

PNW chapter of the American Society for Indexing
Board Meeting Minutes
September 30, 2012
Water Resources Center, Vancouver, Washington

Members Present: Judi Gibbs, Paul Sweum, Erica Caridio, Madge Walls, Nancy Gerth

Call to order: 9:40 a.m.

BOARD ACTIONS SINCE THE LAST BOARD MEETING ON JUNE 10, 2012

1. Minutes of June 10, 2012 Board meeting at Bastyr University.

Moved by Erica, seconded by Paul that the minutes be accepted as corrected. Passed unanimously.

2. July 20, 2012 Montana Festival of the Book

Moved by Judi Gibbs that we allocate \$125 for a table for Montana Festival of the Book.

Seconded by Paul. Passed unanimously.

3. July 10, 2012 re Chapter Workshop and Conference Refund policy.

- Cancellations received one week (seven days) or more before a meeting are eligible for a refund of 75%.
- Cancellations after the cancellation deadline are eligible for a 50% refund if the registrant was forced to cancel due to illness, a family emergency, or similar circumstances beyond their control.
- Refund requests must be submitted in writing to the treasurer within 14 days following the meeting.

The following statement (or similar) should appear on the registration form:

Refund policy: Cancellations received by the treasurer by [date] are eligible for a 75% refund. Cancellations after this date may be eligible for a 50% refund if the registrant is forced to cancel due to illness or emergency. All requests for refunds must be received in writing by the treasurer within 14 days following the meeting date.

Moved by Erica, seconded by Ann, passed unanimously.

4. October 2012 Chapter Meeting and Attendance Rates

It was moved by Judi, seconded by Madge that we accept the memo from Paul dated July 23, 2012 outlining the workshop speakers, agenda, budget, and registration fees. Passed unanimously.

COMMITTEE REPORTS (condensed). For full reports, see attachments.

Archives Veronica will continue as archivist and will receive a complete packet of conference materials. Anything else that is deemed important will be sent to Veronica in lieu of being discarded when officers' and chairs' files are cleared.

Marketing Communications No report

Membership (Sherry Smith)

There are currently 63 members in PNW chapter, including two new members and one transfer from another chapter. National membership is down, as well as chapter memberships. As reported at our last meeting, this is attributable in part to major changes in the publishing industry that adversely affect freelancers, including the e-book trend and publishers requiring authors to provide their own indexes; members' retirement from the business; established indexers not feeling they need membership to sustain their business; and members joining IS Canada instead for the lower membership fee that still allows them the privilege of attending ASI chapter events at member's cost. Return on investment for dues paid does not seem to be there for some former members. There is also competition with other related organizations that are more in line with some part-time indexers' primary occupations. Membership benefits as posted on the ASI website are rather lackluster. As incoming president, Paul will look into ways to stem the tide.

Newsletter Paul and his committee produced another prodigious edition of *Indexers Ink*. Erica was the layout artist. Maria Sosnowski volunteered to help with editing. Many thanks to all.

Paul enjoys this project and will continue to serve as editor for a once-a-year publication. Contributions and suggestions from the membership are welcome, in addition to volunteers needed to make announcements on listservs and social media. Paul would also welcome editorial help.

Pro Bono (by Sherry Smith) See attached report.

Program committee

Many thanks from Paul to his committee (Judi, Sheryl, Beth Nauman-Montana, Lori Van Deman-Iseri and Erica) and all who participated in the Fall 2012 meeting at the Water Resources Center. Scott Smiley presented “The Logic and Language of Patterns: A Deeper Look for Cindex and SKY Index users.” Jan Wright spoke on “E-Books and Indexing.” Both programs were well received and rich in useful information. Kudos to all.

Publishers' Recognition Committee (by Sherry Smith) See attached report. We discussed coming up with something that publishers could put on their website to call attention to their award, thus providing recognition for indexing as a profession. Concern was expressed about nominees becoming “fair game” for other indexers in their self-marketing efforts. In other words, are we giving away our prime customers? Members also questioned whether or not this award is doing what we want it to do for our chapter and indexing as a profession.

Treasurer's report (by Erica Caridio) A financial report for the year 2011 was submitted at the Spring 2012 meeting. The next report will be submitted at the annual Fall September 2013 meeting, and yearly thereafter.

Volunteer recognition (by Sherry Smith) See attached report.

Website (by Erica Caridio) See attached report.

Thanks to Erica and her committee for a beautiful new chapter website.

OLD BUSINESS

1. Montana Festival of the Book. Although we approved a motion in July to fund our participation in the Montana Festival of the Book in 2013, we discussed whether or not it really makes sense, considering the table is almost entirely staffed by non-member volunteers. PNW members should be accommodated first, and then non-members only if there are more places at the table. If this activity is not benefitting our members, why are we paying for it? Paul will investigate and give feedback.

NEW BUSINESS

1. We need to clarify the reciprocal privileges with IS Canada and any other non-ASI indexing society. Are we encouraging members to join other societies for a lower fee, yet partake in PNW activities at member rates?

Meeting adjourned at: 11:45 a.m.

Respectfully submitted,
Madge Walls, Secretary