



# PAST, PRESENT, FUTURE

ASPIRING TO NEW HEIGHTS

APRIL 5-9, 2022  
CHICAGO, ILLINOIS

ARLIS/NA

ART LIBRARIES SOCIETY of NORTH AMERICA

50TH ANNIVERSARY CONFERENCE

**SPONSOR, EXHIBITOR &  
ADVERTISER PROSPECTUS**

# WELCOME

## Table of Contents

Welcome .....	2
Organization Overview .....	4
Hotel Information .....	5
Exhibit Information.....	6
Sponsorship Levels.....	8
Sponsorship Opportunities.....	9
Advertising Opportunities.....	11
ARLIS/NA Order Details.....	12

## Welcome

On behalf of the ARLIS/NA Executive Board, Conference Planning Committee, and 50th Anniversary Task Force, it is easily the highlight of my term as President to invite you to attend and participate at the 2022 Annual Conference in Chicago for the Society's Golden Anniversary. Whether member, exhibitor, colleague, or friend, we welcome you to join us as the Society returns to an in-person conference after two years of holding a virtual event.

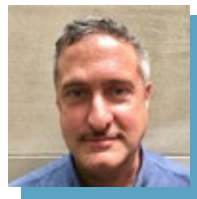
The City of Broad Shoulders looms large in Society history: ARLIS/NA's storied founding in 1972 happened in Chicago which was also the site of two subsequent conferences in 1976 and 1992. Embodying the Golden Anniversary milestone is the conference theme, "Past, Present, Future: Aspiring to New Heights". Our host city reflects that theme with its 19th-century development and its remarkable rebirth following the calamitous 1871 fire to become the most architecturally significant city in the country in the 20th century.

The term Chicago is derived from the Algonquin word "chicagua" used by the Miami-Illinois and Potawatomi peoples and Chicago has grown into the nation's third-largest city since its establishment as a trading post by Jean Baptiste Point DuSable. Throughout these centuries Chicago has been a significant migratory destination of global peoples to become the multicultural and ethnically diverse hub of the Midwest. Within the Chicago context, the ongoing work being done to achieve social justice, equity, and inclusion is very present and real.

The conference Co-Chairs have assembled an impressive schedule of panel sessions, posters, roundtables, and workshops with content related to diversity, equity, and inclusion; advocacy, social justice, public policy, and activism; and critical librarianship. Joining those are the perennially strong topics of collection development and management, visual literacy, digital scholarship, and pedagogical practice among others—such as the highlighting of local art and architecture—that all combine to make the annual conference the professional development event of the year.

Attendees also know that an ARLIS/NA conference is about the people we'll see and the places we'll go: on- and off-site events and tours promise to reunite you with longterm colleagues and new ones you might know just by name (or Zoom), all while savoring the best that Chicago's cultural heritage has to offer.

Please join us April 5-9, 2022 in Chicago at the Hyatt Regency on the banks of the revitalized Chicago River just blocks from Lake Michigan, Millennium Park, and numerous art and architectural treasures.



I can't wait to see you there!

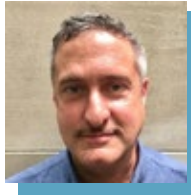
Mark Pompelia

ARLIS/NA President



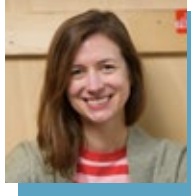
# WELCOME & CONFERENCE OVERVIEW

## Welcome from the Conference Development Committee



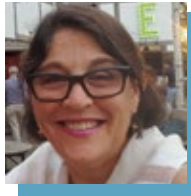
### Mark Pompelia

2021-2022 President, ARLIS/NA  
Fleet Library  
Rhode Island School of Design



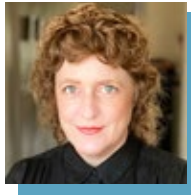
### Jamie Vander Broek

Program Co-Chair  
University Of Michigan



### Cara List

Program Co-Chair  
Northwestern University



### Alexis Burson

Local Arrangements Co-Chair  
DePaul University Library



### Melanie Emerson

Local Arrangements Co-Chair  
School of the Art Institute of Chicago



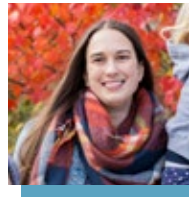
### Michaela Sawicki

ARLIS/NA Logistics Manager &  
Coordinator



### Kim Collins

Exhibitor/Sponsor Liaison  
Robert W Woodruff Library  
Emory University



### Stephanie Fletcher

Conference Development Chair  
Dominican University



### Anna Simon

Exhibits Coordinator  
University of Wisconsin-Madison



# ORGANIZATION OVERVIEW

## Art Libraries Society of North America

The Art Libraries Society of North America (ARLIS/NA) is a growing, dynamic organization promoting the interests of more than 1,000 members. The membership includes architecture and art librarians, visual resources professionals, artists, curators, educators, publishers, students, and others throughout North America interested in visual arts information. To serve this diverse constituency, the Society provides a wide range of programs and services within an organizational structure that encourages participation at all levels.

### Core Values

ARLIS/NA believes that lives are enriched by engagement with the visual arts, design, and cultural heritage.

ARLIS/NA believes that art information professionals are uniquely equipped to serve the art information needs of a broad audience for education, scholarship, and artistic practice.

ARLIS/NA believes that diversity and inclusion in all aspects of the profession strengthens the practice of art librarianship, and enriches library collections and user experiences.

## Strategic Directions

### Leadership and Advocacy

The Society shall speak and act on behalf of its members to advance, validate, sustain, and advocate for the profession and the value of art libraries.

### Organizational Advancement

As the leading art information organization, the Society shall strengthen the profession through increased visibility, collaborative partnerships, international networks, and membership engagement.

### Art Information Professionals

The Society shall support the evolving role of art information professionals through education, mentoring, and professional development opportunities that foster excellence and innovation.

### Diversity and Inclusion

The Society shall promote diversity and inclusion within the profession including the makeup of its workforce, the design of services and programming, the development of intercultural fluency skills and competencies, and the practice of inclusive collections building.

### Innovation and Technology

The Society shall serve as a community of practice for the exploration, cultivation, and sharing of innovative approaches and emerging technologies in libraries and art librarianship.

### Collections and Access

The Society shall seek opportunities for collaboration across institutions and cultural organizations to promote the informed management, preservation, discovery, and access to collections amid their evolving publishing manifestations.



# HOTEL INFORMATION

All meeting sessions will take place at the Hyatt Regency Chicago. The Hyatt Regency Chicago is located in the heart of downtown, steps from the Chicago Riverwalk. An energetic, urban retreat near Navy Pier, the Hyatt Regency Chicago also features the most hotel rooms in downtown Chicago. The gateway to the city's top attractions, you can walk to Millennium Park or shop on Magnificent Mile!

## Hyatt Regency Chicago

151 East Wacker Drive  
Chicago, Illinois, USA, 60601  
[Hotel website](#)

A block of rooms is being held at the hotel at the following rates per night:

**\$189.00** – Standard (single or double)

**\$239.00** – Regency Club

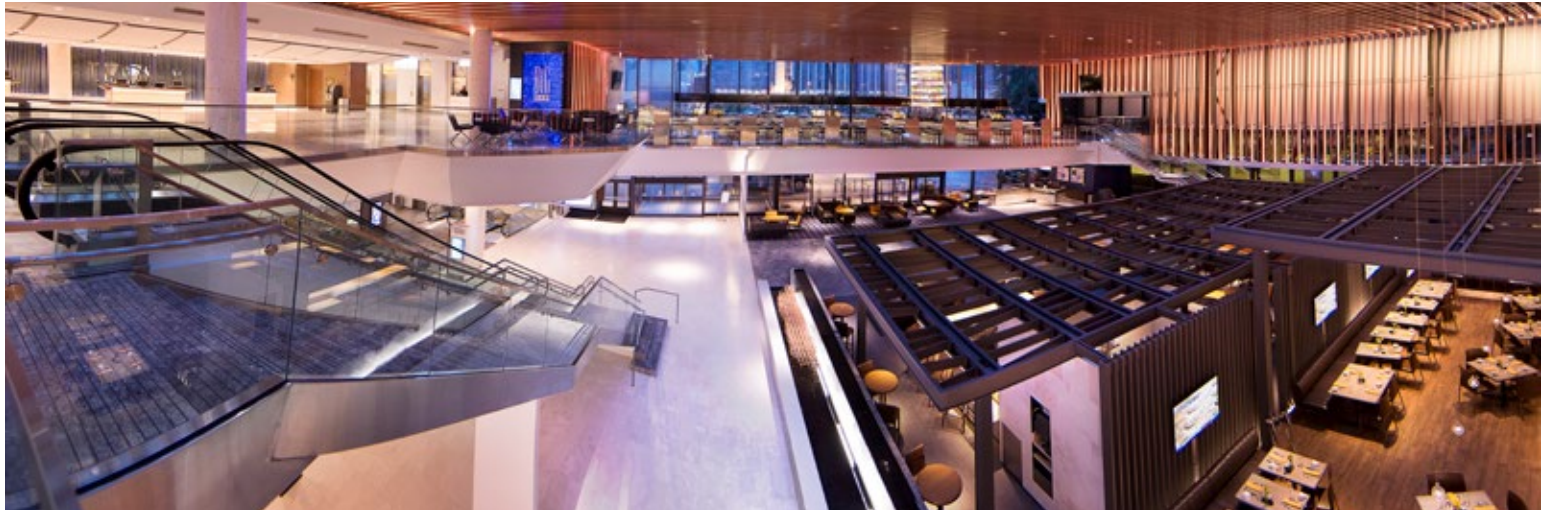
*\*Rates do not include applicable sales and local taxes or other hotel specific fees currently 17.4%.*

To make your reservations, please [click here](#).

If you need additional assistance, please contact us at **877-803-7534**.

Complimentary Internet access is provided in guest rooms and public spaces. Group rate also gives complimentary access to the 24-hour fitness center.

Be sure to make your reservation by Monday, March 21, 2022 to secure these rates, which are available 3 days prior and 3 days after the conference dates, subject to availability.



# EXHIBIT INFORMATION

## Exhibit Hall Schedule:

### Set Up

Wednesday, April 6, 2022:

8:00 AM – 12:00 PM

### Exhibit Hours and Events

Wednesday, April 6, 2022:

Hours: 12:00 PM - 5:00 PM

Scheduled Break: 12:00 PM - 1:00 PM

Exhibits Reception: 5:00 PM - 6:00 PM

Thursday, April 7, 2022:

Hours: 8:00 AM - 5:00 PM

Scheduled Break: 12:00 PM - 1:00 PM

Vendor Lunch break: 1:00 PM - 1:45 PM

Friday, April 8, 2022:

Hours: 8:00 AM - 3:00 PM

Scheduled break: 12:00 PM - 1:00 PM

Vendor Lunch break: 1:15 PM - 2:15 PM

### Move Out

Friday, April 8, 2022:

3:00 PM – 5:00 PM

## Exhibit Package - \$1,000

- One 6' draped table, two chairs, and a wastebasket
- Two conference registrations **(does not include admission to the Welcome Party or Convocation Reception)**
- Linked logo on the conference website (Upon receipt of payment and logo)
- A listing in the conference program
- 25% off broadcast email to attendees
- Opt-in attendee list sent one week prior to conference and final list one week after conclusion of conference

## Additional Exhibit Tables

2nd table – \$500 / 3rd table – \$400 / all subsequent tables – \$300

*Additional tables do not include additional conference registrations.*

## Small Book Seller Exhibit Package - \$350

- One draped cocktail round (5'x5' available space)
- One conference registration **(does not include admission to the Welcome Party or Convocation Reception)**
- Linked logo on the conference website (upon receipt of payment and logo)
- A listing in the conference program
- Opt-in attendee list sent one week prior to conference and final list one week after conclusion of conference

## Additional Exhibitor Personnel

Additional representatives can be added at \$250 for each person beyond those included in the exhibit package described above.

## Admission to Welcome Party and/or Convocation Reception (off-site)

Exhibitor personnel can attend the Welcome Party at the Chicago Cultural Center for \$100 and/or the Convocation Reception at the Museum of Contemporary Art Chicago for \$100. These items can be purchased separately. More details on registering for these events to be sent via email with the service kit.

## Exhibitor Service Kit

Approximately 2 months prior to the start of the conference, exhibitors will receive a service kit that will contain information on:

- Important dates and deadlines
- Freight shipping and handling
- Labor regulations and rates
- Furniture display and other decorating rentals
- Electrical hook-up
- A/V, Wi-Fi and computer rental

## Deadlines

Exhibit registrations are considered on a first-come, first-served basis. Logos will be posted on the conference website upon receipt of payment and logo file. Please provide logo as .JPG or .PNG file. The final exhibit registration deadline is March 4, 2022.



# EXHIBIT INFORMATION

## Conference Registration

Online registration must be completed by [clicking here](#) to register. The contract form confirms your sponsorship and/or exhibit commitment. An email will be sent with additional instructions on how to obtain any complimentary registrations that may be included with your commitment or exhibitor package.

## Location Assignment

Assignments will be made in the order they are received and paid in full. Every effort will be made to separate exhibitors from competitors, when requested. Exhibitors who have submitted their form and payment prior to March 4, 2022 will be advised of their table assignment in advance of the conference. The final assignment of exhibit space is at the discretion of the conference planners.

## Exhibitor Code of Conduct

Displays shall not be placed in such a manner as to interfere with other exhibits.

ARLIS/NA reserves the right to restrict exhibits which, because of noise, method of operation, or any other reason, become objectionable or otherwise detract from or are out of keeping with the character of ARLIS/NA as a whole.

ARLIS/NA will not approve unsafe exhibit construction or any construction which obstructs the visibility of other exhibitors, or encroaches upon the aisles or other exhibit areas.

## Floor Plan

A floor plan of the exhibit hall will be distributed to all confirmed exhibitors when the plan becomes available (2 weeks prior to conference) and is subject to change.

## Security

The exhibit hall will be closed and attended by a security guard during the evening hours.

## Loss or Damage

When the exhibit area is open to meeting attendees, ARLIS/NA, the exhibit space contractor, and the meeting venue shall not be held responsible for any loss or damage to exhibitor property.

## Attire

Attire of exhibit personnel should be consistent with the business casual atmosphere of the conference.

## Payment and Cancellation

Full payment is required for reservations. Cancellations, in writing to [m.sawicki@arlisna.org](mailto:m.sawicki@arlisna.org) made prior to March 4, 2022 will receive a refund, less a \$150 processing fee. No refunds will be processed on cancellations received on or after March 4, 2022.

## Distribution of Marketing Materials

Canvassing or distribution of advertising material outside of an exhibitor's booth is prohibited. Should an exhibitor like to distribute materials, please see the Advertising Opportunities section (Page 11) for available opportunities.

## ARLIS/NA Right of Refusal

In order to support our valued exhibitors and the significant investment they have made to participate as a partner of the Society and this conference, ARLIS/NA reserves the right and absolute discretion to not assign exhibit space to an individual or company for any reason.

## Workshops, Tours, and Other Ticketed Events

Exhibitors who wish to participate in ticketed events, workshops, or special tours must register in advance and pay any related fees for these events. Please visit the [conference website](#) for more information and to register for these events. Please see following pages for sponsorship opportunities that include complimentary access to these events.

## Labor Regulations and Related Charges

Exhibitors are required to conform to all local labor regulations in the installation/dismantlement of their booth fixtures and moving of booth materials. More information on the specific labor regulations and charges will be included in the Exhibitor Service Kit, if applicable.

## Badge Pick-Up

Badges will be distributed to exhibit personnel at the conference Registration Desk. Representatives must pick up their badges. Badges are nontransferable and must be worn at all times.

# EXHIBIT INFORMATION

## Exhibitor Responsibility Clause

To the fullest extent permitted by law, the person/legal entity described as “Exhibitor” in the exhibitor contract hereby assumes full responsibility and agrees to indemnify, defend and hold harmless The Hyatt Regency Chicago (“Hotel”), Hotel’s owner The Hyatt Regency Chicago (“Owner”), and each of their respective owners, managers, subsidiaries, affiliates, employees and agents (collectively, “Hotel Parties”), as well as Art Libraries Society of North America (ARLIS/NA) (“Group”), from and against any and all claims or expenses arising out of Exhibitor’s use of the Hotel’s exhibition premises. Exhibitor agrees to obtain and

maintain during the use of the exhibition premises, Comprehensive General Liability Insurance, including contractual liability covering the Exhibitor’s indemnity obligations in this clause. Such insurance shall be in the amount of not less than \$1,000,000 combined single limit for personal injury and property damage. The Hotel Parties and Group shall be named as additional insureds on such policy, and Exhibitor shall supply the Hotel with a Certificate of Insurance at least 30 days prior to the use of the exhibition premises. The Exhibitor understands that neither the Group nor the Hotel Parties maintain insurance covering the Exhibitor’s property and it is the sole responsibility of the Exhibitor to obtain such insurance.

# SPONSORSHIP LEVELS

This is a special year for ARLIS/NA and you don’t want to miss it! Our first in-person gathering since before the pandemic, this year’s conference will be filled with celebration and thanksgiving. That spirit, infused with excitement about the Society’s 50th anniversary and our first return to Chicago in 30 years, should make this an event to remember. Your name, products, and services will be noticed by hundreds of in-person attendees, representing institutions large and small from countries around the world. Join the celebration as we welcome our membership back together, reunite with friends and colleagues, honor the milestone the Society has achieved, and look ahead to the next 50 years.

## Benefit

	<b>Benefactor</b> \$1,500 - \$1,999	<b>Silver</b> \$2,000 - \$4,499	<b>Gold</b> \$4,500 - \$7,499	<b>Platinum</b> \$7,500 or higher
Recognition on the conference website with your support level	●	●	●	●
Name displayed on sponsorship signage at the conference	●	●	●	●
Premier location in Exhibit Hall (if applicable)			●	●
Verbal recognition at ceremonies during the conference			●	●
Pre-registration attendee list for attendees who opt in (distributed by March 29)		●	●	●
Company logo in 1 marketing email blast to entire database to recognize your company as Platinum Sponsor				●
Company recognition in social media post prior to conference			●	●
Final attendee list of all attendees who opt in (provided electronically after the conference)	●	●	●	●
Number of additional complimentary conference registrations (includes admission to the Welcome Party and Convocation Reception)		1	2	3





# SPONSORSHIP OPPORTUNITIES

**Sponsorship Opportunities** may be purchased a la carte or combined with your exhibit booth fees to achieve your desired **Sponsorship Level (Benefactor, Silver, Gold, or Platinum)**.

**Sponsorship Opportunities** may be combined with your **Exhibit Booth** to achieve those same **Sponsorship Levels**.

## Educational Opportunities

Each Educational Opportunity provides the following inclusions:

- Your company announced as sponsor at the beginning of the session/workshop/tour/event
- Company logo on conference agenda next to selected session/workshop/tour/event
- **Logo can link to company homepage or exhibit booth**

### Leadership Institute ..... \$2,500

*(sole sponsorship)*

Individuals serving in a leadership role within ARLIS/NA will be invited to attend this event.

### Sessions ..... \$500

*(multiple available; session selection to be determined at a later date)*

Opportunities to sponsor specific topic areas presented during the conference demonstrate your support of the field.

### Convocation Speaker ..... \$2,500

*(sole sponsorship)*

A keynote speaker to address all attendees. Topic and speaker TBD.

Company provides introduction of the speaker.

Thursday, April 7

400+ attendees

### Tours ..... \$550

*(multiple sponsorships available, tour selection to be determined at a later date)*

Opportunities to sponsor pre- and post-conference tours that enhance attendees' knowledge of local artists, special collections, and architecture.

One free registration to be on tour.

### Poster Session ..... \$1,000

*(shared sponsorship)*

Over 30 participants showcase a wide range of professional and research projects in a creative and interactive environment. Colleagues learn directly from each other.

Your sponsorship will go towards refreshments during this interactive session.

### Video Session ..... \$1,500

*(four sponsorships available)*

Four sessions are selected to be recorded and made available in the online open access ARLIS/NA Commons to provide an opportunity for attendees to participate in a wider selection of sessions and for those not able to attend. Your company logo will be displayed at the beginning of the recording.

### Workshops ..... \$750

*(limited workshops available; selection to be determined at a later date)*

While the number of workshops is limited, they can provide an ideal opportunity for sponsors to align their interest with specialized content to provide new skills and new ideas to the profession.

### Plenary Speaker ..... \$2,500

A keynote speaker to address all attendees. Topic and speaker TBD.

Company provides introduction of the speaker.

400+ attendees



# SPONSORSHIP OPPORTUNITIES (CONT.)

## Networking, Receptions and Breaks

### First-Time & International Attendees Reception ..... \$1,000

*(shared sponsorship)*

First-time conference attendees and international attendees are invited to mingle with members of the ARLIS/NA Executive Board and other leaders over wine and hors d'oeuvres at the Hyatt Regency Chicago.

Tuesday, April 5  
100 attendees

### Exhibit Hall Breaks ..... \$2,500

*(sole sponsorship; 4 available)*

There are multiple refreshment breaks scheduled in the exhibit hall promoting interaction among exhibitors and attendees.

500+ attendees

### Convocation Reception ..... \$3,000

*(shared sponsorship)*

A reception to follow the Convocation speaker and award ceremony closes the conference.

Podium time to greet and thank guests.

Badges for 2 additional attendees for this reception only.

Contact us to discuss sole sponsorship options.

Museum of Contemporary Art Chicago  
Thursday, April 7  
400+ attendees

### Welcome Party ..... \$3,000

*(shared sponsorship)*

Podium time to greet and thank guests.

Badge for 1 additional attendee for this reception only.

Contact us to discuss sole sponsorship options.

Chicago Cultural Center  
Tuesday, April 5  
400+ attendees



# ADVERTISING OPPORTUNITIES

## **Broadcast Email ..... \$500**

*(exhibitors receive a 25% discount)*

One broadcast email sent to conference attendees. This is an opportunity to reach attendees before or during the conference. You can use this opportunity to encourage attendees to visit your exhibit, present them with a promotion, or invite them to network with you. The content must be received by March 18, 2022. Exhibitors may select a date for the email to be sent. Emails and date selection should be sent to Emily Clifford at [e.clifford@arlisna.org](mailto:e.clifford@arlisna.org).

## **Social Media Post ..... \$250**

A social media post will be sent out via ARLIS/NA's Facebook, Twitter and Instagram accounts. You can use this opportunity to encourage attendees to visit your exhibit, present them with a promotion, or invite them to network with you. The content must be short and concise to meet social media's word limit. The content must be received by March 18, 2022. Exhibitors may select a date for the email to be sent. Post content and date selection should be sent to Emily Clifford at [e.clifford@arlisna.org](mailto:e.clifford@arlisna.org).

## **Featured Vendor Talks ..... \$250**

*(five spaces available)*

We are offering a chance for exhibitors and sponsors to give 10-minute presentations to engage with conference attendees (date TBD). These are intended to be informational presentations, and can include product demonstrations, question & answer format, or other topics relevant to conference attendees.

The session will be part of the conference schedule during a no-conflict time in the exhibitors hall. The session will be timed by a moderator. We will schedule up to 5 presentations during a 60-minute time slot, with time for questions and answers at the end.

## **Ancillary Meeting ..... \$500**

*(only available to 2022 exhibitors or sponsors; max 20 attendees)*

Request a meeting room at the Hyatt Regency Chicago to host or meet with ARLIS/NA attendees over conference dates (1.5 hours).

Cost of audio-visual and food and beverage are on your own.

Marketing the event is on your own. Will send opt-in attendee list 2 weeks prior to conference.

Ability to place your meeting/event in Sched, the Society's platform for session registration and attendance management.

Meeting Planner will provide you with introductions and instructions on usage of room and assign you the space based on availability. The timing of the event cannot conflict with other conference sessions.

## **Meal Symposium ..... \$500**

*(only available to 2022 exhibitor or sponsors; max 100 attendees)*

Request a meal room at the Hyatt Regency Chicago to host or meet with ARLIS/NA attendees over conference dates.

Cost of audio-visual and food and beverage are on your own.

Marketing the event is on your own. Will send opt-in attendee list 2 weeks prior to conference.

Ability to place your event in Sched, the Society's platform for session registration and attendance management.

For cost and availability, contact Megan Brouwer, CMP; ARLIS/NA Meeting Planner at [M.Brouwer@arlisna.org](mailto:M.Brouwer@arlisna.org) or 978-674-6211

# ARLIS/NA ORDER DETAILS

Register online [here](#).

or contact Michaela Sawicki, Sponsor/Exhibitor Coordinator at [m.sawicki@arlisna.org](mailto:m.sawicki@arlisna.org) or phone: 978-674-6211 for assistance.

Cancellation Policy: Full payment is required for reservations. Cancellations, in writing, made prior to March 4, 2022 will receive a refund, less a \$150 processing fee. No refunds will be processed on cancellations received on or after March 4, 2022.

**Make a copy for your records and send checks (payable to ARLIS/NA) to:**

ARLIS/NA  
Attn: Michaela Sawicki  
4 Lan Drive, Suite 310  
Westford, MA 01886

## WELLNESS AND SAFETY PROTOCOL

To foster an environment that helps you feel safe and provides opportunities for networking and interaction, ARLIS/NA will require proof of vaccination through a third-party service provider to attend the 50th Anniversary Conference in person.

### Past Exhibitors (2019-2021)

23 Sandy Gallery	Brigham Young University (BYU)	Facsimile Finder	MICHAEL R. WEINTRAUB, INC	University of Denver, University Libraries
A&AePortal   Yale University Press	Brill	Gale	MIT Press	University of Utah, J. Willard Marriott Library
Abededarian Artists Books	Bronze Horseman Literary Agency	Getty Publications	New Documents	Utah Museum of Fine Arts (UMFA)
ACLS Humanities E-Book	Casalini Libri	Getty Research Institute	Oxford University Press	Vamp & Tramp, Booksellers, LLC
Amalivre	Cash 4 Your Books	HARRASSOWITZ	Princeton University Press	Visionaire
Artbook   D.A.P.	Christie's	Hat & Beard	ProQuest	White Fox Rare Books and Antiques
Arthur Fournier Fine & Rare, LLC	CollectionSpace	Howard Karno Books, Inc.	Quartex	Worldwide Books
Artifex Press	Division Leap	HW Wilson Foundation	Rowman & Littlefield	WSU Stewart Library
ArtPrice	DLSG at Image Access	i2S - LIMB Gallery	Salt Lake City Public Library (SLCPL)	Ziereis Facsimiles
Artstor	Duke University Press	Intellect	Shogakukan Inc.	Zubal Books
Atelier-Galerie A. Piroir	East View Information Services	Iron Mountain	TASCHEN	
Bernett Penka Rare Books	EBSCO Information Services	ITHAKA	The Donohue Group, Inc.	
Bloomsbury Digital Resources	Erasmus Amsterdam - Paris	Ken Sanders Rare Books	The MediaPreserve	
Boston Book Company	Eric Chaim Kline Bookseller	Laurence McGilvery	The Scholar's Choice, ISD	
	F.A. Bennett Books	Le Bookiniste	The University of Chicago Press	
		M. Moleiro Editor S.A.		
		Marquand Editions		
		McGill Library		