

**Society of American Archivists  
Council Meeting  
May 26 – 28, 2010  
Chicago, Illinois**

**2008 – 2009 Component/Committee Annual Reports (Late)**  
(Compiled from Submissions to the SAA Office)

This document compiles 2008-2009 component and committee annual reports received after the materials deadline for the February 2010 Council meeting.

## **Section Annual Reports**

### **Archivists of Religious Collections Section (Liaison: Sly)**

**Officers:** Alan Lefever, Texas Baptist Historical Collection, Chair  
Terry Reilly, Nickle Art Museum, Vice-Chair, Chair Elect  
Paul Daniels, Luther Seminary, At-Large Representative  
Taffy Hall, Southern Baptist Library and Archives, At-Large Representative

#### **Report from annual meeting:**

- **Number of attendees:** 42
- **Election results:** Terry Reilly elected Vice-Chair; Taffey Hall elected At-Large Representative
- **Summary of meeting activities:** Minutes for Annual meeting below.

#### **Completed projects/activities**

- A manual for the Steering Committee was completed and posted to the ARCS website.
- The Models and Resources page on the ARCS website was updated.
- A Chapter Outline for the religious reader was circulated among the members.
- The program developed from the discussion of the Steering Committee in 2008 is ready for submission for the 2010 Annual Meeting.

#### **Ongoing projects/activities**

The SAA Publications Board approved the proposal for a religious reader submitted by ARCS members Margery Sly and Mark Duffy. Margery is putting together a proposal colloquium to flesh out ideas and themes for the reader, and she is soliciting participation from ARCS members. The Steering Committee will keep apprised of the progress of this proposal and assist in the production of a resource that is of value to religious archivists.

Chris Doan, Chair of Models and Resources, will provide digitization projects to the Models and Resources component of the ARCS webpage. Project management guides and benchmarks used for technical specifications will be included.

The Steering Committee discussed ideas on program development for annual SAA meetings. Groundwork was laid out for a session proposal for 2010. We intend to continue exploring ways to encourage our members to participate in the Annual Meetings through presentations and workshops.

**New projects/activities:** The Steering Committee is developing a formal ARCS manual detailing the duties and responsibilities of the officers.

**Diversity initiatives:** ARCS is adding a Spanish version of our welcome statement to the ARCS webpage. The diversity of our section was demonstrated in the Section program in which three members explained their different faith practices and how these practices impact documentation. ARCS will continue to look for ways to celebrate diversity and promote inclusion.

**Questions/concerns for Council attention:** None.

### **ARCS Steering Committee Meeting Minutes August 13, 2009**

**Present:** Taffey Hall; Terry Reilly; Alan Lefever; Paul Daniels; Chris Doane; Elizabeth Scott

Alan plans on beginning his leadership by reviewing the bylaws.

**Session proposal:** Paul went over the session proposal. We had a short discussion about it and decided that it was still a good proposal. Paul will reconnect with the participants and the section will endorse it for next year. Alan offered welcome to the visitors to the steering committee meetings.

**Strategic planning:** Do we want to have a strategic plan for ARCS? Where do we want to go with that? Our discussion touched on the following points:

- Suggestion that we make it into a wiki.
- Idea that we should draft it over the year and then ask questions of the membership.
- Have it be the program at next year's section meeting.
- To have it work we should use the SAA strategic plan.
- Mark Duffy—ever practical, stated that we really need to make sure we know where it's going to go and who is going to sustain it. Otherwise, it will just fall into oblivion. Taffey will take lead on this.

**Directory listings:** How do we find out about new members? Liz will ask if it is possible to be notified of new members by the SAA Office. Section memberships now appear on the lists sent to the membership committee every few months, so it may be possible, but she will check on whether they can run a report on ARCS membership and if they are willing to do so. Liz will also see if the Section membership numbers are generated by counting active members of the

listserv. Mark Duffy and Naomi Taplin will work on updating the directory—comparing our current list with SAA directory listings. We will actively begin seeking people to host a reception in the DC area next year. We need to get someone from the section onto the Working Group on Cultural Properties—A visitor to the steering committee meeting may be a likely candidate, *but I don't have his name*. We ended the meeting with a short discussion of the International Conference on Archives and what the section meeting announcement of an October meeting in Rome really meant.

*Respectfully submitted by Alan LeFever (2/24/10).*

## **Visual Materials Section (Liaison: Miller / Cline)**

### **Officers:**

Stephen J. Fletcher, Chair  
Stephen Cohen, Chair-elect

### **Steering Committee Members:**

Tim Hawkins, Views newsletter editor  
Beth Bilderbeck, Previous section chair  
Mark E. Martin, Webmaster (ex officio)  
Nicolette A. Bromberg, Steering Committee Member At-large  
Anne Cuyler Salsich, Steering Committee Member At-large

### **Report from annual meeting:**

Number of attendees: 42 (signatures on section's annual business meeting sign-in sheet)  
Election results:

### Chair-elect:

Stephen Cohen, MetLife, 1095 Avenue of the Americas, New York NY 10036  
T 212-578-2373

### Steering Committee At-large Members:

Ms. Nicolette A. Bromberg, Visual Materials Curator , University of Washington  
Mailing Address: 5811 56th Ave. NE, Seattle , WA 98105 USA  
Phone: (206) 528-1051 Fax: (206) 543-1931

Anne Cuyler Salsich, MA, MLIS, Assistant Archivist , Oberlin College  
Archives  
Mailing Address: 3442 Edison Rd, Cleveland Heights , OH 44121 USA

**Summary of meeting activities:** See minutes below.

**Completed projects/activities:** Section chair sent weekly reminders to members of the visual materials listserv to submit session proposals for 2011 SAA Annual Meeting. These messages included encouragement to use the listserv to bounce ideas for proposals, which several

people utilized. Steering committee reviewed proposals and the chair submitted endorsements.

**Ongoing projects/activities:** Steering committee members are currently planning and making arrangements for the VM Midwinter Meeting to be held in February or mid March.

**New projects/activities:** These traditionally emerge during the section's midwinter meeting, mentioned above. One major activity already in the works is a redesign of the sections website, with an eye to Drupal as the underlying structure. Part of the process is an evaluation of how to best utilize the SAA website template, especially since our current website offers so a rich array of resources that do not necessarily fit the template—especially since we have an eye toward merging the role of the section newsletter and website to be enable information to be made available with more currency than quarterly. Drupal will allow us to offer more content in exciting new ways.

**Diversity initiatives:** This topic will be on the agenda for the midwinter meeting.

**Questions/concerns for Council attention:** This year's overall theme for the Visual Materials Section (VM) is "Staying Relevant." In that vein, I believe we need to align the VM goals with the SAA strategic plan—and, to the extent possible, have VM's goals and objectives inform SAA's strategic plan, because VM has been a cutting-edge, leading section in many ways over the years. The only opportunity we have to undertake such an approach is during our midwinter meeting. "Staying Relevant" will, therefore, be the major theme of the midwinter meeting and examining our goals and objectives with the SAA strategic plan in hand. Channelling that information to SAA planners and leaders to ensure that our input will be relevant to SAA's strategic plan would, therefore, be VM's biggest question or concern.

A second area of concern is VM website, which we are currently redesigning, and what role it will play vis-a-vis the standard SAA three-column template. We are aware that SAA is also moving to Drupal, so we would like to know how to best ensure that what we envision for VM will play well with the SAA's adaption of the Drupal platform.

The third area of concern is a lingering need to resolve (once and for all!?) VM money held by SAA.

Visual Materials Section Meeting Minutes, SAA Austin, TX, 14 August 2009

Introductions by chair Beth Bilderback (University of South Carolina), Stephen Fletcher (University of North Carolina at Chapel Hill) is incoming chair-elect for 2009-10, Teresa Burk (Emory University) volunteered to be secretary for recording annual meeting minutes.

Guests:

2010 Washington DC Program Committee liaison Carol Prietto: no theme for SAA 2010 meeting in DC at the Marriott Wardman Park August 10-15<sup>th</sup>; hoping for a balanced program; deadline for session proposals is September 24<sup>th</sup>, section endorsements by October 15<sup>th</sup>; see p. 63 of onsite program for details or <http://www.archivists.org/conference/>.

Council Liaison Scott Cline (VM liaison for the next 3 years): Greater transparency with Council activities, see the council agenda: <http://www.archivists.org/governance/agendas/0809-1-I-A-AgendaPublic.htm>; items that may affect VM would be revision of Standards Committee mission and procedures (<http://www.archivists.org/council/Council0809/0809-1-II-A-StdsComm.pdf>); adopt changes for Cultural Property Working Group (<http://www.archivists.org/council/Council0809/0809-1-II-E-CulturalPropWG.pdf>); adopted new procedures for online voting in sections (<http://www.archivists.org/council/Council0809/0809-1-II-G-SectRTGov.pdf>)

#### VM Section Liaison Reports:

AMIA-Tim Wisniewski: See attached report, highlights include: The Reel Thing XXII, August 21-22, Linwood Dunn Theatre, Hollywood, CA a 2 day event of special screenings and presentations by audiovisual archivists and other media professionals. AMIA 2009 annual conference, November 4-7, St. Louis, MO.

#### Descriptive Standards- Marcy Flynn

--Rotated off as standards liaison to VM from the standards section, would someone like to fill this role?

--No standards report in VM newsletter either, VM should fill these gaps as the connection to standards committee is a valuable one, any volunteers?

--DACS is up for a 5 year review, feedback and comments from VM welcome especially concerning format-based description as that is what is missing.

--DCRMG, revision of Graphic Materials see: HYPERLINK "<http://dcrmg.pbworks.com/>" <http://dcrmg.pbworks.com/> version 3.2 is expected to be published in 2011, please contribute your comments to the wiki/online

VMCAR- Beth Bilderback reported for chair Robert Burton (absent from SAA meeting) that incoming chair Christian Kelleher conducted the roundtable for 2009. The chair-elect is Jessica Wagner, Manuscript Cataloger at Gilder Lehrman Collection at the New-York Historical Society

ARR-Beth Bilderback reported that liaison Geri Schaad said the tour of the UT Alexander Architectural Archive was a treat for the roundtable members.

#### VM Working Groups:

Elections- Deirdre Scaggs reported that the online elections for chair elect and 2 steering committee members were conducted and paper ballots were distributed on-site. The candidates are Stephen Cohen (chair elect) and Nicolette Bromberg and Anne Salsich (2 steering committee positions). These candidates were elected at the end of the meeting after tallying the paper ballots. SAA requires 2 steering committee members for each section so VM changed the bylaws to reflect this and this is the first year for them to be on the ballot. 1 steering committee member will serve a 2 year term this year so that in the future the steering committee will be comprised of staggered terms (more on this in the bylaws section below).

Professional Development and Education- Nicolette Bromberg reported on activities stemming from Paula Mangiafico's report (see attached). Highlights include creating a manual for VM volunteers to be posted on the website resources creating workshops/sessions dealing with large

VM collections, identification of prints and drawings, teaching with VM, using VM as historical evidence, and the care and storage of nitrate negatives. We need more visual materials sessions with better scheduling at SAA. The Visual Literacy workshop taught by Nicolette on Tuesday was sold-out and very successful. Please send your ideas about sessions and workshops to us.

Born-digital Collecting- Stephen Fletcher reported that after a successful session last year about digital collecting things came to a screeching halt as life intervened. He said that digital visual materials will figure prominently into his term as chair of the section. He will speak more broadly about collecting, and best practices for access and description of digital materials since SAA looks to VM for guidance and input on these types of issues. We must stay relevant to the organization and take on the complex issues surrounding digital visual materials. If you look on page 50 in the SAA onsite program you will see that SAA lists the following as a strategic priority: "Strategic Priority #1 Technology, Desired Outcome #1: SAA will develop standards, or endorse appropriate standards developed by other organizations, to improve the appraisal, capture and preservation of, and access to, born-digital records, and will promulgate those standards to the archives community. [Council member comments on this outcome also include emerging standards for imaging and metadata.]" That puts the Visual Materials Section right in the heart of SAA's top strategic priority.

Communications/Newsletter- Tim Hawkins is the new Views editor and he asked for input from the section about what we want to see in the newsletter- it is our newsletter. Please share your ideas about what you would like to see or contribute to the newsletter. Some ideas: expand tech news, involve others as reporters, need a back-up to support the newsletter creation (In-Design), integrate the newsletter with the website.

Website- Beth Bilderback reported for Mark Martin that we are considering moving the website to a Google-hosted site. Currently the site is hosted by Louisiana State University. We will also explore talking with SAA's Brian Doyle about possibilities for moving the site to Drupal platform that SAA's site is currently on. Mark would like some help with the website. Please volunteer and give your feedback. See <http://www.lib.lsu.edu/SAA/VMhome.html>.

Listserv- James Eason reported that Vis-Mat list hosted at Cal Berkeley is open to all. VM-S list is SAA members only. He is open to hearing ideas about having the parallel lists as they are pretty low traffic and not much of an issue to manage. You have to turn on the SAA lists as they default to none in your online profile. James also reported as liaison to the SAA Trusted Archival Preservation Repository Task Force: The SAA task force on trusted archival repositories was a 2006 mid-winter idea and VM needs to be engaged with this discussion. SAA needs to look at a trusted preservation repositories program or an overall program of internal assessment by institutions. James presented a report to Council but things got delayed in Council and in February they chose not to move forward with the suggestions in the report.

By-Laws Changes- See the current issue of Views or the website for the changes proposed to the bylaws: <http://www.lib.lsu.edu/SAA/Bylaws2009revisions.pdf>. The following edits were discussed and voted upon :

--Joan Schwartz commented that 4.B.2 needs to be clarified with regards to "alternating", proposed to use the word "staggered". There was discussion and the motion to change the

wording in Article 4, section B item 2. passed: “The two elected at large Steering Committee members shall serve staggered two year terms.”

--Jim Cartwright made a motion to remove the specific description of the VisualMat listserv in article 5 section B. It was discussed that by removing it we wouldn't have to go back and change the bylaws at a future date if the VisualMat list ceased to exist. The motion passed and now article 5 B. reads: “Other meetings. Additional Section meetings may be scheduled at the call of the Chair. Such meetings shall be announced on the SAA Section listserv, and in the newsletter preceding the meeting.”

--Other discussion and a motion that was withdrawn surrounded the wording of “committees” and “working groups”. Stephen will look into standardizing the terms across the bylaws and other official documents of the VM section.

#### Old Business

--Stephen mentioned the 3 year plan is on the website, please review and comment.

--Beth mentioned that he blogged the mid-winter meeting and this meeting is sanctioned by SAA and is a great way to get more involved with the section. The Midwinter Task Force to look at mid-winter participation is being headed up by Beth and Ardys Kozbial, please share your ideas and time to help them look at this issue. Midwinter is open to all VM section members.

--VM section finances are being investigated and will be reported to the membership. We get money from t-shirt sales. How should we use this money?

#### New Business-none

Announcements-Nicolette showed off her recent publication: “Picturing the Alaska-Yukon-Pacific Exposition: the photographs of Frank H. Nowell” and shared this YouTube video about photos and questions about photos in the archive:

[http://www.youtube.com/watch?v=zve2chDhB\\_4](http://www.youtube.com/watch?v=zve2chDhB_4). Should be required viewing for all incoming visual materials archivists. VM T-shirts are available for purchase on Café Press. Newsletter deadline is September 15 for the next issue. John Slate will post the latest updates to the bibliography to the website after the meeting.

Break-out group discussions- Stephen Fletcher leading Digital Collections and keeping the section relevant discussion, Tim Hawkins leading Communications/Newsletter/Website discussion, Nicolette Bromberg leading Continuing and Professional Education discussion.

(Minutes by Teresa M. Burk, 19 August, 2009)

*Respectfully submitted by Stephen J. Fletcher, chair (1/28/10).*

## Roundtable Annual Reports

### Performing Arts Roundtable (Liaison: Settles)

**Officers:** Peggy Alexander, Co-Chair; Andrew Wentink, Co-Chair; Steering Committee, Leilani Dawson and Lisa Hooper; Helice Koffler, Web Liaison

**Report from annual meeting:**

Number of attendees: 13

Election results: Andrew Wentink, Co-Chair; Leilani Dawson, Steering Committee

**Summary of meeting activities:** The Society of American Archivists' Performing Arts Roundtable conducted its membership meeting on Wednesday, August 12, 2009. The meeting was held at the Ransom Center at the University of Texas at Austin.

Co-Chair Susan Brady called the meeting to order at 1:15 p.m., and noted that co-chair Peggy Alexander was unable to attend the conference. Following introductions of Roundtable leaders and our host at the Ransom Center, attendees introduced themselves as a sign-in sheet was circulated. Susan thanked outgoing Steering Committee member Andrew Wentink and outgoing newsletter editor George Bain for their work for the Roundtable. Nominations were sought for Co-chair and Steering Committee for the election to be held at the end of the business meeting.

Susan reminded members that they should sign up for the Roundtable membership and listserv via the SAA web site, as there have been some changes to the system and some members have apparently been dropped. Helice Koffler discussed the Roundtable web site and expressed interest in creating an official Roundtable blog. Helice currently oversees the "unofficial" blog as well as the web site. Susan described the continuing plans for a form and genre headings project (see below). Susan asked for additional Roundtable project ideas, announcements and general comments, and reiterated SAA's call for diversity initiatives within its membership. Susan suggested that members submit any additional comments via the Roundtable list-serv.

Carole Prietto, from the 2010 conference program committee addressed the group on the plans for next year's meeting in D.C. Rosalye Settles, also attended the meeting and reported on Council decisions that were made the previous Sunday.

Susan then opened discussion on proposals for sessions for the 2010 SAA annual meeting in Washington. Jeni Dahmus of the Julliard School mentioned that she has been working with someone on a session on the documentation of the punk music scene and will follow up with Peggy Alexander when she has made more progress in developing the session. Susan encouraged members to attend the Roundtable-endorsed program "Saving De Niro's Boxing Trunks: Sustaining Performing Arts Archives Collaborative," on Saturday morning.

Susan noted that with George Bain's retirement as newsletter editor, assistant editor Mary Gallant was assuming the editorship.

After nominations were put forward Andrew Wentink was elected as co-chair and Leilani Dawson was elected to the steering committee.

Following the business portion of the meeting, Helen Adair, Associate Curator of Performing Arts at the Ransom Center, provided attendees a wonderful introduction to her collection, and described numerous items that she had pulled especially for us. Among the items was one of Marlon Brando's address books; an early draft of Arthur Miller's *The Crucible*; and those famous De Niro boxing trunks.

**Completed projects/activities:** The Performing Arts Roundtable proposed the session "Saving De Niro's Boxing Trunks: Sustaining Performing Arts Archives Collaboratively," which was accepted by the SAA 2009 Annual Meeting Program Committee. A double issue of *Performance!*, the newsletter of the Roundtable, Spring/Summer 2009 circulated by email to ca. 130 members.

**Ongoing projects/activities:** Helice Koffler, Web liaison, continues to develop the Roundtable web site, and oversees a lively "unofficial" Roundtable blog, Ephemeral Archives <http://ephemeralarchives.wordpress.com/>. She will be developing an "official" blog in the coming months.

Susan Brady continues to develop a project to identify form and genre terms for documenting scenic, lighting, and costume design to contribute them to standard thesauri. The project is being conducted in coordination with members of the Theatre Library Association. In addition to volunteers from the Roundtable and TLA, professional designers are being asked to serve as advisors to the projects.

**Diversity initiatives:** The Roundtable continues to investigate ways to diversify the membership through its programs and projects.

**Questions/concerns for Council attention:** None at this time.

*Respectfully submitted on 2/5/10.*

## **Committee Annual Reports**

### **ALA/SAA/AAM Joint Committee on Archives, Libraries, and Museums (CALM) (Liaison: Settles)**

#### **BACKGROUND**

I am SAA co-chair of the Committee on Archives, Libraries and Museums (CALM) with reps from Society of American Archivists (SAA), American Library Assn. (ALA), and the American Assn. of Museums (AAM). There are three formal meeting of the committee each year and one informal information exchange. The formal meetings occur at the annual meetings of SAA and AAM and the Mid-Winter meeting of ALA. The informal meeting is at ALA Annual. I became chair at the close of the August 2009 SAA Austin Meeting. That meeting was very poorly attended. It was held Tuesday morning and most of the committee members did not attend. Only Leslie Waggoner, outgoing chair, I and Sue Hamburger, who was already in Austin for another event, were present. I hope that the SAA 2010 meeting of the Committee will have a better attendance and be scheduled later in the week so more can attend.

Also present was the ALA co-chair and one of the AAM members. There was a call-in number and the committee had a few ALA and AAM members on the call as well as the SAA members who could not come early to the Annual. Attached is a copy of notes that were taken by the AAM representative.

I also attended the Committee meeting at the mid-Winter ALA meeting in January in Boston, 2010, that was chaired by the ALA Co-Chair Fred Stielow. The major discussion at that meeting centered on the CALM reaction to the Traditional Cultural Expressions draft that ALA was trying to get approved.

I will call in to the AAM meeting in May as I cannot get to the west coast.

The CALM serves as a clearinghouse and venue for the exchange of information. The Committee also sponsors programs of interest to all three associations. As has been noted by a previous SAA co-Chair, AAM and ALA are able to allot a slot at their annuals for this, while SAA does not do so. At the SAA Annual 2010, there will be no CALM sponsored program as our proposal was rejected by the SAA Program Committee.

In the past, CALM has worked as the clearing point for the Joint Statement on Access issued by ALA (through its ACRL-RBMS section) and SAA. It has worked to clarify security measures and to promote the cross-understanding of cataloging standards, such as CCO [Cataloging Cultural Objects] and DACS.

The last half year or so, much of the committee's work has been on the ALA circulated draft document, Traditional Cultural Expressions. See Discussion below

#### **DISCUSSION**

The ALA Office of Public Affairs circulated a draft document describing what libraries and Special Collection librarians should do with various expressions or objects of traditional cultures.

ALA sought endorsement from the CALM and by extension SAA, as well as AAM for this document. Within ALA itself, the reactions were quite mixed. The ALA International Relations Committee also objected and pointed out that, despite the comment in the draft FAQ, it, that is the IRC, had never been involved in any meeting or drafting. The Rare Books and Manuscripts Section of ACRL [Association of College & research Libraries] rejected an endorsement. The discussion at the Mid-winter meeting was quite pointed in saying that the CALM would not endorse the statement as it could not do so without going back to the constituent member associations, SAA and AAM. As you know SAA has been working on a statement about the cultural expressions of indigenous peoples for a number of years. It would be inappropriate – to say the least—for a committee with SAA representatives to endorse such a statement. The co-chairs of the CALM met by telephone conference a week after the ALA midwinter and agreed to have the ALA co-chair send in our joint statement rejecting endorsement.

Apparently the ALA Council took no action and moved no endorsement of the draft document at all. The ALA Committee on Legislation withdrew the document from ALA Council.

### **RECOMMENDATIONS:**

- 1) The CALM should continue to monitor the draft language of the TCE as well as any other documents created by ALA or AAM and make sure they are reviewed to be in agreement with SAA policies.
- 2) It would be helpful if SAA programming would consider giving program sessions submitted by this committee a ‘bye’ or other selection mechanism so that programs, directions and collecting methods that have relevance for all three associations are assured of discussion by SAA members at annual meetings.

**Support Statement:** The CALM will continue to monitor this document and will try to work with all ALA arms – offices, divisions, sections, etc. – to keep SAA informed about the language and seek to try to get better definitions and congruence with SAA Protocols.

**Fiscal Impact:** It would strengthen the committee and bolster visibility if the committee met during SAA at a time when more people could attend and learn about it. There would be a greater exchange of views if there more people interested in the confluence of cultural heritage institutions.

Minutes of CALM meeting, Austin 2009

### **Welcome, introductions, sign-in sheet, selection of recorder**

Holly Witchey, AAM co-chair (not present)

Fred Stielow, ALA co-chair

Leslie Waggener, SAA co-chair

### **Review of CALM memberships/appointment**

Introduction of new ALA co-chair [**Waggener**]

- Dr. Fred Stielow, American Public University Associate Vice President and Dean of Libraries & Educational Materials. His term runs July 2009 to July 2010. Fred is taking the place of Christian DuPont as the new ALA co-chair, and has been part of CALM in the past.

Introduction of new ALA representative [**Stielow**]: Bill Sleeman, Assistant Director for Technical Services at the University of Maryland School of Law. His term runs July 15, 2009 to July 15, 2011.

Introduction of new ALA intern [**Stielow**]: Myntha Cuffy, Reference and Instruction Librarian, University of Iowa. Her term runs July 15, 2009 to July 15, 2011.

Introduction of incoming SAA co-chair [**Waggener**]:

- Dr. Susan Malbin, Director of Library and Archives, American Jewish Historical Society. Her term runs August 15, 2009 to September 1, 2011. Susan is taking the place of Leslie Waggener, who will rotate off CALM on August 15, 2009. Susan has been a part of CALM in the past.

Introduction of incoming SAA representatives [**Waggener**]

- Tomaro Taylor, Associate Librarian, Tampa Campus Library, University of South Florida. Carrie Schwier, Assistant Archivist, Office of University Archives and Records Management, Indiana University, Bloomington. Their terms run August 15, 2009 to August 24, 2011.
- Beverly Cook will rotate off CALM on August 15, 2009.

**Review of notes from last meeting:** Notes for all CALM meetings are posted on the CALM wiki: <http://info.ala.org/CALM/>

## Announcements

Announcements from Committee Representatives

- Status of CALM wiki [**Stielow**]: The wiki is becoming the go-to spot for information on issues and activities pertaining to the convergence of archives, libraries and museums. Dedicated ALA Emerging Leaders continue to add material to the wiki, which is growing in content and resources quickly. Although the ALA representatives are currently facilitating the addition of material, the wiki is available to all CALM members for posting information; members are encouraged to start actively adding material.
- “Digital Convergence: Libraries, Archives, and Museums in the Information Age.” [**Waggener and Witchey**]: Three special issues of *Library Quarterly*, *Archival Science*, and *Museum Management and Curatorship* to be published at the end of 2009 [http://marty.ci.fsu.edu/misc/cfp\\_digitalconvergence.pdf](http://marty.ci.fsu.edu/misc/cfp_digitalconvergence.pdf).
- *Library Quarterly*, *Archival Science*, and *Museum Management and Curatorship* will published at approximately the same time (end of 2009) a special triple issue “Digital Convergence: Libraries, Archives, and Museums in the Information Age,” guest edited by Dr. Paul F. Marty, College of Information, Florida State University. The issues will explore: “the shared information needs and challenges facing libraries, archives, and museums in the information age; the overlapping educational goals of library and information science, archival studies, and museum studies programs; and areas of convergence for educators and professionals working to meet user needs in libraries, archives, and museums.” This project is the result of a conference sponsored by IMLS that discussed information professionals’ role in working across traditional boundaries with libraries, archives, and museums. <http://chips.ci.fsu.edu> The topics in these issues are relevant to CALM. It was discussed that CALM chairs should anticipate the release of the quarterlies, announce their availability to members, and discuss contents and findings when appropriate.

- Nomination of a librarian as Archivist of the United States [**Stielow and Waggener**]: On July 28, 2009, President Obama announced his intent to nominate David S. Ferriero to the position of Archivist of the United States. Mr. Ferriero currently serves as the Andrew W. Mellon Director of the New York Public Libraries. There was a discussion about whether it is the will of the committee to send our congratulations to Mr. Ferriero as an opportunity to introduce CALM and extend an offer to provide assistance, if needed. General consensus from CALM members was that David Ferriero is a great selection for the position of Archivist of the United States. He has received several awards relating to cutting edge work with EAD and the Digital Scriptorium and has achievements with both libraries and archives.

**ACTION:** Agreed that the chairs would send a letter congratulating David S. Ferriero on the nomination to the position of Archivist of the United States, and to provide background information on the goals and objectives of CALM, similar in focus to letters that the chairs sent to relevant international committees and organizations.

SAA titles now in ALA bookstore at <http://www.alastore.ala.org> [**Stielow and Waggener**]: New SAA titles are about to be included in the ALA Bookstore. There have been examples of titles relevant to museums, libraries and archives available in respective bookstores/sites for ALA, SAA and AAM, notably *Cataloging Cultural Objects: a Guide to Describing Cultural Works and Their Images*.

There was a discussion about adding a section to the CALM wiki of notable publications/titles relevant to the intersection of archives, libraries and museums. This list could grow organically, allow CALM members to add synopses or reviews, and even open the possibility to invite authors to present at meetings. Titles could eventually be recommended for inclusion in SAA, ALA, and AAM bookstores/catalogs. Phil noted that AAM is in the process of re-defining its bookstore and evaluating new publishers that represent titles from different sectors.

**ACTION:** Noah to create a space in the wiki for publications. CALM members can all participate in adding titles, descriptions, and reviews to the wiki. Co-Chairs to send announcement to listserv about this new section.

SAA CALM-sponsored session [**Waggener**]: "Libraries, Archives, and Museums: Converging for Real" Session 704, Saturday, August 15, 1:30pm to 3:00pm, Salon J, Hilton, Austin. *Instructors/Speakers:* Ricky Erway (Chair), Program Officer, OCLC; Nancy Gwinn, Director, Smithsonian Institution Libraries, Convergence at the Smithsonian; Daniel A. Santamaria, Assistant University Archivist, Princeton University, *Tigers and LAMs: The Princeton Experience*; Emmanuelle Delmas-Glass, Collections Catalogue Specialist, Yale Center for British Art, Convergence at Yale University. *Session Description:* Users want access to information, unhampered by arbitrary boundaries between libraries, archives, and museums. A museum curator, an archivist, and a librarian take stock of their institutions progress in breaking down the walls between those domains and working on collaborative approaches to increase efficiency and to better serve their users. Speakers will address obstacles, catalysts, and approaches to sustaining collaborations that are applicable in other settings. Jennifer Schaffner, OCLC Research, announced that slides are available online from the presentations

<http://www.oclc.org/programs/ourwork/collectivecoll/relationships/presentations/2009-05-02a.pdf>

Other announcements from Committee Representatives? Rosalye Settles provided an update on the August 10<sup>th</sup> SAA Council Meeting:

1. Council approved in principle revisions to the Standards Committee mission and procedures, subject to final amendments.
2. Approved slight revisions to A&A List Terms of Participation
3. Adopted revisions to SAA Investment Policy
4. Created a standing SAA Investment Policy
5. Adopted a charge for SAA Working Group on Cultural Property. The group will advise the SAA Council, members and staff on cultural property and sensitivity issues; prepare draft statements; develop positions for SAA on these issues; represent SAA on these issues at meetings and in professional discussions; and communicate and collaborate with all relevant SAA and external (ALA, AM) groups.
6. Approved recommendation to implement a four-part approach to updating and improving the "Council Handbook" for the sake of transparency.
7. Adopted new procedures for governing online Section elections, as well as online Roundtable elections for those Roundtables that choose to conduct them.
8. Adopted changes in Roundtable procedures.
9. Disbanded, with thanks, the ALA/SAA Joint Statement on Access Review Task Force, whose work was completed with adoption on the Joint Statement in May.
10. Discussed member feedback received on SAA Strategic Plan.
11. Discussed member feedback received on the draft Advocacy Agenda.

For more information on any of these SAA Council Talking Points, please contact Rosalye Settles, SAA Council Liaison--2008 – 2010; U.S. Department of the Treasury Office of Thrift Supervision.

Fred Stielow commented on ALA's commitment and efforts with advocacy training and inquired if SAA Council would be open to sharing more information on the Advocacy Agenda. Cultural Property is also an area that has overlap with interests in ALA. It was noted that SAA and ALA have already been communicating and working together on many of these areas of overlap.

Phil Katz noted that AAM also has strong advocacy interests and current efforts in this area. There was a request to Rosalye to extend the deadline for Advocacy.

#### Announcements

Preservation Week [**Waggener, Stielow, and Vogt-O'Connor**]: During the informal CALM meeting held at ALA in July, former ALA co-chair Christian Dupont introduced Jeanne Drewes from the Preservation Directorate at the Library of Congress. For the past few months, Jeanne has been leading an effort in ALA/ALCTS (Association for Library Collections and Technical Services) to organize and promote an ALA Preservation Week initiative in spring 2010 (see <http://www.ala.org/ala/mgrps/divs/alcts/confevents/preswk/index.cfm> for a preliminary announcement). CALM attendees strongly encouraged her to consider timing the event either in

May or October to create synergy with existing preservation awareness initiatives and the cultural heritage organizations that promote them. Jeanne reports that the date of Preservation Week is now May 9-15 so that it can be part of the Historic Preservation month and close on the heels of May Day. The program for ALA has been accepted for annual to report on ideas used during the May event. A forum at ALA Midwinter will also be given to encourage ideas for use for a May event. The organizers met with ALA Graphics and will likely have a product in their October catalog. Once the organizers have something more on the website, they will start contacting the other organizations about partnering. However, you can reference the splash page that is currently available with the general logo minus tag line that they are still developing at [www.ala.org/preservationweek](http://www.ala.org/preservationweek). This web page will change very soon. Please contact Jeanne Drewes ([jdre@loc.gov](mailto:jdre@loc.gov), 202 707 5330) for more information.

**Further Discussion:** ALA is putting together a preservation week. The focus is on reaching out to individual collectors, families, etc. to provide useful and practical guidance on how to take care of their materials. Fred offered thanks to ALA for proactively extending their reach and asking for CALM to join this as a tri-part effort. CALM members agreed to welcome the invitation from ALA to be a part of preservation week.

**ACTION:** CALM chairs put forth a formal recommendation to leadership to co-sponsor this event with ALA, which will involve reaching out to our respective communities during this week and with the activities that ALA has organized.

Note: Diane will share with the Council on Saturday that CALM was approached for participation; CALM expressed support and gratitude; and to request that SAA be added as a co-sponsor. Phil Katz will also speak to AAM leadership about formal support.

### **New Business**

ALA Emerging Leaders initiative [**Stielow**]: Unit Project Hosting training; if will of SAA council for the Emerging Leaders team to create and disseminate a CALM podcast and to provide input on related interactive and Web 2.0 options to enhance the CALM wiki.

Fred Stielow suggested that the organization of the wiki should have a functional breakdown to represent the types of issues CALM is concerned with and actively working on (e.g. Advocacy). Noah shared that the emerging leaders formulated the current functional categories, but that they can of course be arranged to better reflect the needs of the committee. Jennifer commented that she is seeing a re-organizing in museums, libraries and archives into functional areas. General feelings were to start to shape the wiki into area that can grow deeper with content. Only concern expressed was who was going to do the work in adding new material.

**SUGGESTION:** Editors should go into the wiki to create more functional areas that are of common concern to CALM. Noah and Fred agreed to start to create the structure, but reminded others that a wiki is a Web 2.0 medium, which means we all need to be actively contributing to it.

Karen Muller (ALA Staff Liaison) has expressed optimism for the possibility of future ALA Emerging Leaders being assigned to CALM and/or wiki developments. Fred would like to see

developments going past podcasts and to also include RSS feeds. Once content is more easily disseminated and shared, we will start to gain bigger exposure and awareness.

**Podcasts:** With podcasts, the emerging leaders are looking for events or programming that can be captured for podcasts. CALM sponsored sessions are good candidates. Erin Coburn inquired if it was also possible to submit recordings of programming from other conferences like MCN if the session was of interest to CALM members; this was welcomed with enthusiasm.

ALA Policy statement re traditional cultural expressions [**Stielow**]: The ALA Office of Information Technology Policy (OITP) has been developing a policy statement on collecting, preserving, organizing and providing access to traditional cultural expressions. OITP is seeking feedback from ALA units on this draft, now in its third revision. Though the focus of this statement is on libraries, OITP has been consulting archivists and museum professionals, and would welcome further feedback from these communities as well as from the library community. Deadline for comment is up to the ALA Midwinter Meeting (January 2010), but may be submitted at any time. The draft can be accessed at <http://wo.ala.org/tce/>

CALM-sponsored session re IMLS's "Future of Museums and Libraries"? [**Witchey**]: ATTENTION/ACTION: IMLS had a meeting a year ago that produced a good discussion document about issues facing museums and libraries. One of the proposals on the table for a possible session at AAM would be a round-table discussion on some of the issues from the discussion guide. The deadline for submitting proposals for the AAM Annual Meeting, is **August 31, 2009**. Holly Witchey will draft a session description and circulate it for comments.

There was also a discussion about the CALM session focusing on preservation issues, especially due to recent convergence surrounding ALA's preservation week. Holly has asked that is a preservation session is a possibility, for someone on CALM to send the following information ASAP:

- 1) A session description
- 2) Name and institutional details of potential speakers, brief bios, and what they might speak about.
- 3) Suggestions for moderators, with brief bios and reasons why they would be a good moderator.

Note: AAM and ALA and has a saved spot in the annual program for a CALM session. The deadline for SAA's submission to annual program is September 24th, 2009.

### **Old Business**

Update on submission of a CALM-sponsored program proposal for 2010 ALA Annual [**Stielow**]: At an informal CALM meeting held July 12, 2009, ALA co-chair Fred Stielow and ALA CALM staff liaison Karen Muller were asked to consider a proposal for the 2010 ALA Annual Meeting in Washington, D.C.

Update on CALM Legislative Agenda [**Waggner**]: A request was made by ALA over a year ago for units that have a legislative agenda to submit them for review to ALA. Leslie worked with the other CALM chairs on creating an overview of CALM and the types of legislative

issues that CALM can assist with, which includes but is not limited to: Fair Use; Section 108; Copyright Protection; Public Access to scholarly material; No child left behind; etc. CALM members expressed gratitude and support for the well-written document, and how it serves as an opportunity to introduce the focus of CALM and to expand upon what legislative issues are of shared interest to archives, libraries and museums.

**ACTION:** This document is still open for discussion and can be added to. CALM will be submitting this to ALA promptly.

**SAA Council Government Affairs Working Group:** The Council has established a government affairs working group, which includes legislative items. Nancy would like CALM to be a group that can link SAA to other activities or to draft policy/joint statements on appropriate items. Incoming chair will be contacting CALM chairs about more information.

**RBMS Toolkit - Diversity Committee Meeting:** Deborah Richardson joined the meeting to share that she just came out of a SAA Diversity Committee Meeting where the RBMS Toolkit was being discussed. Deborah reminded CALM that there are other organizations that are doing things that we should be aware of and to ensure we are not doing these things in a vacuum. Christian DuPont elaborated on the RBMS Toolkit as a way to introduce people to RBMS and to make it more accessible to diverse communities.

**RECOMMENDATION:** CALM to reach out to other committees that are conducting work similar in areas of focus to CALM, such as SAA Diversity Committee with the RBMS toolkit, the SAA Government Affairs Committee, and AAM committees to-be identified, to share information about CALM, and to offer information, or support, where appropriate. This is similar in fashion to CALM's current outreach to International Committees such as CIDOC (ICOM) and Collections Trust.

**Legislative Agenda/Issues Discussion:** Gladysann Wells (Director of the Arizona State Library, Archives and Public Records) joined the meeting to share that she would like to see CALM serve as a place to gather on-going and changing legislative issues, and that this material should be centralized into one place that can be easily accessible by the archive, library and museum communities. She suggested that CALM could act as clearing house for points of issues at hand. Fred noted that the wiki would be a place to gather topical and current issues that are impacting all three of our organizations. Jennifer commented that CALM might consider having a shared legislative agenda.

**RECOMMENDATION:** Consider using the wiki as a place to add more topical and current issues that are pertinent to all three respective organizations. Recommended that a task force add this material so that there are not additions that creates political agendas or tensions between organizations.

**RECOMMENDATION:** Add Legislative Issues as a standing agenda item for CALM meetings.

**Upcoming CALM Meetings:** AAM in Los Angeles, May 2010; CALM meeting at ALA Mid-Winter in Boston

**Economic Downturn Impact on Conferences:** Susan Malbin noted that ALA Mid-Winter is reducing its meeting schedule by a day. Many committees will be looking into remote/virtual meetings as an alternative. Deborrah shared that SAA is also interested in finding ways to have committees meet remotely, and is also looking into having remote participating from conference attendees to be a part of annual meetings. Goal is to have a stratified structure in place by 2013. For example, a GoTo like meeting that is paid participation, but would allow an institution to pay the meeting and set-up a conference room for multiple participants. Fred shared his sentiments that organizations should not be thinking of remote conference participations as a money making venture, although many CALM members disagreed and stated that this is simply to cover the steep costs of hosting conferences. General agreement that we need to start doing things differently with conferences. Jennifer shared that the most recent RBMS meeting had to start implementing remote participation and is happy to share feedback of lessons learned.

### **Other Upcoming Meetings of Interest**

- The Chartered Institute of Library and Information Professionals (CILIP) Executive Briefings, September 15, 2009. CILIP is the leading professional body for librarians, information specialists and knowledge managers in the U.K.  
<http://www.cilip.org.uk/interests/execbriefings/lams/index.html>
- The title of the conference is: "Unlocking the benefits of collaboration between libraries, archives and museums." The UK Society of Archivists, the Museum Libraries Archives Council (MLA), and the UK Museums Association are working with CILIP, in addition to OCLC Research. Again, Günter Waibel's and Ricky Erway's report, "**Beyond the Silos of the LAMS,**" is the point of departure.
- Museum Computer Network (MCN) 2009, 37<sup>th</sup> Annual Conference, November 11-14, 2009, Doubletree Hotel – Lloyd Center, Portland, Oregon  
*Theme: Museum Information, Museum Efficiency: Doing More with Less!*  
*Conference Topics*
  - Technology and Information Management Serving the Institutional Bottom Line
  - Digital Readiness, Digital Accomplishments, Digital Accountability (Image Capture, Digital Asset Management, Best Practices, Preservation, Access)Implementing Systems in Tough Times
  - Digital Convergence: Archives, Libraries, and Museums
  - Doing More with Less
  - Leadership, Sustainability, Accountability
  - Social Media
  - Superior Content, Superior Delivery
- Digital Strategies for Heritage (DISH) international conference on digital heritage and the opportunities it offers to cultural organisations. Dec 8-10, 2009, Rotterdam, NL (<http://www.dish2009.nl/>)
- Cultural Heritage online: Empowering Users: an active role for user communities, Dec 15-16, 2009, Florence Italy (<http://www.rinascimento-digitale.it/>) (ALA co-chair, Dr. Fred Stielow, is participating).

*Respectfully submitted by Susan Malbin, chair (3/16/10).*