



2019 ANNUAL SECAC MEMBERSHIP MEETING
7:00 a.m. – SATURDAY, October 19, 2019
Chattanooga Ballroom 2, Chattanooga, TN

President Sandra Reed called the meeting to order at 7:03 am. (No Bloody Marys had arrived yet, but there were 31 people in attendance.)

President Reed introduced the new Board Members to the membership:

1. ARKANSAS, Kevin Cates, UALR, *completing term*, eligible for first term
2. FLORIDA, Jeff Schwartz, Ringling College of Art and Design, first term
3. MISSISSIPPI, Elise Smith, Millsaps College, first term
4. TENNESSEE, Christina Vogel, University of Tennessee at Chattanooga, first term
5. AT-LARGE SEAT #1, Dennis Ichiyama, Purdue University, second term
6. LOUISIANA. Rachel Stephens, The University of Alabama, *completing term*, eligible for first

term

President Reed thanked the co-directors of the 2019 Conference, Christina Vogel and Katie Hargrave. Reed noted that there will be long-lasting positive effects for SECAC because of their careful planning and social media outreach, including an increase in membership across all categories.

President Reed asked the assembled membership if they had read the minutes from the 2018 Annual Business Meeting. She noted that last year's minutes included a section of the Constitution that was not changed and did not have to be part of the official minutes. A motion was made to approve the 2018 Minutes with the agreement that the section containing unaltered sections of the Constitution will be removed. The motion was seconded and approved unanimously.

2019 Co-Directors Katie Hargrave and Christina Vogel thanked everyone for coming to Chattanooga. The co-directors were thanked heartily by the membership who truly appreciated all the work and care they had lavished on this year's conference.

SECAC Administrator Christine Tate reported that she is quite excited that our new online membership systems are able to capture accurate reports at any given moment. That has never been the case before this. President Reed reminded those in attendance that we need help getting all our Institutional Members current (paying their dues).

Secretary-Treasurer Beth Mulvaney presented the budget for 2020 (attached). A motion was made to accept the budget as presented; it was seconded and approved unanimously. This approval also set the limit for conference fees for 2020.

2020 Conference Director Carly Phinizy announced the conference theme of Common Wealth for the October 21-24 meeting in Richmond, Virginia. She gave an overview of the events they have planned, including Valerie Castle Oliver, the keynote speaker. The conference hotel will be the Marriott Downtown, which is located close to lots of restaurants and entertainment downtown.

Future Conferences

- 2021, Nov. 3-6 Lexington, KY

2021 Conference Director Robert Jensen gave a quick overview and noted that the November dates are due to the horse racing season. The conference theme is Frontiers (and will highlight environmentalism and sustainability).

- 2022 Baltimore, MD invitation

2022 Conference Director Kerr Houston gave a quick overview of what MICA, the host institution was beginning to plan. President Reed asked for a motion to accept the conference invitation from MICA. It was seconded and approved unanimously.

- 2023 Little Rock

Floyd Martin spoke on behalf of Kevin Cates, who is the conference director for 2023. It will be SECAC's third visit to Little Rock.

Reports

- *Art Inquiries*

Editor Kerr Houston noted that the next issue should arrive in your mailbox during December. He noted that the 2019 issue is dedicated to our former president, Randy Mack who died earlier this year. He is collecting materials for the 2020 issue.

- Artists Fellowship

Artists Fellowship Director, Greg Shelnett could not join the Members' Business Meeting but President Reed projected information that he had shared with those assembled at the Awards Luncheon on Friday.

- Levin Awards

Sarah Archino, a former winner of the Levin Award, chaired the committee this year, which was comprised entirely of former winners. Although she could be present at the Business meeting, she left the membership information about the awards, which President Reed shared with those assembled. Member William R. Levin noted that the awards may be divided up among two or more recipients if the committee ever has trouble deciding upon a single applicant.

- Nominating Committee

1st Vice-President Lawrence Jenkins noted that each year we rotate a third of our board seats and he announced the seats that will be open this coming year. He asked members to be active participants and to think about running for an open seat or to urge a colleague to run.

1st V-P Jenkins noted that we are prepared to implement the separation of the Secretary from the combined Secretary-Treasurer position, as approved by at the Members' Business Meeting last year. The Board is recommending Sunny Spillane for this position, but Jenkins asked the membership if there were any other candidates. A motion was made to accept Ms. Spillane as SECAC Secretary; it was seconded and unanimously accepted.

- Awards Committee

1st V-P Jenkins also commented on the Awards that were made this year. Seven were nominated for the Outstanding Professional Achievement in Graphic Design, and eight for Academic and Scholarly Publications. The committee had a lot of work this year. For a second year SECAC had no nominations for Outstanding Artistic Achievement; he urged members to consider nominating someone for this important award. The nomination is a simple two-step process. First, send Jenkins a "letter" of nomination (an email is fine); this is due by early February. Second, the materials that need to be gathered to support the nomination are due in early March.

- SECAC at CAA

Rachel Stephens, organizer of SECAC at CAA noted that there will be a call for session proposals in April; preferably this should be a topic that would appeal to the membership interests of SECAC. This year there will be a business meeting in addition to the session in Chicago.

Old Business

- There is a new Managing Editor for the Online Exhibition Reviews: Dr. Roann Barris (rbarris@radford.edu). President Reed noted that SECAC is excited to see this important resource return. Dr. Barris is looking for Field Editors. If you are interested, please email her.

- Membership and Member Survey

President Reed noted that the survey questions are being refined but soon members should expect to receive a short survey asking about SECAC services in general, not about particulars of the conference.

- SECAC has started contracting insurance for the conference to protect the organization should something disrupt our conference. We are seeking Board Insurance, but have learned that we need to have statements of Anti-Discrimination and Harassment in place before we may get insurance.
- Anti-Discrimination Statement: Member Al Denyer headed up a committee to draft a statement of Anti-Discrimination. The committee looked at statements from other institutions and non-profits to come up with this statement. We will have a lawyer look at the statement before officially adopting this statement. A motion was made to accept this statement (below), once approved by a lawyer; it was seconded and approved unanimously.

SECAC does not discriminate against any individual on the basis of race, ethnicity, color, religion, national origin, disability, sex, pregnancy, sexual orientation, gender, gender identity, gender expression, parental status, marital status, age, employment status, citizenship status, veteran status, genetic information or any other classification protected by law in matters of conference activities, employment, membership or practices associated with the organization. Harassment, whether verbal, physical or visual, that is based on any of these characteristics is a form of discrimination. The intent of SECAC is to provide an inclusive and safe environment that is devoid of discrimination in any form for its members, employees and volunteers.

- Endowments

President Reed reported that the Board of Directors discussed our endowments this year. SECAC set up two new funds this past year for the Artists Fellowship and the Bosch fund. William R. Levin immediately contributed more funds to these two endowments. President Reed noted that the Board committed to contribute \$2500 collectively to the Bosch Fund by the end of the year. She challenged the membership to collectively match that \$2500. We did have an anonymous donor contribute money this year to help International students to attend the conference who were selected to present scholarship. There is a Donations link that appears on the banner on the membership page, but only when you are signed in. If you have trouble finding it, Administrator Tate will send you a link.

New Business

- President Reed announced that we are aware that we need to research how other similar non-profits cope with the need to develop a Contingency Plan should our one employee, the Administrator, need to take an emergency leave. How would SECAC move forward if the Administrator had to be away on leave? If you have any experience with this, please contact President Reed.

President Reed adjourned promptly at 8 am!

Respectfully submitted,



Beth A. Mulvaney, SECAC Secretary-Treasurer

Proposed SECAC Budget for 2020*

*Approval of this budget means that the following registration rates, recommended by the SECAC Board of Directors, will be in effect for the 2019 Conference in Chattanooga:

Individual member registration rate: early \$195 | regular \$245 | on-site \$295

Adjunct/Independent registration rate early \$130 | regular \$175 | on-site \$250

Student member registration rate: early \$ 95 | regular \$110 | on-site \$140

Retired member registration rate: early \$100 | regular \$125 | on-site \$150

Ordinary Income/Expense

Income

Memberships

85 (Institutional) Members @ \$150	12,750.00
675 (Individual) Members @ \$70	47,250.00
40 (Retired) Members @ \$45	1,800.00
120 (Adjunct/Ind) Members @50	6,000.00
175 (Student Members @ \$35)	6,125.00

Other Income

Levin Award	5,000.00
<i>Art Inquiries</i>	3,800.00
Conference Income	119,700.00
Bosch endowment income	1,140.00
AF endowment income	1,140.00
Other Contributions	140.00

SECAC Income

204,845.00

Expenses

Artists Fellowship	5,000.00
Levin Award	5,000.00
Conference	118,785.00
Fees	
YM & estimated Open Water increase	5,800.00
Credit card fees	7,000.00
payroll	360.00
Online subscriptions (including Survey Monkey)	470.00
Postage	50.00
Newsletter design	700.00
Art Inquiries	15,000.00
Personnel	
Administrator	36,000.00
FICA/Medicare match	2,750.00
Supplies	1,100.00
Accountant	2,670.00
Taxes	800.00
Telephone/Internet	1,860.00
Insurance	1,500.00
Miscellaneous	

Total SECAC Budget

204,845.00