

PNW Chapter of the American Society for Indexing  
**Board Meeting Minutes**  
September 29, 2013  
Bastyr University, Kenmore, Washington

**Call to order** The PNW Board meeting was called to order by VP Madge Walls in the physical absence of President Paul Sweum at 9:15 a.m.

**Board Members present:** Madge Walls, Erica Caridio, Judi Gibbs, and Paul Sweum (by Skype)

**Board actions since our last meeting:**

TBA

**Committee Reports:**

**Newsletter**

Madge moved that the chapter newsletter be discontinued and any appropriate content be posted on the PNW Chapter website. Erica will screen the content, in consultation with the Board and Website Committee. Seconded by Judi; passed unanimously.

**Pro Bono Committee** (Sherry Smith) See attached report

**Marketing Communications /Website** (Erica) Activities are ongoing.

**Publisher's Recognition Committee** (Sherry Smith) See attached report

Judi moved that Erica speak to Sherry about this project and get her recommendation as to whether or not it should be discontinued. If she so recommends, we will discontinue it. Seconded by Paul, passed unanimously.

**Volunteer Recognition** (Sherry Smith) See attached report.

Cynthia Landeen has resigned as the creator of book marks given in recognition of chapter volunteers. Lori Bell has volunteered to take over this task.

**Archives** (Veronica Hughes) See attached report. Veronica has resigned, and Judy Staigmiller has volunteered to take over this task. Veronica will transfer all materials to Judy as soon as she has the current information archived.

**Treasurer's Report** (Erica) See attached report.

**Program Committee** (Madge) The Fall 2013 Conference was held at Bastyr University in Kenmore, WA on September 27-29. Lucie Haskins of the Rocky Mountain Chapter was the featured presenter. She spoke on "Working Smarter, not Harder" and "Vetting the Book." The Program Evaluation forms turned in after the conference are tallied in an attached report. They were mostly 5's, with a few 4's. The location, accommodation, and food got all 5's.

**ASI National and Chapter Membership Report** (Madge)

To date ASI has 573 members. At this date in 2012 there were 614 members, and 2011 there were 696.

Our PNW chapter consists of Washington, Oregon, Montana, Idaho and Alaska.

Five members live in Canada (4 in BC; 1 in Alberta).

US geographical spread is as follows:

Colorado (1), Idaho (2), Maryland (1), Montana (2), Nevada (1), New York (1), Oregon (21), Pennsylvania (1), Vermont (1), Virginia (2), Washington (14).

We are in a downward trend:

2013 53 members as of 9/6/2013

2012 68 members

2011 75 members

2010 79 members

Only one new member joined in 2013 (Michael Grutchfield of Portland).

There were six new members in 2012; five new members in 2011.

We have one Lifetime Member, Martha Osgood.

Madge moved that Paul send out a survey to former chapter members and non-members who have attended chapter events, inviting them to join or rejoin, asking former members why they dropped out, and what we need to change to make renewing their membership of value to them. Seconded by Erica, approved unanimously.

Erica moved that Paul survey chapter members regarding what topics they would like to see presented at future conferences. Seconded by Madge, approved unanimously.

## **Old Business**

### **Montana Festival of the Book in Missoula**

Paul moved that we discontinue chapter participation in this activity. Seconded by Erica, approved unanimously.

**Elections** We have a slate of officers for 2014 as follows:

President – Madge Walls

Secretary – Linda Stumbaugh

Treasurer – Erica Caridio

Past President – Paul Sweum

A nominee is needed for Vice President. An email has been sent out to all chapter members asking for a volunteer; the same invitation was tendered at the conference, but so far nobody has stepped up. Judi Gibbs has offered to serve as VP again, which the Chapter appreciates. However, she is coming off three years of board service, and, while willing, would prefer that someone else take over.

Madge moved that Judi, as elections committee chair (a past-president duty), ask for nominations again via email and also communicate with ASI National re handling our election in November via Survey Monkey as they have done in the past. Seconded by Erica, passed unanimously.

## **New Business**

**Loan request from ASI National** When ASI National recently asked if PNW would be willing to loan National some chapter funds to assist in the transition to the new management company, we indicated our willingness provided the terms and conditions were in writing and satisfactory to our Board. Since then we have heard nothing further on the subject. This discussion was tabled pending an official request from National.

**Adjournment** The meeting was adjourned at 10:45 a.m.

Respectfully submitted,  
Madge Walls  
Secretary