Agenda Item VI.N.

Society of American Archivists
Council Meeting
December 3-5, 2019
Chicago, Illinois

2018-2019 Section Annual Reports
(Compiled by Governance Manager Felicia Owens)

Compiled here are the 2018-2019 annual reports for all SAA section. For the fourth year, reports were collected through a Survey Monkey survey created and shared by SAA staff. This process proved to be very successful, as it limited email churn, standardized the reports to make compilation easier, and created a secondary record of the reports. Outgoing chairs were asked to complete the reports by September 1 and to include the most complete and accurate information for the 2018-2019 term.

Index:

Acquisitions and Appraisal Section	Page 3
Archival Educators Section	Page 6
Archival History Section	Page 8
Archives Management Section	Page 11
Archivists and Archives of Color Section	Page 14
Archivists of Religious Collections Section	Page 16
Audio and Moving Image Section	Page 18
Business Archives Section	Page 21
Collection Management Tools Section	Page 25
College and University Archives Section	Page 28
Congressional Papers Section	Page 31
Description Section	Page 34
Design Records Section	Page 37
Diverse Sexuality and Gender Section	Page 39
Electronic Records Section	Page 42
Encoded Archival Standards Section	Page 46
Government Records Section	Page 49
Human Rights Archives Section	Page 50
Independent Archivists Section	Page 53
International Archival Affairs Section	Page 55
Issues and Advocacy Section	Page 57
Labor Archives Section	Page 60
Latin American and Caribbean Cultural Heritage Archives Section	Page 61
Local Government Records Section	Page 63

Lone Arrangers Section Page 65
Manuscript Repositories Section Page 67
Metadata and Digital Object Section Page 69
Military Archives Section Page 72
Museum Archives Section Page 74
Native American Archives Section Page 76
Oral History Section Page 79
Performing Arts Section Page 82
Preservation Section Page 85
Privacy and Confidentiality Section Page 89
Public Library Archives and Special Collections Section Page 92
Records Management Section Page 94
Reference, Access, and Outreach Section Page 96
Research Libraries Section Page 100
Science, Technology, and Health Care Section Page 102
Security Section Page 105
Students and New Archives Professionals Section Page 108
Visual Materials Section Page 111
Web Archiving Section Page 114
Women Archivists Section Page 116
Women's Collections Section Page 118

Acquisitions & Appraisal Section

Council Liaison: Courtney Chartier / Mario Ramirez (incoming)

Submitted by: Marcella Huggard

2018-2019 Steering Committee Roster

Chair	Marcella	Huggard	University of Kansas	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Christian	Kelleher	University of Houston Libraries	8/18/2018	8/3/2019
Immediate Past Chair	Cliff	Hight	Kansas State University	8/18/2018	8/3/2019
Web Liaison	Denise	Rayman	Indiana University-Purdue University Indianapolis	8/14/2014	8/9/2020
Steering Committee Member	Kira	Baker	City of Vancouver Archives	7/29/2017	8/7/2019
Steering Committee Member	Patricia	Galloway	The University of Texas at Austin	7/29/2017	8/7/2019
Steering Committee Member	Katie	Delacenserie	US Navy	8/18/2018	8/8/2020
Steering Committee Member	Krista	Gray	University of Illinois	8/18/2018	8/8/2020
Intern	Taylor	de Klerk	North Carolina State University	8/18/2018	8/7/2019
Council Liaison	Courtney	Chartier	Emory University	8/6/2016	8/15/2019

ACTIVITIES

Completed: This year the Outreach Subcommittee, composed of Kira Baker, Katie Delacenserie, and section intern Taylor DeKlerk, created a welcome page on the section's microsite (https://www2.archivists.org/groups/acquisitions-appraisal-section/members-welcome), providing information about the section's mission and activities to anyone who visits that page. Additionally, this subcommittee created a welcome email to send to individuals newly joining the section, directing those individuals to this welcome page for more information. Also this year, the steering committee requested funds for and created a button advertising the section and making use of an image of an archival box with the section's Twitter hashtag #appraisethis. Final design of the button was created by a graphic design student at the University of Kansas, Bethany Snow, who was a student employee in the Kenneth Spencer Research Library's manuscripts processing unit. (Design image available upon request.)

Ongoing: The Best Practices Subcommittee, co-chaired by Steering Committee members Krista Gray and Pat Galloway, continued work on two projects designed to aid individuals in acquisitions and appraisal work. Krista's team of section member volunteers has made progress on making available collection development policies from a variety of archival repository types. It took some exploration to determine what platform to house these policies and links to policies

on; the sub-team has decided on using the SAA Connect portal, linking from the section's microsite. The sub-team is currently seeking to provide some more academic institutions' policies before making the preliminary list available. Pat has focused her energies on keeping the Zotero bibliography (https://www.zotero.org/groups/1019246/saa_acquisitions__appraisal_section_bibliography) on appraisal updated, requesting syllabi from several archival educators and adding citations as appropriate. Anyone with a Zotero account can add citations to this bibliography as well; there are currently 213 citations in the section's library.

The Outreach Subcommittee has continued updating the section's blog, "Assigning Value," and posting from the section's Twitter account. Blog posts this year included updates about SAA's 2018 meeting and an interview conducted by Taylor with North Carolina State Archives' Head of Digital Services, Camille Tyndall Watson. Additionally, the subcommittee updated the "Submit an article" page (https://appraisalsaa.wordpress.com/submit-an-article/) to encourage more submissions from the section membership. The Steering Committee decided this fiscal year to suspend quarterly Twitter chats due to dropping participation rates in more recent chats. Taylor began exploring hosting a Twitter conference by getting in touch with the Preservation Section leadership, which has held half-day Twitter conferences, but the A&A Section Steering Committee has not yet followed through on this idea. We note that Preservation has a celebratory week every April/May to tie its Twitter conference to; there is no themed week or month for appraisal in the same way.

New: Activities described above in the "Completed" section were all new for this year. The Section Steering Committee is interested to see what the new CORDA will accomplish.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Creating buttons with the section's Twitter hashtag gives archivists a visible conversation starter and an opportunity to discuss the importance of decision-making amongst themselves and with their constituents, part of action item 1.4. Strengthen the ability of those who manage and use archival materials to articulate the value of archives.

Goal 2: Enhancing Professional Growth
The Best Practices Subcommittee's ongoing work with both the Zotero appraisal bibliography and creation of online resources to help aid institutions in developing and maintaining their own collection development policies falls under 2.2. Provide content, via education and publications, that reflects the latest thinking and best practices in the field; and 2.3. Deliver information and education via methods that are accessible, affordable, and keep pace with technological change. The Outreach Subcommittee's creation of a welcome page and email are attempts to help encourage 2.4. Foster communities for professional interaction.

Goal 3: Advancing the Field
After last year's joint meeting between the A&A Section and the Records Management Section, Immediate Past Chair Cliff Hight coordinated an interview with one of the presenters, National Security Archive's Director of the Freedom of Information Act Project Nate Jones, and the

National Archives and Records Administration's External Affairs Liaison Meg Phillips, published in the March/April 2019 issue of Archival Outlook. They discussed records openness and the struggles associated with being transparent about this work, bringing this discussion to the rest of the archival field. This falls in line with action item 3.3. Participate actively in relevant partnerships and collaborations to enhance professional knowledge.

Goal 4: Meeting Members Needs
The Best Practices Subcommittee projects, particularly the project to develop resources for helping institutions create and maintain collection development policies, relies on section member volunteers to complete this work. This aids in action item 4.2. Create opportunities for members to participate fully in the association.

The A&A's section joint meeting this year with the Electronic Records Section allowed for members from both sections to discuss the difficult and often invisible labor involved in appraising born digital records, which falls under action item 4.1. Facilitate effective communication with and among members.

ANNUAL MEETING

Number of Attendees: Approximately 150 individuals attended the joint meeting.

Summary of Meeting Activities: The A&A Section held a two-hour joint meeting with the Electronic Records Section. Our meeting was divided into three parts: brief business meetings for each of the sections; presentations on four topics; and then breakout sessions based on each of the four topics. These topics focused on electronic records appraisal: advocating for appraisal; tools to help with digital appraisal; appraisal of electronic government records from a specific case study at the Texas State Archives; and collectively appraising born digital content. Session presenters remained to facilitate the breakout sessions related to each of their presentations. The meeting was well-attended, though many individuals left right after the presentations and before the breakout sessions (we expected this might happen).

Of the four breakout sessions, the digital appraisal tools breakout discussion had the most individuals participating, followed by the advocating for appraisal group (whose discussion dovetailed into a discussion on collective appraisal).

Three students from the University of Texas-Austin School of Information presented the case study on appraising born digital government records, and both sections were glad to give the students this opportunity to present at the national meeting. Overall, the section steering committees made a conscious effort to find different speakers for the presentations rather than the usual suspects on electronic records or appraisal in order to give more SAA members opportunities to present.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

No questions or concerns at this time; currently the Section does not expect to make any unusual budget requests for FY2021.

Archival Educators Section

Council Liaison: Ricardo Punzalan

Submitted by: Edward Benoit III

2018-2019 Steering Committee Roster

Chair	Edward	Benoit	Louisiana State University	8/18/2018	8/3/2019
Steering Committee Member	Miriam	Meislik	University of Pittsburgh	8/6/2016	8/8/2020
Steering Committee Member	Alex	Poole	Drexel University	7/29/2017	8/7/2019
Steering Committee Member	Marilyn	Morgan	Harvard Business School	7/29/2017	8/7/2019
Steering Committee Member	Aisha	Johnson-Jones	Jimmy Carter Presidential Library and Museum	8/18/2018	8/8/2020
Steering Committee Member	Ashley	Todd-Diaz	Towson University Library	8/18/2018	8/8/2020
Intern	Sarah	McLusky	University of Michigan Bentley Historical Library	8/18/2018	8/3/2019
Council Liaison	Ricardo	Punzalan	University of Maryland College of Information Studies	8/18/2018	8/7/2021

ACTIVITIES

Completed: 1) Archival Education Bibliography, 2015-2019, and 2) Survey of the membership regarding the frequency of meetings at SAA Annual Meeting.

Ongoing: Collaborating with ArchiPrEd SIG (ALISE) on archival education resource repository.

New: n/a

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
The AES advocates for archives through supporting the expanding of archival educational opportunities.

Goal 2: Enhancing Professional Growth
Nearly all of the activities of the AES further SAA's efforts through developing new and innovative techniques to assist with archival education.

Goal 3: Advancing the Field
The AES works closely with the GAE to identify areas that need revision and addressing within the GPAS. This past year this including sharing data from our previous survey of adjunct instructors and developing the archival education bibliography.

Goal 4: Meeting Members Needs
The AES is committed to mentoring new leadership and responding to the needs of the profession. This past year, we elected three new members of the steering committee and conducted a survey of the membership to ensure we were properly meeting their needs at the annual meeting.

ANNUAL MEETING

Number of Attendees: 42

Summary of Meeting Activities: Dr. Punzalan provided updates from SAA Council. This was followed with presentations on the BitCuratorEdu project (Jessica Farrell & Cal Lee) and computational treatments of archives (Richard Marciano). The chair provided a report of the section activities for 2019 including the membership survey, the archival education bibliography, and the ongoing collaborative effort with the ALISE SIG. Finally, the election results were annouced and new leaders welcomed.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

No.

Archival History Section

Council Liaison: Erin Lawrimore / Mario Ramirez (incoming)

Submitted by: Alex H. Poole

2018-2019 Steering Committee Roster

Chair	Alex	Poole	Drexel University	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Cory	Nimer	Brigham Young University	8/18/2018	8/3/2019
Steering Committee Member	Sebastian	Modrow	Syracuse University	8/18/2018	8/3/2019
Steering Committee Member	Susan	Tucker	Tulane University	8/18/2018	8/3/2019
Steering Committee Member	Patricia	Delara	GLBT Historical Society	8/18/2018	8/3/2019
Intern	Natalie	Worsham	Louisiana State University SLIS	8/18/2018	8/3/2019
Council Liaison	Erin	Lawrimore	University of North Carolina at Greensboro	8/6/2016	8/15/2019

ACTIVITIES

Completed:

- July 2018-August 2019: Chair Alex Poole served as member of Editorial Board of Information and Culture: A Journal of History.
- Chair Poole's article "'Be Damned Pushy at Times': The Committee on the Status for Women and Feminism in the Archival Profession, 1972-1998," appeared in The American Archivist 81, no. 2 (fall/winter 2018).
    - The article received the 2019 Jesse H. Shera Award for Distinguished Published Research from the American Library Association.
- Chair (2017-2018) Kolar's article, "Bourgeois Specialists and Red Professionals in 1920s Soviet Archival Development," appeared in Information and Culture: A Journal of History 53, nos. 3-4 (2018).
- July 2018-August 2019: AHS welcomed our second intern, Natalie Worsham, who attended all AHS Steering Committee meetings and worked with the editors of Archival History News
- AHS continued the newsletter Archival History News (https://archivalhistory.news) as the authorized publication of AHS under co-editors Eric Stoykovich and Nathan Saunders, with the invaluable assistance of intern Natalie Worsham.
    - The newsletter continues its mission to communicate the value of archival history to a broad public through the publication of ongoing archival history research, documentary or biographical notes, book reviews, and announcements of interest to those writing about the history of archives, archivists, and archival practices.

    - AHS Chair, Alex H. Poole provided a "Chair's Letter" in the fall of 2018 and again in the spring of 2019 to update AHS members and AHN readers on the work of the AHS Steering Committee.
    - Saunders resigned his position as newsletter co-editor effective August 2019.
- March-August 2019: AHS again considered submissions for the Archival History Article Award
    - This prize encourages and rewards an article or other short piece of superior excellence in the field of archival history, regardless of subject, time period, or national boundaries. The award includes a certificate and fifty-dollar prize
    - The AHS Awards Sub-Committee met in June to select a winner.
    - At the annual meeting in August, the Archival History Article Award was given to Heather Wolfe and Peter Stallybrass for their chapter, "The Material Culture of Record-Keeping in Early Modem England," printed in Archives and Information in the Early Modern World, edited by Kate Peters, Alexandra Walsham, and Liesbeth Corens.
- 2019: The Steering Committee updated and disseminated the AHS Readers' Guide to Archival History and Historiography and the Bibliography of Archival History via the AHS listserv, AHS microsite, and Archival History News.

Ongoing:

- Work on Archival History News continued.
- Intern Natalie Worsham continued outreach efforts through AHS social media sites, particularly Twitter.

New: N/A

STRATEGIC PLAN

- **Goal 1: Advocating for Archives and Archivists**
  The new Archival History Article Award promotes and publicizes work on the history of our profession.
- AHS continues to promote the section, SAA, and the history of our profession through social media, especially Twitter, thereby providing leadership in promoting the values of archives and helping to educate about the importance of archives and archivists.

Goal 2: Enhancing Professional Growth

- The revived Archival History Newsletter supports professional growth by providing publication opportunities for members. As access to the newsletter is free, it also provides accessible and affordable opportunities to learn more about our profession's history.
- This year AHS continued to mentor an intern to support the career development of a new professional.
- The AHS Chair serves on the Advisory Board of Information and Culture: A Journal of History assisting in providing publications that reflect the latest thinking in the field.

Goal 3: Advancing the Field

- The new Archival History Newsletter, Archival History Article Award, ongoing work on bibliographies of archival history, the Chair's service on the Advisory Board of Information and Culture: A Journal of History, and the Chair's and previous Chair's publications address goal 3 by fostering and disseminating research in and about the field.

Goal 4: Meeting Members Needs

- The Archival History Newsletter facilitates effective communication with and among members by providing a venue for communication from the AHS Steering Committee to members, as well as an opportunity for AHS members to publicize their work on archival history. The new publication also provides an opportunity for more members to participate in the work of AHS.

ANNUAL MEETING

Number of Attendees: 59 signed up; far fewer showed.

Summary of Meeting Activities:

- The Archival History Section met on Saturday, August 3, 2019, from 1:45 to 3:15 at the J.W. Marriott in Austin, Texas.
- Number of Attendees: 59 (signed up)
- Election Results:
    - Chair: Cory Nimer (returning)
    - Vice Chair/Chair-Elect: pending
    - Steering Committee: pending o Intern: pending
- Summary of meeting events
    - Welcome and introductions
    - Review of second year of Archival History News with co-editors Eric Stoykovich and Nathan Saunders and intern Natalie Worsham.
    - Presentation (in absentia) of Archival History Article Award to Heather Wolfe and Peter Stallybrass for their chapter, "The Material Culture of Record-Keeping in Early Modem England," printed in Archives and Information in the Early Modern World, edited by Kate Peters, Alexandra Walsham, and Liesbeth Corens.
    - Panel and Discussion featuring Stephen Mielke, Ransom Center Archivist and Collections Librarian and Head of Description & Access (Archival Materials) at the Harry Ransom Center, University of Texas-Austin.
    - Close of Meeting

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

N/A

Archives Management Section

Council Liaison: Audra Eagle Yun

Submitted by: David Benjamin

2018-2019 Steering Committee

Chair	David	Benjamin	University of Central Florida	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Brenda	Burk	Clemson University	8/18/2018	8/3/2019
Immediate Past Chair	Nancy	Lenoil	California State Archives	8/18/2018	8/3/2019
Secretary	Ann	Case	Tulane University	8/11/2012	8/3/2019
Steering Committee Member	Lynn	Eaton	George Mason University	8/17/2013	8/15/2019
Steering Committee Member	Chrystal	Carpenter	Elon University	8/6/2016	8/15/2019
Steering Committee Member	John	Slate	City of Dallas	7/29/2017	8/9/2020
Steering Committee Member	Jason	Speck	University of Maryland Libraries	7/29/2017	8/9/2020
Steering Committee Member	Tamar	Zeffren	JDC	8/18/2018	8/7/2021
Steering Committee Member	Joy	Novak	Washington University in Saint Louis	8/18/2018	8/7/2021
Council Liaison	Audra	Yun	University of California, Irvine Special Collections + Archives	7/29/2017	8/9/2020

ACTIVITIES

Completed: The section had no on-going project carried over from Fiscal Year 2017-2018.

Ongoing: The section has no old on-going projects.

New: Fiscal year 2018-2019 saw the section leadership explore possibilities for creating some type of archives management bootcamp/training/institute. The idea for this came out of events that occurred at Society of American Archivists' 2018 Annual Meeting in Washington, D.C.

- At the Section's meeting in 2018, members had a lively discussion around the topic of management training. There was consensus among those in attendance that some type of training is wanted and needed – at all levels of managerial experience.
- The Education Series session, "Leading the Way: Transparency in Archives Management" was a question and answer session around archives management issues. Many participants in this meeting attended the Section's meeting.

Beginning in late 2018, section leadership and steering committee members held a series of conference calls to begin discussing the concept of an archive's management bootcamp. However, the group realized they needed broader input from the section membership at large in order to really gauge what members needed/wanted in management training. It was decided to use the 2019 section meeting as a planning session to determine appropriate formats and topics for a bootcamp.

At the 2019 section meeting in Austin, Texas, section members broke into six small groups to brainstorm what members want/need in some type of management bootcamp. Each group worked with the same questions – spend 15 minutes or so brainstorming ideas and topics in management. This could be anything and was intended to get participants thinking on the topic. After brainstorming topics, group members were asked to prioritize their lists and flesh-out how the topics could be best handled – as part of a bootcamp, as classes offered through the section or SAA, as a webinar, or as an online class. Information gathered from the groups will be transcribed and used by the 2019-2020 section leadership and steering committee members as they plan programs for the coming year.

Thanks to the leadership and section committee members for all their hard work this past year. A special thanks to Chrystal Carpenter and Lynn Eaton for their terms on the steering committee.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The section's leadership and steering committee's background work on a program or programs in archives management is a directly advocating for archivists especially those currently in management positions and for archivists hoping to move into management roles.

Goal 2: Enhancing Professional Growth

Looking at and working on some type of archives management bootcamp/training will provide members the opportunity for professional growth and education.

Goal 3: Advancing the Field

The section's work on management training – creating better managers – helps advance not only the field but members of the profession.

Goal 4: Meeting Members Needs

Members of the Archives Management Section expressed the need for training/workshops/ classes around the topic of management. FY2018-2019 saw the Section's leadership focus on this. The 2019 Annual Meeting program was designed to directly involve the Section's membership in deciding what topics should be included in future management training/programing.

ANNUAL MEETING

Number of Attendees: 43

Summary of Meeting Activities: The 2019 Section meeting focused on what section members want to see covered in future management training programing. Members broke into six working groups. Each group brainstormed potential topics, prioritized these topics, and then fleshed-out how the topics could be best handled – as part of a bootcamp, as classes offered through the section or SAA, as a webinar, or as an online class.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

None at this time.

Archivists and Archives of Color Section

Council Liaison: Petrina Jackson

Submitted by: Dorothy Berry

2018-2019 Steering Committee Roster

Co-Chair	Dorothy	Berry	Houghton Library	7/29/2017	8/7/2019
Co-Chair	Barrye	Brown	Schomburg Center for Research in Black Culture, The New York Public Library	8/18/2018	8/8/2020
Web Liaison	Sonia	Yaco	Rutgers University	8/16/2014	00/00/00
Newsletter Editor	Ashley	Stevens	Historic Ford Estates	7/29/2017	00/00/00
Steering Committee Member	Kellee	Warren	University of Illinois at Chicago	8/18/2018	8/8/2020
Steering Committee Member	Brittany	Newberry	Atlanta University Center	8/18/2018	8/8/2020
Member-at-Large	Aaisha	Haykal	College of Charleston	8/6/2016	00/00/00
Intern	Kelli	Yakabu		8/18/2018	8/3/2019
Council Liaison	Petrina	Jackson	Iowa State University	8/18/2018	8/7/2021

ACTIVITIES

Completed: Renaming Pinkett Award to reflect current self-identifications for people of color Rebrand/re-invigorate social media presence.

Ongoing: Updating AAC directory.

New: Organizing regional meet-ups.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
By increasing our social media presence, AAC has been able to both promote the work of archives to broader communities and to create more cross-collections connections.

Goal 2: Enhancing Professional Growth
By renaming the Harold T. Pinkett Student of Color Award we hope to encourage more young/early career archivists to apply for funding and participate personally with the SAA community.

Goal 3: Advancing the Field
By beginning partnership conversations (primarily cross-promotions) with Dance/USA's Archiving & Preservation division (formerly Dance Heritage Collation), and the National Center for Civil and Human Rights we hope to enhance member knowledge of diverse collections and opportunities.

Goal 4: Meeting Members Needs
By collecting responses and statistics for an updated AAC directory, we hope to facilitate communication among members and future collaborations.

ANNUAL MEETING

Number of Attendees: 45-55, estimated

Summary of Meeting Activities: The meeting involved a discussion portion focusing on our award winners, the Pinkett award, and infographics from the AAC directory results. Then followed a discussion around the AAC response to the American Archivist Brownbag. The rest of the meeting featured a panel of archivists from the Austin History Center, discussing community archives.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

The section has presented no questions or concerns for SAA Council.

Archivists of Religious Collections Section

Council Liaison: Courtney Chartier / Eric Chin (incoming)

Submitted by: Elizabeth Scott

2018-2019 Steering Committee Roster

Chair	Elizabeth	Scott	St Michael's College Archives	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Taffey	Hall	Southern Baptist Historical Library and Archives	8/18/2018	8/3/2019
Immediate Past Chair	Janet	Hauck	Whitworth University	8/18/2018	8/3/2019
Secretary	Michelle	Sayers	The Church of Jesus Christ of Latter-day Saints	8/18/2018	8/8/2020
Newsletter Editor/Web Liaison	Thomas	McCullough	Moravian Archives	12/14/2016	00/00/00
Member-at-Large	Brandon	Wason	Emory University	7/29/2017	8/7/2019
Member-at-Large	Kayla	Harris	University of Dayton	8/18/2018	8/8/2020
Member-at-Large	Susan	Illis	Society of Mary, US Province	8/18/2018	8/8/2020
Council Liaison	Courtney	Chartier	Emory University	8/6/2016	8/15/2019

ACTIVITIES

Completed:

Ongoing:

New: Began project of aligning section standing rules with SAA rules and procedures.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Provide a forum for members through the listserv.

Goal 2: Enhancing Professional Growth
Provide a forum for members through the listserv.

Goal 3: Advancing the Field
none.

Goal 4: Meeting Members Needs
Provide a forum for members through the listserv.

ANNUAL MEETING

Number of Attendees: unkown

Summary of Meeting Activities: Panel discussion of exhibit strategies for a variety of repositories.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

no

Audio and Moving Image Section

Council Liaison: Ricardo Punzalan

Submitted by: Sarah Cunningham

2018-2019 Steering Committee Roster

Chair	Sarah	Cunningham	Lyndon B Johnson Library and Museum	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Patrick	Midtlyng		8/18/2018	8/3/2019
Newsletter Editor	Kelly	Applegate	The MediaPreserve, a Division of Preservation Technologies, LP	8/18/2018	00/00/00
Web Liaison	Calvin	Rydbom	Pursue Posterity	7/29/2017	00/00/00
Steering Committee Member	Judy	Chou	Disney Music Group (The Walt Disney Studios)	8/18/2018	00/00/00
Steering Committee Member	JA	Pryse	University of Oklahoma	8/18/2018	00/00/00
Steering Committee Member	Shannon	Erb	Rock and Roll Hall of Fame	8/18/2018	00/00/00
Steering Committee Member	Laura	Starratt	Emory University	8/18/2018	00/00/00
Steering Committee Member (Immediate Past Chair)	Tre	Berney	Cornell University	8/18/2018	8/3/2019
Council Liaison	Ricardo	Punzalan	University of Maryland College of Information Studies	8/18/2018	8/7/2021

ACTIVITIES

Completed: Foster Community of AV Archivists.

Ongoing: Communication and opportunities for members of this sections.

New: A training and education plan for future AV Archivists.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Foster Community of AV Archivists.

Goal 2: Enhancing Professional Growth
Planning a document that outlines training opportunities in this field.

Goal 3: Advancing the Field
Planning a document that outlines training opportunities in this field.

Goal 4: Meeting Members Needs
Planning a document that outlines training opportunities in this field.

ANNUAL MEETING

Number of Attendees: 30+

Summary of Meeting Activities:

Audio and Moving Image Section
Sarah Cunningham Chair
AMIS Meeting SAA
August 3, 2019

Scribes: Katie Quanz & Brenna Wheeler

- Council Update (Ricardo Punzalan)
- Shawn VanCour
    - Radio Preservation Task Force in lieu of Josh Sheppard
    - Focus on building cultural memory work
    - Coalition Emphasis (built on Birmingham Cultural Philosophy)
    - Part of Library of Congress' National Recording Preservation Board
    - Timeline:
        - 2014: program launch
        - 2015: survey of 300 archives, 1000 collections
        - Conferences: 2016, 2017, and 2020
        - Sessions on Library of Congress Website
        - Third Conference coming up Oct. 2020; call will be sent out soon
    - Sound collection database – ARSC
        - database.radiopreservation.org
        - Includes links to finding aids
        - Can include links to streaming audio
    - Caucuses to represent specific areas
    - Can help with discoverability
    - Next Steps:
        - Education implementation and advisory committee on endangered collections
        - Interested in more transnational work, especially with Latin America
        - Alejandra Martinez – Preserving Public Radio Challenges & Possibility
    - Public Radio: public broadcast & community/underground projects
    - Challenges: budgets, space, time, resource, hindsight
    - Organizations that offer funding: CLIR, Mellon, Endowment for the Arts
    - Post-Custodial Project: (SAA Glossary Definition)
    - Case Studies
        - WNYC
        - Large Comprehensive archive with challenges

        - Need to define “series” (i.e. archive series vs show series)
        - Museo de la Palabra y Imagen
        - Work with UT Austin to digitize Consalvi collection
        - Radio Venceremos: need to preserve or make accessible
        - Physical Location in El Salvador; Digital Materials at Bensen
        - UT Archivists travelled to El Salvador to walk through digitization process and to add local metadata
        - UT helped with managing metadata and digital files
        - Bilingual focus with titles and metadata
        - Keeping Archives Weird – Sarah Cunningham
    - “What’s the weirdest thing you found in your collection?” o
    - Logging Tape: 2 in. tape with 24 hrs marked; 1 minute per inch; tape is threaded backwards though the machine
    - 500 European logging tapes ranging from 1 to 3 inches; some specific only to Europe
    - Sound Scriber Tape
    - Strange Photographs; answering machine tapes
    - Larry Monroe Papers (Justin Kover, Briscoe Center for American History)
        - KT DJ from Ann Arbor, MI
        - Supported free-form radio
        - Known for Segway City
    - Tre Burney from Cornell: Video of last known appearance of Jimmy Hoffra; Abe Lincoln’s letters; naturally recorded sound collection with extinct bird species o John Anderson (Scientific Anomaly Archives)
        - Captain Bob Film: created by National Wildlife; edited version available; unedited

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Not at this time

Business Archives Section

Council Liaison: Stephen Booth

Submitted by: Greg McCoy

2018-2019 Steering Committee Roster

Chair	Greg	McCoy	Procter & Gamble Company	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Neil	Dahlstrom	John Deere Company Archives	8/18/2018	8/3/2019
Immediate Past Chair	Eric	Chin	NBCUniversal	8/18/2018	8/3/2019
Secretary	Cristina	Vignone	Tiffany & Co	8/18/2018	8/3/2019
Editor	Meredith	Torre	Atlanta Housing Authority	8/18/2018	8/3/2019
Vice Editor	Dave	Moore	Carhartt, Inc.	8/18/2018	8/3/2019
Member-at-Large	Samuel	Smallidge	Converse	8/18/2018	8/3/2019
Education Chair	Jennifer	Johnson	Cargill Incorporated	7/29/2017	8/3/2019
Intern	Adrienne	Duris		7/29/2017	8/3/2019
Council Liaison	Steven	Booth	Barack Obama Presidential Library	7/29/2017	8/9/2020

ACTIVITIES

Completed:

- Two BAS members were elected to SAA Council!! Its been quite some time since a BAS member sat on Council, and the Section is overjoyed to now have two of our members sharing our perspective in Council.
- Launched a Quarterly Conference Call (will be ongoing)
- Launched a new quarterly newsletter (will be ongoing)
- BAS Colloquium has yet to be surveyed, but verbal response was incredibly positive.
- BAS Mixer was once again a tremendous opportunity for members to interact and engage socially. Friendships were strengthened, and new ones were created.
- Nominations for BAS elections were overwhelming this year with every positions (but one) contested with most having 3 candidates.
- BAS Members participated in 7+ sessions at the annual meeting.
- Surveyed BAS members twice on the issue of pay in the profession.

Ongoing:

- Topics for the quarterly call and the newsletter will be coordinated by the editorial staff so they compliment and build upon one another.
- BAS mentorship continues to have great success
- BAS Quarterly Call and Newsletter

- BAS Colloquium
- BAS Mixer
- Our social media efforts on Twitter, Facebook, and Instagram will continue as we have a successful track record of posting interesting and relevant content. Our editors are the best and our increased participation on social media channels is a testament to their dedication and hard work.

New:

- Due to the high volume of exceptional nominees for the new Early Career position on Steering Committee, BAS has decided to create an Early Career Member subcommittee that will be led by the BAS Education Director and Member-at-Large. This subcommittee will recommend and execute plan/deliverables to help BAS better engage and educate students and early career members on the benefits of business archives as a career.
- BAS members continue to play a key role in creating business sessions and learning opportunities in regional and international groups.
- BAS has taken on direct ownership of the Business Archives Workshop following the retirement of Phil Mooney and Bruce Bruemmer.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

- BAS had 24 members volunteer to speak at 24 different schools and SAA Student Chapters on the opportunities that exist in the field of business archives. Universities included San Jose State University, University of Illinois Urbana-Champaign, Catholic University, University of Wisconsin Madison, and St. Catherine's University.
- BAS' new newsletter featured multiple stories on the topic of Archival Theory & Business Reality, followed by Corporate Memory.
- BAS members are participating in the ongoing conversations regarding pay in Archives, and the BAS is happy to share posts and information from this process.

Goal 2: Enhancing Professional Growth

- For the past few years BAS has had a growing Mentorship program that last few years included 30 mentors and 31 proteges.
- This past year BAS launched a Quarterly Conference Call which was an hour-long presentation/conversation on relevant matters to Business Archivists, including creating and managing a brand heritage center, followed by special look at financial business archives and their unique nature. Response has been extremely positive.
- The Business Archives Workshop was once again led by Phil Mooney and Bruce Bruemmer and held in Chicago IL. Young archivists were instructed on the unique aspects of leading a corporate program and toured 3 corporate archives facilities.
- With the retirement of Phil Mooney and Bruce Bruemmer the BAS has identified a new set of instructors to revise and retool this course for today's young archivists who are transitioning into the corporate environment.

- BAS is working to make our expanded Directory of Corporate Archives sortable and searchable.

Goal 3: Advancing the Field

- This year's Business Archives Colloquium was very well attended and featured a small-group activity to train business archivists how to make an impact within their organizations based on PIE - Performance, Image, and Exposure.
- The Colloquium also featured business archivists presenting on the unique nature of managing in a corporate environment. This included 'Archivist as Author/Historian', 'Field Archiving', 'Internal and External Loans', and 'Blogs, Websites and Social Media'.

Goal 4: Meeting Members Needs

- BAS had an amazing response to our call for elections, with nearly every position contested and in most cases with 3 candidates. The willingness to step up and lead BAS into the future has never seemed higher.
- BAS further expanded its social media presence last year by adding an Instagram account. All BAS social channels grew followers, impressions, and engagement last year.
- "I feel the communication this year was better than ever" was a comment I recently received from a BAS member regarding the work of our Editorial Staff and activity on the BAS Listserv.

ANNUAL MEETING

Number of Attendees: 110

Summary of Meeting Activities: This year's Annual Meeting was combined with our Colloquium due to scheduling issues related to the unusual Annual Meeting schedule. Our agenda follows:

- Council Update (Steven Booth)
- Editors Update (Dave Moore)
- Regional Archives Conference Sessions Update (Dave Moore)
- Education Directors Update (Jennifer Johnson)
- Survey on Selection, Appraisal, and Acquisition (Ryan Donaldson)
- American Business History Center (Gary Hoover)
- Statement from SAA President (Meredith Evans)
- BAS Election Results (Greg McCoy)
- Early Career Subcommittee (Greg McCoy)
- BAS Workshop Update (Jennifer Johnson)
- Incoming Chair Remarks (Neil Dahlstrom)

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

There is an persistent concern among some BAS members about whether or not SAA represents the interests of our membership. I believe this issue is being addressed by President Evans and the recent election of two BAS members to Council, but the ongoing conversations around pay in archives could impact this perception.

Collection Management Section

Council Liaison: Audra Eagle Yun

Submitted by: Katie Howell

2018-2019 Steering Committee Roster

Chair	Catherine	Howell	University of North Carolina Charlotte	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Caitlin	Wells	University of Michigan	8/18/2018	8/3/2019
Web Liaison	Noah	Lasley	University of Tennessee at Chattanooga	8/18/2018	8/8/2020
Steering Committee Member	Jane	LaBarbara	West Virginia University Library	7/29/2017	8/7/2019
Steering Committee Member	Lydia	Tang	Michigan State University	7/29/2017	8/7/2019
Steering Committee Member	Larissa	Krayer	University of Nebraska Medical Center - McGoogan Library of Medicine	8/18/2018	8/8/2020
Council Liaison	Audra	Yun	University of California, Irvine Special Collections + Archives	7/29/2017	8/9/2020

ACTIVITIES

Completed: Updated section name, mission and goals. The steering committee, after some extensive discussions, completed a review of all current section descriptions to assess the need for a more collection management focused section. We then drafted and approved the proposed changes, submitted them to our membership for review and discussion, and they were then put to a vote. The changes passed with 99% approval from the section membership and were formally approved by SAA Council at the August 1 meeting.

Repository Profiles: Shared the finished directory with members via Archives Connect. Consulted with the Issues and Advocacy Section on how we created our documentation portal. The I&A Section was interested in created a similar tool for advocacy materials.

Updated Website: Our web liaison updated the section's microsite with information from the repository profiles survey we completed last year, a CMT archivists directory, and added links to user group sites for collection management tools. Old and broken links were removed or edited and missing annual reports were added.

Planned Annual Meeting: Solicited speakers for a lightning round and a longer, featured presentation for our annual section meeting in Austin, TX.

Ongoing: We wrapped up all ongoing projects in light of the new section name, mission and goals.

New: Collaboration with Business Archives: We had several conversations with a representative from the Business Archives section about ways in which the two groups could collaborate. Engaging Members: We brainstormed new ways to engage section members. We proposed a blog and several ways to spark conversations on the listserv. Ultimately we put these projects on hold pending approval of the mission and name change of the section.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

CMTS continues to provide support to archivists by providing information via the Documentation Portal and Repository Profiles, in order to build our capacity for managing archival materials via use of collection and information management tools.

Goal 2: Enhancing Professional Growth

The CMT documentation portal provides documentation for implementing and managing collection management tools. This portal facilitates information sharing between archivists seeking to establish or improve collection management tools in their institution. The documentation portal is freely available via the CMTS microsite.

The CMT directory will allow archivists to enhance their professional growth via a peer-to-peer network that will grow and change over time.

At our annual meeting, we featured four engaging speakers who showcased innovated and practical projects. As in years past, the CMT meeting at SAA annual in Austin was recorded and made available online, along with all the presentation slides.

Goal 3: Advancing the Field

By providing a home for archivists' documentation and information about their repository tools, we promote collaboration that means archivists can save time reinventing the wheel and instead building on each other's work.

Through all the work we do to facilitate peer-to-peer exchanges and discussion, CMTS promotes best practices and shared capacity building.

Goal 4: Meeting Members Needs

The activities of the CMT steering committee this year were aimed at broadening the scope of our section mission to meet the needs of more members' needs. We look forward to planning initiatives in the coming year that address the section's newly adopted goals.

ANNUAL MEETING

Number of Attendees: Approximately 50

Summary of Meeting Activities:

- Updates regarding CMTS elections and steering committee activities for the year

- Updates from Council
- Featured presentation: Cliff Hight (Kansas State University), “Meandering Collection Data: A Migration from AtoM” Cliff reported on the workflows his team employed when migrating collection data into AtoM. Cliff’s discussion generated many good questions and a lengthy discussion with members after the meeting.
- Lighting round: Katrina Windon and Amy Allen (University of Arkansas), “Moving on and Moving Up: CMT Implementation as Part of an Off-site Storage Move” Cyndi Shein (University of Nevada Las Vegas), “Inclusive ArchivesSpace Agent Records for Indigenous Peoples” Kevin Schlottmann, “Google Sheets for Shared Metadata Review”
- Brainstorming Activity: Steering members solicited feedback from members about the new mission and goals, including concerns and ideas for new initiatives in the coming year.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Not at this time.

College and University Archives Section

Council Liaison: Petrina Jackson

Submitted by: Ellen Engseth

2018-2019 Steering Committee Roster

Chair	Ellen	Engseth	University of Minnesota	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Benn	Joseph	Northwestern University Library	8/18/2018	8/3/2019
Immediate Past Chair	Rebecca	Goldman	Wellesley College	8/18/2018	8/3/2019
Steering Committee Member	Greg	Bailey	Texas A&M University Libraries	8/6/2016	8/15/2019
Steering Committee Member	Christina	Zamon	Georgia State University	8/6/2016	8/15/2019
Steering Committee Member	Tracy	Jackson	Duke University	7/29/2017	8/9/2020
Steering Committee Member	Christy	Fic	Shippensburg University	7/29/2017	8/9/2020
Steering Committee Member	Lae'l	Hughes-Watkins	Kent State University	8/18/2018	8/7/2021
Steering Committee Member	Elvia	Arroyo-Ramirez	University of California, Irvine	8/29/2018	8/7/2021
Newsletter Editor	Michelle	Sweetser	Bowling Green State University	8/27/2011	00/00/00
Council Liaison	Petrina	Jackson	Iowa State University	8/18/2018	8/7/2021

ACTIVITIES

Completed: This year the Steering Committee cleaned up the section microsite and added meeting minutes; communicated via the listserv and Academic Archivist blog; and led and accomplished a “year’s theme” on the intersection of campus histories and social justice. Many excellent ideas in terms of useful outcomes for the membership were discussed. In the end, Chair Ellen Engseth envisioned and then shepherded a group of writings on the topic which will serve as resources into the future, on different experiences of archivists around the nation on this very timely issue. 6 new blog posts were published in this theme. She also invited speakers to the annual meeting in Austin to present on this topic.

The Academic Archivist blog and blog editor Michelle Sweetser were particularly busy this year, with 13 posts. Thanks to authors this year: Kate Dietrick, Nicholas Graham and Jessica Venlet, Brigette C. Kamsler, David McCartney, Erin Passehl-Stoddart, Cat Phan, Ian Post, Annie Tummino and Rachel Kahn, as well as Steering Committee members Elvia Arroyo-Ramirez, Ellen Engseth, Benn Joseph, and Christina Zamon.

The nominating committee located candidates (all later elected) for the annual election. However, it was difficult to locate a full slate of two or more candidates for each position. This was noted as a problem in a few comments we received from members. We agree, and encouraged our members to become more active and nominate themselves or others in the future, to resolve this situation.

Ongoing: Last year's theme is still holding interest and activity, and an article both for the blog and Campus Case Studies are currently in draft form. We will send out notes from the annual meeting. Next the new steering committee will meet to address next year's theme and our work for the year. Most timely is locating a blog editor, as the former is now elected Vice-Chair.

New: Undetermined as of this date.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
The section theme for this last year is based on the recognition that archives and archivists on C&U campuses are appropriately (and often) integral to the work surrounding campus histories. Our theme thus highlights and builds awareness of the important role of campus-based archives and archivists ; awareness is an element of advocacy. We hope that lifting up archival roles in this high-profile area of evolving campus histories "Strengthen[s] the ability of those who manage and use archival materials to articulate the value of archives."

Goal 2: Enhancing Professional Growth
Our goal in this year's theme was to provide resources for those archivists who choose to (or need to) engage with social justice-based campus history work. We did this largely by sharing models in place around the country, and making more known those archivists who have already engaged in this work. These colleagues may serve as future resources to archivists who may grow into this work. We hope, for example, that the published blog posts contribute to the "content" noted in the SAA Plan: "Provide content, via education and publications, that reflects the latest thinking and best practices in the field."

Goal 3: Advancing the Field
We hope that through this last year's theme, we are providing expanded professional knowledge to our members, as they are to keep pace on campuses with the diverse archival record (and understanding and interpretation of same).

Goal 4: Meeting Members Needs
Due to the wide-spread activity regarding contested honorary spaces, revised campus histories and similar endeavors, we felt a need to discuss this work that is affecting so many of our members. The Steering Committee created the space and place for this in the form of this last year's theme. The blog posts will serve as resources to members and others into the future.

ANNUAL MEETING

Number of Attendees: 152

Summary of Meeting Activities: The Chair hosted a short business meeting. We announced new Section leadership (Krista Oldham, Michelle Sweetser (Vice-Chair), Karen Trivette) and thanked outgoing leaders Greg Bailey, Rebecca Goldman, and Christina Zamon. The majority of the meeting was an educational session, lightning-round style of 4 speakers who expressed strong interest in the year's theme: Lae'l Hughes Watkins, Brigette Kamsler, David McCartney, and Sandra Varry. Many members asked questions or made comments. We used the microphones for accessibility; the session was recorded.

Link to Meeting Minutes: https://www2.archivists.org/groups/college-and-university-archives-section/annual-meeting-minutes-2019

QUESTIONS FOR COUNCIL

None at this time.

Congressional Papers Section

Council Liaison: Brenda Gunn

Submitted by: Hope Grebner Bibens

2018-2019 Steering Committee Roster

Chair	Hope	Grebner Bibens	Drake University	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Nathan	Gerth	University of Nevada, Reno	8/18/2018	8/3/2019
Immediate Past Chair	Debra	Davendonis		8/18/2018	8/3/2019
Newsletter Co-Editor	Robert	Lay	University of Georgia Libraries	7/29/2017	8/9/2020
Newsletter Co-Editor	Dina	Mazina	Office of Senator Kent Conrad	7/29/2017	8/9/2020
Web Liaison	Jody	Brumage	Robert C. Byrd Center for Congressional History and Education	7/29/2017	8/7/2019
Steering Committee Member	Shae	Rafferty	Wayne State University	7/29/2017	8/7/2019
Steering Committee Member	John	Caldwell	University of Delaware	7/29/2017	8/7/2019
Steering Committee Member	Sally Leigh	McWhite	University of Mississippi	8/18/2018	8/8/2020
Steering Committee Member	Brandon	Pieczko	University of Georgia	8/18/2018	8/8/2020
Ex Officio	Karen	Paul	United States Senate	00/00/00	00/00/00
Ex Officio	Robin	Reeder	US House of Representatives	11/3/2014	00/00/00
Ex Officio	Merrily	Harris	National Archives in Washington DC	8/15/2016	00/00/00
Council Liaison	Brenda	Gunn	University of Virginia Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: This year, we created more interactive sessions for our CPS Pre-Conference Forum. This included a workshop on constituent services data and a panel discussion and roundtable discussion on committee records. Both of these longer form sessions were planned based on the needs of the section. The session on committee records was born out of a discussion on our listserv and was truly grassroots. In addition to this, we had robust discussions on the Congressional Records as Public Records statement and made progress toward collaborating with COPP. We also continued to build on our advocacy day event on Capitol Hill by sharing our advocacy day booklet with repositories who collect congressional collections. Our

Electronic Records Committee published blog posts on MALLET and constituent services systems.

Ongoing: Moving into 2019-2020, CPS plans to build on our session on committee records to create a guide booklet that can be distributed to help processing archivists navigate what to do when these records are discovered in their collections. We hope to continue creating these guide booklets each year on a different theme. We also plan to continue collaborating with COPP to study the congressional records as public records statement further. We plan to convene a group of representatives from both groups to identify the points of conflict, arrive at a place of consensus, and then write a new statement. We have also discussed perhaps writing a full issue brief as well.

New: This year, we are planning to revamp our newsletter to include interviews with archivists on Capitol Hill, more repository profiles, and content from committee archivists. The ERC plans to refocus their efforts and direct their attention to facilitating periodic online webinars. We also plan to discuss updating our strategic plan.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We continue to bolster efforts to effectively preserve congressional papers by creating and sharing publications with our membership on advocacy and the proper preservation of congressional committee records. We also continue to work with the Committee on Public Policy to enhance the existing SAA statement advocating for the preservation of congressional records.

Goal 2: Enhancing Professional Growth

The annual CPS section meeting and pre-conference forum continues to be an effective tool for enhancing professional growth. Our full day event allows us to dive deep into issues affecting archivists working with congressional papers and truly answer questions coming up on the listerv. The CPS Electronic Records Committees blogs and modules continue to serve as a guide for archivists working with the unique electronic records of congressional collections.

Goal 3: Advancing the Field

The work of the Electronic Records Committee through their blogs, modules, and future webinars advances the field. This year, many of these members demonstrated their continued leadership and involvement in the preservation of constituent service system data by taking a congressional papers issue and presenting during the SAA educational sessions. They were able to find new potential partners and collaborators through that session.

Goal 4: Meeting Members Needs

The CPS newsletter continues to be an effective tool of communication to members -- where we can share ideas, celebrate successes, and seek answers. The listerv discussions also show that CPS is a community willing to collectively problem-solve and offer suggestions and guidance while working with these large, unique, and oftentimes unwieldy collections. Our annual

meeting and pre-conference forum continues to be a place where members can come together to have meaningful discussions.

ANNUAL MEETING

Number of Attendees: 40-45

Summary of Meeting Activities: CPS Pre-Conference Day at the Dolph Briscoe Center for American History at the University of Texas at Austin included two long form sessions on constituent services data and committee records. The CPS Business meeting also took place during the pre-conference forum and included a brief from SAA Council Liaison Brenda Gunn, as well as reports from the US House of Representatives Office of Art, History, and Archives, the Nominations and Elections Committee, Electronic Records Committee, NARA's Center for Legislative Archives, US Senate Historical Office, and the Association of Centers for the Study of Congress. The Chair also gave an update on the Congressional Records as Public Records Statement. The Steering Committee also met for an in-person planning session.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

N/A

Description Section

Council Liaison: Audra Eagle Yun

Submitted by: Elizabeth Wilkinson

2018-2019 Steering Committee Roster

Chair	Elizabeth	Wilkinson	University of Virginia	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Cyndi	Shein	University of Nevada, Las Vegas Libraries	8/18/2018	8/3/2019
Immediate Past Chair	Martha	Bace	University of Alabama	8/18/2018	8/3/2019
Secretary	Sarah	Jones	University of Nevada, Las Vegas	8/18/2018	8/8/2020
Web Liaison	Ashley	Toutain	University of San Diego	1/23/2018	00/00/00
Newsletter Editor	Cheri	Crist	George Eastman Museum Library	7/29/2017	00/00/00
Member-at-Large	Rachel	Searcy	New York University	7/29/2017	8/7/2019
Member-at-Large	Katy	Rawdon	Temple University	8/18/2018	8/8/2020
Council Liaison	Audra	Yun	University of California, Irvine Special Collections + Archives	7/29/2017	8/9/2020

ACTIVITIES

Completed: Section member survey conducted in the spring.

Ongoing: Documentation portal launched, but still need to promote it and acquire further content. Further evaluate the survey results and reach out to sections to explore a joint meeting in 2020.

New: Investigate creating a Twitter account for the section. Investigate making the Section newsletter available in Spanish.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Offered relevant programming at the section meeting.

Goal 2: Enhancing Professional Growth
Provide a section newsletter bi-annually; offered relevant and informative programming at the section meeting.

Goal 3: Advancing the Field
Launched an archival documentation portal to assist with sharing and distribution of manuals and forms to enhance professional knowledge.

Goal 4: Meeting Members Needs
Obtained feedback via a section survey inquiring about what and how the members want to learn about at the section meeting, and solicited general feedback.

ANNUAL MEETING

Number of Attendees: 82

Summary of Meeting Activities:

2019 SAA Description Section Meeting Agenda

1. Welcome—Elizabeth Wilkinson, Chair

2. Reports

- Election results—Sarah Jones, Secretary
- Update on the Documentation Portal--Rachel Searcy, Member-at-large, and Scott Kirycki, Web liaison
- Council Liaison report--Audra Eagle Yun

3. Other Affiliated Groups

- Technical Subcommittee on Encoded Archival Standards (TS-EAS) report—Karin Bredenberg
- Toward a National Archival Finding Aid Network planning project update, https://confluence.ucop.edu/display/NAFAN/ -- Adrian Turner and Jodi Allison Bunnell
- Technical Subcommittee on Describing Archives: A Content Standard (DACS) update

4. Program

Talk: Archives for Black Lives in Philadelphia's Anti-Racist Description Resources

Members of Archives for Black Lives in Philadelphia's working group on anti-racist archival description will discuss their progress over the past two years on compiling and devising resources to support archivists' efforts to create anti-oppressive description and audit legacy descriptions for racist language.

Speakers:
Kelly Bolding, Project Archivist, Americana Manuscript Collections, Princeton University Library
Faith Charlton, Lead Processing Archivist for Manuscripts, Princeton University Library

Talk: Implementing Named Entity Recognition in Description of Born-Digital Materials

In the NC State University Libraries Special Collections Research Center, staff have developed scripts to run Named Entity Recognition on born-digital text collections upon ingest. We will

present the main points of these scripts and how we integrate the output into archival description in finding aids.

Speakers:
Linda Sellars, Head of Technical Services for Special Collections, NC State University Libraries
Emily Higgs, NCSU Libraries Fellow

5. Meeting Conclusion—Elizabeth Wilkinson

Link to Meeting Minutes: https://www2.archivists.org/groups/description-section/description-section-minutes

QUESTIONS FOR COUNCIL

Not at this time.

Design Records Section

Council Liaison: Courtney Chartier / Eric Chin (incoming)

Submitted by: Kate Neptune

2018-2019 Steering Committee Roster

Co-Chair	Kate	Neptune	Harvard Planning & Project Management	7/29/2017	8/7/2019
Co-Chair	Jessica	Quagliaroli	Yale University Library	8/18/2018	8/8/2020
Steering Committee Member	Tricia	Gilson	Bartholomew County Public Library	8/6/2016	8/15/2019
Steering Committee Member	Pamela	Casey	Avery Drawings and Archives, Columbia University	7/29/2017	8/9/2020
Steering Committee Member	Emily	Vigor	University of California, Berkeley	8/18/2018	8/7/2021
Web Liaison	Andrea	Altenbach		10/18/2017	8/7/2019
Council Liaison	Courtney	Chartier	Emory University	8/6/2016	8/15/2019

ACTIVITIES

Completed: Completed a survey of section membership to determine future directions.

Ongoing: Work on the Digital Design Records taskforce continues. Work on writing and publication of SAA modules focused on design records is underway.

New: Upcoming: possible blog or series of listserv messages focused on non-architectural design records, and an opt-in directory of section members.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Increasing visibility of design records.

Goal 2: Enhancing Professional Growth
Module authorship/publication.

Goal 3: Advancing the Field
Digital Design Records taskforce.

Goal 4: Meeting Members Needs
Membership survey.

ANNUAL MEETING

Number of Attendees: 29

Summary of Meeting Activities: Presentations from members (including updates from taskforce), report on membership survey, group discussion.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Diverse Sexuality and Gender Section

Council Liaison: Steven Booth

Submitted by: Nikki Lynn Thomas

2018-2019 Steering Committee Roster

Co-Chair	Nikki Lynn	Thomas	University of North Carolina Charlotte	7/29/2017	8/7/2019
Co-Chair	Bo	Doub	University of Southern California	8/18/2018	8/8/2020
Web Liaison	Johanna	Russ	Chicago Public Library	8/17/2013	00/00/00
Steering Committee Member	Franklin	Robinson	Smithsonian Institution, National Museum of American History	8/17/2013	00/00/00
Steering Committee Member	Deborah	Richards	Mount Holyoke College	8/17/2013	00/00/00
Steering Committee Member	Florence	Turcotte	University of Florida	8/16/2014	00/00/00
Steering Committee Member	Bonita	Weddle	New York State Archives	8/22/2015	00/00/00
Steering Committee Member	Michael	Oliveira	University of Southern California	8/22/2015	00/00/00
Steering Committee Member	Daniel	DiLandro	Buffalo State	8/6/2016	00/00/00
Steering Committee Member	Lisa	Calahan	University of Minnesota	7/29/2017	00/00/00
Steering Committee Member	Keith	Reynolds	Salt Lake City Corporation	8/18/2018	00/00/00
Council Liaison	Steven	Booth	Barack Obama Presidential Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: Successful collaboration with WCS to plan joint meeting panel presentation; co-chair participation in Diversity Committee, including planning Diversity Forum at 2019 Annual Meeting.

Ongoing: Work to update Standing Rules to codify work done to maintain social media work, as well as potential modifications to Steering Committee term lengths.

New: Conduct survey to gauge section membership interest in ongoing projects, etc.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
DSGS provides a forum for many archivists that may feel disenfranchised to explore

participation in the larger archival community and has advocated for LGBTQ+ archivists in a number of ways. Increasing awareness and inclusivity among archivists is as important as ensuring the documentation of LGBTQ+ communities in the historical record. Current leadership is committed to increasing the diversity within the section and society, as well as approaching decision-making and programming through the lens of intersectionality.

Goal 2: Enhancing Professional Growth
Many of our committee members and co-chairs have chosen this section as the first point of contact in SAA as well as a first step into leadership in SAA. This supports career development and encourages further education and keeping themselves involved in the larger archival community. DSGS has frequently provided opportunities for for section members, as well as local community archivists, to present at the Section's annual meeting. This year we participated in conversations around pricing of SAA's continuing education and how that impacts the diversity and inclusivity of the field.

Goal 3: Advancing the Field
DSGS advocates for the ever-changing LGBTQ+ community. One of DSGS primary functions is to provide leadership in ensuring the completeness, diversity, and accessibility of the historical record.

Goal 4: Meeting Members Needs
The primary functions of DSGS is to provide a safe space for queer archivists and archivists serving queer communities to discuss relevant issues and to advocate on behalf of those archivists and archival collections. The section involves all membership in decision-making and solicits opinions before moving forward with potential changes. This past year co-chairs drafted and circulated an online survey to gather opinions regarding the 2019 SAA Annual Meeting in Austin, as well as projects the section may work on over the course of the year. Continuing leadership will be able to use those results to better serve current and future DSGS members.

ANNUAL MEETING

Number of Attendees: 75

Summary of Meeting Activities: The 2019 DSGS / WCS joint section meeting featured a panel of presenters speaking on recent efforts to provide access to archival materials concerning women and/or the LGBTQIA+ communities: Gina K. Armstrong discussed the creation and impact of the Howard Cruse collection and its contribution to reclaiming important space for marginalized communities at the Birmingham-Southern College; Ellen Brooks presented on a recent project to collect oral history interviews with 100 notable women as a part of the “She Changed the World” campaign, coordinated by North Carolina’s Department of Natural and Cultural Resources (DNCR); and Anna Tunnicliff discussed the Iowa Women’s Archives' recent efforts to enhance visibility of lesbian collections and connect them to LGBTQIA+ students and activists through collaboration with partners on and off campus. DSGS and WCS leadership provided brief updates on new section business, including introductions of new chairs.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

n/a

Electronic Records Section

Council Liaison: Erin Lawrimore / Meg Tuomala (incoming)

Submitted by: Jessica Farrell

2018-2019 Steering Committee Roster

Chair	Jessica	Farrell	Educopia Institute	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Susan	Malsbury	The Estée Lauder Companies	8/18/2018	8/3/2019
Immediate Past Chair	Donald	Mennerich	New York University Libraries	8/18/2018	8/3/2019
Communications Liaison	Ariadne	Rehbein	Missouri State Archives	12/7/2016	00/00/00
Steering Committee Member	Dorothy	Waugh	Emory University	8/12/2016	8/15/2019
Steering Committee Member	Jessica	Venlet		7/29/2017	8/9/2020
Steering Committee Member	Alice Sara	Prael	Yale University Library	7/29/2017	8/9/2020
Steering Committee Member	Kelsey	O'Connell	Northwestern University Library	8/18/2018	8/7/2021
Steering Committee Member	Jane	Kelly	Radcliffe Institute for Advanced Study, Harvard University	8/18/2018	8/7/2021
Council Liaison	Erin	Lawrimore	University of North Carolina at Greensboro	8/6/2016	8/15/2019

ACTIVITIES

Completed: The ERS did not have any outstanding projects to be completed from the previous term, but we completed one and started another. Early in the term, the ERS Steering Committee reviewed, discussed, and voted to endorse the Code of Best Practices in Fair Use for Software Preservation, becoming a key group to show support in advance of an SAA Council vote that resulted in an SAA-wide endorsement.

The ERS steering committee in collaboration with the Acquisitions & Appraisal Section also built a dynamic Annual Meeting program that included a long list of ERS community member speakers and opportunities for non-presenters to participate in all of the topics raised.

Ongoing: All “new” projects are currently ongoing.

New: We started a project to create a resource hub for digital archives resources, broadly. These could be tools, communities, wikis, communication spaces, articles or journals, databases...we envisioned a broad list of different types of resources that can help digital archivists encountering the myriad issues we face, with the ability to organize the list in many ways depending on the

user's pathway of needs. To start, we sent out a survey to the ERS community asking for their top 3 resources, and then we studied the results and added to them. With our data in hand, we are now ready to address presentation and sustainability. We intend to work with an early career member and as many ERS community members as are interested in completing the project in 2019-2020.

We also held a review of our microsite and made a plan for what types of content we would like to keep updated. We agreed that posting some information about our monthly meetings was important, and Jane Kelly, steering committee member, created quarterly updates to share on the microsite. We still have some cleanup to do and some process-building for sustainable updates, but we are well on our way to improving the information on our microsite.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The ERS Steering Committee reviewed, discussed, and voted to endorse the Code of Best Practices in Fair Use for Software Preservation, becoming a key group to show support for this document in advance of presenting it to SAA Council for an organization-wide endorsement. We as archivists sometimes have to make preservation decisions based on institutional resources - especially the staff time and skills that we can dedicate to stewarding material. Not wanting to do something illegal by accident, and feeling intimidated by the amount of time and effort it takes to interpret copyright law, we consider it good management to refuse, or at least not proactively collect, material that seems too complex for us to steward. This negatively impacts the preservation of many complex media types, one huge bucket of which is software. The Code of Best Practices in Fair Use for Software Preservation combats this paralysis. It's a tool that can provide anyone interested in preserving software understand the viable legal pathway toward doing it. This is an extremely important piece of documentation for the field, and we were proud to contribute to an SAA-wide endorsement of it.

Goal 2: Enhancing Professional Growth

I think the most distinct act of mentorship that ERS leadership provided this year was through the annual section meeting. The ERS steering committee in collaboration with the Acquisitions & Appraisal Section invited students and early career archivists to speak at our joint section meeting. We spent a lot of time recruiting speakers and making sure that they had the tools they needed to do what we asked them to do. We created facilitators' guides for breakout group facilitators, and made sure to get speakers together before the annual meeting to meet each other. We were thoughtful about recruiting speakers who didn't already dominate the SAA annual meeting schedule. We were persistent in getting all speakers' names onto the schedule because we know this makes their work visible (thank you Felicia for being ever-patient with us wrangling the many people involved!)

The bloggERS! blog, ERS's community-led scholarship and documentation hub, is an ongoing example of how the ERS community lifts each other up in enhancing professional growth. The blog is an excellent place to publish as an early career member. Even if you don't have an experience or project to share, there are other ways to write for the blog like reporting back on

conference presentations and workshops. In the next year, we hope to offer mentorship and a fun project to an early career member, enhancing our commitment to the professional growth of our members.

Goal 3: Advancing the Field
At the risk of boasting, I believe that most of our activities this year contributed to advancing the field. The annual section meeting was a collaboration with another section that included a range of topics - advocating for appraisal, digital appraisal tools, appraising government records, and collective appraisal practices - with an equal range of formats - paper presentation, lightning round, panel, forum. We plan to make materials from this meeting openly available on our website.

The bloggERS! Blog advances the field almost every time they publish a blog - which is significant. In the 2018-2019 term, bloggERS! Produced 41 blog posts!

As noted previously, we engaged with the Code of Best Practices in Fair Use for Software Preservation, a piece of documentation that advances practice in one of the newest fields for digital archivists: software preservation.

Finally, our resource hub project is meant to advance the field from wherever you are, providing pathways and resources for digital archivists to get work done at any level of their career. We hope that the final product provides this.

Goal 4: Meeting Members Needs
The resources portal project that is still ongoing is the result of a survey we sent to our membership asking for what the community needed. We also engaged the entire list in suggesting annual meeting topics. We got mostly positive feedback on our election survey this year that asked if we were meeting members' needs, along with a request to include more resources for and participation of government archivists. This is excellent feedback that can be acted on in the 2019-2020 term; thank you to the members who took the time to share it!

The community-led bloggERS! team has excellent communication practices, posting and cross-posting each blog that they publish. They also effectively manage the section's social media, since the main content that we post on our Facebook and Twitter accounts are bloggERS! articles.

The ERS steering committee is in the process of updating our microsite to improve communications. The committee effectively communicated the section's annual section meeting and elections in 2018-2019.

ANNUAL MEETING

Number of Attendees: 213 - this is the sched count, not official headcount. The seats seemed full with some folks standing.

Summary of Meeting Activities: The ERS steering committee in collaboration with the Acquisitions & Appraisal Section built a dynamic Annual Meeting program that included a long

list of ERS community member speakers and opportunities for non-presenters to participate in all of the topics raised.

The program included a range of topics - advocating for appraisal, digital appraisal tools, appraising government records, and collective appraisal practices - with an equal range of formats - paper presentation, lightning round, panel, forum. We plan to make materials from this meeting openly available on our website. The range of experience and diversity of our speakers can be seen on the online schedule, where we were sure to acknowledge everyone involved.

We spent a lot of time recruiting speakers and making sure that they had the tools they needed to do what we asked them to do. We created facilitators' guides for breakout group facilitators, and made sure to get speakers together before the annual meeting to meet each other. We were thoughtful about recruiting speakers who didn't already dominate the SAA annual meeting schedule. We were persistent in getting all speakers' names onto the schedule because we know this makes their work visible (thank you Felicia for being ever-patient with us wrangling the many people involved!).

Link to Meeting Minutes: August 2018 - April 2019: https://www2.archivists.org/groups/electronic-records-section/august-2018-april-2019-steering-committee-meeting-minutes: May-July 2019: https://www2.archivists.org/groups/electronic-records-section/may-july-2019-steering-committ

QUESTIONS FOR COUNCIL

Not right now. But we use our council liaison regularly and they are always responsive and helpful when we do have questions!

Encoded Archival Standards Section

Council Liaison: Audra Eagle Yun

Submitted by: Lora Woodford

2018-2019 Steering Committee Roster

Co-Chair	Lora	Woodford	LYRASIS	7/29/2017	8/7/2019
Co-Chair	Dallas	Pillen	Bentley Historical Library, University of Michigan	8/18/2018	8/8/2020
Steering Committee Member	Devon	Proudfoot	University of Texas at Arlington	7/29/2017	8/7/2019
Steering Committee Member	Gina	Strack	Utah State Archives	7/29/2017	8/7/2019
Steering Committee Member	Caitlin	Rizzo	Pennsylvania State University Libraries	8/18/2018	8/8/2020
Council Liaison	Audra	Yun	University of California, Irvine Special Collections + Archives	7/29/2017	8/9/2020

ACTIVITIES

Completed: The EAS Section designed and tested a survey instrument to assess community engagement with encoded archival standards. The brief 20-question survey aims to provide a greater understanding of the types of standards our institutions interact with and the tools they use (or don't use) to interact with them. The EAS leadership intends to repeat this longitudinal survey regularly over time to gain insight into how to best provide timely and relevant support to members, while also demonstrating how interactions with these standards change (or not) over time.

Ongoing: With the survey instrument written and tested, the next step is to distribute and tabulate the results of the survey during the 2019-2020 Section year. In addition to distributing the survey, the Section will continue to develop and investigate opportunities to collaborate with allied Sections and Technical Subcommittees.

New: As articulated in the 2018-2019 Section Report, the Section continues to strive to improve on outward communication to Section members, including re-launching the webinar series that was put on hold during our endeavours to gain a better understanding of what work the community is engaged in and what the community wants to hear about and/or find support resources for.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Section's advocacy work is indirect in nature. By advocating for the adoption of established archival standards and serving as a resource for discussion and interaction with new and

emerging standards, the Section helps move the field toward better archival description. This, in turn, helps ensure the completeness, diversity, and accessibility of the historical record.

Goal 2: Enhancing Professional Growth
The Section directly addresses this goal by providing a welcoming venue for archivists of all experience levels to learn about, experiment with, and engage in conversation about extant and still-in-development encoded archival standards. Indeed, each of the three presenters at this year's in-person section meeting discussed projects or initiatives utilizing and moving forward encoded archival standards. Completion of the EAS survey in the 2019-2020 Section year will also contribute to this mission.

Goal 3: Advancing the Field
The Section directly addresses this goal by acting as a human face to the encoded standards developed and utilized by the profession. For the second year in a row the Section welcomed representatives of the Archives and Linked Data Interest Group to discuss their work on embedding archival description traditionally extra-archival sources (e.g. Google's Knowledge Graph). Similarly, the group's forthcoming standards survey will serve to disseminate information about how the profession is currently utilizing and engaging with archival standards.

Goal 4: Meeting Members Needs
The Section has struggled in recent years to achieve this goal, and the forthcoming standards survey will serve as a first step in attempting to remedy this oversight. As previously articulated, the survey aims to provide a greater understanding of the types of standards our members and their institutions interact with and the tools they use (or don't use) to interact with them. We hope that, by extension, this survey will help the Section better understand the current and anticipated future practices of our membership, and help direct the work of the Section moving forward. We also hope that the survey will foster meaningful discussion on the Section listserv and contribute to a forthcoming Webinar.

ANNUAL MEETING

Number of Attendees: about 40

Summary of Meeting Activities:

- Welcome from the Steering Committee (5 min)
- Council Update - Audra Eagle Yun (1 min)
- Update from TS-EAS - Karin Bredenberg (10 min)
- Update from Archives and Linked Data Interest Group - Elizabeth Russey Roke (10 min)
- "Toward a National Archival Finding Aid Network" - Adrian Turner (10 min)
- Survey Announcement (15 min)
- Continuing call for nominations (5 min)
- Q&A and Open Discussion (5-10 min)

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

The past year has been challenging as we have struggled to find a way to create and distribute a survey instrument to which all Section members would have equal and persistent access. We initially attempted to use SAA's "official" SurveyMonkey account for this objective, but were frequently stymied in our attempts to create, update, and collaborate on the survey following SuveyMonkey's adoption of 2-factor authentication for free accounts. Ultimately we decided that we could not proceed with this SAA-provided option, and had to migrate all existing work to a Steering Committee member's institutional Qualtrics account. This, too, was not without challenges as that member had to struggle with on- and off-campus support to grant full access to the survey to Steering Committee members who were not affiliated with her university. A lot of traction was lost this year during this process. We are poised to distribute the initial survey during the 2019-2020 Section year via this institutional Qualtrics account; however, as this survey is intended to be longitudinal and issued multiple times in the coming years, lacking persistent access to an adequate survey instrument will surely hamper these efforts as the survey will need to be recreated every time in a new survey platform as Steering Committee membership changes every year.

Government Records Section

Council Liaison: Bertram Lyons / Eric Chin (incoming)

No report was submitted.

Chair	Jessica	Knox-Jensen	California State Archives	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Stephanie	Bayless	National Archives at San Francisco	8/18/2018	8/3/2019
Immediate Past Chair	Ingi	House	Defense POW/MIA Accounting Agency	8/18/2018	8/3/2019
Steering Committee Member	Mary	Scott	Alabama Department of Archives and History	7/29/2017	8/7/2019
Steering Committee Member	Ryan	Leimkuehler	Kansas State University	8/18/2018	8/8/2020
Steering Committee Member	Sarah	Lambert-Sheffield	FFPO	8/18/2018	8/8/2020
Council Liaison	Bertram	Lyons	AVPreserve	8/6/2016	8/15/2019

Human Rights Archives Section

Council Liaison: Steven Booth

Submitted by: Itza Carbajal

2018-2019 Steering Committee Roster

Co-Chair	Itza	Carbajal	The University of Texas at Austin	9/20/2018	9/3/2019
Steering Committee Member	Hilary	Barlow	Institute for Christian Studies/Spiritans, the Congregation of the Holy Ghost	8/6/2016	8/7/2019
Steering Committee Member	Daniel	McCormack	Town of Burlington	9/20/2017	8/3/2019
Steering Committee Member	Milena	Weaver	Oklahoma State University	8/18/2018	8/3/2019
Steering Committee Member	Erin	Mahaney	Florida Institute of Technology	8/18/2018	8/3/2019
Steering Committee Member	Joy	Novak	Washington University in Saint Louis	8/18/2018	8/3/2019
Intern	Hsiu-Ann	Tom		8/18/2018	8/7/2019
Council Liaison	Steven	Booth	Barack Obama Presidential Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: This past year, the steering committee initiated a two years long project focused on collecting and documenting the history of the section. This project aims to identify, locate, and reflect on the almost 10 year history of the section in preparation for our 10 anniversary in 2020. The first phase included reaching out to previous section leadership and early supporters in order to document first hand accounts of the origins of the section. This phase included developing a questionnaire, outreach to individuals, and analysis of collected data. Efforts also focused on consulting SAA staff in order to assess previous record management processes for the HRA section.

Ongoing: Two ongoing projects include the development of a two part webinar series titled "Rights & Records" as well as the creation of a shared resources hub. The webinars will discuss various human rights projects, thinkers, topics, and issues including digital access to scattered Native American boarding school records as well as the creation and use of citizen journalists video records. One of the webinars will be a collaboration between the Human Rights Archives and Native American Archives sections. The resources hub seeks to become an easy to use centralized online location open to the public for the collection and distribution of information related to human rights archives collections, repositories (physical & digital) as well as secondary sources.

New: The incoming steering committee has not yet finalized plans for 2019-2020, but new projects will include a variety of initiatives centered on celebrating and highlighting the 10th anniversary of the section. These activities all hope to culminate at the 2020 section meeting. This year the section will also introduce open membership video calls in an effort to encourage wider participation from the section beyond those elected to the steering committee.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

One goal of the "Rights & Records" webinar is to provide guidance and leadership on the importance and relevancy of human rights archives regardless of their location. By identifying and helping to develop conversation around the applicability of a human rights rights framework on a variety of archival collections, we hope that our internal and external communities can learn to appreciate and utilize these records in efforts for justice, truth, and reconciliation. Additionally by providing webinars that are free, online, and accessible on demand, we hope archivists can use them as teaching tools for their users, audiences, as well as decision makers in any setting about the importance of Human Rights archives and archivists providing the labor and care of these records.

Goal 2: Enhancing Professional Growth

Both the webinar series and the public resources hub aim to enhance the growth and maturation of the profession's understanding of human rights archives. By focusing on two case studies of non-traditional human rights archives, the webinars provide moderated content via online, on-demand education that reflects the latest thinking and best practices in the field by esteemed practitioners and archival supporters. The resource hub also aims to provide educational resources via a free, easy, accessible, and participatory method that also incorporates technological tools and methods.

Goal 3: Advancing the Field

By inviting collaborative participation from another section, the webinars serve to instill a framework for active partnerships and collaborations in an effort to expand and enhance professional knowledge. Another important new initiative in the form of virtual open member call invites and encourages the participation of all section members in an effort to foster leadership skills and opportunities by archivists from all areas of work and stages in their career. Lastly, as the section nears its 10th anniversary, it seeks to further develop professional understanding of human rights archives as a field and area of work that can be applied to a variety of settings.

Goal 4: Meeting Members Needs

This area has been a cornerstone of our section and will continue to be one until the section has stabilized. Due to the ongoing struggle of keeping the section relevant and advocated for, past steering committees have dedicated the last few years to reaching out to members in hopes of garnering buy-in and future support in maintaining the section. These efforts have included increased transparency of the work of the steering committee; new methods of communication, including a stable email address and our first-ever open membership virtual calls; and potential

plans for non-steering committee working groups. Through these efforts, we aim to ensure that section leadership is approachable, accountable, and member-driven.

ANNUAL MEETING

Number of Attendees: 25

Summary of Meeting Activities: This year the Human Rights Archives section meeting focused on introducing and planning for the future of the section as we prepare for the 10th anniversary scheduled for SAA 2020. This year's section meeting invited attending members to a casual working meeting where attendees discussed and reflected on the following prompts: Evaluate and define mission/vision of section, open up dialogue to current & new audiences and stakeholders, expand understanding of our section & intersections of work, and use this meeting as a launching off point for our next 10 years. At the start of the meeting, the then-single chair introduced the incoming steering committee members as well as thanked the previous year's committee. Afterwards steering committee members reported on this year's effort to investigate the history of the section. Lastly, attendees were invited to participate in break out groups each facilitated by steering committee members with discussions focused on various topics relevant to the section including: identify new areas of interest for work & approaches, redefining our section's vision, building community and support, and developing opportunities to contribute to section's work.

Link to Meeting Minutes: https://connect.archivists.org/viewdocument/human-rights-archives-steering-comm?CommunityKey=eb5520d1-0ced-42db-85ae-ca2d6d10aca1&tab=librarydocuments

QUESTIONS FOR COUNCIL

Since we cannot use section funding for food, what options does our section have in order to celebrate our 10th anniversary with food and drink? How can section establish awards for student travel or published articles?

Independent Archivists Section

Council Liaison: Brenda Gunn

Submitted by: Michelle Ganz

2018-2019 Steering Committee Roster

Chair	Michelle	Ganz	McDonough Innovations	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Kate	Blalack	Woody Guthrie Center	8/18/2018	8/3/2019
Immediate Past Chair	William	Villano	The Lomazow Collection	8/18/2018	8/3/2019
Web Liaison	Aaron	Speight	Western Governors University	8/18/2018	8/8/2020
Steering Committee Member	Julie	Yamashita	Archives Consultant	10/6/2017	8/9/2020
Steering Committee Member	Leigh	Armstrong	Armstrong-Johnston	8/18/2018	8/7/2021
Steering Committee Member	Jennifer	Steinhardt	The Christ Hospital Health Network	8/18/2018	8/7/2021
Steering Committee Member	Deborah	Thomas		10/1/2018	8/3/2019
Council Liaison	Brenda	Gunn	University of Virginia Library	10/6/2017	8/9/2020

ACTIVITIES

Completed:

1. Basics of business webinar: 25 attendees during initial event April 10, 2019 and 103 views between April 11 and August 12, 2019.
2. Changes were made to the Consultants Directory based on our recommendations

Ongoing:

1. Resources repository
2. 2. examples library

New:

1. Guide for certification credits and how to get them
2. Webinar series and introduction into the world of high profile collectors and how can archivists collaborate | special guests → Barry Ollman, Mitch Blank, Bill Pagel, Lisa Baskin (these are ideas, not yet invited)
3. Speakers for annual meeting: Collectors Q&A
4. Ways to connect section members with legal assistance
5. Research Forum

6. Group writing project or group research project; Start with building out the idea on the listserv

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
We have given a voice to archivists who did not feel like they fit in, and SAA Council responded positively to our advocacy requests

Goal 2: Enhancing Professional Growth
We have provided our members with tools to help them succeed in their unique situations

Goal 3: Advancing the Field
We have encouraged members to submit proposals to the annual meeting and to publish

Goal 4: Meeting Members Needs
Members asked for a webinar on how to set up a business and we provided one. Members asked leadership to help them get into the Consultants directory and we worked closely with leadership to find a solution

ANNUAL MEETING

Number of Attendees: 45

Summary of Meeting Activities: We introduced our new members, thanked our outgoing members, and heard from our Council liaison. We also introduced the research forum idea and then held an open Q&A with section leadership

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

We never received our badge stickers at the annual meeting; can we confirm that those funds are still available?

International Archival Affairs Section

Council Liaison: Courtney Chartier / Mario Ramirez (incoming)

Submitted by: Katharina Hering

2018-2019 Steering Committee Roster

Co-Chair	Katharina	Hering	German Historical Institute	7/29/2017	8/7/2019
Co-Chair	Tewodros (Teddy)	Abebe	Howard University	8/18/2018	8/8/2020
Web Liaison	Polina	Ilieva	University of California, San Francisco	8/27/2011	00/00/00
Steering Committee Member	Mark	Peterson	Woodrow Wilson Presidential Library	7/29/2017	8/9/2020
Member-at-Large	Susanne	Belovari	University of Illinois, Urbana-Champaign	8/22/2015	8/7/2021
Member-at-Large	Margarita	Vargas-Betancourt	University of Florida	8/6/2016	8/15/2019
Council Liaison	Courtney	Chartier	Emory University	8/6/2016	8/15/2019

ACTIVITIES

Completed: Applied for component funding to invite two speakers (the co-creators of the Borderland Archives Cartography Project) to the SAA annual meeting in Austin in collaboration with LACCHA (successful). Used section annual funding allocation to further support the speakers Collaborated with Latin American and Caribbean Heritage Archives section to organize a joint annual meeting with a joint speaker from San Diego State University. (Almost) weekly posts to Section's blog, compiling news of interest to Section members related to international archival events and issues, conference calls for papers, collaboration with other sections, especially with LACCHA.

Ongoing: Global Notes, the section's blog, where we will post monthly updates, including news of interest to Section members related to international archival events and issues, conference calls for papers; ongoing collaboration with other sections, especially with LACCHA.

New: Contributing and soliciting original contributions to the blog, including short interviews with international archivists. Adding resources to our microsite, including a bibliography about International Archival Affairs.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Sharing news of important work by archivists, information about petitions and issues in need of support. Feature International Archives Day.

Goal 2: Enhancing Professional Growth
Several members of Section's steering committee gave presentations on SAA conference panels and presented at the research forum, one member attended ICA conference in Yaounde, Cameroon, in the fall of 2018, Section promotes resources for archivists working abroad.

Goal 3: Advancing the Field
Section publicized and promoted news and resources from the ICA, and continued to encourage the discussion about a range of issues relevant for US and international archivists alike.

Goal 4: Meeting Members Needs
Kept Section members informed of developments in the field and opportunities to attend relevant conferences, workshops. Offering a platform for exchange.

ANNUAL MEETING

Number of Attendees: approx. 45.

Summary of Meeting Activities: Prepared joint meeting with LACCHA, invited joint speaker to discuss the Detainee Allies Letter Collection at SDSU, provided updates from the ICA, encouraged members to submit articles to the American Archivist.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

How can we ensure that announcements related to international archival affairs, including announcements from the ICA, get distributed SAA-wide, and not only to section members? How does the SAA cooperate with the ICA and other national archival organizations, especially the Association of Canadian Archivists and Association of Latin American Archivists? What can we do to support fundraising initiatives for programs supporting international archival programs like FIDA? What can we do to develop more programs supporting international archival exchanges, including stipends for international students studying archives and records management in the US, and US students studying abroad? We are definitely interested in applying for support to invite international colleagues to the SAA meeting in 2020 and 2021, and funding to attend the ICA conference in Abu Dhabi in 2020. How Thank you.

Issues and Advocacy Section

Council Liaison: Bertram Lyons / Mario Ramirez (incoming)

Submitted by: Courtney Dean

2018-2019 Steering Committee Roster

Chair	Courtney	Dean	University of California, Los Angeles	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Summer	Espinoza	California State University, Dominguez Hills	8/18/2018	8/3/2019
Immediate Past Chair	Rachel	Mandell	University of Southern California	8/18/2018	8/3/2019
Steering Committee Member	Steven	Duckworth	Oregon Health & Science University	7/29/2017	8/7/2019
Steering Committee Member	Ruth	Slagle	Baptist College of Florida	8/18/2018	8/3/2019
Steering Committee Member	Samantha	Brown	New-York Historical Society	8/18/2018	8/8/2020
Steering Committee Member	Sara	DeCaro	Baker University	8/18/2018	8/8/2020
Intern	Kristin	Hare		8/18/2018	8/3/2019
Council Liaison	Bertram	Lyons	AVPreserve	8/6/2016	8/15/2019

ACTIVITIES

Completed: Survey on the use of Temp Labor in archives over the last 5 years. Results presented out during section meeting at SAA.

Ongoing:

- Outreach: Social Media I&A Liaison/Meeting Minutes I&A Monthly Recap Blog
- Research Teams: Archivists on the News
- Blog Series: Steering Shares Archivists on the Issues ICYMI
- Archives Design Share Portal: Collaboration w/ RAAC
- Joint SAA Advocacy calls with CoPP, RAAC, CoPA
- Joint Advocacy calls with affiliate orgs: DLF Labor Working Group

New:

- Write up and make accessible results of I&A Temp Labor Survey
- Possible collaboration around salary transparency advocacy with ad hoc job policy working group. (Some individual I&A Steering Committee Members are already involved.)

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Responded to growing prevalence of term and contract positions in archives by collecting data in order to inform and inspire future conversations. Amplified and encouraged ongoing conversations around a host of labor related issues including unpaid internships, precarious labor, and the misuse of term positions at institutions such as UCLA.

Goal 2: Enhancing Professional Growth
Via our Wordpress site provided a platform for archivists at all stages of their careers to write posts researching and responding to archives-related news; exploring issues they are passionate about; or sharing information about current discourse from archives and allied fields, especially around issues of labor and solidarity building.

Goal 3: Advancing the Field
Identified need for data around issue of temp labor and undertook a survey to acquire. In addition to regular conversations with SAA advocacy groups- CoPP, RAAC, CoPA- engaged in conversations with advocacy groups in allied fields, including the DLF Labor Working Group, to push issues forward and collaborate on advocacy efforts.

Goal 4: Meeting Members Needs
Provided a platform for members to voice and advocate for issues of importance to them, including accessibility, salary issues, public libraries, etc. Shared out the work of the Steering Committee via monthly updates to the Section listserv. Served as a resource for advocacy issues and referred individuals to appropriate SAA staff or Council members or local organizations. Used our social media accounts to share news items, publications, and conversations of direct relevance to archivists and the profession so that I&A membership stays informed and "in the know."

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities: SNAP and I&A facilitated a discussion on paid archival internships. The meeting began with updates from I&A, who shared the results of their temporary labor survey, and SNAP. Following section updates was the panel “Paid Archival Internships: Community, Precarity, and Sustainability” with Jessica Tai, Krystell Jimenez, and Oraison H. Larmon. This panel convened different perspectives on the UCLA/Mellon Community Archives Internship Program. Funded by the Andrew W. Mellon Foundation, this program provides UCLA MLIS students paid year-long internships at community archives from across Southern California. Jessica Tai presented her experience of co-writing a grant narrative for this paid internship program, in addition to advocating for paid internships in libraries and archives to build a more inclusive workforce. Krystell Jimenez discussed how this internship helped her to prepare for a career in the archival profession, noting the different types of experiences she gained through this program. Oraison H. Larmon reported initial findings on the impact of this paid internship program by presenting qualitative data from semi-structured interviews they conducted with participating student interns. TheUCLA/Mellon Community Archives Internship Program is initiated by the UCLA Community Archives Lab, directed by

Michelle Caswell, Associate Professor of Archival Studies, UCLA. For more information about this internship program, please visit https://communityarchiveslab.ucla.edu/.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Not at this time. Our chair-elect decided to leave the profession so the newly elected Chair is coming in without having served as part of the Steering Committee. As she gets on-boarded she may have questions/concerns for Council.

Labor Archives Section

Council Liaison: Bertram Lyons / Eric Chin (incoming)

No report was submitted.

Co-Chair	Conor	Casey	University of Washington	8/6/2016	8/8/2020
Co-Chair	Robin	Walker	International Longshore and Warehouse Union	7/29/2017	8/7/2019
Council Liaison	Bertram	Lyons	AVPreserve	8/6/2016	8/15/2019

Latin American and Caribbean Cultural Heritage Archives Section

Council Liaison: Petrina Jackson

Submitted by: Ana D. Rodriguez

2018-2019 Steering Committee Roster

Co-Chair	Ana	Rodriguez	Florida International University	8/6/2016	8/3/2019
Co-Chair	Amanda	Moreno	University of Miami Libraries	8/18/2018	8/8/2020
Web Liaison	Leah	Rios	University of Texas at San Antonio	7/29/2017	8/7/2019
Steering Committee Member	Christina	Bleyer	The University of Texas at Austin	8/22/2015	8/7/2019
Steering Committee Member	Margarita	Vargas-Betancourt	University of Florida	8/6/2016	8/3/2019
Council Liaison	Petrina	Jackson	Iowa State University	8/18/2018	8/7/2021

ACTIVITIES

Completed:

- Desmantelando Fronteras/Breaking Down Borders webinars: 08/30/2018, Breaking Down Borders Through International Collaboration: Cuban Repositories and US Institutions; 01/18/2019, #USLDH: Latinos en los Estados Unidos en la era de las Humanidades Digitales
- October 2018: publication of new LACCHA logo
- Coordination and collaboration with the International Archival Affairs Section (IAA) of the Borderlands Archives Cartography panel presentation at the SAA 2019 annual meeting in Austin, TX.
- On February 2019 LACCHA nominated the Puerto Rico Citizenship Archives Project (PRCAP) for the SAA Diversity Award, and it was selected for this prestigious honor.

Ongoing:

- Desmantelando Fronteras/Breaking Down Borders webinar series \
- Memoria blog content
- Exploring ways to promote the work and forge ties with Latin American archives in and out of the US.

New: to be determined by the new leadership.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Through LACCHA's social media outlets, the section always endeavors to empower and promote

the work of Latino and Latinx archivists and archives in and out of the US. A fitting example was the nomination of PRCAP for the SAA Diversity Award.

Goal 2: Enhancing Professional Growth
LACCHA maintains a commitment of mentorship and support for incoming and senior archival workers. This includes the dissemination of scholarship and training opportunities.

Goal 3: Advancing the Field
LACCHA maintains a highly inclusive atmosphere to welcome a spectrum of diverse members to take part in the section's initiatives and activities.

Goal 4: Meeting Members Needs
LACCHA is aware of its members's needs through networking opportunities.

ANNUAL MEETING

Number of Attendees: 45

Summary of Meeting Activities: Just like in 2018, LACCHA coordinated with the IAA to hold a joint meeting. Election results for both sections were discussed. IAA invited Amanda Lanthore from the San Diego State University as a guest speaker, to discuss her work on the Detainee Allies Letter Collection.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Not at the moment.

Local Government Records Section

Council Liaison: Melissa Gonzales

Submitted by: Emily Gonzalez

2018-2019 Steering Committee Roster

Chair	Blake	Relle	Louisiana State Archives	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Emily	Gonzalez	Cambridge Historical Commission	8/18/2018	8/3/2019
Steering Committee Member	Amber	Gowen	Vanderburgh County (Indiana) Clerk's Office	5/4/2016	8/7/2019
Steering Committee Member	Diana	Banning	City of Portland, Oregon	8/18/2018	8/7/2021
Steering Committee Member	Christina	Bryant	New Orleans Public Library	8/18/2018	8/3/2019
Steering Committee Member	Phillip	Smith	Knox County (TN) Public Library	8/18/2018	8/7/2021
Steering Committee Member	Margaret	Crilly	Boston City Archives	8/18/2018	8/7/2021
Council Liaison	Melissa	Gonzales	Houston Community College	8/18/2018	8/7/2021

ACTIVITIES

Completed: Sent out a member survey to gauge members' interests, needs, and hopes for the section Created action plans with the Steering Committee based on the member survey Held a conference call for members to discuss action plans/ideas for increased section participation

Ongoing: Scheduling a series of conference call chats with speakers and themes Updating Facebook page

New: Create a Twitter account for the section Hold another conference call for members Create a database of local government archives/archivists

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
The LGR Section reestablished posts on the section Facebook page to encourage discussion and an online presence of local government archivists. We sent out a detailed member survey to gather members' thoughts, needs, and hopes for the section in the year ahead. At the annual meeting, there was a lively discussion among attendees about municipal archives and digitization.

Goal 2: Enhancing Professional Growth
Maintaining a fairly active listserv. Creating action plans for professional development and discussion among members.

Goal 3: Advancing the Field
The listserv encourages discussion among LGR members about professional standards and general archives questions (not solely related to municipal archives).

Goal 4: Meeting Members Needs
Creating action plans based on the member survey, for how best we as a steering committee can serve members, as well as how we can educate other SAA members on local government archives.

ANNUAL MEETING

Number of Attendees: 30

Summary of Meeting Activities: Reported on section business, including member survey and results, planned member chats, and planned collaborations. Presentations: "Why Don't You Just Digitize Everything?" by Christy Coslow, CA from Travis County Archivist, Austin, TX and "Digital Records at the Seattle City Archives" by Ann Frantilla Director, Archives and Records Management Program, Office of the City Clerk/Legislative Dept, Seattle. Presentations kicked off a lively discussion about access to records, both digital and analog. Attendees asked questions of the panelists and also posed questions to other section members in the room. An extended period of the discussion focused on changes to public records laws, and questions around the role of local government archivists in advocating for public records policies and legislation. Recent legislation in Texas was of special interest. The discussion went for the full portion of our meeting.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

No

Lone Arrangers Section

Council Liaison: Brenda Gunn

Submitted by: Deb Schiff

2018-2019 Steering Committee Roster

Chair	Debra	Schiff	Chester Public Library	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Ruth	Slagle	Baptist College of Florida	8/18/2018	8/3/2019
Immediate Past Chair	Julia	Corrin	Carnegie Mellon University	8/18/2018	8/3/2019
Steering Committee Member	Annie	Tummino	Queens College, The City University of New York	7/29/2017	8/7/2019
Steering Committee Member	James	Havron		7/29/2017	8/7/2019
Steering Committee Member	Sara	Borden	Rowan University	7/29/2017	8/7/2019
Steering Committee Member	Michael	Maloney		8/18/2018	8/8/2020
Steering Committee Member	Nora	Reilly	New York School of Interior Design	8/18/2018	8/8/2020
Steering Committee Member	Casey	Bowser	Sisters of Charity of Seton Hill	8/18/2018	8/8/2020
Newsletter Editor	Ashley	Levine	Artifex Press	2/28/2018	00/00/00
Web Liaison	Pamela	Nye	The Westminster Schools	11/13/2018	8/3/2019
Council Liaison	Brenda	Gunn	University of Virginia Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: The Archivists to the Rescue subcommittee of the Lone Arrangers Section completed the Archivists to the Rescue pilot project in New Jersey. The project successfully demonstrated that attendees of the basic archives workshops learned not only from the beginning of each workshop until the end of that workshop, but from the first workshop until the final one. Deb Schiff has been given permission by SAA to take the program elsewhere because SAA passed on the program.

Ongoing: The Local Lone Arrangers Representative program continues. See: https://lonearrangers.wordpress.com/2017/11/17/lone-arranger-representatives-map/.

New: No new projects have been initiated.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Archivists to the Rescue project was designed to support all of the strategic plan's goals. It

demonstrated advocacy for archives and archivists by raising awareness through the state of New Jersey about who archivists are, where they can be found in the community, what kinds of materials and services archives provide, and so on.

Goal 2: Enhancing Professional Growth
The Archivists to the Rescue project was designed to support all of the strategic plan's goals. It demonstrated the goal of enhancing professional growth by enlisting archivists early in their careers in the accompanying train the trainer program. This program helped all of the participating, early career archivists how to become better instructors, and to give them perspective into the many different types of archives they may encounter in their careers. Additionally, this opportunity to give professional workshops allowed them to further qualify for CA re-certification.

Goal 3: Advancing the Field
The Archivists to the Rescue project was designed to support all of the strategic plan's goals. It advanced the field by creating a cohesive, hands-on basic archives curriculum targeted toward local historical societies, religious groups, public librarians, and others, with the goal of revealing "hidden" collections and increasing the diversity of the historical record.

Goal 4: Meeting Members Needs
The Lone Arrangers list serv has consistently been lauded as a friendly and safe place for individuals across the field to ask questions on how to practice our profession. Many non-Lone Arrangers seek our help because we consistently provide helpful and friendly suggestions based on experience.

ANNUAL MEETING

Number of Attendees: 85

Summary of Meeting Activities: During the meeting we distributed an instant electronic poll to obtain member feedback about priorities for the next year. We gathered 25 responses which will help guide the steering committee's work moving forward. We also had a productive panel and discussion on "Collections Management Systems for Lone Arrangers". Finally, we congratulated new section leadership and thanked prior officers for their service.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

No

Manuscript Repositories Section

Council Liaison: Brenda Gunn

Submitted by: Alison Clemens

2018-2019 Steering Committee Roster

Chair	Alison	Clemens	Yale University	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Brenna	Edwards	Emory University	8/18/2018	8/3/2019
Immediate Past Chair	Ashley	Todd-Diaz	Towson University Library	8/18/2018	8/3/2019
Steering Committee Member	Rebecca	Petersen May	Wake Forest University	7/29/2017	8/7/2019
Steering Committee Member	Sarah	Bost	University of Arkansas Little Rock	7/29/2017	8/7/2019
Steering Committee Member	Anne	Jenner	University of Washington	7/29/2017	8/7/2019
Steering Committee Member	Florence	Turcotte	University of Florida	8/18/2018	8/8/2020
Steering Committee Member	Nathan	Saunders	University of North Carolina Wilmington	8/18/2018	8/8/2020
Steering Committee Member	Jennifer	Motszko		8/18/2018	8/8/2020
Council Liaison	Brenda	Gunn	University of Virginia Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: Resume review project, second year. Donor and development survey and Section meeting.

Ongoing: May continue resume review project.

New: TBD

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Our panel on development work at SAA 2019 provided attendees an opportunity to learn from archivists and development officers about how archivists can successfully fundraise, including advocating for development resources.

Goal 2: Enhancing Professional Growth
Our resume review project allowed participants an opportunity to have their resumes reviewed by experienced archivists and grow their skills in presenting themselves professionally

Goal 3: Advancing the Field
Our panel on development work at SAA 2019 provided attendees an opportunity to learn from archivist and development officers about successful development work in archives. This was a unique opportunity, since archivists may not have many opportunities to hear directly from development officers and archivists paired with development officers about how we can successfully leverage development work in our field.

Goal 4: Meeting Members Needs
In preparation for our panel on development work at SAA 2019, we distributed a survey about how Section members work with (or without) development officers. The results of that survey were used to inform our panel so that we could directly address member needs in that area.

ANNUAL MEETING

Number of Attendees: Approximately 40

Summary of Meeting Activities: The Manuscript Repositories Section focused its Annual Meeting in Austin around donor and financial development work. We provided attendees an opportunity to learn from and ask questions of a panel of archivists and collection development officers.

Panel members included: Maggie Gilburg, Director of Development, Harry Ransom Center, University of Texas; Gary Mathews, Director of Alumni and Church Relations and a member of the Institutional Advancement team, Austin Presbyterian Theological Seminary; Kristy Sorensen, Associate Director of the Library and Head of Archives and Records Management, Austin Presbyterian Theological Seminary; and Steve Murray, Director, Alabama Department of Archives and History.

Link to Meeting Minutes: N/A

QUESTIONS FOR COUNCIL

N/A

Metadata and Digital Object Section

Council Liaison: Bertram Lyons / Meg Tuomala (incoming)

Submitted by: Blake Graham

2018-2019 Steering Committee Roster

Co-Chair	Blake	Graham	University of Nebraska at Lincoln	2/22/2018	8/7/2019
Steering Committee Member	Laurel	Mcphee	University of California, San Diego	8/6/2016	8/7/2019
Steering Committee Member	Elisa	Landaverde	Michigan State University Libraries	2/22/2018	8/9/2020
Steering Committee Member	Courtney	Butler	Federal Reserve Bank of Kansas City	2/22/2018	8/9/2020
Steering Committee Member	Angela	White	Indiana University-Purdue University Indianapolis	8/18/2018	8/7/2021
Web Liaison	Aaron	Speight	Western Governors University	8/22/2015	8/3/2019
Social Media Coordinator	Rebecca	Pattillo	University of Louisville	2/22/2018	8/9/2020
Council Liaison	Bertram	Lyons	AVPreserve	8/6/2016	8/15/2019

ACTIVITIES

Completed: Due to a lack of nominations for co-chair during the regular election cycle in 2018, the MDOS Steering Committee organized a Special Election in the fall of 2018. Three nominations were submitted, and Carolyn Runyon was elected by MDOS members to serve in the co-chair position. In fall 2018, MDOS also reached out to Web Archiving Section Steering Committee leadership to inquire about hosting a joint session. After agreeing on a MDOS-WAS joint annual meeting, volunteers from both steering committees immediately began planning for the event, which continued through spring 2019. In spring 2019, the co-chairs and web liaison worked with SAA to find a solution for the missing roster for MDOS section leadership -- an issue that affected all section microsites when SAA updated the website platform.

MDOS Steering Committee members revised the “Metadata Directory” resource page on the MDOS microsite. The older version of the microsite, which contained formatting and renderability issues, has been reformatted to PDF for members to download if necessary. The Steering Committee believes these microsite changes will improve members’ ability to navigate educational resources that provide valuable information on metadata standards and practices.

Ongoing: The Steering Committee continues to have conversations exploring new ways to engage members on social media accounts and other platforms is also continuing. Steering Committee members have a strong desire to connect members in new ways to educational opportunities and keep members informed on news and activities across the profession.

Despite advertising open positions on the MDOS listserv in a call for candidates, the section failed to attract candidates for three steering committee members during the regular election cycle in 2019. The Steering Committee will host a special election for a committee co-chair, three committee members (including and Education Coordinator and Web Liaison), and Council Liaison. The committee plans to arrange the special election this fall to fill vacancies.

The Steering Committee will also continue planning for the annual meeting.

New: Steering Committee members plan to review the current MDOS Standing Rules, and propose changes in spring 2020.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
The steering committee continues to engage archivists, archives enthusiasts, and different publics through MDOS social media accounts, and respond to and engage with colleagues on the MDOS listserv. (see Goal 1.1)

Goal 2: Enhancing Professional Growth
The 2019 joint annual meeting between WAS and MDOS provided a venue to explore challenging topics on web archiving and metadata standards and practices. The event was organized as a debate panel discussion, with a designated host leading questions while panelists respond. By exploring the pros and cons of particular methods and practices, and also discussing the challenges involved with particular approaches, members from both sections were able to engage in professional discourse and learn from and inspire each other. (see Goal 2.3 and 2.4)

Goal 3: Advancing the Field
The Steering Committee revised an outdated metadata page listed on the MDOS microsite. The new resource offers MDOS members with links and overviews to external guides and reference materials about metadata standards and practices. In addition, the MDOS Steering Committee is continuing to evaluate the Standing Rules of MDOS, and consider revisions that will improve steering committee recruitment and opportunities for collaboration, education, and positive change. (see Goal 3.1 and 3.3)

Goal 4: Meeting Members Needs
Feedback from a 2018 survey distributed to MDOS members revealed that many members would like more educational events and opportunities announced or hosted by MDOS. To accommodate this, the steering committee decided to collaborate with another section in the 2018-2019 year to offer a debate panel event during the WAS and MDOS annual meetings. Next year's goals include continuing to meet members' needs and explore new ways to engage archivist communities.

ANNUAL MEETING

Number of Attendees: Approximately 220

Summary of Meeting Activities: The purpose of this annual meeting is to coordinate a debate-style panel session involving members from Web Archiving and Metadata and Digital Object

Sections. The panel session is intended to be fun, engaging, and include interactive components. Annual reports will be provided by each section at the beginning of the event, followed by the debate session. Notes from the annual meeting can be found here: https://docs.google.com/document/d/1PYpYE11TIU6tHNQXyrZBUIEDJPnHbaswueKXfON_cE4/edit?usp=sharing

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

None at present.

Military Archives Section

Council Liaison: Stephen Booth

Submitted by: Laura Jowdy

2018-2019 Steering Committee Roster

Chair	Beth Ann	Koelsch	University of North Carolina at Greensboro	7/29/2017	8/3/2019
Vice Chair	Laura	Jowdy	Congressional Medal of Honor Society	7/29/2017	8/3/2019
Secretary	Amy	Mondt	Texas Tech University	7/29/2017	8/3/2019
Steering Committee Member	James	Ginther	United States Marine Corps History Division	7/29/2017	8/3/2019
Steering Committee Member	J. Michael	Miller	Marine Corps University	7/29/2017	8/3/2019
Council Liaison	Steven	Booth	Barack Obama Presidential Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: Leadership arranged a site visit with the Texas State Archives in conjunction with the Austin Conference with a focus on military records. Our other projects and activities are of a continual nature.

Ongoing: Our military archives directory project was our main focus for the year.

New: In addition to the directory project, we hope to expand into some cross-Section projects - for example, the Government Records Section (specifically on addressing declassification or how government shut-downs impact archives) or the Lone Arranger Section (how military archivists can provide knowledge regarding military collections to those who might need help with cataloging, etc.). We are in process of reaching out at this point. We also want to encourage participation at an institutional level in our Section and SAA as a whole - military archives/records are often held in large government/military museums/institutions, and appealing to the whole institution might be the way to better encourage support of the archivists in those facilities. In addition, we will be planning a staff ride for the SAA conference in Chicago.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
This is an area where we can do better. In the next year, we will be working to make contact on an institutional level with main military archival repositories - hopefully to foster a beneficial relationship wherein our Section can help those in managerial situations advocate better with those in government decision-making spots regarding military archival institutions.

Goal 2: Enhancing Professional Growth
Our Section's directory of military archives' institutions is intended to open up the veil that can

sometimes divide the non-military world with those seeking the records and also to foster communication between those who work with records daily.

Goal 3: Advancing the Field
Over the past year, the Section has identified places where we can provide leadership in the areas of government classification and government shut-downs. In the year to come, we hope to cooperate with other Sections to synthesize these ideas into action.

Goal 4: Meeting Members Needs
Our section follows the recommendation of its membership as to what projects are most important - where our expertise can truly make an impact - and our leadership always lays out opportunities for volunteers to help with any of those projects as they move forward. In this way, there are plenty of opportunities for membership response and involvement.

ANNUAL MEETING

Number of Attendees: 33

Summary of Meeting Activities: Review of the past year; presentations and floor discussions/questions regarding collection challenges in working with under-represented groups; discussion of plans for the next year.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

We may request budgeting assistance with the 2020 Staff Ride in Chicago. This trip is open to all SAA members, not just Military Archivists, and is intended to open the minds of other archivists to the various uses of military records and archives. We are always excited about providing this opportunity to SAA members.

Museum Archives Section

Council Liaison: Melissa Gonzalez

Submitted by: Hillary Bober

2018-2019 Steering Committee Roster

Chair	Hillary	Bober	Dallas Museum of Art	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Katrina	O'Brien	World of Speed	8/18/2018	8/3/2019
Secretary	Tara	Laver	Nelson-Atkins Museum of Art	7/29/2017	8/3/2019
Newsletter Editor	Catherine	Peebles	Yale Center for British Art	8/18/2018	8/3/2019
Web Liaison	Shannon	Morelli	National Gallery of Art	8/18/2018	8/3/2019
Council Liaison	Melissa	Gonzales	Houston Community College	8/18/2018	8/7/2021

ACTIVITIES

Completed: Implemented the 2018 section-approved change in bylaws to extend the term of steering committee positions to two years and alternate positions up for election.

Ongoing: Newsletter Editor Cate Peebles published two issues of the Museum Archivist newsletter in 2018-19, retaining the 2-issues per year publication schedule.

The Standards and Best Practices Working Group work on updating the Museum Archives Guidelines is ongoing, with a survey of the section membership completed in 2018-19 and drafting of updated Guidelines incorporating survey results planned for 2019-20, with the first draft released to members in early 2020 for feedback.

New: Plans to survey members via listserv and webpage on MAS 2019/2020 focus and institution and job responsibilities to better understand those represented as Museum Archivists. Last surveyed in 2014 and 2010.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Museum Archives Guidelines: The section, through the Standards and Best Practices Working Group, is working on an update of the Museum Archives Guidelines, developed in 1998 and endorsed by SAA Council in 2003. The working group conducted a survey of the section about the current guidelines and thoughts on what the guidelines should be and what updates were needed. A few takeaways from the survey speak directly to the strategies outlined for Goal 1 and will be used in the guidelines revision: Guidelines should be useful to both archivists and administration; the new guidelines should include a vision or value statement on museum archives. These are relevant to strategies 1.1, 1.2 and 1.4.

Goal 2: Enhancing Professional Growth
Annual Symposium: The section again offered its annual symposium in 2019. Standards and Best Practices Working Group Chairs Rachel Chatalbash and Megan Schwenke put out the call for speakers and organized an "Updates from the Floor" symposium allowing section members to present on current projects and accomplishments to the membership. The annual symposium provides an opportunity to give a professional presentation to a friendly audience and provides inspiration and ideas to adapt to their own archives programs for attendees. The 2019 symposium was shorter than previous events due to the change in the meeting schedule, but six archivists presented on a variety of topics to an audience of 112 people. The symposium was recorded this year, making the symposium presentations available to members unable to attend the annual meeting. The annual symposium speaks to strategies 2.2 and 2.3 outline under Goal 2.

Goal 3: Advancing the Field
The update of the Museum Archives Guidelines (described in Goal 1) and the annual Symposium described in Goal 2 also speak to strategies 3.1 and 3.2 of Goal 3.

Elections: Just a note related to strategy 3.4, I was pleased and grateful to the number of section members who volunteered or agreed to stand for election. After a number of years with single candidates for the open positions, in 2019 we had two candidates for Vice-Chair/Chair Elect and three candidates for Newsletter Editor.

Goal 4: Meeting Members Needs
None at this time

ANNUAL MEETING

Number of Attendees: 112 symposium; 50 section meeting

Summary of Meeting Activities: The formal 2019 Museum Archives Section meeting was brief. Chair Hillary Bober announced the results of the steering committee elections and offered thank yous to the steering committee members, working group chairs and symposium speakers. Chair-Elect Katrina O'Brien introduced herself and asked the audience a series of questions with responses recorded such as what MAS should focus on in the coming year and types of institutions MAS members work in. Secretary Tara Laver led the vote to approve the 2018 minutes; Newsletter Editor and Web Liaison Shannon Morelli offered updates; Working Group Co-Chair Megan Schwenke gave an update the activities of the working group and plan for the upcoming year; and Council Liaison Melissa Gonzalez gave the Council update.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Not at this time

Native American Archives Section

Council Liaison: Ricardo Punzalan

Submitted by: Stephen R. Curley

2018-2019 Steering Committee Roster

Chair	Stephen	Curley	Cultural Center & Museum, Tohono O'odham	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Caitlin	Haynes	Smithsonian Transcription Center, OCIO	8/18/2018	8/3/2019
Steering Committee Member	Nicole	Topich	SUNY Upstate Medical University Library	7/29/2017	8/7/2019
Steering Committee Member	Katherine	Madison	Smithsonian Institution, National Anthropological Archives	7/29/2017	8/7/2019
Steering Committee Member	Rose	Buchanan	National Archives and Records Administration	7/29/2017	8/7/2019
Steering Committee Member	Liza	Posas	Autry Museum of the American West	8/18/2018	8/8/2020
Steering Committee Member	Melissa	Stoner	University of California, Berkeley	8/18/2018	8/8/2020
Council Liaison	Ricardo	Punzalan	University of Maryland College of Information Studies	8/18/2018	8/7/2021

ACTIVITIES

Completed:

- Protocols for Native American Archival Materials (PNAAM) Implementation Case Studies-SAA Publications Series: Two case studies have been published and are available online on the SAA website.
- "Protocols 101: How to Start the Conversation at Your Institution" workshop was developed and co-administered at the Annual Joint Meeting of Conference of Inter-Mountain Archivists and the Society of Southwest Archivists on May 18th, 2019.
- "NAAS Webinar and Toolkit Initiative" Project was applied for and awarded by the Society of American Archivists Foundation grant in May 2019.

Ongoing:

- NAAS Webinar and Toolkit Initiative Project development and planning will consume the majority of NAAS performative capacities and resources from May 2019 to October 2020.

- NAAS continues to conduct outreach to actively maintain existing relationships as well as create new ones with other organizations, institutions, individuals, SAA-Sections, and MLIS graduate school programs who will support NAAS initiatives and, potentially, engage in future project collaboration.
- The NAAS continues to develop the SAA Publications case studies series to acquire more contributions in order to engage SAA membership with new content relevant to the PNAAM.

New:

- ATALM 2019 Conference: NAAS will represent the SAA at the annual Association of Tribal Archives, Libraries, and Museums conference in October 2019 with table exhibitor setup and outreach.
- ATALM 2019 Conference Workshop: NAAS has plans to administer a workshop modeled after the "Protocols 101" workshop content.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The NAAS continues to strive towards facilitating meaningful relationships between Tribal archival professionals and the SAA in order to fulfill membership recruitment as well as diversifying the profession's discourse on Native American perspectives and practices.

Goal 2: Enhancing Professional Growth

The NAAS continues to create content relevant to the practical application of the PNAAM which will equip professional archivists with tools that will assist them in navigating matters of implementation.

Goal 3: Advancing the Field

The SAA endorsement of the PNAAM in August of 2018 represents change within the professional discourse of archival science. The NAAS strives to expand on the wealth of experience surrounding practical instances of implementation and present it in an organized way in order to clarify and normalize its applications and benefits. The ways in which these applications are performed and the ways in which these benefits manifest will impact the profession for decades to come.

Goal 4: Meeting Members Needs

The NAAS continues to facilitate continued learning and discussions relevant to the PNAAM freely and widely available. Captured feedback of content continues to inform the direction of further development in order to meet areas of need.

ANNUAL MEETING

Number of Attendees: 30

Summary of Meeting Activities: At the SAA Annual Meeting on August 3rd, 2019, NAAS Section Officers presented on projects and activities to NAAS membership. Program evaluations were circulated and responses were positive.

Link to Meeting Minutes: https://www2.archivists.org/groups/native-american-archives-section

QUESTIONS FOR COUNCIL

The NAAS advises the SAA Council to increase its budgetary line items for outreach and recruitment purposes of Tribal archival professionals. It is requested that an "incentives" line item (consisting of SAA Publications; SAA Webinar; SAA Memberships) be created for this FY2021 Budget. This total amount would be $3,000.00 with earmarked components for: (5) Membership scholarships at the conservative "Individual Membership" rate of $250.00 sub-totaling $1,000.00; (10) SAA Annual Meeting Session Recordings Subscriptions at the SAA 2019 rate of $150.00 sub-totaling $1,500.00; and SAA Publications (i.e. books) giveaways cost of $500.00 sub-total.

Oral History Section

Council Liaison: Brenda Gunn

Submitted by: Jaycie Vos

2018-2019 Steering Committee Roster

Co-Chair	Linh Gavin	Do	Go For Broke National Education Center	8/18/2018	8/8/2020
Co-Chair	Jaycie	Vos	University of Northern Iowa	8/18/2018	8/8/2020
Chair	Adrienne	Cain	Baylor University Libraries	8/3/2019	8/8/2020
Vice Chair / Chair-Elect	Adrienne	Cain	Baylor University Libraries	8/18/2018	8/3/2019
Immediate Past Chair	Amanda	Pellerin	Georgia Tech	8/18/2018	8/3/2019
Steering Committee Member	Andrew	Kolovos	Vermont Folklife Center	8/18/2018	8/8/2020
Steering Committee Member	Ellen	Brooks	Wisconsin Veterans Museum Archives	8/18/2018	8/8/2020
Newsletter Editor	Melissa	Lindberg	Library of Congress	7/20/2016	9/15/2018
Council Liaison	Brenda	Gunn	University of Virginia Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: Members of the steering committee contributed to the Oral History Association's efforts to update and improve its Principles and Best Practices, including updates to related documentation and a new section dedicated to archival practice and oral history work.

The section held its annual meeting with announcements of new elected officials, updates and announcements from a number of related professional organizations outside of SAA (such as the Oral History Association Archives Interest Group), and a panel discussion about transparency and oral history.

The steering committee met regularly to review project progress.

Ongoing: Continue efforts to increase collaboration with allied SAA Component Groups and organizations outside of SAA (ie Oral History Association).

Continue efforts to implement the SAA Leadership Oral History Project, detail the project scope and hire an intern.

Continue efforts to update and maintain the section microsite.

The section leadership will continue to monitor the changes to the IRB law as it relates to Oral History Projects.

New: No new projects identified at this time.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Working collaboratively with other sections and aligned outside organizations, the Oral History Section exemplifies many ways that archives and archivists serve the public. Oral histories are an accessible and meaningful way to connect the profession to the community.

Goal 2: Enhancing Professional Growth

At the section meeting, panelists led a meaningful discussion about transparency in their daily work with oral history interviewing, collecting, processing, and in sharing these interviews with researchers. Topics included dealing with sensitive content, managing relationships with and expectations from interviewees, balancing interviewee needs with professional standards and best practices, and others related to restrictions, ethics, and interpersonal relationships. This panel provided insight to difficult questions and situations for new and seasoned archivists working with oral histories throughout their lifecycle.

Goal 3: Advancing the Field

Working with others from the Oral History Association, the section developed critical principles and best practices, and related documentation, for archival practice and oral history work. These best practices will serve all manner of practitioners at the intersection of these two fields, and will promote responsible stewardship of oral history archives.

Goal 4: Meeting Members Needs

We strive to provide a meaningful, timely section meeting - with both relevant updates from professional collaborators and discussion from local experts - at the annual conference. The section's listserv was actively used by members sharing updates and trends, seeking advice, and conducting research related to the intersection of archives and oral history practice.

ANNUAL MEETING

Number of Attendees: ~75

Summary of Meeting Activities: The meeting consisted of the chair's welcome, updates about new members and ongoing projects, and updates and announcements from a number of related professional organizations outside of SAA (Oral History Association Archives Interest Group, Oral History Association Metadata Task Force, Society of Southwest Archivists, and the Texas Oral History Association). After the business portion was complete, the section used the meeting time to facilitate a panel discussion with Texas-based oral history archives experts and practitioners about the ways they embrace and resist transparency in their work.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

The section requests $3,000 for an intern to continue work on the SAA Oral History Leadership Project, as detailed previously by Amanda Pellerin, as the funding for this past year never came to fruition.

Performing Arts Section

Council Liaison: Steven Booth

Submitted by: Helice Koffler

2018-2019 Steering Committee Roster

Co-Chair	Elizabeth	Surles	Rutgers University	8/6/2016	8/3/2019
Co-Chair	Helice	Koffler	Shubert Archive	8/17/2018	8/8/2020
Newsletter Co-Editor	Kelly	Kress		11/13/2018	8/3/2019
Assistant Newsletter Editor	Alonso	Avila	University of Iowa	7/29/2017	00/00/00
Steering Committee Member	Vincent	Novara	University of Maryland, College Park	8/18/2018	8/8/2020
Steering Committee Member	Brenna	Edwards	Emory University	8/18/2018	8/8/2020
Web Liaison	Supriya	Wronkiewicz	Museum of Performance and Design	11/13/2018	8/3/2019
Council Liaison	Steven	Booth	Barack Obama Presidential Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: The Performing Arts Section achieved several of its goals for the year. New Web Liaison Supriya Wronkiewicz added a Resources page to the Section microsite. Section member Bonnie Marie Sauer launched a New York City Performing Arts Archivists Meetup Group in March 2019, which has continued to meet regularly; these meetings have been attended by Section Co-Chair, Helice Koffler and other Section members. The Section is seeking to encourage the formation of additional regional and local groups.

The Section surveyed the members about their interest in attending a webinar sponsored by the Section and solicited their suggestions on topics. A session on copyright issues was the top vote-getter and Co-Chair Elizabeth Surles was able to get Eric Harbeson to agree to present on Copyright and the Music Modernization Act. Unfortunately, due to scheduling conflicts, we were not able to present the webinar during the membership year, 2018-2019, but it is in the works for fall 2019.

Due to the need for recruiting additional volunteers to the editorial team, the Section was only able to publish only one issue of "Performance!," its biannual newsletter, during the membership year. Featured articles included: an account of a grant-funded project overseen by UCLA graduate students to inventory and physically move the archival collections of the Bob Baker Marionette Theatre and an article about a digitization and exhibition project that helped modernize the archives of the Los Angeles Philharmonic as part of its centennial anniversary celebrations. The next issue of the newsletter is currently in preparation and is expected to be published by October 2019. The steering committee will consult with the editorial team on the

advisability of trying to return to the previous Winter/Summer publication schedule versus adopting a new one.

The Section also offered Section members who attended the SAA Annual Meeting a special tour of the Harry Ransom Center, University of Texas given by Eric Colleary, Cline Curator of Theater and Performing Arts. Pre-registration for this tour was required and capped at 20 participants at the request of the repository. The Section used its Annual Funding allocation to cover the cost of transportation of the registered tour attendees to and from the conference hotel and the Ransom Center.

Ongoing: The section will publish two issues of "Performance!." The section will offer the webinar presentation by Eric Harbeson on copyright.

New: The Steering Committee has yet to meet formally and is still in the process of deciding on its goals for the year. Among the activities under consideration are:

- Further development of microsite content and possible social media engagement
- Regional and local networking events, such as repository and/or venue tours
- Creating accessible pdf versions of the newsletter; the committee will consider requesting special funding to hire a graduate school intern or new professional to oversee this project
- Developing and encourage program proposals for the 2020 Annual meeting
- Plan for 2020 business meeting and a section tour in Chicago

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Our outstanding newsletter effectively contributes to SAA's first goal through the high quality of its timely features on all aspects of performing arts archives.

Goal 2: Enhancing Professional Growth
The Section newsletter continues to serve as the best example of our efforts to enhance professional growth by providing a valuable opportunity for students, as well as new and experienced professionals and practitioners alike, to share information about collections, projects, and best practices in performing arts archives.

Goal 3: Advancing the Field
The Section maintains an active liaison network with affiliated organizations and initiatives in performing arts archives, such as the American Theatre Archive Project; Dance/USA Archiving & Preservation Department; the Music Library Association Working Group for Archival Description of Music Materials Working Group for Archival Description of Music Materials; Theatre Library Association; and SIBMAS.

Goal 4: Meeting Members Needs
PAR is committed to promoting participation from Section members by encouraging the exchange of information through its newsletter and by offering engaging programs and informal networking opportunities at the annual business meeting. We would like to see more

involvement by members who are unable to attend the conference and will actively pursue new strategies to achieve this goal.

ANNUAL MEETING

Number of Attendees: 19 people signed the sign-in sheet.

Summary of Meeting Activities: Following updates from Council Liaison Steven Booth and announcements from the floor (which included the introduction of new officers), the Performing Arts Section offered presentations by Gabryel Smith of the New York Philharmonic Archives on a scrapbook digitization project by and Tom Clareson of the Lyrasis Performing Arts Readiness Project on disaster preparedness for performing arts organizations.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

No questions or concerns at this time.

Preservation Section

Council Liaison: Brenda Gunn

Submitted by: Eve Neiger

2018-2019 Steering Committee Roster

Chair	Eve	Neiger	Yale University	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Jeremy	Linden	Linden Preservation Services, Inc.	8/18/2018	8/3/2019
Immediate Past Chair	Janet	Carleton	Ohio University	8/18/2018	8/3/2019
Steering Committee Member	Becky	Geller	Northeast Document Conservation Center	8/18/2018	8/8/2020
Steering Committee Member (Program Committee Chair)	Summer	Espinoza	California State University, Dominguez Hills	7/29/2017	8/7/2019
Member-at-Large	Fletcher	Durant	University of Florida	9/22/2016	8/7/2019
Member-at-Large	Elizabeth	Shepard	Weill Cornell Medical Center Archives	8/18/2018	8/7/2021
Council Liaison	Brenda	Gunn	University of Virginia Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: Annual Silent Auction to benefit the National Disaster Recovery Fund for Archives This year, the Section hosted the 5th annual silent auction to raise funds for the National Disaster Recovery Fund for Archives (NDRFA). This event, held annually since 2015 at SAA's annual meeting is the section's primary fundraising effort for the year in support of the NDRFA. Section leadership solicited donations from section and SAA members in the weeks leading up the 2019 Annual Meeting in Austin, TX at the JW Marriott Austin. The silent auction took place on the 4th floor of the JW Marriott Austin, adjacent to the SAA Bookstore, other group tables, and the Registration Desk, Sunday, August 4th 9AM-5:30PM and Monday, August 5th 8AM-12:30PM. Bidding closed at 12:30PM on Monday and top bidders picked up their auction items between 12:30 and 5:00 PM, paying for their items using credit cards or checks at the Registration Desk. The silent auction was spread over six tables with 48 donations donated by 31 people. The auction tables were placed in a u-shape around a column, directly across from the escalators. This location worked well and generated lots of foot traffic. SAA provided a banner created for the 2018 Silent Auction to promote the auction. Section and SAA members volunteered their time to staff the table and the Section received support from SAA staff members to set-up and arrange the tables and process payments at the end of the auction. In total, the 2019 auction raised $2,324 for the NDRFA.

#presTC19 - Preservation Week Twitter Conference The section (@SAApreservation) organized a preservation themed virtual conference, held on Twitter, for Preservation Week

2019, following the success of the 2018 Twitter conference. The 2019 Twitter conference (#PresTC19) was held on Wednesday, April 24th 2019 from 1:00 - 3:20 PM EDT. This year the Section tried a shorter conference model, concentrating presentations during the afternoon instead of spread across the whole day. The 2019 conference had 14 speakers each presenting 10 minute lightning talks on a variety of preservation, conservation, and reformatting topics (the full schedule is available at https://www2.archivists.org/groups/preservation-section/prestc19-preservation-week-twitter-conference). The conference had more than 600 posts from 270 users that reached about 1.7 million accounts. Many of the tweets were collected by the section leadership and can be found here: https://twitter.com/i/moments/1121420917417160704. Documentation of the organization of the conference has been drafted by the outgoing chair of the Communications Subcommittee to assist with future programmatic planning.

Preservation Section Bookmarks Project: Agents of Deterioration This year the Section completed a three-year project to print a set of ten bookmarks featuring the "Agents of Deterioration". This educational outreach project was started in FY 2016-2017 with four bookmarks -- Fire, Light, Physical Force, and Water-- and continued in 2018 with Custodial Neglect, Humidity, and Temperature. In 2019, the project was completed with the remaining three bookmarks: Pests, Pollutants, and Theft & Vandalism. All ten bookmarks can are accessible online for printing on the Section's micro-site: https://www2.archivists.org/groups/preservation-section/preservation-bookmarks-meet-the-agents-of-deterioration-0

As was the case for the 2018 bookmarks, the 2019 bookmarks were printed by a vendor and paid for by Nancy Beaumont's discretionary fund. At her request, the section reprinted the 2017 bookmarks (1,500 of each of the four designs) to replenish SAA's supply. The section printed 2,000 bookmarks of each of the three new designs. Total cost for this leg of the project was $623.21 including shipping to SAA offices in Chicago, IL. The 2018 bookmarks were not reprinted this year. All ten bookmarks were distributed at SAA at the SAA Bookstore, the Preservation Section NDRFA Silent Auction tables, and at the Preservation Section business meeting. Leftover bookmarks were kept by SAA staff to distribute through the coming fiscal year. Print-ready files for all ten bookmarks will be shared with SAA staff for future reprinting. Preservation resources on section micro-site The section spent the year reviewing, updating, and expanding the list of preservation resources on the Preservation Section microsite which was last updated in 2017. The microsite reorganization divided preservation resources into broad categories with logical subdivisions, and also removed resources that were outdated or no longer available. The new organization is easy to navigate, and can be expanded and annotated over the next year.

Preservation Section Standing Rules This year the Preservation Section reviewed its standing rules. Since the section's bylaws were changed to standing rules per the member affinity group transition approved by Council in August 2016, the Preservation Section's standing rules have been in need of an update. The section steering committee reviewed the standing rules over the last year and has approved an updated version in June 2016.

This update reflects the current operations of the section's steering committee as it has evolved over the last five years. These changes mostly address the section's online presence, update outdated modes of communication prescribed in the old standing rules, and clarify some confusing passages. The updates also address the larger role the Preservation Section plays in raising funds for the National Disaster Recovery Fund for Archives (NDRFA). To this end, an NDRFA Committee and committee chair position has been added to the standing rules to facilitate the section's annual silent auction. The updated standing rules were presented to the section as a referendum in the July 2019 ballot and approved by the section.

Ongoing: Support for the National Disaster Recovery Fund for Archives In addition to supporting the NDRFA through annual fundraising efforts, the section continued to support the National Disaster Recovery Fund for Archives though section representation on the NDRFA Grant Review Committee. Section Chair Eve Neiger served her second year of a three year term.

New: Comments and suggestions from the 2019 Program discussion will be gathered and collated by the Preservation Section, shared with Council, and used to help inform future efforts in developing recommendations for sustainability practices in archival repositories by the Technical Subcommittee for Archival Facilities Guidelines and the Preservation Section, as well as other interested groups within SAA.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
The Section engages on advocacy through outreach, including through our Bookmarks Project: Agents of Deterioration; #presTC Twitter Conference; @SAAPreservation Twitter account postings; and our programming at the annual meeting.

Goal 2: Enhancing Professional Growth
The Section supports professional growth through its programming at the annual meeting, and resources and guides on its microsite.

Goal 3: Advancing the Field
The Section assists SAA in advancing the field through its Steering Committee members participation in the Preservation Publication Award Committee, and providing resources on the Section microsite, as well as programming at the annual meeting.

Goal 4: Meeting Members Needs
The Section participates in meeting members' needs through promoting and supporting the National Disaster Recovery Fund for Archives Grant through membership on its Review Committee as well as fundraising through the Section's annual Silent Auction held at the annual meeting.

ANNUAL MEETING

Number of Attendees: 47

Summary of Meeting Activities: The Preservation Section's 2019 Section Meeting began with updates from the section chair, Eve Neiger, during which election results and appointments were announced.

The 2019-2020 leadership is: Jeremy Linden, Chair Kara McClurken, Vice Chair/Chair-Elect Eve Neiger, Immediate Past Chair Karen F. Gracy, Member-at-Large Elizabeth Shepard, Member-at-large Becky Geller, Steering Committee Member Section announcements were followed by brief updates from Council liaison Brenda Gunn and from Tanya Zanish-Belcher representing the SAA Foundation and the National Disaster Recovery Fund for Archives. Representatives from the NHPRC (Lucy Barber) and from NEH (Cathleen Tefft) also presented updates on preservation grant opportunities.

The planned presentation by Jeremy Linden on "Sustainability and Cultural Heritage - The State of SAA and the Allied Profession" was cancelled due to illness. Immediate Past Chair Janet Carleton gave an update on the Technical Subcommittee on Archival Facilities Guidelines on behalf of Jeremy Linden and Michelle Pacifica, Chair of the TS-AFG. Steering Committee member Becky Geller also gave a presentation on environmental monitoring strategies for collection storage, based on a presentation by Jeremy Linden.

Presentations were followed by a facilitated discussion on Sustainability and Cultural Heritage and possible next steps to consider, both as archivists committed to preservation of our institutional holdings, and as members of SAA as a whole. Discussion questions included: What commitments to sustainable practices might SAA consider as a professional organization; Suggestions for research and best practices development in day-to-day workflow processes (recycling, product and material selection, etc.)

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Has SAA considered a task force or subcommittee on sustainability and climate change?

Privacy and Confidentialty Section

Council Liaison: Courtney Chartier / Meg Tuomala (incoming)

Submitted by: Daniel McCormack, CA

2018-2019 Steering Committee Roster

Chair	Daniel	McCormack	Town of Burlington	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Lydia	Tang	Michigan State University	8/18/2018	8/3/2019
Immediate Past Chair	Heather	Oswald	Baker Library, Harvard Business School	8/18/2018	8/3/2019
Steering Committee Member	Nicholas	Wojcik	University of Oklahoma	7/29/2017	8/7/2019
Steering Committee Member	Rachel	Gattermeyer	American Heritage Center, University of Wyoming	8/18/2018	8/8/2020
Steering Committee Member	Katrina	Windon	University of Arkansas Libraries	8/18/2018	8/8/2020
Intern	Nicolette	Hall		8/18/2018	8/3/2019
Council Liaison	Courtney	Chartier	Emory University	8/6/2016	8/15/2019

ACTIVITIES

Completed: The Steering Committee revised the structure of the bibliography. The structure of the bibliography was revised to be more subject specific. Data Privacy Day (January 28) was commemorated by posts on our blog and notices to the membership. The leadership conducted extensive discussions and provided input to members of the Science, Technology and Healthcare Section on the subject of DNA records in medical archives. Leadership and Steering Committee members assisted Vice-Chair/Chair-Elect Lydia Tang in creating a survey on access restrictions in collections and in analyzing the results of the survey.

Ongoing: Work continued on updating the microsite. This will continue in the coming year. Toward the fourth quarter of the past year, members began compiling resources on access restrictions on a state-by-state basis. Examples of these include evolving legislation in California and Utah, as well as other countries.

New: The Steering Committee established an award for publications or products relating to privacy in records. The Committee offered referendum questions seeking an additional Steering Committee member and an established role for the past chair.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We were called upon to offer our knowledge of privacy matters by another section (Science, Technology and Health Care) on a question about DNA and DNA information in records. This

matter touches a number of contemporary matters that are faced by records custodians, such as genealogical tracing, data brokerage, and access to DNA by law enforcement. The Section leadership and our intern reviewed existing policy and documentation portals as the first steps toward creating a P&C policies portal.

Goal 2: Enhancing Professional Growth
The leadership established an award to recognize a publication, product, or initiative in the fields of privacy and confidentiality in records. At each Section meeting we look to offer speakers who discuss contemporary topics such as legal cases involving privacy in records, laws and legislation, and tools for use in protecting the private information of individuals.

Goal 3: Advancing the Field
Privacy and confidentiality issues are universal concerns for archivists. We explored and will continue to foster, collaborative efforts with other sections, and in the past year we discussed these efforts with the Records Management and Business Archives Sections and held a joint annual meeting with the Security Section. These collaborations expand the depth and breadth of our activities beyond the interests of our section. As mentioned in many places, we are updating and substantially revising the structure and content of the bibliography. The survey and presentation by now-Chair, Lydia Tang, will be useful to all archivists in understanding the creation, functioning and impact of access restrictions. It is hoped that the findings of this survey will find their way into an article available to archivists and others.

Goal 4: Meeting Members Needs
Our bibliography is useful insofar as the focus of the content it provides. However, it needs to be frequently updated and is not user friendly. We have revised the structure of this resource in order to make it a more useful document, mostly for archivists, but also to record holders and creators at large. That is also the focus and intent of the leadership's efforts at creating a policies portal devoted to privacy issues.

ANNUAL MEETING

Number of Attendees: 100+ it's tough to get an exact fix, as we held a joint meeting with the Security Section.

Summary of Meeting Activities: The Section held a joint annual meeting with the Security Section. Both Sections held annual business meetings. During the year, a major research project spearheaded by Vice Chair, Dr.Lyidia Tang, CA, involved creation of a survey on access restrictions. Dr. Tang presented results of the survey. Presentations were made by Cal Lee on the subject of redaction tools, while James Havron provided an update on the ever-changing landscape of the European Union’s General Data Protection Regulation and it effect on information providers and custodians both in Europe and beyond. Both presentations were well received, and the Section thanks Messrs. Lee and Havron for their efforts. We did not have enough time to offer a summary of legal decisions and case law regarding P&C issues, but we hope to resume this at next year's meeting.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Yes. Drawing from the work of another section, the Privacy and Confidentiality Section is researching and compiling its history. Members of the leadership and Steering Committee believe this will serve as a guidepost for new Section members and will educate officers about our past activities, both successful and unsuccessful. It will also help Sections avoid duplication of efforts. This document would be the equivalent of a regimental history for a military unit, or an agency history in a government agency. Such a document should be a requirement for all Sections as much as bylaws and a roster of officers.

Public Library Archives / Special Collections Section

Council Liaison: Petrina Jackson

Submitted by: Angela Spitzer Stanley

2018-2019 Steering Committee Roster

Chair	Lauren	Algee	Library of Congress	12/1/2017	8/7/2019
Vice Chair / Chair-Elect	Angela	Stanley	Georgia Public Library Service	8/18/2018	8/3/2019
Secretary	Suzanne	Im	Los Angeles Public Library	7/29/2017	8/7/2019
Web Liaison	Cynthia	Harbeson	The Jones Library, Inc.	8/22/2015	9/15/2018
Steering Committee Member	Patricia	Delara	GLBT Historical Society	7/29/2017	8/9/2019
Steering Committee Member	Heather	Lanctot	Yolo County Archives and Record Center	8/18/2018	8/3/2019
Council Liaison	Petrina	Jackson	Iowa State University	8/18/2018	8/7/2021

ACTIVITIES

Completed: Created communications plan and policies and started section email, Twitter account and newsletter. Created foundation of advocacy toolkit: elevator speech handout and bookmark templates Records management and transition documentation established Documented gaps in available information on constituent demographics

Ongoing: N/A

New: All of the projects completed this year, with the exception of the records management and transition planning were begun this year in response to the section's membership survey undertaken the previous year. These include: Created communications plan and policies and started section email, Twitter account and newsletter. Created foundation of advocacy toolkit: elevator speech handout and bookmark templates Documented gaps in available information on constituent demographics

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
The 2018 PLASC membership survey found that our members believe in the value of their work at public libraries to the profession and the world at large and want help communicating that value to others. As a result, we began an advocacy toolkit. Two foundational tools were created this year: a step-by-step guide to creating an effective public library archives elevator speech (modeled on SAA's Crafting Your Elevator Speech) and public library archives bookmarks that include useful resources for preserving digital memories, family papers, and oral histories.

Goal 2: Enhancing Professional Growth
Our 2019 membership survey found a strong desire for professional development resources,

including for archival work broadly and specific to PLASC organizations. We focused our efforts on serving as an aggregator and amplifier for the many opportunities and resources that already exist in the areas desired by planning and launching a PLASC twitter account and newsletter focused on sharing professional development and funding opportunities, as well as public library archives projects and collections.

Goal 3: Advancing the Field
Our 2018 PLASC membership survey found that Advocacy is key to many of the challenges facing PLASC members within their work and organizations and that there is also a need for knowledge of other public library archives' practices. Our work to establish new communication channels and advocacy toolkit will help advance public library archivists ability to advocate, connect and learn from each other, and identify opportunities for professional and institutional growth specific to PLASC contexts. In our work in both the areas of communication and advocacy we also identified gaps in our knowledge of our constituent institutions of public library archives and began to discuss how we could advocate indirectly or directly for greater research on our underserved and underdocumented area of the archival field.

Goal 4: Meeting Members Needs
Our 2018 membership survey established our top membership needs and immediate ways to address them: Step up PLASC's online presence.Try new modes of communication for sharing our work and area-specific information of interest to membership. Do more to advocate for support for our members and diversity and inclusivity within the section and profession as a whole. These three items were the focus of PLASC's activities over the past year: Created communications plan and policies and started section email, Twitter account and newsletter. Created foundation of advocacy toolkit: elevator speech handout and bookmark templates Identified gaps in the available information on constituent institutions

ANNUAL MEETING

Number of Attendees: 30

Summary of Meeting Activities: Outgoing chair Lauren Algee announced election results and presented the sections' work and accomplishments over the past year and their alignment to the findings of the previous year's membership survey. The remainder of the meeting featured 3 lightning talks highlighting community-focused projects by public library archives and special collections: "Class visits to the archives - developing a model we can duplicate", Abby Hoverstock, Denver Public Library, Western History and Genealogy Department "Translating archival jargon for a public audience" Lisa Warwick, DC Public Library, Special Collections "Community Archiving Workshop, a project of the Association of Moving Image Archivists", Sandra Yates, Texas Medical Center Library

Link to Meeting Minutes: Forthcoming

QUESTIONS FOR COUNCIL

Are sections allowed to apply for grants from outside agencies for funding section initiatives?

Records Management Section

Council Liaison: Erin Lawrimore / Meg Tuomala (incoming)

Submitted by: Courtney Bailey

2018-2019 Steering Committee Roster

Chair	Alex	Toner	University of Pittsburgh	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Courtney	Bailey	State Archives of North Carolina	8/18/2018	8/3/2019
Immediate Past Chair	Eira	Tansey	University of Cincinnati Libraries	8/18/2018	8/3/2019
Steering Committee Member	Hillary	Gatlin	Duke University	8/22/2015	8/9/2020
Steering Committee Member	Brad	Houston	City of Milwaukee	8/6/2016	8/15/2019
Steering Committee Member	Jessika	Drmacich	Williams College	8/6/2016	8/15/2019
Steering Committee Member	Elizabeth	Carron	University of Michigan	7/29/2017	8/9/2020
Steering Committee Member	Ivy	West	Johns Hopkins University	7/29/2017	8/9/2020
Steering Committee Member	Holly	Dolan	Denton County	8/18/2018	8/7/2021
Council Liaison	Erin	Lawrimore	University of North Carolina at Greensboro	8/6/2016	8/15/2019

ACTIVITIES

Completed: We held monthly steering committee meetings (September - June) Google Hangouts: Alex Toner hosted a Hangout in April on GDPR Eira Tansey hosted a Hangout in July on RM and the public at the state and local levels

Ongoing: We had regular steering committee member and guest contributions to our section blog (21 posts), The Schedule, including Jessika Drmacich's ongoing series profiling Resourceful Records Managers.

April RIM month: We continued last year's effort to generate productive conversations on our listserv during RIM month in April. While there still seems to be some reticence toward replying to the listserv versus replying directly to the poster, we are happy to be hearing from a more diverse set of voices on the listserv.

We continued updating resources in our Zotero bibliography.

New: We conducted a survey to gather information about our membership as well as to establish priorities for the steering committee.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Our section plays a critical role in advocating for the importance of records management among the sea of archivists.

Goal 2: Enhancing Professional Growth
Our Hangouts are a free professional development opportunity for members and non-members of SAA to learn about timely RM topics.

Goal 3: Advancing the Field
Our dynamic bibliography of RM resources helps disseminate research in the field.

Goal 4: Meeting Members Needs
We designed a member survey that was distributed with the annual section ballot in order to collect information from our members about their priorities and preferences. It generated some useful feedback that will shape the work of the steering committee in 2019-2020.

ANNUAL MEETING

Number of Attendees: about 100

Summary of Meeting Activities: After an icebreaker and updates from our Council liaison, we had a brief business meeting to recap activities by the steering committee over the past year. We shared election results as well as demographic data that was collected from our survey. The highlight of the meeting were lightning presentations on the transformative work being done in the realm of records management, with 6 panelists discussing their work in the areas of training, digital migrations, institutional awareness, and born digital records. Both the chair and the panelists received substantial feedback about interest in these topics and the usefulness of the presentations to our audience. (See also https://saarmrt.wordpress.com/2019/08/09/archives-records-2019-rms-annual-meeting/.)

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

not at this time

Reference, Access, and Outreach Section

Council Liaison: Brenda Gunn

Submitted by: Rebecca Petersen May

2018-2019 Steering Committee Roster

Chair	Rebecca	Petersen May	Wake Forest University	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Julie	Porterfield	Coal and Coke Heritage Center at Penn State Fayette	8/18/2018	8/3/2019
Immediate Past Chair	Alison	Stankrauff	Wayne State University	8/18/2018	8/3/2019
Communications Liaison	Rebecca	Bizonet	Private Collection	8/22/2015	00/00/00
Steering Committee Member	Samantha	Crisp	Outer Banks History Center	7/29/2017	8/7/2019
Steering Committee Member	Amanda	Hawk	Louisiana State University, Baton Rouge	8/18/2018	8/3/2019
Steering Committee Member	Erin	Ryan	University of Alabama	8/18/2018	8/3/2019
Steering Committee Member	Anna	Kresmer	National Federation of the Blind, Jernigan Institute	8/18/2018	8/3/2019
Communications Liaison	Margaret	Crilly	Boston City Archives	5/21/2018	00/00/00
Co-Chair, Section Committee (Access to Electronic Records Working Group)	Stacey	Lavender	Ohio University	8/11/2015	00/00/00
Co-Chair, Section Committee (Access to Electronic Records Working Group)	Rachael	Dreyer	Pennsylvania State University Libraries	8/22/2015	00/00/00
Co-Chair, Section Committee (Exhibits and Events Committee)	Amy	Schindler	University of Nebraska at Omaha	11/28/2017	00/00/00
Co-Chair, Section Committee (Exhibits and Events Committee)	Jill	Severn	University of Georgia	11/28/2017	00/00/00
Co-Chair, Section Committee (Public Services Assessment Committee)	Jaime Marie	Burton	University of Kentucky	11/28/2017	00/00/00

Co-Chair, Section Committee (Public Services Assessment Committee)	Amanda	Pellerin	Georgia Tech	12/1/2017	00/00/00
Co-Chair, Section Committee (Teaching with Primary Sources)	JoyEllen	Williams	Kennesaw State University	7/29/2017	00/00/00
Co-Chair, Section Committee (Teaching with Primary Sources)	Heather	Oswald	Baker Library, Harvard Business School	8/16/2017	00/00/00
Web Liaison	Laura	Bronstad	University of Tennessee, Knoxville	9/29/2017	00/00/00
Website Contributor	Matthew	Strauss	Senator John Heinz History Center	1/15/2015	00/00/00
Website Contributor	Doris	Malkmus		11/24/2015	00/00/00
Website Contributor	Rachel	Grove-Rohrbaugh	Elizabethtown College	11/24/2015	00/00/00
Co-Chair, Section Committee (Exhibits and Events Committee)	Jessica	Lacher-Feldman	University of Rochester	11/28/2017	00/00/00
Council Liaison	Brenda	Gunn	University of Virginia Library	7/29/2017	8/9/2020

ACTIVITIES

Completed: TPS coordinated the annual TPS Unconference & Workshops "Teach With Stuff" on Friday, August 2, at the Harry Ransom Center.

RAO also worked with the SAA Task Force to Revise Best Practices on Accessibility about the document "Guidelines for Accessible Archives for People with Disabilities." That group presented on this at the Marketplace of Ideas and we are pleased to hear the SAA Council approved a new Accessibility and Disability Section.

RAO published two newsletters over this past year Spring 2019 RAO newsletter and Summer 2019 RAO newsletter.

RAO hosted its seventh Annual Marketplace of Ideas at the SAA Annual Meeting in Austin, TX.

Ongoing: RAO/TPS is also looking into taking on responsibility for SAA's publication "Case Studies on Teaching With Primary Sources" (TWPS). Series editor Bill Landis and Teaching with Primary Sources sub-committee chairs JoyEllen Williams and Heather Oswald have been in communication over the past year to work out these details.

New: TBD

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
RAO does integral work to forward this goal. through reference, access, and outreach we are reaching users and promoting the value of archives throughout our work.

Goal 2: Enhancing Professional Growth
Through RAO's many sub-committees, we make professional growth and development possible on a variety of topics and interests.

Goal 3: Advancing the Field
The Public Services Assessment Committee (PSAC) works with a variety of groups to identify the need for new standards, guidelines, and best practices and lead or participate in their development.

Goal 4: Meeting Members Needs
Through the RAO Annual meeting, we strive to provide an opne and accessible forum for the exchange of ideas on a variety of topics. We have found that our members appreciate both participating as "vendors" as well as learning from "vendors." This also provide members with an easier entrance to both professional presentations as well as networking and information exchange.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities:

Business meeting (30 minutes)

> Committee Reports PSAC TPS E2 Accessibility Chair update "Interested in contributing to RAO?" Marketplace "pitches" 2 minute per person

Marketplace (45 minutes) – 5 "vendors" with 2 rounds of 20 minutes

> Lucy Barber, Deputy Executive Director, NHPRC. "Let Us Help You" NHPRC's records programming focus is on increasing access to, and engagement with, archival records. Lucy will discuss the available NHPRC programming and keys to successful applications.
>
> Jen Hoyer, Educator, Kaitlin Holt, Program Manager, and Julia Pelaez, Educator, Brooklyn Connections, Brooklyn Public Library. "Break Out! Gamify your Collections" Our presentation will share our experience developing Retro Detectives, a fun and engaging program that replicates the thrilling anticipation and mystery of today's trendiest escape rooms minus the physicality and space commitment involved. With hands-on activities, we'll demonstrate how breakout box activities can integrate primary source material as a key to accessing archives material in exciting new ways, in both formal and informal outreach settings. We'll explain the process of designing Retro Detectives from genesis to implementation and evaluation alongside successes and

challenges of the project in its first year, and we'll share how a similar activity can be replicated at your institution.

Lydia Tang, Special Collections Archivist, Michigan State University Special Collections. "Accessibility and Disability in Archives" Introducing the revised Guidelines for Accessible Archives for People with Disabilities and the proposed Accessibility & Disability Section of SAA. What are these Guidelines? How can they be applied at your repository for digital, physical access, exhibits, outreach, and more? Do you have questions on accessibility? Why is disability representation important? Join us to learn more!

Mary Johnson, Coordinator, TPS Teachers Network, and Danna Bell, Educational Outreach Specialist at the Library of Congress "Outreach Extended: Bringing K12 Teachers into the Conversation" If you are an archivist seeking new users through your outreach efforts, we have the audience for you! K12 educators (9,000 and growing) in the TPS Teachers Network are eager to tap into your expertise and your resources, both locally and nationally. Invite them into archival conversations through the "Partnering with Museum Educators and Archivists" group. Let's network!

Arlene Schmuland, Head, Archives & Special Collections, UAA/APU Consortium Library. "Reference training: brainstorming topics for short training tutorials" Continuing education for reference work is often hard to obtain and not well attended when offered. One solution to the barriers of time, money, and management priorities could be a series of short tutorials on various aspects of the reference process that would allow archival managers to pick and choose components that would meet the needs of their own institutions. This is a brainstorming session to elicit training topics, participants in creating tutorials, and methods and support for developing a repository for those tutorials.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

TBD by new chair, Julie Porterfield

Research Libraries Section

Council Liaison: Ricardo Punzalan

Submitted by: Vakil Smallen

2018-2019 Steering Committee Roster

Chair	Vakil	Smallen	National Education Association	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Anton	DuPlessis	Texas A&M University Libraries	8/18/2018	8/3/2019
Steering Committee Member	Alison	Reynolds	Georgia Institute of Technology	7/29/2017	8/7/2019
Steering Committee Member	Daniel	Cavanaugh	University of Virginia Health System	7/29/2017	8/7/2019
Steering Committee Member	Jean	Green	Binghamton University Libraries	7/29/2017	8/7/2019
Steering Committee Member	Chelsea	Shapiro	George Washington University	8/18/2018	8/8/2020
Steering Committee Member	Laurainne	Ojo-Ohikuare	University of Maryland, College Park	8/18/2018	8/8/2020
Council Liaison	Ricardo	Punzalan	University of Maryland College of Information Studies	8/18/2018	8/7/2021

ACTIVITIES

Completed: N/A

Ongoing: N/A

New: N/A

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
N/A

Goal 2: Enhancing Professional Growth
N/A

Goal 3: Advancing the Field
N/A

Goal 4: Meeting Members Needs
N/A

ANNUAL MEETING

Number of Attendees: 15

Summary of Meeting Activities: I gave a brief presentation about a blog post I sent to the listserv earlier in the year. Chela Weber presented on some of the work of OCLC's Collection Building and Operational Impacts Working Group

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

I am convinced, after one year as vice-chair and one year as chair, that this section should not be given institutional support. I was unable to get the section to implement any new project. It does seem to serve as a vehicle for OCLC to maintain a relationship with SAA, which is valuable, but perhaps this could be handled another way.

Science, Technology and Health Care Section

Council Liaison: Petrina Jackson

Submitted by: Alison Oswald

2018-2019 Steering Committee Roster

Co-Chair	Alison	Oswald	Smithsonian Institution, National Museum of American History	8/18/2018	8/3/2019
Co-Chair	Jennifer	Ulrich	Columbia University Medical Center	8/18/2018	8/8/2020
Immediate Past Chair	Polina	Ilieva	University of California, San Francisco	8/18/2018	8/3/2019
Newsletter Editor	Gabrielle	Barr	Northwestern University	3/4/2016	8/15/2019
Web Liaison	David	Krah	University of California, San Francisco	8/18/2018	8/7/2021
Steering Committee Member	Elizabeth	Shepard	Weill Cornell Medical Center Archives	8/22/2015	8/7/2021
Steering Committee Member	Christopher	Ryland	Vanderbilt University Libraries	8/6/2016	8/15/2019
Steering Committee Member	Amanda	Wick	University of Minnesota	8/18/2018	8/7/2021
Steering Committee Member	Larissa	Krayer	University of Nebraska Medical Center - McGoogan Library of Medicine	8/18/2018	8/7/2021
Steering Committee Member	Todd	Kosmerick	North Carolina State University Libraries	8/18/2018	8/7/2021
Council Liaison	Petrina	Jackson	Iowa State University	8/18/2018	8/7/2021

ACTIVITIES

Completed:

- Steering Committee member Larissa Krayer put together the ARCHIVES*RECORDS 2019 STHC Section custom schedule: https://archives2019.sched.com/ that was posted to SAA's online schedule and program to help members identify session related to STHC topics.
- STHC members continued to be a resource for issues specific to science, technology and healthcare.

Ongoing:

- The Unsung Heroes in the History of STEM and Health Sciences project (a web portal facilitating the exchange of information about collections documenting underrepresented and

diverse persons and groups in STEM and health care) has been expanding with several new bios posted by section members.

- We have been encouraging membership participation in discussion of all STHC issues, events, and collections through the listserv. Our listserv had 113 discussion threads.

New:

- The section continues to work on a SAA advocacy action request about "DNA as a record."
- The Section appointed two volunteers for the Newsletter Committee, Jennifer Langford as editor and Peter Collopy of Caltech. Together they are reviewing and updating guidelines for newsletter submissions.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Our newsletter continues to be a quality vehicle for reporting on successful projects at science, technology and healthcare archives as well as challenges facing archivists working at these institutions. Through the "Asking the Archivists" section we continue and brief announcements we continue informing our colleagues and general public about archivists working with STEM and health care collections.

The section continues addressing the SAA Statement on Diversity and Inclusion by expanding the "Unsung Heroes" project that highlights collections documenting underrepresented and diverse persons and groups in STEM and health care.

Goal 2: Enhancing Professional Growth
The program presentation (this year it featured three lightning (10 minutes) that highlight the stories of women, people of color, immigrants, people with disabilities, and others often overlooked, undervalued, and sometimes lost in the science, technology and healthcare archival record. Linda Sellars, Special Collections Research Center, NC State University Libraries on the Education and achievement of women in the field of engineering; Anna Reznik, Texas State Library and Archives on Texas Low-Level Radioactive Waste Disposal Authority; Ricc Ferrante, Smithsonian Institution Archives with Scientists' Field Notes: From buried in a closet to serving biodiversity researchers and citizen science. Program presentations have always been an important part of our annual section meeting, and we will continue to solicit speakers with relevant topics and keep our program presentations in line with the theme of the SAA annual meeting or within themes aligning with STHC membership interests.

Goal 3: Advancing the Field
Polina Ilieva and other STHC members are playing an active role in providing guidance for new policies and currently working on preparing an advocacy action request about "DNA as a record" that will be first shared with the Ethics and Professional Conduct Committee and Privacy & Confidentiality Section. The request is currently with SAA Council.

Section members also contribute to the Contemporary Archives of Science and Technology (C-CAST) and the Archivists and Librarians in the History of the Health Sciences through participating and presenting at their respective meetings.

Goal 4: Meeting Members Needs
STHC leadership remains dedicated to increasing new membership and promoting participation from section members by encouraging exchange of information on the listserv and through newsletter articles and by arranging relevant presentations during our annual meeting.

ANNUAL MEETING

Number of Attendees: 31

Summary of Meeting Activities:

- Welcome from the Co-Chairs
- Introduction of Steering Committee Members
- SAA Council Liaison Report
- Motion to approve section minutes from August 2018
- Archival Elements Newsletter Report
- STHC Website update
- STHC Listserv update
- Old Business
- New Business
- Program Ideas for 2020 Meeting in Chicago
- STHC Lightning Talks
- Adjourn

Link to Meeting Minutes: not yet available

QUESTIONS FOR COUNCIL

The STHC Section does not have any questions for Council.

Security Section

Council Liaison: Audra Eagle Yun

Submitted by: Jim Havron

2018-2019 Steering Committee Roster

Chair	James	Havron		8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Eric	Stoykovich	University of Maryland Special Collections	8/18/2018	8/3/2019
Immediate Past Chair	Miranda	Mims	University of Rochester	8/18/2018	8/3/2019
Intern	Alexandra	Plante	Hudson County Community College	8/18/2018	8/3/2019
Council Liaison	Audra	Yun	University of California, Irvine Special Collections + Archives	7/29/2017	8/9/2020

ACTIVITIES

Completed: Had an intern for the first time. Our work fits more into other categories. We would like to note that the Vice Chair/Chair-Elect became unable to serve, eventually withdrawing from his position, the Immediate Past president was likewise unable to give full service, eventually having to cease, altogether. This left us with one active steering committee member, the chair, who suffered a major injury that re-activated an old wound (officially a disability) restricting his efficiency until near the very end of his term. (He is capable now.)

Ongoing: The previous year we had a presentation from the first member of the FBI's Cybercrime Units to ever be part of our programs. Qualified professionals in the section provided aid to individuals in the section as well as outside, when asked for assistance. We are working to increase relationships with other professionals in the security business, especially in the cyber field. We are intensifying efforts to get members and non-members to be more active on the list; have discussed providing resources to assist in security, starting with updating current ones posted online. People from other sections are invited to provide blog posts, and we are trying to establish collaborative projects with other sections. We will encourage all archives professionals to plan activities to draw committee attention to cybersecurity during National Cybersecurity Month, perhaps in connection to other archival activities since the month is October.

New: With the overwhelming role played by cybercrime in security breaches, as well as disasters and destruction of items that are sought to be preserved, we are applying a greater effort to make the membership aware of how ubiquitous cybercrime is as part of any security issue; to develop and offer training for the membership and members of various communities; to develop resources that may be used for securing collections, as well as staff, against threats of all types. We wish to collect stories of failed security from members or others, making them available to

both educate by showing what not to do and to let people in charge of collections know there are people who understand and will provide support if someone suffers a security breach. Thoughts under discussion including training area representatives who could do outreach to different communities on security; producing Webcast and Webinar material for archivists and the general public, educating people on the fact that cybersecurity encompasses traditional security, i.e. they do not have to be separate.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Individual cases, reaching out to section leadership, advised on the need for international and U.S. privacy legislation and cybersecurity for archivists, helping build the case for action to be presented to decision makers; and using the process to promote these programs in archives.

Goal 2: Enhancing Professional Growth

Leadership attempted to keep the section informed on security-related topics in the news.We provided access to advanced Information Systems security specialists to answer questions and link archivists to other resources. Members of the steering committee were contacted by other archives groups and individuals requesting programs on security or securing privacy, or at least communication openly directed to such groups to provide education on security topics

Goal 3: Advancing the Field

The section strengthened a newly established a relationship with the FBI's Cyber-crime Outreach arm, taking advantage of the relationship to discuss the role of archives as targets for cybercrime and as potential sites for outreach to professional and lay audiences. Technical advances that affect archives and relate to security were reported to the membership intermittently through the list. Some discussion was held early in the year about a possible need to rethink some of our standards and best practices in light of tremendous changes in technology and cybersecurity in the past year.

Goal 4: Meeting Members Needs

The leadership consistently encouraged section members to be more active on the list and to contribute to the blog. While communication was difficult at times for some steering committee members, the Chair was always accessible through email and phone. He fielded individual security questions and responded to requests for information and presentations while offering the opportunities to others. Activity on the list fell a great deal, an issue to be addressed this next year. Efforts were always made to be sure that others were aware of work being done and members were invited to volunteer for tasks.

ANNUAL MEETING

Number of Attendees: Unknown-joint meeting with another section, which included many members who were in both sections. Individual who promised to count has not been available for an answer. Estimate at about 40.

Summary of Meeting Activities: Very short business meetings were conducted by the leadership of both sections and membership duties were passed on. Presentation portion included

update and conclusions of survey conducted by P&C Section during the past year, Cal Lee explaining some tools from the digital forensics field that can be used by archives, and Jim Havron presented (somewhat rushed because allotted time had been depleted) on GDPR and other privacy legislation that will affect archivists.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

We reserve the right to ask questions or present concerns at a later time. We may propose a program on the state of security in archives, emphasis on cybersecurity, with some professional panelists and an SAA member who works in their fild as well. There may be some expenses, but the intention is to call upon members of a network of professionals that are already in the area, so there will be no costs. This year or next we may wish to demonstrate some of the techniques used by hackers to infiltrate a system and corrupt the files. In so doing, we will need to have explained to and received permission from the venue's security, since we will create activity that would otherwise look suspicious. One proposal on our plates is a general, personal security presentation and workshop for a community outside our membership, to be held during preconference period.

Students and New Archives Professionals Section

Council Liaison: Erin Lawrimore / Eric Chin (incoming)

Submitted by: Elena Colon-Marrero

2018-2019 Steering Committee Roster

Chair	Elena	Colon-Marrero	Computer History Musem	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Gayle	Schechter	Atlanta University Center	8/18/2018	8/3/2019
Secretary	Brenna	Edwards	Emory University	8/18/2018	8/3/2019
Steering Committee Member	Molly	Brown	Northeastern University	8/18/2018	8/3/2019
Steering Committee Member	Maggie	Hoffman	Cambridge Historical Society	8/18/2018	8/3/2019
Steering Committee Member	Kara	Flynn	Augusta University	8/18/2018	8/3/2019
Ex Officio (Blog Coordinator)	Rachel	Fellman	Oregon Health and Science University	8/18/2018	12/31/2018
Ex Officio (Student Chapter Coordinator)	Heidi	Charles	University of Illinois, Urbana-Champaign	1/1/2018	12/31/2018
Ex Officio (Web Liaison/Coordinator)	Eve	Bourbeau-Allard	Beinecke Rare Book and Manuscript Library, Yale University	11/21/2016	12/31/2018
Ex Officio (Senior Social Media Coordinator)	Tiffany	Cole	James Madison University	12/03/2018	12/31/2019
Ex Officio (Student Chapter Coordinator	Virginia	Seymour		12/03/2018	12/31/2019
Ex Officio (Student Blog Editor)	Joe	Schill	The Corning Museum of Glass	12/03/2018	12/31/2019
Ex Officio (Jr Social Media Coordinator)	Stephanie	Crawford	Rutgers University	12/03/2018	12/31/2019
Ex Officio (New Profs Blog Editor)	Laura	Bell	University of Baltimore	12/03/2018	12/31/2019
Council Liaison	Erin	Lawrimore	University of North Carolina at Greensboro	8/6/2016	8/15/2019

ACTIVITIES

Completed: Revised blogging and social media strategies; ride/room share and lunch buddy spreadsheets for the 2019 annual meeting; members served as care team (emergency supply holders) during 2019 annual meeting; Created "Pay Your Interns" buttons for 2019 annual meeting; Collaboration with the Electronic Records section on blog series; Found a new steering

committee meeting platform (Discord); Members participated in a webinar on benefits of SAA membership with San Jose State MLS program.

Ongoing: Annual meeting session recaps on the blog; Twitter chats; Year in the Life blog posts; Conducted a survey on unpaid archival internships and will be publishing the results from the survey; Student Membership Award (SAA membership scholarship for first-gen MLIS students)

New: Collaboration with the Human Rights Archives section for webinar series; Created roundtable discussion blog posts on topics such as work-life balance; Participated in discussions concerning salary transparency and a proposal to council re: requiring salary ranges on job postings; New blog feature on SNAP steering committee members; Started work on a resource guide for new SAA members with the Manuscripts section.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
SNAP advocates for archives students and new archivists by maintaining presence as a virtual space/resource for students and new archives professionals, elevating the visibility of its membership base within the profession, and supporting SNAPers as they begin their careers as Archivists. This year SNAP hosted a joint section meeting with the Issues and Advocacy section that featured a panel which discussed the impact of unpaid internships on women and people of color, as well as the success the UCLA/Melon Foundation Community Archives Internship Program has had. We have also advocated for paid internships by conducting a survey that looked into internship requirements at MLS programs.

Goal 2: Enhancing Professional Growth
SNAP promotes awareness of resources throughout the year such as job postings, the SAA mentoring program, and professional development courses. SNAP also facilitates and promotes annual meeting attendance through efforts such as listserv announcements, blog posts summarizing meeting resources before and after the meeting, twitter chats for first time attendees, and the ride/room share and lunch buddy programs. One of our Twitter chats focused on mentors and mentorship with the Membership subcommittee.

Goal 3: Advancing the Field
SNAP calls on members to comment on documents such as DACS and Best Practices for Internships and Volunteers in Archives, and regularly shares announcements regarding opportunities to attend and participate in various professional conferences. This year SNAP also collaborated with the Issues and Advocacy section to host a joint meeting at annual meeting. We also assisted on a blog post series with the Electronic Records section that paired students with Digital Archivists to discuss digital preservation practices. We partnered with the Human Rights Archives section to propose a series of webinars, with one webinar co-hosted by SNAP, focused on student records.

Goal 4: Meeting Members Needs
SNAP employs multiple avenues of communication, including the SNAP blog, Twitter, Facebook, and listserv. SNAP regularly hosts Twitter chats and creates blog posts on issues

relevant to SNAPers, such as chats on the mental health of SNAPers, and a round-table series to discuss work-life balance, and other issues impacting SNAPers. We started to address the topic of unpaid internships within the field and the undue burden that it puts on students trying to enter the field. We also provided emergency supplies, such as ibuprofen, band-aids, feminine hygiene products, and more to members in attendance at the annual meeting.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities: Issues and Advocacy gave updates on their temporary labor survey and announced election results. SNAP announced election results and "Pay Your Interns" buttons. Held a panel on "Paid Archival Internships: Community, Precarity, and Sustainability" highlighting the UCLA/Mellon Foundation Community Archives Internship Program.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

What can we do to maintain contact with our student chapters? During the Student Chapter Leaders meeting it was expressed that the chapters have not had success with contacting SAA staff and getting resources for their chapters. Most are not on the Student Chapter Leaders listserv and were not aware of the listserv's existence. The advisors that were present also expressed concerns with their ability to stay connected with SAA staff as there is no follow up to when/how they should submit reports and what those reports should look like. Similar sentiments were felt from the SNAP side as the Student Chapter Leaders listserv is our primary means of communication with our Student Chapters. We have been unable to connect with our student chapters due to out of date contact information, including that of their faculty advisors. We attempted to find SNAP members that had personal contacts with their alma maters, but found those individuals difficult to contact.

Visual Materials Section

Council Liaison: Melissa Gonzalez

Submitted by: Sandra Varry

2018-2019 Steering Committee Roster

Chair	Sandra	Varry	Florida State University Libraries	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Mary Alice	Harper	The University of Texas at Austin	8/18/2018	8/3/2019
Immediate Past Chair	Kimberly	Andersen	State Archives of North Carolina	8/18/2018	8/3/2019
Web Liaison	Alan	Renga	San Diego Air & Space Museum, Inc.	5/12/2015	00/00/00
Newsletter Editor	Deborah	Rice	Wayne State University	8/16/2014	00/00/00
Communications Coordinator	Nicola	Shayer	Marist College	7/29/2017	00/00/00
Committee Member (Cataloging & Access Committee Chair)	Ashley	Levine	Artifex Press	11/16/2018	8/3/2019
Member-at-Large	Elizabeth	Reilly	University of Louisville	8/6/2016	8/15/2019
Member-at-Large	Patrick	Cullom	University of North Carolina, Chapel Hill	8/18/2018	8/7/2021
Member-at-Large	Jessica	Tai		8/18/2018	8/8/2020
Council Liaison	Melissa	Gonzales	Houston Community College	8/18/2018	8/7/2021

ACTIVITIES

Completed: Visual Materials Cataloging and Access Section (VMCAS) successfully merged into VMS

Ongoing: Views is changing from a twice-yearly online magazine format to a blog format; Creating Terms of Reference document for incoming leadership and increased transparency; Working with AMIS and possibly AMIA to offer some hands-on and perhaps webinar-style continuing education programs or workshops on identification, handling, and preservation of motion picture film specifically targeted towards visual materials archivists who have motion picture film in their collections but whose primary focus is more general.

New: Steering Committee will create a "terms of reference" to better facilitate the work of members. A communications plan - we are inconsistent in our outreach and would like to improve - including discussion and potential projects related to advocacy.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
No direct advocacy efforts were undertaken by VMS in 2018-19

Goal 2: Enhancing Professional Growth
Organizing multiple opportunities for section members to socialize and network in Austin, to allow for exchange of ideas and create the potential for collaboration. Included a visit to a local repository Updated VIEWS publication Wordpress blog format Allows linking to other VMS media channels (Facebook, Twitter, Instagram) Provides greater accessibility than current format. Allows for both regular issues and individual posts (all peer reviewed) that work for those with different levels of experience publishing opportunities

Goal 3: Advancing the Field
Foster and disseminate research in and about the field through the provision of educational presentations at the annual meeting, as well as through our Views publication and shared discussion on the listserv

Goal 4: Meeting Members Needs
New Views format will enable Section communication to be fresh and up-to-date Regularly used the listserv to communicate information from the steering committee SAA and outside sources that might be of relevance to members VMCAS-VMS merger was completed with full transparency and every effort made to include the membership in decision making through surveys and multiple opportunities to give feedback. The merger facilitates effective communication with and among members and create opportunities for members to participate fully in the association. Eliminates redundancy, and creates a stronger, more cohesive VMS

ANNUAL MEETING

Number of Attendees: 74

Summary of Meeting Activities:

Business meeting: General announcements and reports from steering committee members Update on the new format for Views publication Announcement of election results

Two presentations:

Keynote Speaker, Patrick Cullom: “I Think I Saw the Picture in the Durham Paper:” A Case Study in Iterative Processing

Keynote Speaker, Elliot D. Williams: Reimagining Metadata Practices for a Large Digitized Image Collection

Announcement of additional section activities for the rest of the annual meeting

Link to Meeting Minutes: Will be posted to site shortly:
https://docs.google.com/document/d/1ZYBneGePcxJxCazk6MRc-e6tj3f71QSDFF02eq0doqA/edit?usp=sharing

QUESTIONS FOR COUNCIL

Is it possible to have an anonymous forum for posting messages? Many members have been hesitant to post questions to the listserv because they fear retribution from and/or don’t want to misrepresent their colleagues and/or institutions. Regarding budget - not at this time.

Web Archiving Section

Council Liaison: Ricardo Punzalan

Submitted by: Alexis Antracoli

2018-2019 Steering Committee Roster

Chair	Alexis	Antracoli	Princeton University	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Emily	Ward	East Baton Rouge Parish Library System	8/18/2018	8/3/2019
Communications Coordinator	Elisa	Landaverde	Michigan State University Libraries	8/18/2018	8/3/2019
Secretary	Kelsey	O'Connell	Northwestern University Library	8/18/2018	8/8/2020
Steering Committee Member	Louise	LoBello		8/18/2018	8/3/2019
Education Coordinator	Julia	Corrin	Carnegie Mellon University	8/18/2018	8/8/2020
Council Liaison	Ricardo	Punzalan	University of Maryland College of Information Studies	8/18/2018	8/7/2021

ACTIVITIES

Completed: Update blog Update microsite Revive Twitter Collaborate with Sunlight Foundation

Ongoing: Develop and implement educational webinars Web Archiving Roundup

New: Develop new webinars

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Worked with Sunlight Foundation by advertising volunteer opportunities and promoting the work of archivists in saving government websites and online information.

Goal 2: Enhancing Professional Growth
Annual meeting program

Goal 3: Advancing the Field
n/a

Goal 4: Meeting Members Needs
Web Archiving Round Up with information on professional development opportunities and current happenings in web archiving. Twitter announcements

ANNUAL MEETING

Number of Attendees: Unknown

Summary of Meeting Activities: Joint annual meeting with MDOS had a panel of web archivists talking about descriptive metadata.

Link to Meeting Minutes: n/a

QUESTIONS FOR COUNCIL

No

Women Archivists Section

Council Liaison: Audra Eagle Yun

Submitted by: Jessica Crouch

2018-2019 Steering Committee Roster

Co-Chair	Jessica Dowd	Crouch	University of South Carolina	8/18/2018	8/3/2019
Co-Chair	Carol	Street	University of Kentucky	8/18/2018	8/8/2020
Immediate Past Chair	Stacie	Williams	University of Chicago Library	8/18/2018	8/3/2019
Steering Committee Member	Katie	Nash	University of Wisconsin-Madison	8/6/2016	8/15/2019
Steering Committee Member	Anna	Trammell	Pacific Lutheran University	8/6/2016	8/15/2019
Steering Committee Member	Elizabeth	Skene	Western Carolina University	8/6/2016	8/15/2019
Steering Committee Member	Amanda	Leinberger	United Nations Headquarters	8/6/2016	8/15/2019
Steering Committee Member	Heather	Fox	University of Louisville	7/29/2017	8/9/2020
Steering Committee Member	Rayna	Andrews		8/18/2018	8/7/2021
Council Liaison	Audra	Yun	University of California, Irvine Special Collections + Archives	7/29/2017	8/9/2020

ACTIVITIES

Completed: Approved new code of conduct for the Women Archivist Section's publications and communications. Made this Code of Conduct available on the WArS homepage of SAA.

Ongoing: Still searching for a repository for the data related to the Salary Survey conducted by WArS in 2016-2017. The section hopes to work with the new Committee on Research, Data, and Assessment to determine the appropriate course of action.

New: The section hopes to begin regular meetings to structure the goals and agenda of the section. Working documents will be circulated among the steering committee to better involve them in the work.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

This year's section meeting was dedicated to an open dialogue with women of color working as archivists in Texas. This dialogue offered advice to women archivists in the meeting and to each

other about how to better advocate for themselves within the profession and how to better advocate for the archives within their own institution.

Goal 2: Enhancing Professional Growth
Providing access as requested to the salary survey data for research and publication.

Goal 3: Advancing the Field
Providing access as requested to the salary survey data for research and publication

Goal 4: Meeting Members Needs
We ensured a safe and open avenue for communication through the application of our new code of conduct.

ANNUAL MEETING

Number of Attendees: 60-75

Summary of Meeting Activities: After a brief business meeting and announcements of the newly elected Co-chair and steering committee members, kYmberly Keeton, African American Community Archivist & Librarian at Austin Public Library, Danielle McGhee, Director of Library and Media Services and University Archivist at Huston-Tillotson University and Rebecca Hankins, Associate Professor at Texas A&M and Certified Archivist/Librarian, spoke frankly about what it is like working as women, specifically women of color in archives in Texas. This lead to an open conversation with the audience about the hurdles for women in the profession, include examples of misogyny and racism. The sense of community and very real practical advice offered in this session was a service to all women archivists in the room.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

The section is still struggling with how to handle the salary survey data. We hope that CORDA will be able to assist.

Women's Collections Section

Council Liaison: Erin Lawrimore / Mario Ramirez (incoming)

Submitted by: Valencia Johnson

2018-2019 Steering Committee Roster

Co-Chair	Annalise	Berdini	Princeton University	8/18/2018	8/3/2019
Co-Chair	Laura	Romans	University of Tennessee	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Michelle	Peralta	San Jose State University	8/18/2018	8/3/2019
Vice Chair / Chair-Elect	Valencia	Johnson	Princeton University	8/18/2018	8/3/2019
Council Liaison	Erin	Lawrimore	University of North Carolina at Greensboro	8/6/2016	8/15/2019

ACTIVITIES

Completed:

- Reading club session for the 2018 One Book One Profession and records and shared on Facebook
- Design contest for social media, produced stickers as well
- Plan a joint annual meeting session with DSGS that includes panelists
- Published blog posts
- Created twitter account and slack channel

Ongoing:

- Engaging people on social media
- Publishing blogs

New: Stay tuned.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists
Our blog which gives archivist a platform to reach a wider audience.

Goal 2: Enhancing Professional Growth
Our reading club session allowed members to engage with archival theory with a diverse group of people.

Goal 3: Advancing the Field
Our blog which gives archivist a platform to reach a wider audience.

Goal 4: Meeting Members Needs
Our design contest gave members a chance to show off their creative skills and promoted a form of outreach.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities: The 2019 DSGS / WCS joint section meeting will feature a panel of presenters speaking on recent efforts to provide access to archival materials concerning women and/or the LGBTQIA+ communities.

Gina K. Armstrong will discuss the creation and impact of the Howard Cruse collection and its contribution to reclaiming important space for marginalized communities at the Birmingham-Southern College.

Ellen Brooks will present on a recent project to collect oral history interviews with 100 notable women as a part of the "She Changed the World" campaign, coordinated by North Carolina's Department of Natural and Cultural Resources (DNCR).

Also, Anna Tunnicliff will discuss the Iowa Women's Archives' recent efforts to enhance visibility of lesbian collections and connect them to LGBTQIA+ students and activists through collaboration with partners on and off campus.

Aside from the panel presentation, DSGS and WCS leadership will facilitate discussions on new section business and call for announcements from section members regarding recent projects, initiatives, concerns, etc. that are relevant to our communities.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

Not at this moment.