

ALANA - Art Libraries and Archives Asia Meeting

Date: 11 October 2019

Time: 2:30 – 4:00 pm

Venue: National Gallery Singapore, NGS Seminar Room 4, Level B1

In attendance:

Farah Wardani (NGS), Micaella Gonzales (NGS), Kevin Forkan (M+), Angharad McCarrick (M+), David Smith (AAA), Chu Chu Yuan (SAM), Andy Koh (SAM), Kiki (CIVAS, ITB), Yoga (IVAA)

Via Teams Angel Leung (Videotage), Wenxuan (UCCA), Patrick Rhine (UCCA), Hsing Jou (ETAT), Rica Estrada (CCP), Ngoc Nguyen (VFAM) [ask Farah for other names], Abeer Gupta (Krisnakriti Foundation), Annie Jael Kwan (Asia Art Activism), Joyce [last name] (TAERC), Alan Yu (M+ Library), Ceci Leung (M+ Library), Rebecca Yiu (M+ Archives)

Apologies:

Agenda

1. Feedback and confirmation of ALANA Draft Constitution
2. Elect ALANA Board
3. Website
4. AOB

Actions

- **KF** – Re-share the Draft Constitution v0.3 with two week deadline for further feedback to artlibsandarchives@aaa.org.hk or via Slack before it is formally adopted
- **DS** – Share template for the information to be provided to be added to the website
- **ALL** – Provide written confirmation either via email to artlibsandarchives@aaa.org.hk or via Slack that your organisations information can appear on the ALANA website under the members directory – Name, logo, location, and short blurb etc.
- **ALL** – Share links that you would like added to the external links page – resources, digital projects etc.

Proceedings

All attendees introduced themselves and stated the organisation they were representing.

1. Feedback and confirmation of ALANA Draft Constitution

Each attendee gave feedback. Everyone agreed that it was fit for purpose at this time and were happy to confirm it, with one change of the title of 'President' to 'Chair'. It was noted that certain provisions of the Constitution lay down broad parameters and are more aspirational, and that the

actual operation of much of the Constitution will be determined by the Board and the various committees.

It was agreed that through this meeting the Constitution has been provisionally adopted by ALANA. This constitution will be circulated to other organisations that have attended previous ALANA meetings to for further endorsement, with a two-week time limit. Minor changes will be incorporated into the Constitution and re-circulated to the entire ALANA membership for approval, with another two-week time limit. If major changes are proposed, a further meeting will be needed to discuss this.

Main questions:

Annie – If there are practising guidelines will they be enforced?

Answer from KF – ALANA will not be an enforcing body, however it will expect members to be striving towards meeting international standards as set down by the global archive and library organisations that ALANA will seek to affiliate itself with (ICA and IFLA).

Joyce – How do we make sure the Board don't get stuck doing all the work?

Answer from AMC – This is going to be an issue. It needs to be clear that the board are not expected to do all the work, however it will be up to the board members to delegate out tasks to ALANA members and establish and fill Sub-Committees to get things done.

Chu Yuan – Will voting for board members be possible via absentia voting? Should this be included in the constitution?

May need further discussion. For the purpose of putting the board together today, in absentia voting was not provided, however in the future this should be made possible for members of ALANA

Micaella – Is membership available to individuals or is it just organisations?

Answer from KF – This was discussed during the drafting process and it was decided that there would only be membership available to organisations.

2. Elect ALANA Board

Chair – David Smith, Asia Art Archive, Hong Kong

Recording Secretary – Angharad McCarrick, M+ Hong Kong

Membership and Corresponding Secretary – Micaella Gonzales, National Gallery Singapore

3. Website

<https://alana.asia/>

The website is not live yet. If Organisations would like to appear in the Members Section, they need to submit the following information:

- Name
- Logo
- Location – geo loc for googlemaps
- Blurb about organisation – who they are and what they do?
- Link – the page they would like people to be directed to

Most organisations need to seek approval from within, which will now be more feasible that the Constitution has been drafted and provisionally confirmed.

4. AOB

4.1 Working Groups

Discussion about working groups needed and decision to set-up the following –

- Website
- Conference
- Publications
- Affiliations
- Working Issues

4.2 SLACK

it was raised whether SLACK was still working as a communication tool, and if there was any feedback.

It was noted that SLACK is not available in China and so can only be accessed via a VPN.

Agreement to continue using SLACK for now, however open to looking at new tools if members have suggestions.