

ARTIST FILES SPECIAL INTEREST GROUP

PART OF THE ART LIBRARIES SOCIETY OF NORTH AMERICA

2018 Artist Files SIG Annual Meeting

Sunday, February 25, 3:00 pm – 4:00 pm

The New York Public Library, Picture Collection



ARLIS/NA

OUT OF BOUNDS

46TH ANNUAL CONFERENCE

FEBRUARY 25–MARCH 1, 2018 NEW YORK CITY

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Countdown to Start of Meeting

5:00

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#artistfiles



Samuel Duncan @samdale67

Today #artistfiles are taking over #ARLISNA2018 @ARLIS_NA

10s • 2/25/18 • 9:51 AM

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Mission Statement

The Artist Files Special Interest Group, part of the Art Libraries Society of North America, recognizes the unique characteristics and research value of artist files and serves as a professional forum for advancing all aspects of their management, including acquisition, cataloging, digitization, preservation, promotion, and scholarship.

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Update of Activities Since Last Meeting

- Lots of improvements to artistfiles.arlisna.org
 - Posted a [planning document](#)
 - Rounded up and published all minutes and reports
 - Started two new blog series on the artistfiles.arlisna.org:
“[Found in the Artist Files](#)” and “[Artist Files in Action](#)”
 - Updated artist files resources page
 - Created leadership history section and placed it in a persistent sidebar along with mission statement
- Deployed survey to understand use and help determine direction for Artist Files Revealed: Online Directory; survey also addressed MARC cataloging and contribution of records to WorldCat
- Updated membership list - currently **318** contacts

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Artist Files Revealed: Online Directory

- Reduced number of fields - more focus on subject access and less on technical information
- Intelligent URL structure
- Directory entries design for clean copy and paste
- Faceted searching options - coming soon
- <http://artistfiles.arlisna.org/artistfilesdirectory/amon-carter-museum-of-american-art/>

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Artist Files Revealed: Online Directory - Field Gains and Losses

Removed	Added or Changed
Organizational Structure - way collection is organized, e.g. alphabetical, chronological	
Cataloging Method - e.g. LC/DDC, subject, etc.	
Type of Material(s) - removed the exhaustive list	
Additional research materials in collection that supplement artist files collection	
Acquisitions - e.g. gifts, etc.	
Publicizing Collection - e.g. brochures, class visits, etc.	
Onsite Technology	
Lending and ILL	Moved to Reference Services field
Access info	Incorporated into "Access Policies and Procedures"
	Lots more subject access: various geographic levels, cities, states, other subjects
	Language focus
	Image of filing systems, collection storage
	Formal name of collection
	Provenance info

- <http://artistfiles.arlisna.org/add-a-directory-entry/>

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040

\$a AS0 \$b eng \$e rda \$e

dcarlisnaaf \$c AS0

MARC Coding and Content Recommendation

245

0

0

\$a Robert Rauschenberg artist file.

Descriptive Convention Source Codes

Sam: this field says the record conforms to the arlis/na standards for artist files cataloging. It also provides a reliable target/hook for OCLC batch processing.

Once AFSIG has published recommendation on its website, I can apply to LC for the code.

WorldCat Indexing

Example - dx:dcarlisnaaf

Sam: "artist file" should not be a subtitle.

ARLIS/NA CAC: brackets not required.

RDA 3.4.1.5 Units Cannot Be Named Concisely

If the number of units cannot be readily ascertained or approximated, omit the number. Example: various pieces

Sam: I depart with previous convention of using "folder"; are

we describing the contents or the container ... I think the materials itself.

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Scope of Work for 2018

- Launch the new artist files directory
- Website forum or listserv (free one is not archived!)
- Digital project
 - Evernote as a digitization management platform?
 - Develop a WorldCat digitization management tool?