

PNW Chapter of the American Society for Indexing
Board Meeting
October 4, 2015
Springhill Suites
Vancouver, Washington

Attendees:	Madge Walls, President	Maria Sosnowski, Secretary Elect
	Carolyn Weaver, Vice-President	Judy Staigmilller, Archivist
	Margaret Berson, Treasurer	Judi Gibbs
	Linda Stumbaugh, Secretary	Sam Arnold-Boyd
	Scott Smiley, Vice-President Elect	

President Madge Walls called the meeting to order at 9:05 a.m.

Madge moved to accept the Board Minutes of April 30, 2015. The motion was seconded by Linda and carried.

Committee Reports

Conference Committee:

The Conference Committee Report for 2015 was presented by Carolyn and is incorporated into these minutes.

Scott Smiley collated the Program Evaluations for the 2015 meeting and his findings were reviewed. The findings are attached to these minutes.

There was a discussion regarding accommodations for annual meetings in Vancouver and it was agreed that Springhill Suites, the current site of the meetings, is the best value and meetings should continue to be held there.

There was a discussion of topics for future meetings. Scott suggested that round table discussions might be good.

There was a discussion of meeting logistics, including how many meetings to have each year and where meetings should take place.

Treasurer's Report:

Margaret Berson presented the Treasurer's Report for 2015.

The meeting income for 2015 was \$1010. Meeting expenses are not yet totaled but Margaret indicated that there may be a loss for the 2015 meeting.

Carolyn said that there should be some indication in the budgeting to indicate that officers pay reduced conference fees. There should also be an indication that speaker's expenses for this meeting are a loss. Future speaker expenses will be negotiated for each conference.

Margaret indicated that the treasury is pretty healthy. PayPal will continue to be available for people paying with non-US currency.

Carolyn moved to accept the Treasurer's Report for 2015. Madge seconded the motion. The motion carried.

Madge thanked out-going officers and committee chairs for their service during the past year. Carolyn Weaver served as Vice-President and Conference Committee Chair; Margaret Berson served as Treasurer; Linda Stumbaugh served as Secretary; Judy Staigmilller served as Archivist.

Madge acknowledged and welcomed new officers. New officers for 2016 are Carolyn Weaver, President; Scott Smiley, Vice-President and Conference Chair; Maria Sosnowski, Secretary. Margaret Berson will continue to serve as Treasurer and Judy Staigmiller will continue to serve as Archivist.

Old Business:

There was no old business.

New Business:

There was a follow-up to the general meeting discussion of the chapter newsletter. Madge moved to resurrect the chapter newsletter, to be issued two times a year. Linda seconded the motion. The motion carried. Judy Staigmiller volunteered to edit the newsletter. Sam Arnold-Boyd will assist her.

The conference schedule for 2016 was discussed. Scott provided a survey of 2015 ASI Chapter meetings gathered from both chapter websites and the ASI websites. The current PNW/ASI chapter meeting had 15 registrants, including speakers.

There was a discussion of future chapter conference meetings. Scott suggested that the focus should be on how to reduce registration fees. It might be possible to run a couple of meetings at a loss in order to indicate that the PNW conference fee is in line with other chapters (some of which charge low or no fees). One way of lowering fees might be to quit bringing in lunch from outside sources and to let attendees have lunch on their own. Cutting out food would reduce fees.

Scott proposed dropping conference fees to \$45.00. Carolyn indicated that the budget is what will ultimately determine fees.

Madge suggested that each person call five chapter members to discuss ideas for upcoming conference and to find out reasons for attending or not attending meetings. No action was taken on this idea.

Carolyn indicated that a speaker needs to be in place before the rest of the conference details can be worked out.

A discussion of target dates for meetings followed. It was agreed that early fall was the best time for an annual meeting.

There was a discussion about having one or two meetings per year. No decision was reached. It was agreed that the meetings should be an entire day instead of a half-day. Scott proposed that the next meeting be on history indexing. There was a discussion as to whether to have a speaker or a round-table discussion. Madge suggested that "The Best Indexing Hint" would be a good topic for a round-table discussion. Other suggested topics were "Solving Your Worst Indexing Problem" and "Dealing with Indexing Disasters."

It was suggested that round-table discussions could be free. There was also a discussion about the time and location of the next meeting. Early spring was suggested as a good time for a round-table discussion meeting. Olympia was suggested as a possible meeting place.

The decision as to the number of meetings per year was left open.

Linda moved that the meeting be adjourned. Carolyn seconded the motion. The motion carried.

The meeting was adjourned at 11:40.

Respectfully submitted,

Linda Stumbaugh
Secretary
Pacific Northwest Chapter/American Society for Indexing

PNW/ASI 10/3/15

The Naked Indexer

- A bit confusing to follow. Was hoping for more secrets and tips for speed or comprehension, but still enjoyed presentation style and cheerfulness
- Very good discussion on the indexing process; useful to see inside someone's mind while indexing.
- Hard to follow first part, with skipping around. Kind of messy process but I guess that's how a human mind works. Glad to find out I'm not alone in this area. Also helped clarify my own process.
- Reassuring that a highly experienced and highly regarded indexer faces the same anxieties I do. Screen was hard to see.
- Wow! I learned so much! It's great how Do Mi makes her process so transparent. The comments and dialogue with others was also very instructive.
- Met expectations, which were very high after reading book (so my rating of 3 is not an insult)
- Seen it before so I liked more discussion on editing
- Very interesting, could have listened to a lot more along these lines!
-

Mock Judging

- Very interesting; always wondered how it's done
- A little frustrating, too little time for each book. But really interesting to hear critiques. But feedback on one's own anonymous index was lost; some of the feedback could have been useful.
- Very interesting to see how each person evaluated an index quickly and the various different things each one picked out.
- Very interesting to learn about the judging process and to try it on books!
- What an enlightening exercise! It was helpful to work with the ASI/EIS criteria. Discussing the books was very helpful.

Criteria Panel/Discussion

- I would have like feedback on my index, although I realized that doesn't happen for real judging. I can't fix what I'm doing wrong if no one says—no feedback makes it a situation that is not helpful.
- Interesting discussion
- This discussion was also really helpful, both the discussion about the EIS criteria and also the various questions. The topic about billing was especially helpful.

Future Topics

- General discussion and sharing ideas, tips, common best practices etc. Like learning from other indexers as group discussion
- Rates—why am I stuck charging so little? Fixed rates.
- Round table discussions of current indexing topics; marketing
- Indexing problems
- Always like knotty bits discussions
- Pricing strategies
- Pricing, when you have to bid on an index and don't know what others might bid
- Best wordings for index entries

- Making the most of your software

Facilities

- Room stuffy and smelly
- Room cold
- Cool drafts in room
- Nice room, free parking, easy to hear/see

Other Comments

- I always learn things and enjoy visiting with other indexers
- This has been one of the best programs we have had
- Liked having one major theme; wonderful program

PNW/ASI Evaluations Oct. 2015														
													Total	Average

