Agenda Item I.A.

Society of American Archivists Foundation
Board of Directors Meeting
November 4-5, 2018
Chicago, Illinois

Written background report for discussion and possible action.
* Written report, with discussion and clarification only as needed.

*** PLEASE READ ALL MATERIALS IN ADVANCE OF THE MEETING***

SUNDAY, NOVEMBER 4 9:00 am – 4:00 pm 17 North State Street, Room 820 Breakfast: On Your Own | Lunch: Catered by SAA | Dinner: 5:00 pm at Remington's—20 N Michigan Ave			
I.	**BOARD BUSINESS**		
	A. Adoption of the Agenda (1118-SAAF-I-A-Agenda) #		Cline
	B. Reference: **1. August 2018 Board Meeting Minutes** (Approved Sep 27, 2018) **2. SAAF Bylaws**		Cline
	C. Review of SAAF Action List		Cline
II.	**ACTION**		
	A. Revisions of Grant Guidelines (Grant Review Committee) **1.** Application Guidelines (1118-SAAF-II-A-1-GrantAppGuidelines) # **2.** Evaluation Procedures (1118-SAAF-II-A-2-GrantEvalProc) #		Cline
	B. 2019 Development Plan (Development Committee) (1118-SAAF-II-B-DevelopPlan) #		Sly
	C. Payout Rate (1118-SAAF-II-C-PayoutRate) #		Fitch
	D. Harold T. Pinkett Award Name Change (1118-SAAF-II-D-PinkettAwardName) #		Evans
	E. Allocation of Proceeds from SAA T-Shirt Sales (Verbal)		Fitch
	F. Other Action Items from Board Members		Cline

III.	**DISCUSSION**		
	A. Grant Program Funding Priorities (Verbal)		Lowell
	B. Name of Strategic Growth Fund (Verbal)		Cline
	C. External Support for Annual Meeting Travel Awards Program (Verbal)		Zanish-Belcher
	D. 2018-2019 Annual Appeal (Verbal)		Sly
	E. Planned Giving Messaging (Verbal)		Sly
	F. Donor / Gift Report and Analysis [CONFIDENTIAL] (1118-SAAF-III-F-GiftReport) #		Carlson
	G. 2019 Foundation Board Nominees (Verbal)		Meissner
	H. 2019 Joint Annual Meeting Plans and Activities (Verbal)		Sly
	I. Other Discussion Items from Board Members		Cline
	J. Executive Session (as needed) [CONFIDENTIAL]		Cline
MONDAY, NOVEMBER 5 9:00 am – 12:00 pm University Club of Chicago, Northwestern Room—76 E Monroe St. (Brunch served.)			
IV.	**REPORTS**		
	A. President (verbal update)		Cline
	B. Vice President (verbal update)		Sly
	C. Treasurer: FY19 Year-to-Date Financials (1118-SAAF-IV-C-FY19FinRev) *		Fitch / Carlson
	D. Executive Director (1118-SAAF-IV-D-ExecDir) *		Beaumont
	E. SAA/SAAF Technology (1118-SAAF-IV-E-Tech) *		Black
I.	**BOARD BUSINESS (Continued)**		
	D. Date of Next Board Meeting		Cline
	E. Adjournment		Cline