



An occasional update by the Co-Chairs

April 27, 2010

Hi Everyone,

The Co-Chairs and most of the Coordinators of the ARLIS/NA-2012 Toronto Conference have returned from the very successful Boston conference (over 600 people were registered!) and we are brimming with excitement and ideas.

We thought that it would be good to keep everyone informed with the latest news. Your feedback and suggestions are ALWAYS welcome. Don't be shy! We've got "the ball rolling" -- but we need YOU to help us keep up the momentum with your participation.

This format (an e-mail) will not necessarily be the manner in which we will have regular communications. Wiki was suggested, and we will talk about it and decide as a group at our up-coming Spring Meeting on May 14th at OCAD - [CLICK HERE FOR DETAILS](#).

Here is a summary of the basics:

Conference dates (for preliminary planning purposes): **Wednesday, March 28 - Thursday, April 5**
Conference site: [Sheraton Centre Toronto - 123 Queen Street West](#)

Conference duration: The conference is usually no more than 5 consecutive days with the 2 core days for sessions on Saturday and Sunday (this accommodates people who have to attend on their own time). Workshops and tours are held on the days before and after. It is therefore likely that Toronto2012 will run from **Thursday, March 29 to Monday, April 2 or Tuesday, April 3.**

Conference Co-Chairs and Coordinators

Local Arrangements Co-Chairs:

Karen McKenzie (Art Gallery of Ontario): Karen.McKenzie@ago.net
Margaret English (University of Toronto): Margaret.English@utoronto.ca

Program Co-Chairs:

Jill Patrick (Ontario College of Art and Design): jpatrick@ocad.ca
Stephanie Frontz (University of Rochester): sfrontz@library.rochester.edu

Program Advisory Committee comprised of:

Laine Gabel (Ryerson University): lainegabel@gmail.com
Daniel Payne (Ontario College of Art and Design): dpayne@ocad.ca
Mary Kandiuk (York University) mkandiuk@yorku.ca
And others ... tba (if you are interested in participating, please contact Jill)

We especially need a Workshop Coordinator who has ideas and the skills/experience to plan and organize academic skills training sessions for librarians.

Website Coordinator

The ARLIS/NA Management Firm will be hosting the official Conference Website which will handle the registration process -- but we are considering having a separate Toronto2012 website to facilitate planning and promotion. TBA [will be someone from U Buffalo or from OCAD – Victoria/Eric???

Local Development Coordinator

Jill Patrick will function as Local Development Coordinator for the time-being;
We will find a sponsor for Convocation then recruit someone else for Development.
(The job will be to scrounge up sponsors for sessions, workshops, coffee, events, etc. etc.)

Hospitality (Registration) Desk Coordinator

Irene Puchalski (University of Toronto): irene.puchalski@utoronto.ca
Mary Kandiak (York University): mkandiuk@yorku.ca

Exhibits Coordinator

Kari Horowicz (Rochester Institute of Technology): kehwml@rit.edu

Tours Coordinator(s)

Linda Morita (McMichael Canadian Art Collection): LMorita@mcmichael.com
Sherman Clarke (Indep. Cataloger): Sherman.clarke@gmail.com

Publicity Coordinator

Katherine Vaughn (Hobart and William Smith Colleges): kvaughn@hws.edu

Special Events Coordinator

(really important) – TBA

We need someone who has experience organizing large parties (ie. weddings, bar mitzvahs, birthday bashes); is skilled at negotiating with caterers to get the best food for the best price; someone who thinks and cares about every little detail, and can foresee problems before they occur. You will be responsible for organizing the convocation and welcome party, the membership luncheon, coffee breaks, etc. You will have approx. \$35k to spend on food at the Hotel plus whatever else we can obtain through sponsorships (cash or in-kind).

Other than that, nothing has been decided.

We are “toying” with an idea for the conference theme and logo.

Do not panic. The above graphic is not our logo - it's just Margaret horsing around on MS Paint.
We will discuss our ideas thus far at the Spring meeting.

We have met a good number of our colleagues in the WNY Chapter and they are ready and willing to collaborate with us for the next couple of years. A tour in the Buffalo area is definitely happening.

The annual conferences are the primary source of revenue for the Society.

Therefore, we need to economize as much as possible.

In most cases, we will not be able to entertain as lavishly as we'd like - but we will try our very best.

No sponsors / donors have been approached as yet -- this is something that must be coordinated with the Executive Board at ARLIS/NA. Please DO NOT approach any potential sponsors on your own. Feel free to pass on your suggestions to one of the Co-Chairs.

The “Main Event” of the conferences is the Convocation ceremony and the Welcome Party.

This will be held on Friday, Saturday or Sunday either at an outside venue or in the conference hotel. We are planning for 500.

Convocation Ceremony / Welcome Party Venues

The Co-Chairs had a short-list of venues which, unfortunately, has become shorter and shorter.

Some venues such as theatres WILL NOT BOOK too far in advance, since they give preference to their own programming. Others are prohibitive in their cost. Some venues are too small. And some are simply too far from the downtown core.

Below is a summary.

AGO Venues.

Jackman Hall auditorium seats 200; Baillie Court (event venue) with theatre style seating (i.e. chairs) holds 400. For the after reception or party: Baillie Court holds 450 for a stand-up-only cocktail reception. Venue fee \$5,500 (coat-check staff and services; set up and tear down; AV; use of in-house furniture). Catering is in-house only, no imported food. Additional costs: food based on final menu, beverages are billed on final consumption, wait staff for servicing your event, rentals of all bar and dinner wares, linen, other AV requirements and mandatory security. A sample menu -- the least expensive (skimpy) option would cost \$10 K for 400 people.

OCAD Venues.

Auditorium seats 313 theatre or 327 cocktail. Great Hall seats 246 theatre or 300 cocktail.

YORK University Venues.

We have ruled out York because we would have to hire buses to get people there and back.

Any comments/suggestions?

University of Toronto Venues:

Isabel Bader Theatre at Victoria University – seats 500 but there is no room for a reception for 500+ people

MacMillan Theatre, Faculty of Music seats 800 theatre but there is no suitable reception space nearby

Walter Hall, Faculty of Music seats 490 theatre – but no reception space nearby

Hart House Theatre – seats 450 but they will not book in advance due to priority of it's schedule

Hart House – Great Hall, Lower Gallery, Quadrangle and Gallery Grill – would be too awkward to set up for a seated convocation for 500 people

Convocation Hall (U of T) there is no room for a reception for 500+ people

McMichael Canadian Art Collection

Capacity – 250 for reception; too small and too far.

Harbourfront

Enwave (350 theatre) or Fleck (466 theatre) @ Harbourfront + PowerPlant for reception.

Harbourfront declined to book for a convocation and PowerPlant can't accommodate 500.

Museum of Contemporary Canadian Art

Nice but too small – good for receptions but not for convocation

Royal Ontario Museum

Signy & Cleophee Eaton Theatre seats 313; the lobby can hold a reception for 300 only.

Gardiner Museum

only room for 300 (Jamie Kennedy can serve only 200 cocktail style on 3rd floor)

D/X Design Exchange -

seats 560 for a sit-down ceremony, but then there would be no room for a reception (there is no swing space to accommodate attendees while they setup for a reception). Also very expensive

The Carlu

big – seats 1,700 but too expensive??? Maybe worth checking again. We'd need a sponsor – any ideas?

Roy Thomson Hall

Main theatre is way too big. North and South lobbies will seat 750 theatre or 1,400 cocktail (costs about \$3,200 just for the space rental). May be a bit awkward to set up for a convocation (we'd have to use the stairs as a stage and seat everyone around). Maybe worth looking into further.

Massey Hall

seats 2,753 – way too big; costs \$8,000 to rent including Centuries Bar & Lounge, Balcony Lounge and Backstage Rooms and Lounges.

Toronto Reference Library Bram & Bluma Appel Salon at Toronto Reference Library, 789 Yonge Street
Epic Hall seats 460 for lecture or reception; Prologue room capacity is 230.

We think that at this time it would be embarrassing to meet here (worn, masking-taped orange carpets from 1977 still on main floors!)

Apparently, a \$34 million “reboot” is slated for completion in 2012, but we can't depend on that.

Ontario Place

Performance Theatre seats 420; Cinesphere seats 730; probably not suitable.

Liberty Grand, Exhibition Place

4 rooms, smallest seats 600 theatre, 700 reception; we'd need buses

Queen Elizabeth Theatre, Exhibition Place

Seats 1,200 – too big, we'd need buses

Ontario Science Centre

Various spaces up to 5,000; too far; too big.

Japanese Canadian Cultural Centre, 6 Garamond Court

Kobayashi Hall seats 384 – too small, too far

Koffler Centre of the Arts – in temp facilities, building a new gallery

MARS at 101 College

Auditorium seats 380; Atrium for reception; application process to request donated space but this is too small

Glen Gould Studio at CBC

Studio seats 341; lobby 322 standing; a bit too small unfortunately.

Casa Loma – Great Hall, Library and Conservatory

Cost including chairs \$3,500 (outside terrace not open until May); a bit tacky.

Bell Light Box, King & John

Not open yet – not sure of capacity – or the cost; we're not comfortable planning around something that isn't built yet.

Bata Shoe Museum

Too small, Seats 275

Artscape Wychwood Barns, 601 Christie

Covered Street Barn seats 322, 1000 for reception; not suitable for convocation; we'd need buses.

RYERSON Venues.

Ryerson Theatre (rental cost \$1,600 + GST + crew charges).

Not sure where we could hold reception.

Any comments/suggestions?

YORK University Venues.

The arts building has a great theatre space with plenty of lobby room for a reception, the York art gallery won't require mega-security, and it may be easier to use our own choice of catering.
[Still investigating]

Elgin and Wintergarden Theatre

Seats 992 + lounges for reception. This was our #1 choice but we have been told that they will NOT book more than 3-4 months in advance so as not to thwart multi-evening programming. We are considering another approach. The Wintergarden is managed by the Ontario Heritage Trust – If you know anyone on the Board of the OHT, please let us know – check the names here
http://www.heritagefdn.on.ca/userfiles/HTML/nts_1_2418_1.html

Koerner Hall (Royal Conservancy) is still a contender, but is pricey and will need a sponsor / donor 1,150 seats in theatre; reception in Koerner Hall lobbies; antique instrument collection exhibit [this is where Moses Znaimer's IdeaCity is held].

Four Seasons Centre for the Performing Arts

To be investigated, but is unlikely.

R. Fraser Elliott Hall (main auditorium)—Maximum capacity: 2,163

The Isadore and Rosalie Sharp City Room (main lobby space)—Maximum capacity: 1,000

Henry N. R. Jackman Lounge (VIP lounge)—Maximum capacity: 245

Richard Bradshaw Amphitheatre—Maximum capacity: 150

Mirvish Theatres – TO BE CHECKED – UNLIKELY

Panasonic Theatre, 651 Yonge Street (just south of Bloor) Seats 700 (427 orchestra, 272 balcony)

<http://www.mirvish.com/theatres/panasonictheatre>

Royal Alexandra Theatre, Seats 1497; Yale Simpson Lounge accommodates 300; it is licensed

<http://www.mirvish.com/theatres/royalalexandratheatre>

Princess of Wales, Seats 2000; adjoining lounge areas accommodate 450

<http://www.mirvish.com/theatres/princessofwalestheatre>

Canon Theatre 263 Yonge Street Seats 2300 <http://www.mirvish.com/theatres/canontheatre>

Some people like the idea of showcasing a lovely venue other than the hotel ballroom, but then there is the issue of transportation (buses) and the time involved. Some folks just won't bother leaving the hotel.

We still have the option of using the Ballroom at the Sheraton Hotel, but that would mean that we'd have to trust them with the food. (That's where the Events Coordinator's party planning and negotiation skills come in). ARLIS/NA stipulates that the Welcome Party provides "heavy hors d'oeuvres" to feed the hungry masses. Experience tells us that most people don't eat prior to the event and that they are starving and very thirsty when the convocation ceremony ends. Food and drink MUST be available (at various stations) immediately after the convocation.

Some venues INSIST on their own in-house catering (Bader Theatre only uses Victoria College as caterers) and others provide a list of preferred caterers.

A Jamie Kennedy - catered event for around 500 will cost \$35,000!

And speaking of \$35,000, that is the speaking fee for Rick Mercer, whom we thought would make a good key-note speaker. (The Boston conference had no speaker, whereas the New York conference had Christo and Jeanne-Claude!)