attachment: Report*
- K-12 Testbed *Attachment: Project Description*
- Users Guide *Attachment: Librarian and Educator's Guide (distributed at the meeting)*

**8. Collaborations and Other Initiatives**

- Antenna Audio, CAA/DLF Academic Image Cooperative  
RLG's Cultural Materials Initiative (CMI)  
CAA Affiliate Organization Status  
Consortium for the Computer Interchange of Museum Information (CIMI)  
Others?  
*Attachment: Collaborations Overview*

**ACTION:**  
**Recommend Strategy**

**9. Other Business**

**10. Adjourn**

## **1. Minutes of the Last Meeting**

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AMICO Executive Committee Meeting  
January 21, 2000  
Boardroom, Phoenix Museum of Art  
1625 North Central Avenue  
Phoenix Arizona  
1:00 - 3:00 pm

DRAFT Minutes

## 1. In Attendance

Present: Nancy Allen, Museum of Fine Arts, Boston  
Rachel Allen (representing Elizabeth Broun), National Museum of American Art, Smithsonian Institution  
Max Anderson, Whitney Museum of American Art (late)  
Charles Castle (representing Hugh Davies), Museum of Contemporary Art, San Diego  
Harry S. Parker, III, Fine Arts Museums of San Francisco  
Sam Sachs, The Frick Collection and Fine Arts Reference Library  
Eric Vanasse (representing Guy Cogeval), Montreal Museum of Fine Arts,

Regrets: Vishakha Desai, Asia Society

Staff: Jennifer Trant, Executive Director  
David Bearman, Director, Strategy and Research

## 2. Call to Order

Chairman, Harry S. Parker III called the meeting to order at 1:05 pm.

## 3. Minutes of the Previous Meeting

Parker introduced the draft minutes of the July 29, 1999 Executive Committee Meeting at the Frick Collection. Nancy Allen moved, Sam Sachs seconded a motion to adopt the minutes as presented. Passed.

## 4. Executive Director's Report

Jennifer Trant, Executive Director, reported on strategic issues facing AMICO. Summarizing a previously distributed report "Strategic Issues Facing AMICO, January 2000", she noted the tight connection between the ability of AMICO to recruit members, the size and quality of the AMICO Library, and the income received from subscriptions to the Library. She highlighted challenges facing AMICO in the mid-term, which would be discussed later in the meeting. In particular, she noted the need to focus on member benefits, encourage growth in the AMICO Library and encourage new members to join the consortium.

Allen also wondered if we needed to be clearer about the scope of the AMICO Library – should BMFA consider contributing thousands of glass negatives of documentation of her Egyptian objects to AMICO? After discussion it was generally agreed that the Library could include such things and we shouldn't prejudge what people would find useful, but it was also recognized that we needed initially to be cautious about increasing the numbers of items with a result of seeming incoherent. Staff agreed to frame a sort of collections development policy.

## 5. Treasurer's Report

Maxwell Anderson presented the Treasurers Report. AMICO's first annual audit (FY99) was reviewed. Noting footnote 4 in the auditors report, Harry Parker expressed the view that it was both 'unusual' and 'unfair' for AMICO to continue to rely on A&MI, AMN and Michael Shapiro for underwriting AMICO debt and restated the 'sense of obligation' the AMICO Executive Committee felt to repay the debt. Charles Castle moved to pay off AMICO debt as soon as possible and become self-sustaining. HP seconded all approved.

Max Anderson moved that the auditors report be accepted. Nancy Allen seconded. All approved.

Max Anderson called the attention of the Executive Committee to the year-to-date actuals. Bearman explained that we were following the "North American" member budget rather than the higher, Ex.Com. adopted 'foreign' budget, because we did not yet have foreign members. AMICO has adequate reserves to move into the higher spending if foreign members joined and it was required.

Jennifer Trant introduced the requested change in budget lines to allow \$10,000 for marketing the AMICO Library. It was noted that we had anticipated that such marketing would be adequately performed by the distributors but that RLG was not very active in this regard. The revision was moved by Nancy Allen, seconded by Sam Sachs, and approved unanimously.

## **6. Membership**

### **6.1 New AMICO Members**

Jennifer Trant introduced the new members of AMICO:

- Dallas Museum of Art
- Denver Museum of Art
- Detroit Institute of Arts
- Museum of the Americas Foundation

### **6.2 Non-collecting Members**

Trant noted that the Museum of the Americas Foundation has no collection but hopes to secure rights for incorporating the works in traveling exhibits it sponsors into the AMICO Library and to encourage other Latin American museums to join AMICO.

She also reported that several other "non-museum" institutions were interested in AMICO membership and asked the Executive Committee for guidance. The Estates Project (HIV infected artists) and Rhizome.org (virtual artists) had recently contacted AMICO for inclusion of their works. After discussion, it was agreed that it would be best to proceed slowly and not to make commitments at this time.

### **6.3 Proposed Changes in Membership Terms**

It was noted that the annual contribution level of 500 works appeared to be a barrier for some potential new members. It was proposed that this requirement be rephrased, so that it would be possible for new members to take advantage of the collective knowledge of AMICO members to "ramp up".

He wondered how the proposed reduction of required contributions for membership would affect AMICO's growth targets. Harry Parker noted that actual contributions seem to be coming from a number of large players. He asked how can we encourage big producers to continue to make such contributions. AMICO Staff feels the targets can and will be met, though all will need to keep up their levels of contribution and new members will need to be recruited, and encouraged to contribute significantly. Sam Sachs noted that The Frick Collection had the experience of the 500 works being a barrier to some otherwise desirable members.

Nancy Allen noted that some institutions which made large contributions were tempted to hold back so they would be sure to have content in future years. This was not encouraged and the group felt that this artificial delay of contributing works to the AMICO Library could be addressed by being more flexible about numbers generally. Harry Parker suggested writing to major contributors to urge them to contribute more but it was generally felt that they were all contributing what they could, given that the AMICO process was still not fully integrated into business processes.

Nancy Allen encouraged the development of a program to support smaller, less prepared members and the staff indicated that if the proposal passed, they would return to the Board with such an action plan. Ideas for workshops, volunteers on call, a buddy/mentor system, and site visits by AMICO members and staff, were raised. Erick Vanasse noted that it would be useful to highlight recent contributions of members so as to encourage others to give groups of related items throughout the year. This was thought by all to be an excellent idea; staff agreed to explore how it could be done.

It was agreed unanimously that AMICO's membership requirements need to be sympathetic to the changing requirements on museum staff (due to building programs, major exhibitions and other such projects). The group agreed that

AMICO staff will work with new AMICO members to help them build the capability to meet their annual contribution requirement over the three years of their AMICO membership. AMICO staff will put in place concrete program of training and guidance to assist new members reaching this goal. During these initial membership years, contribution be adjusted to reflect the state of preparedness of the new members.

This proposal will be brought to the full AMICO Board, along with the encouragement of the Executive Committee for all AMICO members to make early and substantial contributions of works to the AMICO Library whenever possible.

## **7. Subscription / Distribution Report**

### **7.1 Licensing Status**

The extent of existing subscriptions was reviewed, and lists of subscribers and charts of usage distributed. along with the nature of the consortial licensing agreements.

### **7.2 Proposal for Consortial Pricing**

AMICO has been approached by a number of large consortia requesting group pricing discounts for the AMICO Library. This is not unusual, and as part of our goal to make the AMICO Library as accessible as possible, and to increase use, we have developed a set of Consortial discount Terms . These reflect the common situation of bulk-buying among groups of libraries. The proposal put to the Board was recommended by the Executive Committee.

### **7.3 Library School Use**

AMICO has been asked to provide Library School students free access to the AMICO Library for educational purposes. (RLG provides free access to some online resources to ALA accredited library schools for educational purposes only, and is willing to support free access to the AMICO Library. It was agreed by the Executive Committee that this proposal should be recommended to the Board.

### **7.4 International Access**

It was agreed that AMICO should have a policy to ensure that the AMICO library is available in a country where we are recruiting members. This will have implications for our agreements with the Artists Rights Society, which were noted by staff. Executive Committee members were encouraged to provide advance notification to AMICO Staff about possible international members to enable them to monitor the development of 'critical mass' in an area.

## **8. Collaboration**

Trant introduced the two major issues facing the Executive Committee today – whether to approve continued negotiations between AMICO and two for-profit entities interested in ties to AMICO.

### **8.1 Antenna Audio**

A proposal has been made by Antenna Audio to provide AMICO, without cost, digital sound files from Antenna's archive to incorporate into the AMICO Library in return for acknowledgement of Antenna in the form of a citation/logo at link. Trant noted that Accoustiguide would be offered similar terms, and Max Anderson noted that he had already introduced the possibility to Accoustiguide's new CEO. In the discussion that followed, Nancy Allen, speaking for BMFA thought it was a great idea and should be pursued. Others all agreed that the issue should be brought to the Board with a recommendation from the Executive Committee to approve continued negotiations.

### **9. Britannica.com**

David Bearman reviewed the proposal made by Britannica.com distributed prior to the meeting. He noted the scope of the proposal was to co-publish three products and the term was five years. The deal is essentially non-exclusive (though some limits are imposed on AMICO co-publishing with other encyclopedias) and that the potential income was on the order of \$1M up front and \$500K a year. From AMICO staff perspective the great advantage was that Britannica could reach 70% of the K-12 market in the IUS on day one and that we haven't been able to reach it at all. In the discussion that followed, Harry Parker expressed a positive view both because AMICO needs the money and because the integration of Britannica content would improve the AMICO Library. Nancy Allen noted that while Britannica was commercial, the same issues that led AMICO members to get together in the first place were true of any K-12 agreement because AMICO members didn't earn much income currently from any K-12 licensing so it wasn't really competition to them. Maxwell Anderson was positive about the proposal emphasizing that it was important to develop the three legs of the proposal as independently as possible. Charles Castle and Sam Sachs concurred with the general view that it was an opportunity and that the Executive Committee should bring it to the Board for review.

### **10. Executive Committee and Officers**

Harry Parker reported that he would bring the Slate of candidates for AMICO Officers and Executive Committee to the Board for a vote. They were recommended by the full Executive Committee.

### **11. Adjournment**

The meeting adjourned with a unanimous/spontaneous/simultaneous agreement (but probably without a formal motion) to allow for the full Board Meeting, scheduled to follow immediately.



## 2. Treasurer's Report: Budgets

AMICO Budget/Actuals	Actual	Actual-Audit	Actual - Unaudited	Budget	Notes	Actual (cash)
	FY98	FY99	FY00	01 Proposed	01 Proposed	1st Q 2000
<b>INCOME</b>						
<b>Membership</b>						
Existing Members	\$91,000	\$91,000	\$108,000	\$121,000	retain existing members (less 2)	\$87,000
New Members		\$17,500	\$17,000	\$20,000	add 6 new members	\$6,000
<b>Licenses</b>						
RLG		60000	\$71,058	\$127,500	current (\$77,500) + \$50,000	\$68,625
States			\$41,833	\$60,000	assumes adding CDL only	\$33,333
Other (U's direct)			\$8,183	\$8,183	Michigan only	
UK				\$105,000	Oct 1 start-up @100K sterling	
NYlink					assumes no NYlink	
Partnerships - Commercial						
<b>Fundraising</b>						
Delmas (awarded FY98/used FY99)	\$10,000	\$10,000			no outside support	
Mellon (awarded FY98/used up FY99)	\$10,827	\$34,173				
Getty (awarded FY99/part used FY99)		\$20,000				
IMLS			\$15,750			
Private donation		\$5,000				
<b>Other</b>						
Conference reimbursements		\$3,300	\$2,325	\$4,000	invited speaking	
Interest		\$2,214	\$4,853	\$5,000		\$1,079
Donated Legal Services		\$15,300				
Misc.		\$3,769	\$3,423			
<b>Total Income</b>	<b>\$111,827</b>	<b>\$262,256</b>	<b>\$272,425</b>	<b>\$450,683</b>		<b>\$196,037</b>

## 2. Treasurer's Report: Budgets

AMICO Budget/Actuals	Actual	Actual-Audit	Actual - Unaudited	Budget	Notes	Actual (cash)
EXPENSES	FY98	FY99	FY00	01 Proposed	01 Proposed	1st Q 2000
<b>Staff</b>						
Executive Director			\$72,026	\$75,000	no raise 3rd yr. (billed through AMI)	\$26,818
AA			\$2,487	\$4,000		\$950
Library Editor				\$28,000	part year, contract	\$3,362
Member/Client Services			\$8,708	\$40,000		\$7,416
Member Services						
Technical Services			\$25,895	\$55,000	billed through A&MI	\$19,466
Interns			\$8,987	\$28,000		\$8,131
Benefits		\$17,029	\$18,966	\$21,420		\$451
Payroll taxes						\$1,433
<i>Subtotal</i>		\$106,211	\$137,070	\$251,420		\$68,026
<b>Consulting/Services</b>						
A&MI Consulting	\$99,710	\$43,333	\$35,000	\$35,000	1/3 billed, 2/3 deferred	\$9,668
Subtotal Management Fees		\$166,573				
Data Processing/Infrastructure	\$10,500	\$11,577	\$13,435	\$14,000	(workstations, server, storage)	\$2,674
Other/Legal	\$5,000	\$33,232		\$8,000		\$500
User/Use Analyst - Consultant				\$10,000		
Office		\$26,318	\$24,000	\$24,000	same level despite greater space	\$6,000
Travel		\$21,856	\$27,006	\$36,000	same relative level	\$653
Grant expenses		\$20,522	\$8,095			
Payout to AAMD/AMN/ARS		\$9,555	\$478	\$18,000	reflects likely UK terms/poss.world	
Marketing			\$21,139	\$30,000	min level	\$6,890
Accounting/Insurance/bank		\$6,900	\$1,750	\$3,000		\$135
payback to AMN/A&MI/Shapiro				\$20,829	5% to each debtor, reflected below	
<b>Total Expenses</b>	<b>\$115,210</b>	<b>\$296,533</b>	<b>\$267,973</b>	<b>\$449,579</b>		<b>\$94,545</b>
Cash Position	(\$3,383)	(\$34,277)	\$4,452	\$1,104		

## 2. Treasurer's Report: Budgets

	Actual	Actual-Audit	Actual - Unaudited	Budget	Notes	Actual (cash)
	FY98	FY99	FY00	01 Proposed	01 Proposed	1st Q 2000
<b>Informal accounts</b>						
payback to AMN/A&MI/Shapiro		\$19,920	\$0	\$20,616		
<b>Cumulative Liabilities</b>						
AMN (Deferred billing)	(\$78,000)	(\$71,780)	(\$71,780)	(\$68,191)	5% payment: \$3,589	\$3,410
A&MI (Deferred billing)	(\$157,200)	(\$261,460)	(\$331,460)	(\$384,887)	5% payment: \$16,573; increase: \$70,000	\$16,573
M. Shapiro (Deferred billing)	(\$14,500)	(\$13,340)	(\$13,340)	(\$12,673)	5% payment: \$667	\$634
<b>Total Liabilities</b>	<b>(\$249,700)</b>	<b>(\$346,580)</b>	<b>(\$416,580)</b>	<b>(\$465,751)</b>		
Contract Services/AAMD Nazi Era Provenance				\$70,000	income from AAMD proposal	
Nazi Era Database development/Maintenance				(\$70,000)	cost, incl. new staff	

## **2. Treasurer's Report: Budgets**

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### **Budget Notes**

#### **Staffing**

The start-up of AMICO has been managed by Archives & Museum Informatics. In July of 1999, the Executive Committee accepted a proposal from A&MI to manage AMICO through June of 2002. Jennifer Trant, Executive Director, and David Bearman, Director, Strategy and Research are both contracted through A&MI. AMICO also acquires technical staff and administrative support as needed, in this manner.

As part of the movement towards independence, AMICO has also begun to employ staff directly: Kelly Richmond, Acting as Director of Communications, is the first member of AMICO's professional staff. We also have had 5 interns working on AMICO projects during the summer and fall of 2000.

AMICO has also begun to employ consultants directly. Pierre Landry provided services as Library Editor during a three-month period this summer; Peter Walsh will be doing so through the 2000/2001 academic year.

AMICO has also had a number of interns, from Carnegie Mellon University (Master in Arts Management), and the University of Pittsburgh (History of Art, and Information Science).

The main issue facing AMICO in the next year is the need to attract and retain the right people committed to growing the Consortium and moving it into independence. AMICO's Board will need to consider a staffing plan, review job descriptions and remuneration levels, and consider staffing options, over the coming year.

#### **Marketing**

We have allocated significant resources to Marketing this year, reflecting the reality that AMICO must develop subscriber and user awareness in order to be successful. A description of these activities is found in each programmatic area.

### 3. Fundraising Report

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#### Fundraising Status

AMICO has had little success in raising funds to support our efforts. In our first two years of operation, we invested significantly in the development of several major proposals, to the Mellon Foundation, the National Science Foundation, the Institute of Museum and Library Services and the National Endowment for the Humanities.

This last year, we have focussed attention on building subscription income, and have not made any major proposal. We have just begun discussing taking a proposal to the Mellon Foundation to develop *Guidelines for the Application of Art Documentation Standards* and are reviewing the possibility of the Getty Grant Program funding the development of and AMICO distribution facility.

In summary, AMICO's experience to date is:

Source	Total Request	AMICO Request	Purpose	Award	Decision
Delmas Foundation	\$10,000	\$10,000	Only NSF planning meeting costs	\$10,000	Awarded
Mellon Foundation	\$500,000 - 2500000	\$500,000 - \$2,500,000	Ongoing Operating support to offset 4 yr. deficit	\$45,000	Awarded for planning
Technology and Information Infrastructure Assistance Program (TIIAP)	\$440,045	\$100,000	Client and Member Services project travel;	none	Declined
Institute of Museum and Library Services (IMLS)	\$299,000	\$38,000	Member Services Coordinator; project travel	\$15,750 [from IUPUI directly]	Awarded; IUPUI changed partners
National Science Foundation, Digital Libraries Initiative 2 (NSF/DLI2)	\$2,471,000	\$800,000	Develop and Deliver Library in collaboration with University partners	none	Declined
Getty Grant Program	\$25,000	\$25,000	AMICO Focus Groups at CAA and VRA	\$20,000	Awarded
National Endowment for Humanities	\$278,100	\$278,100	Lead Community Development of Guidelines	none	Declined
Mellon Foundation			Guidelines for the Application of Art Documentation Standards	Under negotiation	
Getty Grant Program			Development of Distribution Capability	Under negotiation	

## 4. Membership Development

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### Membership Status Report

AMICO's success is dependent upon the development of membership and the growth of the AMICO Library. We have failed to meet our targets for membership growth.

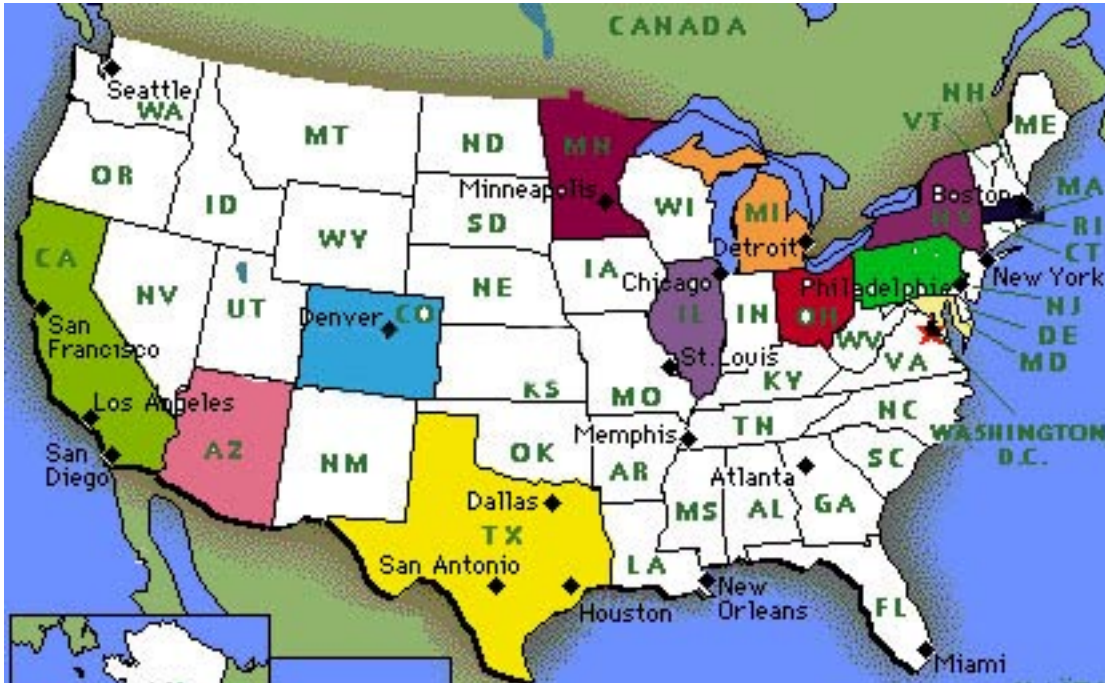
From 23 founding museums in 1997, we now have 32 AMICO Members in the third quarter of 2000. Membership has grown in 2000 by four new Members, the Dallas Museum of Art (January 2000), the Clark Art Institute (July 2000), the Walters Art Gallery (September 2000), and the Pennsylvania Academy of the Fine Arts (September 2000). However, we are falling short of our target of three new members per quarter.

Unfortunately in this fiscal year, AMICO lost its first two members, The McMichael Canadian Collection and the Museum of the Americas Foundation. Neither of these organizations had actively participated in activities, and neither had contributed to the AMICO Library. Both institutions were facing operational issues that were much larger than their AMICO participation.

Member	Dues	Joined In
Albright-Knox Art Gallery	\$2,000	1998
Art Gallery of Ontario	\$5,000	1998
Art Institute of Chicago	\$5,000	1998
Asia Society Galleries	\$2,000	1998
Center for Creative Photography	\$2,000	1998
Cleveland Museum of Art	\$5,000	1998
Dallas Museum of Art	\$5,000	2000
Davis Museum and Cultural Center, Wellesley College	\$2,000	1998
Denver Art Museum	\$5,000	2000
Detroit Institute of the Arts	\$5,000	1999
Fine Arts Museums of San Francisco	\$5,000	1998
George Eastman House, International Museum of Photography	\$2,000	1998
J. Paul Getty Museum	\$5,000	1998
Library of Congress	\$5,000	1999
Los Angeles County Museum of Art	\$5,000	1999
Montreal Museum of Fine Arts	\$5,000	1998
Musée d'art contemporain de Montréal	\$3,500	1998
Museum of Contemporary Art, San Diego	\$2,000	1998
Museum of Fine Arts, Boston	\$5,000	1998
National Gallery of Canada	\$5,000	1998
Pennsylvania Academy of the Fine Arts	\$2,500	2000
Philadelphia Museum of Art	\$5,000	1998
San Francisco Museum of Modern Art	\$5,000	1998
San Jose Museum of Art	\$2,000	1998
Smithsonian American Art Museum	\$3,500	1998
Sterling & Francine Clark Art Institute	\$3,500	2000
The Frick Collection and Frick Art Reference Library	\$5,000	1998
The Metropolitan Museum of Art	\$5,000	1998
The Minneapolis Institute of Arts	\$5,000	1998
The Walters Art Gallery	\$5,000	2000
Walker Art Center	\$5,000	1998
Whitney Museum of American Art	\$5,000	1998

## 4. Membership Development

### U.S. Membership Breakdown by State



State	Number of Member Museums
New York	6
California	6
Massachusetts	3
Minnesota	2
Pennsylvania	2
Washington, D.C.	2
Arizona	1
Colorado	1
Illinois	1
Maryland	1
Michigan	1
Ohio	1
Texas	1
<b>TOTAL</b>	<b>28</b>

## 4. Membership Development

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### Canadian Membership

#### Breakdown by Province



Province	Number of Member Museums
Ontario	2
Quebec	2
TOTAL	4

#### Membership Materials

AMICO has developed a new package of materials to send to potential new members. Each member of the Executive Committee will receive a copy of this package at the meeting.



## 4. Membership Development

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### Membership Targets

*The proposed budget for FY 2001 is predicated on adding six new members to the consortium.*

#### North American

Of the short list that the Executive Committee agreed to pursue in July 1999, only two Members have joined – the Detroit Institute of Arts and the Dallas Museum of Art. The following prospects remain:

- Brooklyn Museum of Art
- Museum of Fine Arts, Houston
- Huntington Museum and Library
- Museum of Modern Art
- National Gallery of Art
- Royal Ontario Museum
- San Diego Museum of Art
- St. Louis Museum of Art
- Wadsworth Atheneum

Other opportunities for Membership exist in states where we already have a strong AMICO Library Subscriber base. An opportunity for Florida museums exists with the recent consortial subscription of all the state universities in Florida – 10 schools and over 140,000 additional students. An informational package was sent to the following museums the last week of September.

- Bass Museum of Art
- Cummer Museum of Art & Gardens
- Samuel P. Harn Museum of Art
- The Lowe Art Museum
- Miami Art Museum of Dade County
- Morikami Museum and Japanese Gardens
- Norton Museum of Art
- Orlando Museum of Art
- Polk Museum of Art
- John and Mabel Ringling Museum of Art
- St. Petersburg Museum of Fine Arts
- Tampa Museum of Art
- The Wolfsonian

#### International

We have not yet been successful in breaking the international barrier. British museums are a prime target with the JISC contract making the AMICO Library available to all the higher education institutions in the United Kingdom. We should consider the following as most desirable:

- The British Library
- The National Gallery, London
- The Victoria & Albert Museum
- The Tate Gallery.

Members agreed at the January 2000 Board meeting to leverage existing international contacts, to encourage others to join the Consortium. So far, this strategy has not produced any new prospects.

## 4. Membership Development

### Membership Development Activities

Target/Activity	Message	Activity	Date
New Members	<ul style="list-style-type: none"> <li>• Why join AMICO?</li> <li>• What's the AMICO Library?</li> </ul>	<p><b>Conference/Exhibits/Papers</b></p> <ul style="list-style-type: none"> <li>• AAMD Conference</li> <li>• AAM Conference</li> </ul> <p><b>Mailings/Publicity</b></p> <ul style="list-style-type: none"> <li>• Florida Museums mailing</li> <li>• British Museums mailing</li> <li>• General European Push</li> </ul> <p><b>Materials/Programs</b></p> <ul style="list-style-type: none"> <li>• AMICO Member Postcard</li> <li>• AMICO Public site reorganization</li> <li>• New Pared-Down AMICO Library brochure</li> </ul>	<p>Jan. 24-27, 2001 May 5-10, 2001</p> <p>Sept. 2000 Oct. 2000</p> <p>May 2000 Nov. 2000 Nov. 2000</p>
Current Members Participation / Retention	<ul style="list-style-type: none"> <li>• How do we participate in AMICO?</li> <li>• Who/how is the AMICO Library being used, so we see our effort being justified?</li> </ul>	<p><b>Conference/Exhibits/Papers</b></p> <ul style="list-style-type: none"> <li>• Annual AMICO Members Meeting</li> <li>• AMICO Events at Conferences</li> <li>•</li> </ul> <p><b>Materials/Programs</b></p> <ul style="list-style-type: none"> <li>• "How to AMICO" Members Manual</li> <li>• "How to AMICO" Educators Manual</li> <li>• AMICO Library Poster</li> <li>• AMICO Mentors</li> <li>• Stats Report</li> <li>• AMICO Members web site overhaul</li> </ul>	<p>June 20-22, 2001 Ongoing</p> <p>Oct. 2000 and ongoing</p> <p>Dec. 2000</p>

## 5. Membership Activities

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### Member Support

At the January Executive Committee, AMICO Staff was asked to begin to develop a series of training materials that will assist new and continuing AMICO Members. The first of these has now been drafted and circulated for Members' comment. Particularly useful were the development of Workflow diagrams and statements of responsibility, that are helping Members make contribution to the AMICO Library more routine.

"How To AMICO: A Guide for Members" will be distributed at the Meeting.

## 5. Membership Activities

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### Library Contributions

Continued Library Growth is critical for AMICO's success. Unfortunately, Library contributions were down significantly in the 2000 Library Year. It appears that the effect of loosening the requirements for contribution at our January Board meeting was that many members felt that they could take a reprieve this year.

Members need to be encouraged to make substantial and regular contributions to the AMICO Library.

Member Contributions of Works	Total	1998	1999	2000
Albright Knox Art Gallery	1385	463	440	482
Art Gallery of Ontario	3469	384	2550	535
Art Institute of Chicago	1518	475	497	546
Asia Society Galleries	278	178	100	0
Center for Creative Photography	1382	399	275	707
Cleveland Museum of Art	2278	970	523	785
Dallas Museum of Art	0			0
Davis Museum and Cultural Center	571	50	521	0
Denver Art Museum	0			0
Detroit Institute of Arts	104	0	0	104
Fine Arts Museums of San Francisco	11092	4989	5147	956
George Eastman House	2891	1603	435	853
J. Paul Getty Museum	1462	499	963	0
Library of Congress	20816	0	20816	0
Los Angeles County Museum of Art	1612	496	539	555
Minneapolis Institute of the Arts	1966	459	485	1022
Musée d'art contemporain de Montréal	87	87	0	0
Musée des beaux arts de Montréal	50	50	0	0
Museum of Contemporary Art, San Diego	138	0	0	138
Museum of Fine Arts, Boston	4968	3068	1900	0
National Gallery of Canada	1531	1131	297	103
National Museum of American Art	1671	948	515	208
Pennsylvania Academy of the Arts	0			0
Philadelphia Museum of the Fine Art	209	156	53	0
San Francisco Museum of Modern Art	869	3	28	836
San Jose Museum of Art	102	36	66	0
Sterling & Francine Clark Art Institute	0			0
The Frick Collection	301	0	301	0
The Metropolitan Museum of Art	1329	428	0	901
The Walters Art Gallery	0			0
Walker Art Center	802	357	274	171
Whitney Museum of American Art	746	0	745	1
<b>Total Works</b>	<b>63627</b>	<b>17229</b>	<b>37470</b>	<b>8903</b>

## 5. Membership Activities

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### Textbook Analysis

To help Members prioritize their contributions to the AMICO Library, and to respond to requests that the AMICO Library consider works that are commonly used for teaching, AMICO Library interns conducted a survey of the works reproduced in a number of basic art history textbooks.

#### Books Surveyed

Text	Number of Works	In AMICO Collections	In the AMICO Library
DK Publishing, <i>Art A World History</i> , (DK Publishing, 1997)	1736		
Janson, H.W., and Anthony F. Janson, <i>History of Art</i> , (Harry N. Abrams Inc., 1997)	1254		
Kostof, Spiro, <i>A History of Architecture: Settings and Rituals</i> , (Oxford University Press, 1995)	986		
Newhall, Beaumont, <i>The History of Photography</i> , (The Museum of Modern Art, 1997)	292		
Silver, Larry, <i>Art in History</i> , (Abbeville Press, 1993)	588		
Stokstad, Marilyn, <i>Art History</i> , (Harry N. Abrams Inc., 1995)	1392		
Tansey, Richard G., and Fred S. Kleiner, <i>Gardner's Art Through the Ages</i> , (Harcourt Brace College Publishers, 1996)	1389		
Academic Image Cooperative "Want List"	2531		
<b>Total number of Works Reproduced</b>	<b>6913</b>	598	198

Each member has received lists of the works in their collection that are reproduced in one of these texts. We are requesting that these popular works be included in the 2001 AMICO Library contributions.

### Vendor Certification

"Ready Made" facilities from Collections Management Systems will greatly ease the process of contributing to the AMICO library. AMICO has begun to work with members and Vendors to develop a program of certifying the capability of a system to export data according to the AMICO Data Specification.

A draft procedure for certification was outlined following the Members meeting. Members who are signing new contracts for collections management services are urged to include AMICO Compliance in their contract terms.

### Schedule for 2000-2001

The following schedule was agreed at the June Members' Meeting:

Date	Event
July 1, 2000	Year 2000 Library Released
October 15, 2000	List of Contributions Due to AMICO
February 15, 2001	Core Data Fields for all Submissions due to AMICO
March 31, 2001	Completed Member Submissions due to AMICO
July 1, 2001	Year 2001 AMICO Library Released

## **6. AMICO Library Distribution**

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### **Status Report**

#### **Distribution Strategy**

AMICO has been exploring purposefully different model for the distribution of the AMICO Library. We've been partnering with a number of distributors to make our collaboratively assembled resource available to different communities. We have worked to find a number of distributors that will provide the Library with tools and interfaces appropriate to their clientele. These would include distributors offering the Library in different languages and to different age groups, professional communities and data environments. It is hoped that multiple outlets would give licensees a choice of sources and create competition for improving features.

Based on our experiences in the negotiations with our first Distributors, we have developed a standard Distribution Agreement (reviewed by Christine Steiner) that will be the basis for any future agreements.

#### **Research Libraries Group (RLG)**

Our first distribution contract was signed with RLG.. Because we went to RLG with a proposal that required a significant investment and a rapid ramp-up, we granted them a limited exclusivity during the three years of their contract. During that time AMICO agreed to limit other distributors of the AMICO Library, particularly excluding OCLC the other major bibliographic network.

Our contract with RLG runs through August 31, 2000. Jim Michalko, RLG's President, has given notice that RLG does not want to renew our agreement under the same terms and that they wish to renegotiate. (see separate item).

#### **OhioLINK**

AMICO has signed a three year contract with OhioLINK, a library consortium based in the state of Ohio to deliver the AMICO Library to their members. This agreement runs through June 30, 2002. This contract commits us to growth in the AMICO Library: of 20,000 works per year. OhioLINK has paid its \$100,000 license fee in advance

#### **California Digital Library**

As part of an experimental program, the San Diego Super Computer Center and the California Digital Library are collaborating on the development of and AMICO Library application that will be made available on an experimental basis this term to the UC San Diego, UC-Irvine and UC-Davis Campuses. We hope to extend this agreement to a full distribution contract for the UC system over the coming year, and to have that agreement in place for the next fiscal year.

#### **University of Michigan**

The University of Michigan has become the first institution to distribute the AMICO Library to itself. U Mich has licensed the Library for the Ann Arbor, Flint and Dearborn campuses, and is receiving the AMICO Library data this fall, to make it available through their own systems.

## 6. AMICO Library Distribution

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### New Distributors

After August 2001, we expect to be free to make agreements with any distributors worldwide. The Ex.Com. should, therefore, provide a policy framework to guide the deals we make.

We suggest the following:

- All terms for all distributors should be functionally the same, and based on a public Distributors Specification.
- AMICO should establish a set of standard operating procedures for delivering data to all distributors, and these should be part of the Distributors Specification.
- All not-for-profit distributor agreements should be financially the same, but may differ in their implementation (AMICO staff should report exceptions)
- We should no longer be limited only to not-for-profit organizations as distributors.
- For-profit terms may be financially different; for each for-profit deal, we should seek the greatest possible return

### RLG Contract Renewal

We had hoped that RLG, as an existing distributor of cultural heritage information resources would invest in the kinds of access and delivery tools that would take full advantage of the relationships between and among them. Unfortunately, this hasn't been the case. The AMICO Library as delivered through Eureka is as minimal an application as it could be, one that has a strongly bibliographic bias. We haven't been able to take advantage of any of the predicted benefits of searches enabled by ULAN or the AAT for example, and this has forced a change in AMICO editorial strategy.

The terms we offer to RLG should be a no different from what we are willing to negotiate with others.

### Other Distribution Options

#### Develop our Own Capability

One possibility is the development or co-development of our own distribution capability (likely in partnership with a university or company that has been doing image delivery -- several come to mind). There are some attractions to this scenario, including the ability to leverage the back-end investment into the development of a more appropriate interface for primary and secondary school users, the use of a common platform for the assembly, editing, enhancement and delivery of the AMICO Library, and the ability to collaborate more actively in areas exploring inter-resource linkages and cross-resource discovery in the networked information community.

#### OCLC

OCLC, based in Dublin Ohio, is the other major supplier of library services in North America. We have made preliminary contacts with OCLC regarding the distribution of the AMICO Library. They are now considering the policy implications of distributing third-party resources.

#### JISC

The Joint Information Systems Committee of the UK Higher Education Funding Councils had expressed interest in becoming their own distributor of the AMICO Library. They are now going to subscribe through RLG for this academic year, but are leaving the option of developing their own capacity open.

## 6. AMICO Library Distribution

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### **For Profit Distributors**

In January much of our discussion was taken up with the review of a possible agreement with Britannica.com to incorporate the AMICO Library into their online teaching and reference resources. As reported to the Board, we were not satisfied with the terms that Britannica.com eventually offered (a limited pilot that looked a lot like a discount image licensing deal for them) and called off these discussions.

AMICO continues to be approached by the likes of ecollege.com, Fathom.com, and others who are looking for quality collections of online academic resources. We need to have a strategy to respond to these requests.

We suggest the following:

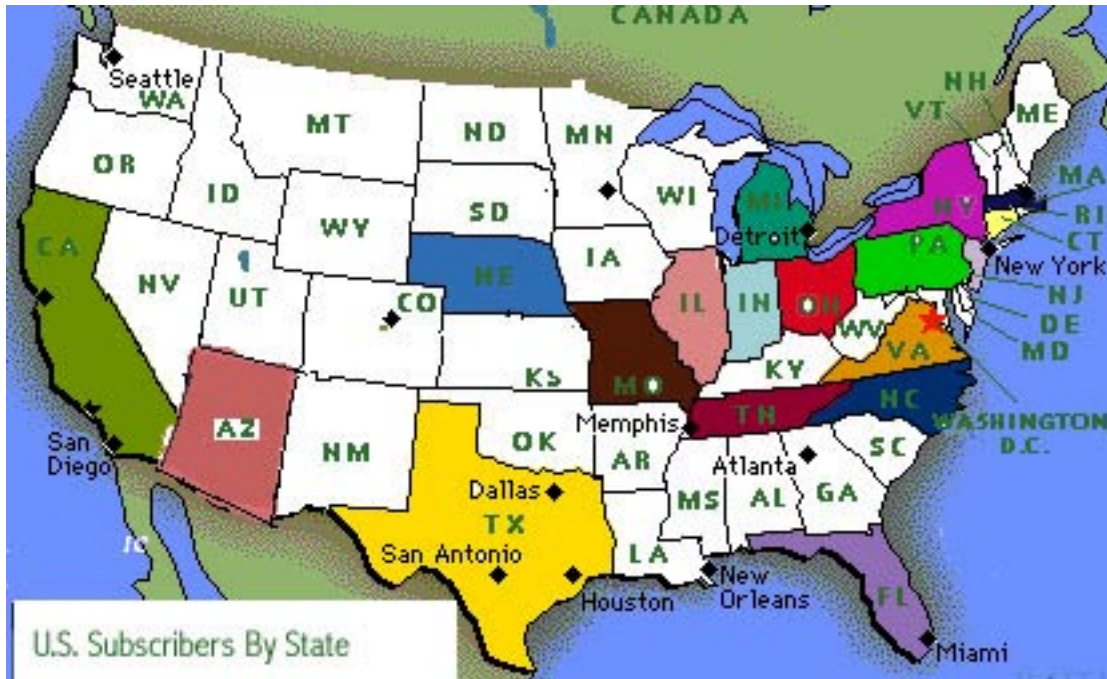
- 1) We should no longer be limited only to not-for-profit organizations as distributors. AMICO should also seek distribution of the AMICO Library through for-profit educational publishers.
- 2) All terms for all distributors should be functionally the same, but all terms need not be identical. We should report exceptions to the Executive Committee.
- 3) For-Profit terms can be financially different (and confidential). For each for-profit deal, we should seek the greatest possible return for AMICO.



## 7. Use of the AMICO Library

### University Subscription Report

#### Higher Education Institutions (U.S.) Subscriber Breakdown by State



State	Number of Subscribing Institutions	Potential Number of Users
Ohio	79	322,119
Florida	10	141,955
New York	5	27,975
California	4	45,651
Pennsylvania	4	33,705
Arizona	3	72,752
Illinois	3	44,892
Massachusetts	2	11,169
Michigan	2	53,083
Virginia	2	25,652
Connecticut	1	2,734
Indiana	1	20,275
Missouri	1	5,723
Nebraska	1	17,924
New Jersey	1	4,624
North Carolina	1	8,660
Tennessee	1	5,660
Texas	1	2,743
<b>TOTAL</b>	<b>122 schools</b>	<b>847,296 students</b>

## 7. Use of the AMICO Library

### Higher Education Institutions (Canada) Subscriber Breakdown by Province



Province	Number of Subscribing Institutions	Potential Number of Users
Alberta	1	23,264
Ontario	1	35,258
Saskatchewan	1	10,000
<b>TOTAL</b>	<b>3 schools</b>	<b>68,522 students</b>

## 7. Use of the AMICO Library

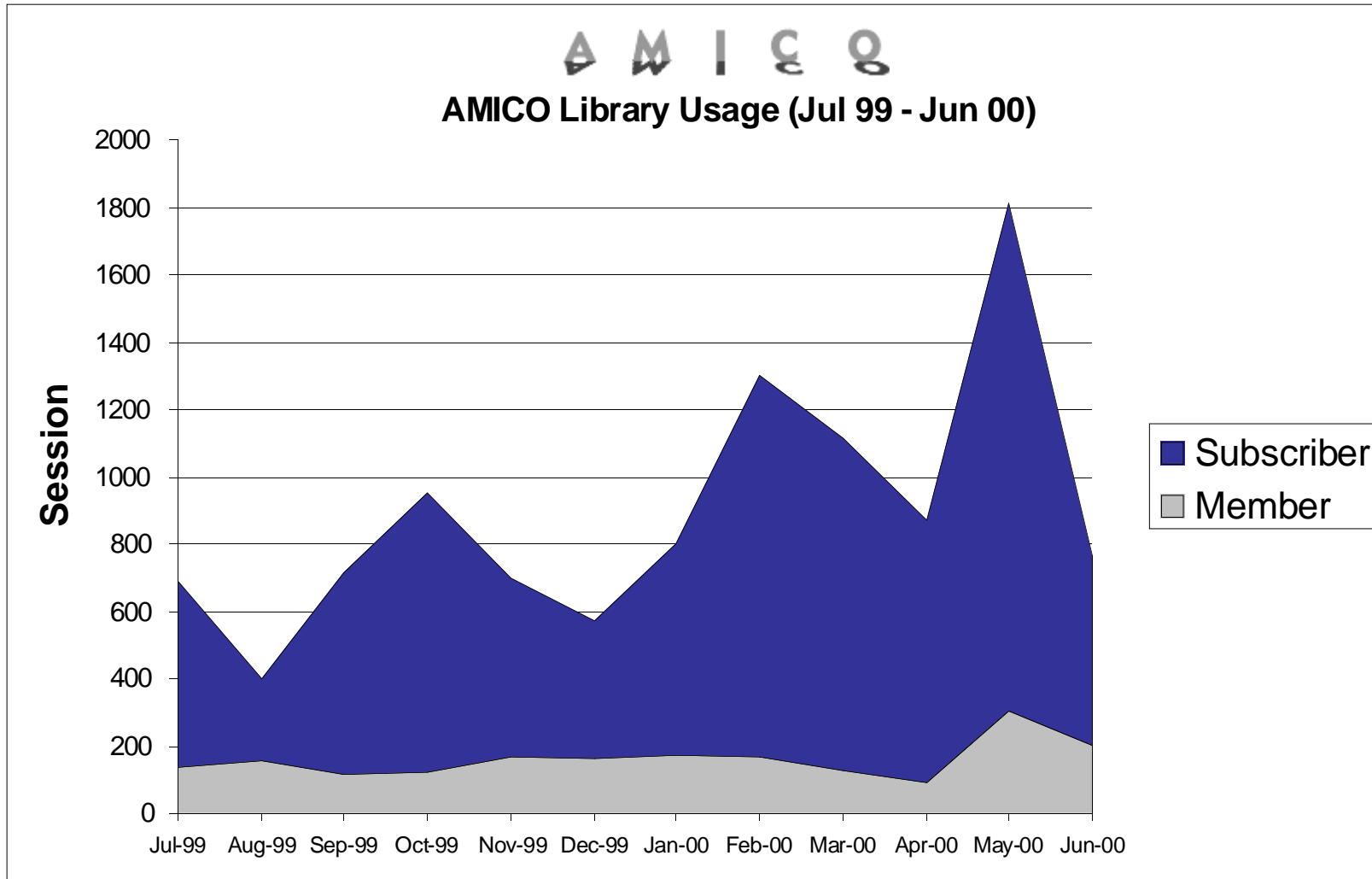
### Subscriber Development Strategy

AMICO is marketing the Member-generated product, the AMICO Library. Typically, online resources, like the AMICO Library, are purchased by the acquisitions department of an institution's Library, but actual users of our product will not be these individuals. So, the **Subscriber** message is more a "sales pitch" –providing simple instructions how to get it. Distributors actually SELL the

resource and handle the subscriber sign-up, so our job is to build awareness of the AMICO Library among three distinctive Subscriber markets, higher ed., K-12, and public libraries, and then, funnel prospects to the appropriate Distributors for capture. Simultaneously, the Distributors should be pitching the AMICO Library alongside its other products to subscriber prospects as well.

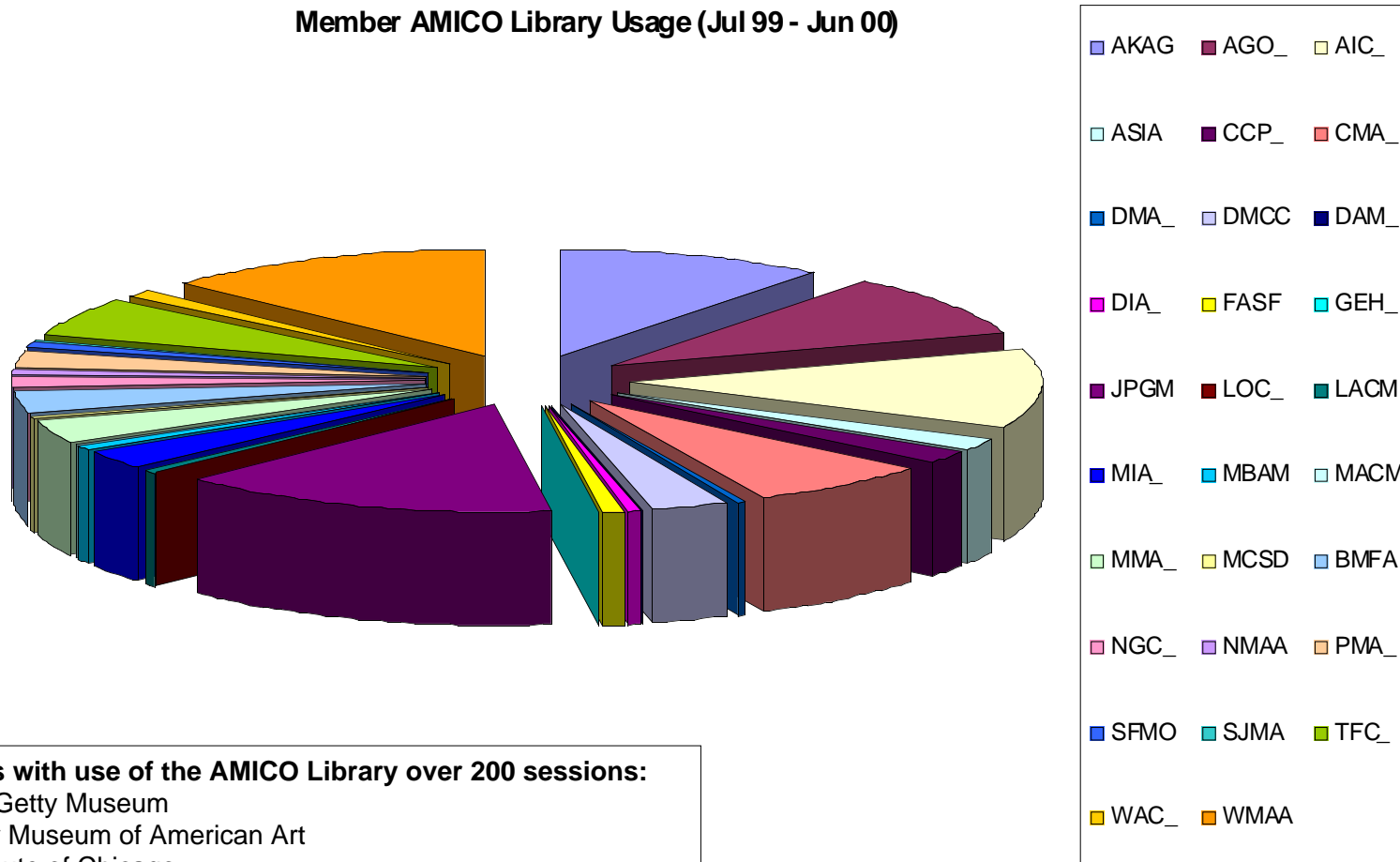
Product	Target/Activity	Message	Activity	Date
AMICO Library	Higher Education	<ul style="list-style-type: none"> <li>Why subscribe to the AMICO Library and how to do it?</li> </ul>	<p><b>Conference/Exhibits/Papers</b></p> <ul style="list-style-type: none"> <li>ARLIS/NA Conference</li> </ul> <p><b>Mailings/Publicity</b></p> <ul style="list-style-type: none"> <li>JISC Members List</li> <li>RLG Membership Mailing</li> <li>State University Systems (Consortia mailing)</li> <li>D-Lib Magazine, Featured Collection</li> <li>MLA List</li> <li>CAA/VRA List</li> </ul> <p><b>Materials</b></p> <ul style="list-style-type: none"> <li>New Pared-Down AMICO Library brochure</li> </ul>	<p>Mar. 29 – Apr. 4, 2001</p> <p>Oct. 2000</p> <p>Dec. 2000</p> <p>Nov. 2000</p>
AMICO Library	K-12	<ul style="list-style-type: none"> <li>Why subscribe to the AMICO Library and how to do it?</li> </ul>	<p><b>Conference/Exhibits/Papers</b></p> <ul style="list-style-type: none"> <li>Assoc. of Educational Communications and Technology (AECT) Natl. Convention</li> </ul> <p><b>Mailings/Publicity</b></p> <ul style="list-style-type: none"> <li>ALA List</li> <li>School Principals List</li> </ul> <p><b>Materials/Programs</b></p> <ul style="list-style-type: none"> <li>AMICO Library School Testbed Project</li> </ul>	<p>Feb. 7-11 2001</p> <p>Nov. 2000 – June 2002</p>
AMICO Library	Public Libraries	<ul style="list-style-type: none"> <li>Why subscribe to the AMICO Library and how to do it?</li> </ul>	<p><b>Conference/Exhibits/Papers</b></p> <p><b>Mailings/Publicity</b></p> <ul style="list-style-type: none"> <li>ALA List</li> </ul> <p><b>Materials/Programs</b></p>	

7. Use of the AMICO Library



## 7. Use of the AMICO Library

Member AMICO Library Usage (Jul 99 - Jun 00)



**Members with use of the AMICO Library over 200 sessions:**

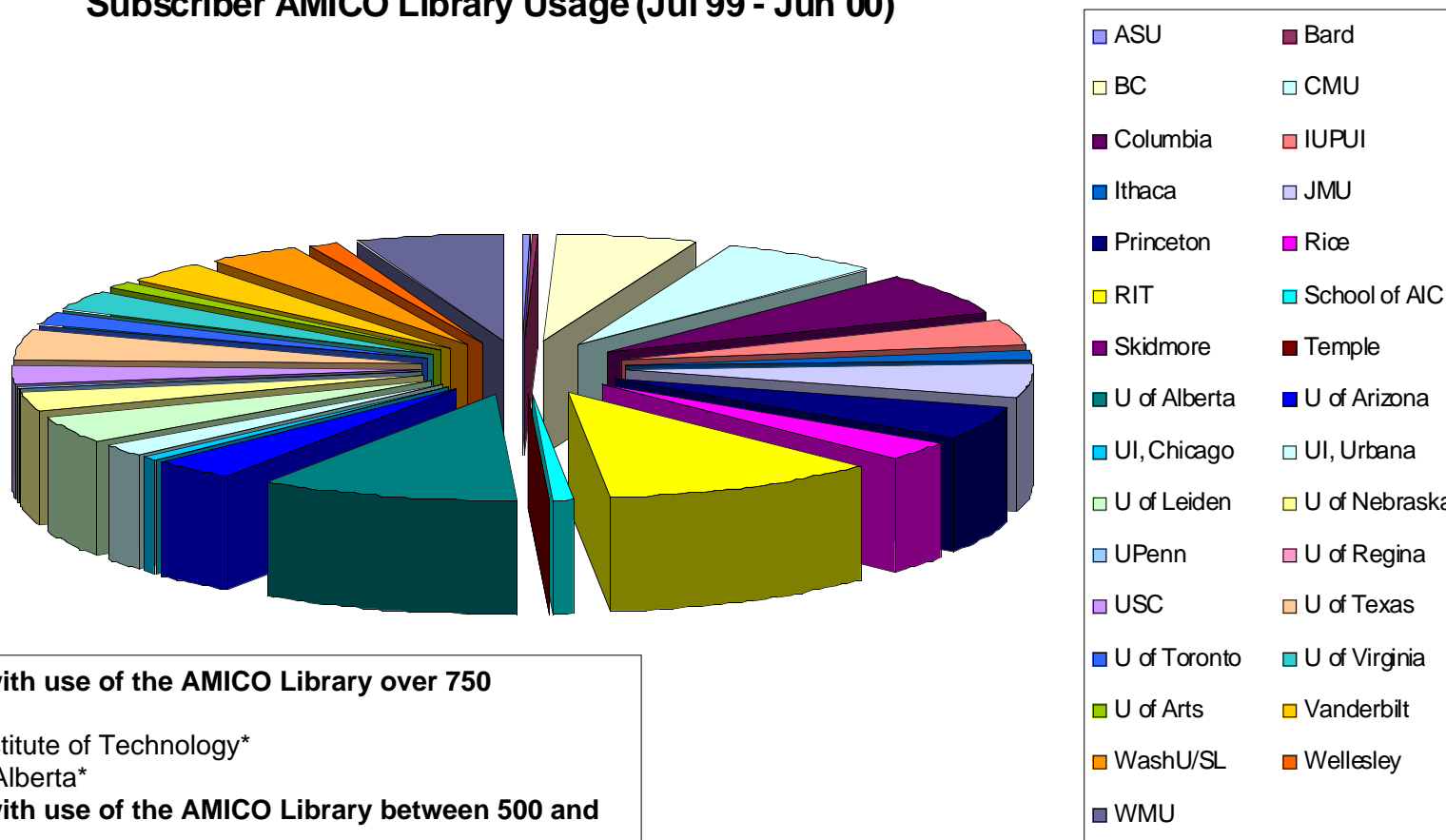
- J. Paul Getty Museum
- Whitney Museum of American Art
- Art Institute of Chicago
- Albright-Knox Art Gallery

**Members with use of the AMICO Library over 100 sessions:**

- Art Gallery of Ontario
- Cleveland Museum of Art
- The Frick Collection

## 7. Use of the AMICO Library

### Subscriber AMICO Library Usage (Jul 99 - Jun 00)



**Subscribers with use of the AMICO Library over 750 sessions:**

- Rochester Institute of Technology\*
- University of Alberta\*

**Subscribers with use of the AMICO Library between 500 and 350 sessions:**

- Columbia University
- Carnegie Mellon University\*
- Western Michigan University\*
- Boston College\*
- James Madison University
- Princeton University\*

\*Participated in the University Testbed Project.

*The NEXT Frontier is K-12. The NYSBE/Whitney Project generated 936 sessions in five months with nine schools participating.*

**User Development Strategy**

## 7. Use of the AMICO Library

Actual end Users of the AMICO Library must be made aware of the AMICO Library at both subscribing institutions and non-subscribing institutions. We have not been able to gauge what sort of communication is done by AMICO Library Subscribers to their user community – students, faculty, staff, researchers – about new resources. Therefore, the burden is on AMICO to heighten awareness and recognition of the AMICO Library’s attributes.

Users at subscribing institutions need to understand they have access, how to use the AMICO Library, and have mechanisms to filter comments and improvements back to AMICO. Users at non-subscribing institutions must be provided with compelling reasons to request the AMICO Library from their library personnel, so that we drive new Subscriber acquisition, as well as create pre-prepared users of the AMICO Library.

Product	Target/Activity	Message	Activity	Date
AMICO Library	Higher Education arts & humanities faculty Subscribed	<ul style="list-style-type: none"> <li>Your institution HAS access to the AMICO Library → directions to find it.</li> <li>Why/how do I use the AMICO Library in my teaching?</li> </ul>	<b>Conference/Exhibits/Papers</b> <ul style="list-style-type: none"> <li>CAA/VRA Conference</li> </ul> <b>Mailings/Publicity</b> <ul style="list-style-type: none"> <li>Arts &amp; Humanities Staff mailing</li> </ul> <b>Materials/Programs</b> <ul style="list-style-type: none"> <li>How to AMICO Educators Manual</li> <li>AMICO Library Poster</li> <li>University Users Groups at CAA and ARLIS</li> </ul>	Feb. 27 – Mar. 3, 2001  Oct. 2000  Oct. 2000  Oct. 2000
	Higher Education arts & humanities faculty Unsubscribed	<ul style="list-style-type: none"> <li>Your institution DOES NOT have access to the AMICO Library.</li> <li>Why should I tell my Library to get it?</li> </ul>	<b>Conference/Exhibits/Papers</b> <ul style="list-style-type: none"> <li>Assoc. for History &amp; Computing Conference</li> <li>CAA/VRA Conference</li> </ul> <b>Mailings/Publicity</b> <ul style="list-style-type: none"> <li>Yahoo’s Top 20 Wired School List</li> </ul> <b>Materials/Programs</b>	Jan. 1-3, 2001  Feb. 27 – Mar. 3, 2001
AMICO Library	K-12 teachers/media specialists	<ul style="list-style-type: none"> <li>Your institution DOES NOT have access to the AMICO Library.</li> <li>Why should I tell my Library to get it?</li> </ul>	<b>Conference/Exhibits/Papers</b> <ul style="list-style-type: none"> <li>Assoc. for History &amp; Computing Conference</li> <li>National Art Education Assoc. (NAEA) Conference</li> </ul> <b>Mailings/Publicity</b> <ul style="list-style-type: none"> <li>Educational Media List</li> <li>Educause List</li> </ul> <b>Materials/Programs</b> <ul style="list-style-type: none"> <li>AMICO Library School Testbed Project</li> </ul>	Jan. 1-3, 2001  March 14-17, 2001  Nov. 2000 – June 2002

## **7. Use of the AMICO Library**

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### **Model Assignments for the use of The AMICO Library**

To begin to develop an awareness of possible uses (that may require a minor change in teaching processes) we have contracted with Peter Walsh to prepare a series of model assignments that draw on the AMICO Library and could be used by Professors and Teaching Assistants at subscribing AMICO Colleges and Universities. These shall be based on a review of the courses offered at those schools, and developed with an eye to identifying works from the collections of AMICO Members that would strengthen the AMICO Library if they were contributed. Assignments will be designed to be presented and distributed by AMICO on the AMICO Web site, where they will be mounted by AMICO Staff

### **K-12 Testbed Project**

During the summer of 2000 one of our interns was Scott Howe, a school teacher from New Orleans, LA. Scott began helping us think about the issues facing primary and secondary schools who wish to use the AMICO Library. To expand on this work, we have launched a Call for Participation for a K-12 Testbed. Modeled on our University Testbed, this project will provide free access to the AMICO Library for a select group of about one dozen teachers. This group will develop model curriculum and share their teaching experiences, as well as assisting us in developing our strategy for reaching the K-12 community.

A list of recommended participants will be circulated at the meeting.

### **OhioLINK K-12 Testbed**

AMICO has agreed in principle to work with Dr. Thomas Lineham, Dean of Ohio State University's College of the Arts on a project called, "Extending Ohio's Access to Global Cultural Knowledge Through Distance Learning Technology" to which the Ohio Board of Regents awarded a grant to develop 5 college level distance courses and 15 educational modules for K-12 students.. The other institutions involved in the project are: Cleveland State University, University of Rio Grande & Rio Grande Community College, Newton D. Baker Elementary School of the Arts (Cleveland), Elida High School, (Elida, OH), Fair Arts IMPACT Alternative Elementary School, (Columbus), Malabar Middle School (Mansfield, OH) and Windemere Elementary School (Upper Arlington, OH).

The activities are well underway and will conclude in August of 2001. The five schools identified are a part of the Transforming Education through the Arts Challenge a Getty/Annenberg Foundation project.

### **Users Guide**

To ease the use of The AMICO Library as delivered by RLG within AMICO Member institutions, we have developed the 'How To AMICO: Librarian and Educators' Guide".

Copies of this guide will be distributed at the meeting.



## 8. Collaborations and Other Initiatives

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### **Antenna Audio**

AMICO and Antenna Audio have reached an agreement that allows Members to include Antenna Audio files in their AMICO Library contributions without further clearances. AMICO staff is working with Antenna Audio to identify which sound files are available; we will then match this with works in the AMICO Library and create facilities for members to review and accept the sound.

We hope to have the first Antenna Audio sound files in the AMICO Library for the 2001 Edition.

### **CAA/DLF Academic Image Cooperative**

(see also <http://www.clir.org/diglib/collections/aic.htm>)

The College Art Association (CAA) and the Digital Library Federation (DLF) have launched a project to facilitate the sharing of digital images by those involved in the teaching of art history. Their goal is to gather a collection of the "copyright cleared images of the c.2,500 art historical objects that figure in two or more of the 10 leading art history survey textbooks" These images are those where the AIC has been able to clear rights (most often because the work itself is out of copyright and the photograph was taken by an AIC participant faculty member. In a test phase, the AIC gathered approximately 800 images of about 350 objects, and they have appealed to the art historical community to contribute the rest.

Current plans for supporting this activity are uncertain; the CAA and the DLF are trying to raise grant funds.

### **RLG's Cultural Materials Initiative (CMI),**

(see also <http://www.rlg.org/culturalres/progress.html>)

The Cultural Materials Initiative is a multiyear project of the Research Libraries Group, planned to take its essential shape between 2000 and 2003. The initiative began in 1999, supported by a grant from the Ford Foundation. In December 1999 RLG members were invited to participate in a Cultural Materials Alliance. As of mid-August 2000, there are 37 institutions in the alliance. These include a broad cross-section of organizations, including one, The Brooklyn Museum of Art that we have identified as a desirable AMICO member. Issues of CMI and AMICO membership recruitment remain unresolved.

In July 2000, the policy advisory group finalized a Statement of Intent shared by all alliance participants. The content development advisory group, formed in June, will be discussing the synergy of collections that institutions have already digitized as well as those that might be digitized next. The recently created surrogate working group is beginning its discussions of minimum requirements and recommendations for high-quality digital representations of cultural materials. The description advisory group is being formed to discuss descriptive standards and mapping. RLG is expending substantial resources evaluating the CIDOC CRM which AMICO considers at this stage to be not ready for implementation.

### **CAA Affiliate Organization Status**

AMICO has applied to become an Affiliate Organization of the College Art Association. The affiliate program is CAA's way to recognize the importance of collaboration, mutual enrichment, and enhanced communication among organizations. There are currently thirty-seven affiliate societies. There is a governing body of the affiliates, known as the Council of Affiliates, that serves the needs of the affiliates and promotes dialogue with CAA's staff and Board of Directors. Benefits of being a CAA Affiliate Society include being listed annually in the July issue of the CAA Newsletter and obtaining facilities for one business meeting and one special session lasting up to 1.5 hours each during those time slots not reserved for CAA program sessions. Affiliate societies may also propose one 2.5 hour program session, that addresses a specific issue of concern to the affiliated society, each year. These sessions will be given special consideration by the Annual Conference Committee. Affiliated society representatives may be invited to CAA Board Meetings to act as a resource person for issues that arise in which the society's expertise is required.

## 8. Collaborations and Other Initiatives

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### **Consortium for the Computer Interchange of Museum Information (CIMI)**

(see also <http://www.cimi.org>)

Since AMICO was first organized, we have regularly considered membership in the Consortium for Interchange of Museum Information (CIMI) and just as regularly left this to individual AMICO member institutions. This year the issue arose again and members at the June meeting recommended that AMICO continue to observe but not join CIMI. The reasons are fundamentally ones of resource allocation – full participation in CIMI would require about 30 days of the time of the Executive Director in addition to the \$5000 dues and travel expenses to three annual meetings (another \$5000+).

In the coming year, CIMI is focusing on extending its metadata work by collaborating with the Harmony project (a multinational R&D effort) to:

- better understand how to get effective interoperability between metadata vocabularies
- provide an additional dimension to the testing of the CIDOC Conceptual Reference Model
- provide insight into the hypothesis that the ABC model can contribute to interoperability of metadata vocabularies more effectively than crosswalks.
- compare and evaluate the capabilities of XML Schema, XSLT, RDF Schema for implementing metadata interoperability

AMICO will cooperate in this effort if asked, but will not be a direct participant, because this requires CIMI Membership.