

**Society of American Archivists
Council Meeting
November 2-3, 2018
Chicago, Illinois**

**2017-2018 Section Annual Reports (Compiled)
(Compiled by SAA Governance Manager Felicia Owens)**

Compiled here are the 2017-2018 annual reports for all SAA section. For the third 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 2017-2018 term.

Index:

Acquisitions and Appraisal Section	Page 3
Archival Educators Section	Page 9
Archival History Section	Page 10
Archives Management Section	Page 13
Archivists and Archives of Color Section	Page 15
Archivists of Religious Collections Section	Page 16
Audio and Moving Image Section	Page 19
Business Archives Section	Page 20
Collection Management Tools Section	Page 21
College and University Archives Section	Page 24
Congressional Papers Section	Page 25
Description Section	Page 28
Design Records Section	Page 29
Diverse Sexuality and Gender Section	Page 30
Electronic Records Section	Page 31
Encoded Archival Standards Section	Page 33
Government Record Section	Page 35
Human Rights Archives Section	Page 37
Independent Archivists Section	Page 39
International Archival Affairs Section	Page 40
Issues and Advocacy Section	Page 41
Labor Archives Section	Page 44
Latin American and Caribbean Cultural Heritage Archives Section	Page 46
Local Government Records Section	Page 48

Lone Arrangers Section	Page 49
Manuscript Repositories Section	Page 50
Metadata and Digital Object Section	Page 51
Military Archives Section	Page 53
Museum Archives Section	Page 55
Native American Archives Section	Page 56
Oral History Section	Page 57
Performing Arts Section	Page 59
Preservation Section	Page 61
Privacy and Confidentiality Section	Page 64
Public Library Archives and Special Collections Section	Page 66
Records Management Section	Page 68
Reference, Access, and Outreach Section	Page 70
Research Libraries Section	Page 71
Science, Technology, and Health Care Section	Page 72
Security Section	Page 74
Students and New Archives Professionals Section	Page 75
Visual Materials Cataloging and Access Section	Page 77
Visual Materials Section	Page 78
Web Archiving Section	Page 81
Women Archivists Section	Page 83
Women's Collections Section	Page 83

Acquisitions and Appraisal Section

Council Liaison: Courtney Chartier

Report Submitter: Cliff Hight

ACTIVITIES

Completed:

Section Communications: The section steering committee uses a number of methods to communicate with members and the broader profession. Included are the section microsite, blog, and social media. Below are summaries of completed efforts in each area:

- Microsite: The steering committee recognized confusion on the microsite regarding monetary appraisal versus archival appraisal. The microsite had a page that included an outdated list of appraisers (<http://web.archive.org/web/20161231072855/http://www2.archivists.org/groups/acquisitions-appraisal-section/list-of-appraisers>), so the steering committee asked web liaison Denise Rayman to create a simplified page of summary information about monetary appraisal and links out to associated professional organizations. The results, which went live in December 2017, are available at <https://www2.archivists.org/groups/acquisitions-appraisal-section/monetary-appraisal-of-archival-material>. Rayman updated other pages as needed throughout the year.
- Blog: Since the 2017 SAA Annual Meeting, the Section blog, Assigning Value (<http://appraisalsaa.wordpress.com>), had nine posts. It has provided a space for member contributions, announcements, and calls for member engagement from the steering committee. The steering committee has posted updates and news (sections projects and activities, encouragements for steering committee nominations, calls to contribute to the blog, etc.), announcements and recaps of Twitter chats, and interviews with archivists about acquisitions and appraisal topics. A few highlights include:
 - Section projects and activities, such as reflections on the collection development policy project by subcommittee member Mat Darby: <https://appraisalsaa.wordpress.com/2018/03/15/impressions-on-collection-development-policies-and-practice/>;
 - Community interviews, such as “Collecting Practices at the Canadian Lesbian & Gay Archives,” interview by Kira Baker: <https://appraisalsaa.wordpress.com/2018/01/08/collecting-practices-at-the-canadian-lesbian-gay-archives/>; and “Providence Public Library Special Collections: Acquisitions Policies,” interview by Kathi Isham: Part 1 at <https://appraisalsaa.wordpress.com/2018/07/19/providence-public-library-special-collections-acquisitions-policies-and-practices-part-1/> and Part 2 at <https://appraisalsaa.wordpress.com/2018/07/26/providence-public-library-special-collections-acquisitions-policies-and-practices-part-2/>;
 - Third Thursday Twitter chat recap, such as a joint chat with the Women Archivists Section and Women’s Collections Section on collecting Women’s

March materials and women’s collections in archives:

<https://appraisalsaa.wordpress.com/2017/12/11/recap-third-thursday-and-collecting-womens-march-materials-and-womens-collections-in-archives/>;

- A post from a professional appraiser discussing aspects of monetary appraisal and tax deductions: “Can I Deduct That?—A Primer for Archivists,” by Stuart Lutz at <https://appraisalsaa.wordpress.com/2018/05/12/can-i-deduct-that-a-primer-for-archivists/>;
- Third Thursday Twitter Chats: The section steering committee continued a project begun in early 2016 to engage with more of the section membership around critical issues of acquisitions and appraisal. Third Thursday chats initially were hosted on the section’s blog, but the steering committee moved the chats to Twitter to continue to expand engagement in the archival community. A total of two Third Thursday chats occurred since the 2017 SAA Annual Meeting. Continuing to use the hashtag #appraisethis, the chats centered on 1) Women’s March collections and women’s collections in archives (partnering with Women Archivists Section and Women’s Collections Section, recap at https://appraisalsaa.files.wordpress.com/2018/07/chat_201711_collectingwomensmaterials.pdf) and 2) collection development and acquisition policies (recap at https://appraisalsaa.files.wordpress.com/2018/07/chat_20180319_acquisitionspolicies.pdf). The steering committee created 7–9 prompts ahead of each chat to facilitate discussion during them, and Intern Kathi Isham hosted.

Section Subcommittees: The Acquisitions and Appraisal Section’s two subcommittees—the Best Practices Subcommittee and the Outreach Subcommittee—continued projects over the year that maintained engagement with section membership:

- Best Practices Subcommittee: This body was established in 2015 with a vision to provide leadership in developing and sharing acquisitions and appraisal resources for those engaged in archival selection, to keep best practices and standards relevant and updated, and to encourage dialogue about changing needs and frameworks for appraisal in theory and practice. The co-chairs of the subcommittee for 2017–2018 were Julie May and Patricia Galloway. Other subcommittee members included Mat Darby, Rachel Rosenfeld, and Laura Sullivan, Rachel Rosenfeld, and Meaghan O’Riordan. In 2017–2018 the subcommittee focused on:
 - Collection Development and Acquisition Policies: This project was a continuation of the subcommittee’s work on the topic. As noted above, subcommittee member Mat Darby posted in March 2018 some initial impressions from the survey to the section’s blog, Assigning Value. Further, also noted above, the section hosted a Twitter chat on the topic in April 2018. The subcommittee created a sitemap (<https://drive.google.com/open?id=13S8JCocTU7r6dXV13Zad9PqAjwEGlfas>) for a new “Resources” section of the section microsite and prioritized populating the Collection Development Policy Resources section/Creating and Revising Policies/Impressions Document, Collection Development Policy Examples, and Testimonials pages.

Julie May reached out to 18 of the 53 repositories who offered example policies for approval. Of those, 11 responded affirmatively and in some cases provided updated policies and testimonials for new web content.

- Bibliography Project: This project began in November 2016 as part of the Outreach Subcommittee to develop a bibliography on acquisitions and appraisal for section members and the broader profession. After the 2017 SAA Annual Meeting, the upkeep for this project shifted to this subcommittee. It is available through Zotero (https://www.zotero.org/groups/1019246/saa_acquisitions_appraisal_section_bibliography), is linked from the section’s microsite, and has 138 entries. Pat Galloway first acquainted herself with Zotero and looked through the entries. She added several items to simplify the instructions for entering materials into the bibliography, as well as entered several items herself. She was contacted by Intern Taylor de Klerk offering her services, and asked her as a frequent Zotero user to suggest a canonical set of metadata elements to suggest to those who wish to add materials. She also assembled a group of appraisal syllabi easily available from the Internet and also emailed the Archival Educators Section for additional syllabi. During the coming year we should be able to add entries from these documents. She also suggests the following additions to the project:
 - 1) Systematize additions to the bibliography by reviewing all the major archival journals (including book reviews) once a year.
 - 2) Keep “classic” entries but tag them as such—it will be necessary to figure out how to do this since the usual citation indices are not necessarily pertinent to items published in books, where many of our “classics” come from.
- Outreach Subcommittee: This subcommittee was formed in 2015 to continue the section’s efforts to regularly engage with the section membership using social media channels. As projects have broadened, this year the steering committee changed the name from Social Media Subcommittee to Outreach Subcommittee. The co-chairs of the group for 2017–2018 were Lily Troia and Kira Baker, and Kathi Isham assisted with the subcommittee’s activities. Their main projects included:
 - Third Thursday Twitter Chats: The subcommittee continued administering Twitter chats, as detailed above.
 - Assigning Value Blog: The subcommittee further engaged members and the broader profession on acquisitions and appraisal issues by administering posts on various topics, as detailed above.
 - Social Media Management: The subcommittee handled messaging through the section’s social media channels, including the Twitter account (<https://twitter.com/AppraisalSAA>), Facebook page (<https://www.facebook.com/groups/318524801528679/>), and the blog. As of the end of August 2018, the Twitter account has 1,373 followers and the Facebook page has 95 followers.

- Ad Hoc Standing Rules Review Subcommittee: Marcella Huggard and Kira Baker comprised this subcommittee and drafted revisions for review by the steering committee. Further, they shepherded the revisions through SAA's review process and got the revisions ready for the ballot for approval by section membership. Voting for the revisions was nearly unanimous. The main reasons for the revisions include realigning the section's former bylaws—switched to standing rules in August 2016 when all component groups became sections—to be in line with the SAA governance manual; adding a section for subcommittees; and revising the description of the intern role to allow for different activities, rather than focusing solely on social media. The subcommittee also made minor grammatical and copyediting changes throughout the document to ensure consistency and clarity in the standing rules.

Intern Activities: Kathi Isham served as the 2017–2018 Intern. Her activities included the following:

- Promoting and hosting Twitter chats, and then preserving chat contents (originally we used Storify, but Kathi had to migrate to PDF once it announced it was ending service; they are still linked on the section blog);
- Managing social media accounts, including creating tweets and Facebook posts to promote section activities, SAA activities and news, and share relevant content;
- Helping coordinate and post content for the section blog, writing posts about section activities, conducting an interview and writing post about Providence Public Library special collections, promoting blog posts on section email list;
- Attending steering committee meetings throughout the year;
- Participating in Social Media Subcommittee meetings;
- Creating documentation to plan outreach activities

Collaboration with Other Groups: The steering committee continued to seek opportunities to cooperate with other sections in 2017–2018. In addition to the joint Twitter chat noted above (with the Women Archivists Section and Women's Collections Section), we held a joint section program at the 2018 SAA Annual Meeting with the Records Management Section. The steering committee sought to partner with the RM Section after discussions of potentially overlapping topics. Engage Membership: The section continued its work to engage and communicate more effectively with members. Through the initiatives noted above, the steering committee provided venues for discussing acquisitions and appraisal issues. Section membership continues to increase, from 379 in the 2016 annual report to 1,036 in 2017 report to 1,258 as of the end of August 2018.

Funding Request: Chair Cliff Hight and Vice Chair/Chair Elect Marcella Huggard collaborated with Chair Eira Tansey and Vice Chair Alex Toner from the Records Management Section to submit a successful funding request to SAA Council. We sought an honorarium for Nate Jones of the National Security Archive, one of the presenters at our joint meeting. The council approved the request, which with the new funding model allowed both sections to allocate funding for the honorarium.

Ongoing:

Outreach Subcommittee: The subcommittee will continue its efforts to regularly engage with the Section membership using social media channels, the section blog, and other methods. The steering committee is reassessing the frequency of Third Thursday Twitter chats, blog posts, and more, and then will support the subcommittee in effectively managing outreach efforts. Further, the subcommittee will continue to examine how the name change from Social Media to Outreach affects what activities they do.

Best Practices Subcommittee: The subcommittee will continue developing best practices, guidelines, and resources related to acquisitions and appraisal. These products will be available to section membership, as well as to the broader profession.

Section Website: Web liaison Denise Rayman continues as web liaison, and will continue to regularly update and post steering committee meeting minutes, news items, reports, and links to new resources.

New:

Improve Communications with New Section Members: The steering committee has discussed how to better engage with new members and inform them of resources available from the section. One aspect of this effort will be to add welcome information on the section's microsite.
Intern: Taylor de Klerk was appointed section intern for 2018–2019; she will collaborate with the steering committee on various initiatives, including outreach.

Outreach Subcommittee: Subcommittee co-chairs include Kira (senior co-chair) and Katie (junior co-chair). The subcommittee will develop more formal guidelines for the group and will continue engaging with section membership and the broader profession on social media channels and the section blog.

Best Practices Subcommittee: Subcommittee co-chairs include Patricia (senior co-chair) and Krista (junior co-chair), with section members assisting in projects. The group will continue to manage and expand the Zotero bibliography, explore further work in best practices relative to collection development and acquisitions policies, and consider further best practices and guidelines to pursue.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Acquisitions and Appraisal Section contributed to this goal in the following ways. First, it continued using communication channels (Twitter, Facebook, section blog, etc.) to promote the significance of acquisition and appraisal concepts in the preservation and stewardship of records and papers. Second, it continued developing an online bibliography on acquisitions and appraisal professional literature. Third, it continues developing resources to provide guidance to the profession on collection development and acquisitions policies, including how to advocate to administrators the importance of these guidelines.

Goal 2: Enhancing Professional Growth

Building on the section's resources available on its microsite (such as its pages on abandoned property laws, monetary appraisal, report on collection development policy survey, etc.), the section continued developing a Zotero bibliography for acquisition and appraisal (<https://www2.archivists.org/groups/acquisitions-appraisal-section/bibliography>), which first launched in July 2017. This shared resource is intended to support archivists and other information professionals conducting research on acquisition and appraisal. Further, the program at the combined section meeting with the Records Management Section provided attendees with the opportunity to hear from a non-archivist, Nate Jones, and a corporate archivist, Lauren Gaines at Thrivent Financial, discussing issues of transparency from their unique perspectives.

Goal 3: Advancing the Field

Through its Best Practices Subcommittee, the section has pursued projects that aid individual members in tasks associated with acquisitions and appraisal. Its 2016–2017 survey on collection development and acquisition policies led to further review and refinement in 2017–2018 as part of a larger project to provide improved resources for crafting such policies.

Goal 4: Meeting Members Needs

The steering committee sought to respond to members needs by seeking a combined section meeting with the Records Management Section and by developing resources on acquisitions and appraisal. The Zotero bibliography and content relative to collection development and acquisitions policies (both noted above) are examples of such resources. Further, Twitter chats were additional efforts to meet needs of members.

ANNUAL MEETING

Number of Attendees: 200

Summary of Meeting Activities: The Acquisitions and Appraisal Section provided attendees with a very brief overview of the section's activities and election results during the business portion of the meeting. For the program portion of the meeting, the section partnered with the Records Management Section to focus on exploring how internal decision-making of archivists and records professionals, including appraisal and retention scheduling activities, affect the overall transparency of organizations. Because these processes are very different for how they are experienced by the public sector versus that of the private sector, the panel had speakers representing each sector. Lauren Gaines, Corporate Archivist and Historian at Thrivent Financial, noted transparency challenges related to changing organizational culture, especially as new regulations and statutes go into effect. Her efforts included creating a publicly-available retention schedule and collection development policy. Nate Jones, Director of the Freedom of Information Act Project for the National Security Archive at George Washington University, described challenges he has experienced getting access to records that move among federal agencies, NARA, and federal records centers. Their presentations revealed challenges unique to private and public sectors, as well as the importance of improving advocacy and communications relative to records and information management.

QUESTIONS FOR COUNCIL

We do not have questions or concerns currently. Regarding funding requests, the only possibility would be funding beyond our allocated amount in conjunction with bringing in an outside speaker for the annual section meeting at the 2019 SAA Annual Meeting.

Archival Educators Section

Council Liaison: Amy Cooper Cary / Ricardo L. Punzalan

Report Submitter: Donald Force

ACTIVITIES

Completed: During the 2017/2018 year, we developed and completed a comprehensive online survey for archival adjunct instructors. This survey was designed to receive information about the status of archivists who teach archival courses at one or more academic institutions. We also wanted to know how the participants were received and perceived at their respective institutions. We also worked with Dr. Richard Marciano and Michael Krutz from the University of Maryland's iSchool to sponsor a pre-conference workshop at their Digital Curation and Innovation Center (DCIC).

Ongoing: Although we completed the online survey for archival adjuncts and collected data, we are now in the process of analyzing it. We will present some preliminary findings at our annual meeting. Additionally, we are investigating the possibility of developing a community of shared teaching resources for archival courses among archival educators.

New: The pedagogical resource center will be the primary goal of the section. The section intends to lay its foundation and how it may be a sustainable and valuable resource for archival educators.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The section acknowledged the need to draw more attention to the role of adjunct instructors within the profession as significant resource to the development of future archivists. The experiences that adjunct instructors bring plays an invaluable role in promoting a diverse range of archival institutions and their contributions to society to students and other professionals within education programs.

Goal 2: Enhancing Professional Growth

This year, we focused on adjuncts within the profession and their contributions to developing the next generation of archivists. We felt that archival adjuncts are an overlooked voice and more attention needs to be given to them because they are present in almost every archival education program. Additionally, the section acknowledge the need for better communication among educators so they may share the resources they use to teach archival courses.

Goal 3: Advancing the Field

The survey about archival adjunct instructors offers a unique research contribution to the profession. The information obtained from the survey will be disseminated in multiple platforms and allow for the improvement of best practices for adjunct instructors within archival education programs. Additionally, by sponsoring the pre-conference workshop by the Digital Curation and Innovation Center, the section formed an important partnership with a leading group in the field.

Goal 4: Meeting Members Needs

The section regularly seeks members for its steering committee and we value a diverse range of contributions to this committee. The section regularly shares among its members announcements and updates about educational developments and initiatives via its discussion portal. This year, we actively sought the participation of our members in the archival adjunct survey

ANNUAL MEETING

Number of Attendees: 30

Summary of Meeting Activities: At the annual meeting, Martin Oliff provided an update about the developments of the Graduate Archival Education Subcommittee. Additionally, the section held a panel discussion about student involvement in SAA and student chapters. A discussion about faculty advisement and whether a faculty advisor should fight on behalf of the student organization's first amendment rights.

Following the SAA annual meeting, the section met several times (virtually) to discuss the 2018 meeting and any other projects that should be done during they year. The committee agreed to pursue a research project that investigates the role of adjuncts in archival education. This survey and its development dominated several future meetings. Considerable time was spent developing the survey to make it as comprehensive as possible. The survey was launched in early June. By the end of July, the survey received over 50 responses. Preliminary results will be provided at the 2018 annual meeting along with a panel session by several adjunct instructors.

Finally, we also worked with Dr. Richard Marciano and Michael Kurtz to sponsor a pre-conference workshop related to digital education resources associated with the Digital Curation and Innovation Center at the University of Maryland's iSchool.

QUESTIONS FOR COUNCIL

Not at this time.

Archival History Section

Council Liaison: Erin Lawrimore

Report Submitter: Kelly A. Kolar

ACTIVITIES

Completed:

July 2017 – August 2018: Vice-Chair Alex Poole served as member of Advisory Board of Information and Culture: A Journal of History.

July 2017 – August 2018: AHS welcomed our first intern, Rebecca Leung, who attended all AHS Steering Committee meetings and worked with the editors of Archival History News

October 2017: AHS revived the newsletter Archival History News (<https://archivalhistory.news>) as the authorized publication of AHS under co-editors Eric Stoykovich and Adam Mosseri.

AHS's 2017-2018 intern, Rebecca Leung, also contributed to the revival of the newsletter.

- The revived newsletter took as 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.
- September 2017 and October 2018 AHS Chair, Kelly A. Kolar, provided "Chair's Letter" to update AHS members and AHN readers on the work of the AHS Steering Committee.

March–April 2018: AHS Steering Committee conducted a search for 2018-2019 AHN editors selecting co-editors Nathan Saunders and Eric Stoykovich.

March–August 2018: AHS launched inaugural Archival History Article Award o 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.

- A call for nominations was distributed in March.
- AHS Awards Sub-Committee, Chair Kelly A. Kolar and Steering Committee Members Ashley Stevens and Ciaran Trace, met in June to select a winner.
- At the annual meeting in August, Chair Kelly A. Kolar awarded the inaugural Archival History Article Award to Patricia Kenney Grimsted for her chapter "Pan-European Displaced Archives in the Russian Federation: Still Prisoners of War on the 70th Anniversary of V-E Day," from the 2017 book Displaced Archives edited by James Lowry. Grimsted was not able to attend but the award was accepted on her behalf by Kolar and her full remarks were posted to the AHS Microsite.

July 2018: The Steering Committee prepared and disseminated AHS Readers' Guide On Archival History and Historiography via listserv, AHS microsite, and Archival History News to promote and supplement upcoming panel presentation: "Guide to Navigation in Perilous Times: Journeys through Archival History and Historiography" by Dr. Alex H. Poole and Dr. Ciaran B. Trace

Ongoing:

Work on the revived Archival History News continued with spring issue, as well as an upcoming fall 2018 issue.

Steering Committee member, Ashley Stevens, continued efforts at outreach through AHS social media sites, particularly Twitter.

Steering Committee member, Ciaran Trace managed work on additions to our “Bibliography of Archival History” and “Select History of the World’s Archives, 1588-1898” bibliography.

AHS Steering Committee selected Natalie Worsham as intern for 2018-2019. She will attend Steering Committee meetings and work with the AHN co-editors, Nathan Saunders and Eric Stoykovich.

New: As yet to be determined by new officers.

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 took on its first intern in an effort to more directly mentor and support the career development of a new professional.

AHS Vice-Chair serves on 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, and the Vice-Chair’s service on the Advisory Board of Information and Culture: A Journal of History helps to meet Goal 3 by fostering and disseminating research in 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: 54

Summary of Meeting Activities: The Archival History Section met on Thursday August 16, 2018 from 4:15 – 5:30 pm in Marriott Wardman Park Hotel in Washington DC.

Election Results:

Chair: Alex Poole, returning

Vice Chair/Chair-Elect: Cory Nimer

Steering Committee: Patricia Delara, Sebastian Modrow, Susan Tucker

Intern: Natalie Worsham

Summary of meeting events

- Welcome and introductions
 - Review of first year of Archival History News with co-editor Eric Stoykovich
- Introduction of new co-editor, Nathan Saunders.
- Presentation of inaugural Archival History Article Award to Patricia Kennedy Grimsted for her chapter, "Pan-European Displaced Archives in the Russian Federation: Still Prisoners of War on the 70th Anniversary of V-E Day," from Displaced Archives.
- Panel and Discussion: Guide to Navigation in Perilous Times: Journeys through Archival History and Historiography
 - Moderator, Ashley Stevens introduced panel and panelists, Dr. Alex H. Poole and Dr. Ciaran B. Trace
- Close of Meeting

QUESTIONS FOR COUNCIL

N/A

Archives Management Section

Council Liaison: Audra Yun

Report Submitter: Nancy Lenoil

ACTIVITIES

Completed:

Annual Section Meeting.

Approval of minutes of last meeting and reports from Council and American Archivist Program: In 2016-2017, the Section members were surveyed and asked what they wanted leadership to focus on in 2017-2018. According to the survey results, members of AMS value most: (1) Practical advice on managing people and programs, and (2) Tips and skills for developing into a good supervisor. AMS members wanted AMS to provide programs where they could learn how to be a good manager, to grow as a manager, and gain administrative

experience. In the discussion at the 2017 meeting, there was interest among members in being matched with established managers or having a mentor-mentee relationship.

In response to the survey, program topic for the 2018 meeting was “How Managers Can Be Mentors.” Holly Dolan from the Denton County (TX) Archives related her experience as a new manager and becoming a mentee and her relationship with a manager-mentor. Michelle Sweetser from the SAA Mentoring Subcommittee spoke about the activities of the subcommittee and the process of matching mentors and mentees.

A second program topic was a discussion of a proposed “management track” for SAA. The discussion was led by Rosemary Pleva Flynn who is a member of the Archives Management Track Task Force with AMS Section Chair Nancy Lenoil and SAA Education Director Rana Salzmann.

Web Page.

Intern Jane Thaler updated the AMS web page to include resources for people to consult when they want to learn about a management topic. It is the beginning of creation of a place for people to come for information about archives management. The goal is to build the section’s resources by collecting and adding resources to the page, either via links or by adding contributed PDFs. Four topic areas have been created: Project Management, Leadership and People Management, Archival Facilities, and Leadership.

Ongoing:

Work with SAA to develop workshops or a “Management Track” on archival management topics. Submit section session proposal for 2019 annual meeting on management topics for new and aspiring managers. The Steering Committee will continue to explore, the idea of senior managers mentoring junior managers, working with the Mentoring Subcommittee to highlight that managers need mentors, too.

New:

The Section will advocate for Management programming every year at the annual meeting. There was widespread support for sponsoring a colloquium at an annual meeting. The colloquium would have a general topic for discussion, followed by break-out sessions led by more experienced managers discussing different topics.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Section members were definitive both in the 2017 survey and during the 2018 Section meeting discussion that they want to continue to pursue the development of a “Management Track.”

Goal 2: Enhancing Professional Growth

The program for the Section meeting was the topic of mentoring with Section members focused

on the idea of senior managers mentoring junior managers. A representative of the Mentoring Subcommittee participated in the discussion.

Goal 3: Advancing the Field

To follow up the 2017 discussion where Section members expressed interest in a “Management Track” for education of managers, there was a brainstorming session led by Rosemary Pleva Flynn to discuss what Section members would like to see for the format(s) and topics for a “Management Track” that would both benefit individuals as managers (want to be managers and experienced managers) and archival institutions to have well-trained managers.

Goal 4: Meeting Members Needs

Both the Section meeting program concerning mentor/mentee relationships for managers and the discussion of a “Management Track” for training archivists as managers were in response to the 2017 survey and annual Section meeting discussion about how SAA, and specifically, the Section could meet members’ needs.

ANNUAL MEETING

Number of Attendees: 66 people attended the meeting {only 48 signed the attendance roster}

Summary of Meeting Activities:

- Welcome and introduction of Steering Committee
- Approval of minutes of the last meeting
- Reports from Council and Other Groups
- Program: “How Managers Can Be Mentors and Mentees”
- Discussion of a “Management Track”
- Discussion of what members want and potential future initiatives from the AM Section
- Introduction of new officers and Steering Committee members

QUESTIONS FOR COUNCIL

Not at this time.

Archivists and Archives of Color Section

Council Liaison: Bergis Jules / Petrina Jackson

Report Submitter: Angel Diaz

ACTIVITIES

Completed:

- Quarterly newsletter, featuring news, upcoming events, exhibits, staff news, fellowship/scholarship announcements, etc. from member institutions.
- Update to section directory

- New profiles featured on Archiving in Color (<https://archivingincolor.wordpress.com/>)
- Two regional meetups: Los Angeles, February, 2018; Cedar Rapids, Iowa, May, 2018

Ongoing:

- Quarterly newsletter
- Archiving in Color
- Harold T. Pinkett Minority Student Award renaming effort

New: TBD

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

- Archiving in Color web project highlights leaders from our section.
- Proposing changing title and wording in Pinkett Minority Student Award that is more inclusive and up-to-date with current language practice.

Goal 2: Enhancing Professional Growth

- Providing space for section interns to contribute section work and a platform to share ideas for the group.
- AAC sponsors the Pinkett Award, which supports POC student involvement in SAA Annual Meeting and encourages active participation with section and other SAA activities.

Goal 3: Advancing the Field

- This is accomplished through regular communication on the AAC listserv. Scholarship, job opportunities, grant availability are all shared on the listserv.

Goal 4: Meeting Members Needs

- Quarterly newsletter allows members to share information about accomplished and current projects.
- Regular posts to AAC Twitter and Facebook page allows members to hear from us on their preferred social media platforms.

ANNUAL MEETING

Number of Attendees: 120-140

Summary of Meeting Activities: Angel Diaz opened up the meeting. Quick announcements from Dan Michelson (DACS) and Cal Lee (American Archivist). Summary of year's events, followed by celebration of many student award winners (Pinkett, Brenda Banks, Mosaic). 40 minutes was allotted for panel: Jasmyn Castro and Blake McDowell from the Smithsonian Museum of African American History and Culture. They presented on their work on the museum's African American home movie digitization project which was followed by Q and A.

QUESTIONS FOR COUNCIL

If approved by section members, we will be submitted a proposed title and description change to the Harold T. Pinkett Minority Student Award.

Archivists of Religious Collections Section

Council Liaison: Courtney Chartier

Report Submitter: Janet Hauck

ACTIVITIES

Completed: June 2018 Survey: QUESTION: What do you value most as a member of this section? What would you like from this section in the future? 16 responses (98 skipped)

Ongoing: Use responses from June 2018 Survey to inform section activities. Continue to hold conversation around religious groups that disband or merge, and the disposition of these groups' records, along with access to them.

New: Chair Liz Scott plans a review and update of section standing rules.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Important and continuing conversation about religious groups/orders that are merging and/or disbanding, and the disposition and access to their records.

Goal 2: Enhancing Professional Growth

Excellent presentation at 2018 annual meeting from Malachy Martin regarding religious groups/orders that are merging and/or disbanding, and the disposition and access to their records. He spoke about Catholic groups and debriefed a recent national conference on the subject.

Goal 3: Advancing the Field

Important national conversations around access to religious collections in paper format, as well as digitized format.

Goal 4: Meeting Members Needs

Excellent small group discussions at 2018 annual meeting on the topic of accomplishments and threats in our own religious archives.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities:

Welcome/ Chair's Report (Janet) (5 minutes)

1. Business: New things happening this year – new listserv, we don't have a new name since we are already a section
2. Panelists last year of doing social history in religious archives – stressed access in these kinds of collections. Some of us have internal mandates that we don't make the material accessible. This is an ongoing discussion.
3. Items in the newsletter: Moravian documents from the 18th century available on www.moravianlives.org, CLIR grant for digitizing Philadelphia religious organizations
4. Scholarship this past year: assisting researchers with digitization projects
5. New listserv gave some insight into what we've been doing and helping each other out with some of our questions.

Reports from Newsletter Editor/Web Liaison (Tom McCullough) (5 minutes)

1. Standing rules for ARCS call for an annual review of the newsletter
2. Maintaining newsletter since December 2016
3. There has been a drop off in submissions, we need to look at that
4. If anyone has suggestions for improving the content and making the newsletter better
 - a. Suggestion: Send around a list for people to put their names and email addresses today
 - b. Not as many people are on SAA connect so not as many people are seeing the call for submissions
5. If you have anything that your own repository newsletter that could be translated into the ARCS newsletter, send them to Tom

Announcements from the floor (5-10 minutes)

1. Lynn Lumas: Archdiocese of New Orleans, Chair for Faith Traditions for ICA – as our liaison, if there is anything we'd like to see be done at the international level please let her know.
 - a. Follow ICA and section on social media

Malachy McCarthy Update on the Envisioning the Future of Catholic Archives Conference (Liz Scott introduces) 10 minutes

1. Conference happened in Boston in June, it was a working conference to find out what people were thinking.
2. 2017 “Digital Age: Fate of Religious Archives”
3. You need community leaders and religious leaders, leadership council, historians (who use the material), and archivists – bring them together in a conference.
4. Planned a conference – set up an advisory committee to represent, historians, librarians, archivists
 - a. How do we begin to save the materials for those congregations who are being discontinued? Break out sessions “Envisioning the future of OUR Archives” (Liz Scott)

QUESTIONS FOR COUNCIL

None at this time.

Audio and Moving Image Section

Council Liaison: Bergis Jules / Ricky Punzalan

Report Submitter: Sarah Cunningham

ACTIVITIES

Completed: Annual meeting at SAA in August discussed fellowships and training.

Ongoing: plans to keep members up to date about workshops and training opportunities.

New: will post jobs to the list serve as they are posted on jobsusa, ARSC or AMIA sites.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

As a group our voice is a valuable tool to help members understand the needs of AV archives. Our newsletter will help educate members and highlight what AV archivists do.

Goal 2: Enhancing Professional Growth

Through our listserv we are announcing workshops, training opportunities and conferences for our members

Goal 3: Advancing the Field

We have invited a speaker for the 2019 RT meeting that will help members bridge the gap between audio archives and the needs of digital humanities

Goal 4: Meeting Members Needs

Through our listserv we are announcing workshops, training opportunities and conferences for our members.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities:

Tre Berney, AMIS, Business Meeting

- Added moving image to recorded sound section last fall
- Ballot special call - approved 89% to 11%
- Working with AMIA to do digitization workshops - possibilities for cross-pollination with VMS/VMCAS, esp. With digital asset management
- Election results posted on site
- WGBH preservation fellowship program:

- New AV archivists, partnerships with MLIS institutions that didn't have AV archiving programs before. Digitizing for American Archive of Public Broadcasting
- Immersion week; partnered with community radio station, KOPN
- Making AV education part of archival education
- Fellows summarized their projects working with various local media organizations

Discussion of AMIS training programs

Handoff to AMIS Chair - what about partnerships for training opportunities with other orgs? AMIA? Great idea to run workshops in metadata and digitization. Local training at WGBH - not as intimidating as you think. General gestures of approval.

Appreciation for bringing up topic. SAA hasn't done a lot with AV programs. Would appreciate joint work with AMIA because before we had to go to AMIA for training. If we have to choose one conference, would go to the one that has training/more beneficial. VMS would want to partner too.

ARSC host 1-2 day workshops with tape repair & digitization; more disc-based stuff, vinyl - could be a partner.

Hiring manager for digitization operations said she has problems finding the right skill set - not experienced with AV. Not knowing where to start, standards, metadata. It's a challenge to onboard - huge learning curve. Do mentorships & training - it would be great to get professionals with more AV skills. Students who have the skills find jobs more quickly.

Took ARSC program - got experience with reel to reel - sessions with hands on experience with equipment would be good.

Announcement: In 3-4 mos. Library of Congress Special Collections will be have hiring about 40 people, including motion picture, photographs, performing arts, etc. From supervisor to technician. www.Jobsusa.gov

QUESTIONS FOR COUNCIL

We would like funds to bring in a professional speaker for our RT section this year. A request for \$800 should cover the speakers transportation and hotel.

Business Archives Section

Council Liaison: Steven Booth

Report Submitter: Eric Chin

ACTIVITIES

Completed: "Ask a Business Archivist" - SNAP Twitter Chat, 2018 BAS Tour, 2018 BAS Colloquium, 2018 BAS Mixer

Ongoing: Social Media postings, Repository Profiles, BAS Newsletter, BAS Directory of Corporate Archives Updates, Advocating Business Archives Toolkit, BAS Mentorship Program, BAS Workshop - Managing Business Archives

New: Quarterly Conference Calls to discuss particular subjects

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Advocating Business Archives Toolkit Social Media postings

Goal 2: Enhancing Professional Growth

BAS Mentorship Program "Ask a Business Archivist" Twitter Chat session with SNAP

Goal 3: Advancing the Field

BAS Workshop - Managing Business Archives

Goal 4: Meeting Members Needs

2018 BAS Tour 2018 BAS Colloquium BAS Newsletter

ANNUAL MEETING

Number of Attendees: 106

Summary of Meeting Activities: -Welcome, Roll Call, Introductions -SAA Council Update from Steven Booth -Incoming SAA President Dr. Meredith Evans spoke about inclusiveness for the BAS into SAA -Call for submissions for The American Archivist -Updates from BAS Editorial Team - social media activity, BAS Directory updates, newsletter -Recap from International Council of Archivists (ICA) and Section of Business Archives -Recap from Regional Archive Organizations -Call for session proposals for 2019 SAA Annual Meeting - BAS Workshop - ideas for succession plan -Updates from BAS Mentorship Program -Election Results -Parting Words and Incoming Chair Speech -Post Meeting Activities - discussion on building brand heritage centers, mentor/protégé meet and greets

QUESTIONS FOR COUNCIL

Just want to ensure that the BAS and its members' needs are not overlooked in the overall mission and scope of SAA. Having Dr. Evans speak on leadership's behalf at our section meeting was a huge success!

Collection Management Tools Section

Council Liaison: Audra Eagle Yun

Report Submitter: Stephanie Bennett

ACTIVITIES

Completed:

Repository Profiles redesign plan. A subcommittee of three members (Jane, Katie, and Rachel) examined the profiles' stated goals, page analytics, format and questions, information collection, and other aspects of them. They developed a plan to improve and streamline our information collection.

Repository Profiles expansion, stage 1. After the overhaul planning, the subcommittee redesigned the survey questions, created a Google form to collection answers to replace a previous system that relied on email, and proposed that CMTS expand to include Digital Asset Management Systems (DAMS).

Ongoing:

Repository Profiles expansion, stage 2. Now that the profile page and survey have been updated, the Steering Committee will be able to solicit entries - some folks have already indicated interest in the membership directory form. In addition to the expansion that was accomplished this year, the subcommittee proposed that we attempt to collect profiles and other information from people in person at the annual meeting. While we did not have the people or the time to set it up this year, we may expand that way next year.

To support member networking, CMTS created a member directory to allow people to connect regionally or with similar repositories to discuss tools and issues. Outgoing chair Stephanie will continue to advertise the directory and update it across 2018-2019. Should it prove useful to CMT members (2 requests for information have demonstrated some interest already), hopefully it will be updated on an ongoing basis.

New:

Improved frequency and enhanced methods of communication: we continue to require more improved methods of communication with the 200 or so members who seem most engaged with the CMT Section.

Per feedback about annual meeting, will explore presentations and other information sharing related to migrating from Archon to ArchivesSpace.

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.

As in years past, the CMT meeting at SAA annual in DC was recorded and made available on YouTube, along with all the presentation slides.

(<https://www.youtube.com/watch?v=GyJA824buSo>)

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 at the CMTS meeting at SAA 2018 were aimed at answering the request for and interest in migrating to ArchivesSpace and using it more effectively. CMTS continues to solicit member input in order to help us aim CMTS programming at their needs, ensuring that the Section is of continued value to members and to SAA.

ANNUAL MEETING

Number of Attendees: Approximately 150

Summary of Meeting Activities: Video of the meeting is available on YouTube at <https://www.youtube.com/watch?v=GyJA824buSo>

- Updates from Council
- Updates regarding CMTS elections
- Documentation Portal and Repository Profiles updates
- Archon Users Collaborative update, Matt

Two presentations from members:

1) "Enhanced Data for Enhanced Access: Managing Agents and Subjects in ArchivesSpace" (20 minutes) Speakers: Mark Custer, Metadata Coordinator, and Karen Spicher, Processing Archivist and Coordinator of Manuscript Cataloging, Beinecke Rare Book and Manuscript Library A new ArchivesSpace public user interface provides incentive to standardize and enhance agent and subject records associated with finding aids. Speakers from Yale University will report on an ArchivesSpace reclamation project, sharing best practices for creation of agent and subject records, methods for reconciling existing finding aids and collection-level catalog records, and experiences in collaborating with vendors in enhancing legacy data, including addition of linked open data URIs.

2) “Migrating from Past Perfect to ArchivesSpace” Speaker: Caitlin Wells A small team at New Mexico State University had to migrate their collection data from Past Perfect to ArchivesSpace beginning in 2016. How did they handle data mapping issues and clean up? What challenges did they encounter? -Feedback as people leave: One thing you would like to see added and/or one thing you’d like to see subtracted from CMT’s annual meeting

QUESTIONS FOR COUNCIL

Not at this time

College and University Archives Section

Council Liaison: Bergis Jules / Petrina Jackson

Report Submitter: Rebecca Goldman

ACTIVITIES

Completed: n/a

Ongoing: We reviewed, evaluated and published (with thanks to Chris Prom, publications editor and to SAA) 3 Campus Case Studies this year. They are:

- CASE 19 Dangerous Liaisons: Working Collaboratively with a Donor on a Mass-Digitization Project at UNC Charlotte RITA JOHNSTON and JOSEPH NICHOLSON, J. Murrey Atkins Library, University of North Carolina at Charlotte
- CASE 18 Archiving Content from Mobile Devices: Challenges and Strategies LAURA ALAGNA, Northwestern University
- CASE 17 Successful Fundraising with Library and Archives Collaboration REBECCA SCHULTE, University of Kansas, Kenneth Spencer Research Library

The Academic Archivist published 19 new blog posts over the course of the year, featuring content of interest to members. Topics included instruction, the use of restrictions, outreach, student workers, and section business. Our “Teaching with Primary Sources: The Charlotte Lederer Story” post by Carrie Schwier was our most viewed post of all time; inclusion in SAA-wide advertising campaigns resulted in a broader audience and 742 views to date.

The Section via its Steering Committee plans to finish working on two projects related to student workers in archives: a bibliography on student workers, for use by supervisors, and a reading list for orienting new student workers to the archives field.

New: The next area/s of attention and activity, for the coming year, is still under consideration by the Steering Committee and Chair.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

At the Annual Meeting, Section members discussed advocating for student workers in archives.

Goal 2: Enhancing Professional Growth

C&U's Campus Case Studies offer academic archivists a chance to build their publication records. Our quick turnaround time means that other SAA members benefit from cutting-edge research.

Goal 3: Advancing the Field

C&U's Campus Case Studies turn projects from a single institution into actionable research. Many of our case studies focus on born-digital records and are of use to members working outside of academic institutions.

Goal 4: Meeting Members Needs

Although academic archives vary greatly in staffing and structure, a commonality is that many of us employ student workers in our repositories. Our projects on student workers offer an opportunity for C&U members to participate in the work of the section while creating resources that will be broadly useful.

ANNUAL MEETING

Number of Attendees: approximately 150

Summary of Meeting Activities: Most of the meeting was devoted to discussions of issues related to student workers in archives. We solicited suggestions in advance and during the meeting. We formed nine groups, each with a volunteer discussion leader and note taker. After each group had time to discuss, we came back together in a large group to discuss ideas we developed and questions we struggled to answer.

QUESTIONS FOR COUNCIL

There are no known questions or concerns for SAA Council. The Past Chair, Chair, and Vice-Chair all attended the Leadership Orientation meeting at the Annual Meeting and thus are aware of opportunities, and will proceed with any budget requests as soon as possible.

Congressional Papers Section

Council Liaison: Brenda Gunn

Report Submitter: Hope Bibens

ACTIVITIES

Completed: CPS organized an advocacy activity during its 2018 meeting in Washington, DC with congressional members and staff. Part of the activity was a panel of several Senate staffers and a repository archivist. After the session, CPS members went to meet with members of their congressional delegation. Another important aspect of this advocacy activity was the creation of a guidebook for advocating for the preservation of congressional papers. The guidebook included checklists, talking points to build your pitch, tips on key staff positions, and key documents related to the preservation of congressional papers.

On November 15, 2017, the Congressional Papers Section CSS/CMS Task Force released a report entitled, "Archiving Constituent Services Data of the U.S. Congress," on the state of constituent services systems in use by members of Congress, with a special focus on the obstacles they present to collecting repositories. The Report is available on the Congressional Papers Section site.

CPS Electronic Records Committee published 6 new blog posts and 2 new modules to its site. The CPS-ERC also proposed a standing rules referendum to create a co-chair for the committee.

The CPS Diversity Task Force organized and facilitated a diversity-related panel for the CPS Preconference entitled, "Ending the Silent Treatment: Towards More Inclusive Congressional Archives."

Ongoing: The CPS Electronic Records Committee blog posts and modules will continue to be ongoing. The committee is currently in the process of brainstorming ideas for the coming year. Planning for the CPS Preconference 2019 in Austin is underway with the Steering Committee discussing possible themes and panel sessions.

The Steering Committee also continues to discuss SAA's "Congressional Records as Public Records" statement.

Partnerships with the Association of Centers for the Study of Congress and other organizations continue to be ongoing.

New: New projects and activities for the coming year include building upon the model provided by the CPS Electronic Records Committee to publish (online or in the newsletter) case studies or best practices for advocacy and outreach efforts.

CPS is also interested in exploring the possibility of publishing other best practices and handbook guides or pamphlets similar to our advocacy booklet.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

This year we took an increased focus on providing leadership in promoting the value of congressional archives and archivists and to educate and influence decision makers about the importance of congressional archives and archivists. We did this through organizing an advocacy activity and guidebook during the 2018 meeting in Washington, DC.

Goal 2: Enhancing Professional Growth

CPS enhanced professional growth by organizing a robust set of panels for its preconference forum, including sessions on diversity, electronic records, and advocacy. The section also strengthened its newsletter by sharing institutional news about acquisitions, funding, processing, and access issues that spark communication and collaboration from congressional archivists across the country. The CPS Electronic Records Committee continues to post blog posts and educational modules, including posts on the DAS certification process, the CSS/CMS Task Force

Report, accessioning born-digital content with BitCurator, and automating description of electronic records.

Goal 3: Advancing the Field

The CPS Electronic Records Committee also advances the field by identifying challenges of preservation and use of electronic records in congressional collections and by publishing case studies, best practices, and lessons learned.

The CSS/CMS Task Force released a report entitled, "Archiving Constituent Services Data of the U.S. Congress." The report provides guidance for short- and long-term management and preservation in collecting repositories. The report made a recommendation for a vested advocacy coalition to support this data and more projects and collaborations are ongoing.

Goal 4: Meeting Members Needs

CPS delivers outstanding service and fosters a culture of inclusiveness and participation. The Diversity Task Force planned a preconference session on empty spaces in political, governmental, and congressional archival records and/or practices in the context of listening to and engagement with traditionally underrepresented communities.

CPS also is actively studying the makeup of our membership to look at the types of repositories we represent and the types of collections we hold with the goal of being more inclusive and reflect the interest of members in ancillary and bridge collections on politics and government beyond those of congressional papers.

ANNUAL MEETING

Number of Attendees: approximately 50

Summary of Meeting Activities: CPS Pre-Conference Day at the Capitol Visitors Center included sessions on archival silences, preserving constituent services system data, and advocacy and outreach to members of Congress. Some of the sessions included conversations with congressional staffers. Following the advocacy session, CPS members took to the Capitol to meet with their delegations about the importance of depositing their records. The CPS business meeting on Friday, August 17 included a brief from SAA Council Liaison Brenda Gunn on the "Congressional Records as Public Records" statement. We also heard reports from the US House of Representatives Office of History, Art, and Archives, the Nominations and Elections Committee, Electronic Records Committee, NARA's Center for Legislative Archives, Diversity Task Force, US Senate Historical Office, and the Association of Centers for the Study of Congress.

QUESTIONS FOR COUNCIL

The section did express concerns about the "Congressional Records as Public Records" statement and how we can be more involved in the process. CPS would also be interested in exploring collaborations with SAA Council on advocacy to members of Congress.

Description Section

Council Liaison: Audra Eagle Yun

Report Submitter: Martha Bace

ACTIVITIES

Completed: Recommended the endorsement of the external standard titled Descriptive Cataloging of Rare Materials (Manuscripts), published by the Bibliographic Standards Committee of the Rare Books and Manuscripts Section of the Association of College and Research Libraries, American Library Association.

Ongoing: Establishing a processing manual portal where archivists can share their processing manuals.

New: 1. The Steering Committee is discussing the possibility of a joint section meeting with the Encoded Archival Standards Section for next year's meeting. The membership of the two sections overlap a good bit. 2. The Steering Committee is also considering dropping the Description Expo as there haven't been any projects spotlighted since 2013. We will survey the membership, see what reactions are received, and act accordingly.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

No ongoing projects that would contribute to this goal.

Goal 2: Enhancing Professional Growth

Until the creation of the Announcements list, the chair forwarded pertinent information to the membership from the SAA Leaders list.

Goal 3: Advancing the Field

Sectional endorsement of the external standard DCRM(MSS) [Descriptive Cataloging of Rare Materials (Manuscripts)] proposed by the Rare Books and Manuscripts Section of ACRL, ALA.

Goal 4: Meeting Members Needs

Minimal contributions to this goal.

ANNUAL MEETING

Number of Attendees: approx. 80

Summary of Meeting Activities:

- Announcement of new Steering Committee members
- Update from Council
- Announcement from American Archivist editorial board
- Announcement from TS-DACS soliciting feedback on the revised preface and principles
- TS-EAS update on procedures, etc.

- Music Library Association Archives & Special Collections Committee Working Group for Archival Description of Music Materials update
- Presentations
 - "When Archives Have Artifacts: 250+ Objects/100+ Years of AP History - Describe That!" (Francesca Pitaro and Sarit Hand, Associated Press Corporate Archives). Described how they inventoried, organized, described, and gained intellectual and physical control over news industry's artifacts.
 - "Enhanced Data for Enhanced Access" (Alicia Detelich, Yale University Archives) Described process used to reconcile authority records in Voyager and ArchivesSpace.

Link to Meeting Minutes: <https://goo.gl/FQwtyy>

QUESTIONS FOR COUNCIL

Other than the age-old question of how do you get people motivated to run for office and actively participate in the Section, we don't have any questions for Council at this time.

Design Records Section

Council Liaison: Courtney Chartier

Report Submitter: Kate Neptune

ACTIVITIES

Completed: Discussions on possibility of publishing special issue of American Archivist focused on design records, gathered list of interested members

Ongoing: Matching up interested article authors for article planning

New: Create official liaison connections with non-archives groups, e.g., AIA

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Leaders have participated in conferences and forums with other groups in architectural/engineering fields to represent archival perspective, especially in terms of digital design records.

Goal 2: Enhancing Professional Growth

Leaders have continued to publicize opportunities to learn more about design software (e.g., AutoCAD) and preservation of same.

Goal 3: Advancing the Field

We are working toward a special issue of American Archivist.

Goal 4: Meeting Members Needs

No further needs have been expressed, but I am planning a survey to determine what members are interested in getting from the section in the future.

ANNUAL MEETING

Number of Attendees: 58

Summary of Meeting Activities: Announcements about American Archivist opportunities, report from CAD/BIM taskforce, presentations from members.

QUESTIONS FOR COUNCIL

Nothing currently.

Diverse Sexuality and Gender Section

Council Liaison: Steven Booth

Report Submitter: Nikki Lynn Thomas

ACTIVITIES

Completed: Tragedy Response Initiative Task Force has been formed and is now part of the larger SAA organizational structure.

Ongoing: Updated microsite, including new section name and standing rules. Continue monitoring and updating website. Managing and actively posting on FB page.

New: Will be polling section membership to determine projects for the next 1-2 years. Project ideas include: an update to the Lavender Legacies project, a reading group (book club), sponsoring or organizing a proposal for the 2019 SAA conference, and additions to standing rules regarding steering committee terms

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 Sectino's annual meeting. We hope to be better able to support conference presentations in future years.

Goal 3: Advancing the Field

DSGS attempts to advocate for the ever-changing LGBTQ+ community. One of DSGS primary function 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.

ANNUAL MEETING

Number of Attendees: 75

Summary of Meeting Activities: DSGS Annual meeting began with the introduction of the new co-chair and a discussion of new and ongoing business. The remaining time was devoted to a panel presentation regarding documenting queer communities of color.

Link to Meeting Minutes: <https://www2.archivists.org/groups/diverse-sexuality-and-gender-section/2018-annual-meeting-minutes>

QUESTIONS FOR COUNCIL

DSGS may be requesting financial support for: speaker/presenter participation at the 2019 annual meeting; ensuring universal accessibility to the 2019 annual meeting if DSGS meets off-site; or the purchase of books for a section-wide common read.

Electronic Records Section

Council Liaison: Erin Lawrimore

Report Submitter: Donald Mennerich

ACTIVITIES

Completed: There are many large, nationally-funded, cross-institutional projects around digital preservation best practices, documentation, and advocacy right now. Over the past year we helped connect people to these projects and these projects to each other. We made space to engage further through programming at our annual section meeting.

Ongoing: Frequent posting and an ever-growing community around bloggERS, the Electronic Records Section blog. During the FY 2018 there were 39 posts to the bog.

New: We hope to forge a partnership with SNAP and the Digital POWRR project around informal professional development, a training or bootcamp, for students and young professionals seeking further development post-grad school but lacking the institutional resources or support to attend typical workshops that accompany conferences and require travel or significant funds. We may do a version of the Born Digital Access Bootcamps, or something else - we're eagerly looking forward to see what comes of the idea!

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

This is one area where ERS continues to be less pro-active than it possibly can be in the future. As a largely dispersed group it will be a challenge to integrate the advocacy of archives and archivists on any scale, but ERS could learn from other SAA sections such as Women Archivists Section (WArS). While our section could be considered to “strengthen the ability of those who manage and use archive material to articulate the value of archives” (1.4) it has not been a message pushed out as a defined group. This is an area that could be enhanced in the future.

Goal 2: Enhancing Professional Growth

One of the strengths of the ERS is its ability to help contribute to the professional growth through the bloggERS! blog. The blog allows a variety of new and established voices to showcase themselves in the field of electronic records in an open environment that highlights their work and ideas. The aim and success of the blog to “...provide content, via education and publications, that reflects the latest thinking and best practices in the field,” (2.1) and, “...deliver information and education via methods that are accessible, affordable, and keep pace with technological change” (2.2) The open method of publication is our key strategy to “...support the career development of members to assist them in achieving their goals” (2.3).

Goal 3: Advancing the Field

While ERS has not been active in creating or maintaining standards or best practices for the profession, it has an active community that supports others in strengthening our collective understanding. The listserv and bloggERS! provides new avenues of access to some of the new methods and research being performed in the profession that intends to “foster and disseminate research in and about the field” (3.2). For our annual meeting, we found “relevant partnerships and collaborations to enhance professional knowledge” (3.3) by working with the Records Management section to combine programs and have a presentation focus on archiving email.

Goal 4: Meeting Members Needs

Meeting members needs is significant and finding ways to engage everyone at different levels is important. With the listserv and bloggERS! we are providing two directions for participation. One directive to “...facilitate effective communication with and among members...” (4.1) which includes open discussion and options for seeking assistance or support. Through bloggERS! members are able to write about their work, discuss with others offering similar or different perspectives, read about work being performed in the field, and seek new voices through open calls for blog posting are some of our “...opportunities for members to participate fully in the association” (4.2).

ANNUAL MEETING

Number of Attendees: n/a (at least 100)

Summary of Meeting Activities: This years meeting consisted of talks by groups, archivists, and researchers working in the many different problem spaces associated with maintaining archival electronic records. Including the OssArcflow Project and the DLF Levels of digital access group.

QUESTIONS FOR COUNCIL

We do not at present.

Encoded Archival Standards Section

Council Liaison: Audra Yun

Report Submitter: Patrick Galligan

ACTIVITIES

Completed: The EAS Section undertook a project to identify inter-SAA collaboration points that we thought would provide fruitful for both sections moving forwards. The Section had conversations about our current and future values, and compared those to other sections to identify overlap. The section identified MDOS, Description, and Collection Management Tools as possible collaboration opportunities, and we look forward to setting up projects with them in the future.

Ongoing: After identifying collaboration opportunities, the section decided that it wanted to have a better understanding of its community members before launching new projects. The section ultimately decided a survey, initially drafted by Lora Woodford, that aims to provide a deeper understanding of our community's work with encoded standards. The survey focuses on the types of standards our members interact with, what tools they use, and what pain points or restrictions they have when attempting to work with standards. The section is putting final finishing touches on the survey and will be sending it out after the annual meeting.

New: Mostly up to new leadership, but we have identified a few areas that we'd like to improve on: outward communication to our users and re-launching the webinar series which was put on hold until we had a better understanding of what the community wants to hear about.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

On the surface our section does not align well with the goal of advocating for archives and archivists, but our work in advocating for new and emerging standards ultimately helps progress the field towards better archival description, which in turn helps us ensure the completeness, diversity, and accessibility of the historical record.

Goal 2: Enhancing Professional Growth

2.1. Provide content, via education and publications, that reflects the latest thinking and best practices in the field.

- i. Section GitHub site supports this initiative
- ii. Webinar series supports this initiative
- iii. Signal boosting new projects through our listserv supports this initiative
- iv. EAD3 Guide Repository supports this initiative

2.2. Deliver information and education via methods that are accessible, affordable, and keep pace with technological change.

- i. Section GitHub site supports this initiative
- ii. Webinar series supports this initiative
- iii. Annual meeting programming supports this initiative
- iv. Section listserv supports this initiative through spreading standards news
- v. Section Facebook and Twitter accounts support this initiative
- vi. EAD3 Guide Repository supports this initiative

2.3. Support the career development of members to assist them in achieving their goals.

- i. Webinar series supports this initiative
- ii. Survey project supports this initiative
- iii. Section GitHub site supports this initiative
- iv. EAD3 Guide Repository supports this initiative

Goal 3: Advancing the Field

3.1. Identify the need for new standards, guidelines, and best practices and lead or participate in their development.

- i. EAD3 Guide Repository supports this initiative
- ii. Survey project supports this initiative
- iii. Support for Archives and Linked Data interest group through section meeting supports this initiative

3.2 Foster and disseminate research in and about the field

- i. Support of groups like Linked Data and Archives Interest Group

3.3. Participate actively in relevant partnerships and collaborations to enhance professional knowledge.

- i. Webinar series supports this initiative
- ii. Inter-SAA collaboration project supports this initiative

Goal 4: Meeting Members Needs

4.1. Facilitate effective communication with and among members.

- i. Webinar series supports this initiative

- ii. Section Facebook and Twitter accounts support this initiative
- iii. Survey project supports this initiative

4.2. Create opportunities for members to participate fully in the association.

- i. Webinar series supports this initiative
- ii. Section Facebook and Twitter accounts support this initiative
- iii. Survey project supports this initiative
- iv. Listserv conversations support this initiative

ANNUAL MEETING

Number of Attendees: ~50

Summary of Meeting Activities:

- a. Update from Education Committee (5 minutes)
- b. Update from TS-DACS (2 minutes)
- c. Business meeting and Introduction (10 minutes) – Patrick Galligan
 - i. Introduction of new section leadership
 - ii. Overview of agenda
 - iii. Rundown of section work in the past year
- d. Update from TS-EAS (15 minutes) – Karin Brandenburg
 - i. Discussion of support standards and where to find them
 - ii. Overview of TS-EAS survey that is still open for comment
- e. Introduction to Archives and Linked Data Interest Group work (40 minutes) – Gloria Gonzalez, Mark Matienzo, and Elizabeth Russey Roke
 - i. Gloria Gonzalez – Introduction to Linked Data and Schema.org
 - ii. Elizabeth Russey Roke – Introduction to RDFa and the work that the group is doing to convert finding aids to more structured and linked formats.
 - iii. Mark Matienzo – Introduction and rundown of proposed extension to Schema.org to support archives and how to comment on that work.
 - iv. Questions and answers

QUESTIONS FOR COUNCIL

The only concern we have for the coming year is that it's becoming increasingly difficult to provide webinars without a dedicated webinar system. It'd be great to get access to a webinar platform provided for sections through SAA, but we understand this could have budgeting implications.

Government Records Section

Council Liaison: Bertram Lyons

Report Submitter: Ingi House

ACTIVITIES

Completed: Several phone meetings

Ongoing: Phone meetings and mini presentations

New: Continuing to outreach

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

GRS has actively contributed too many discussions, both inside the group and in SAA at large. Due to the political climate, government archivists are often the center of discussions on what needs to be collected and preserved and how much access should be given. Our section presses the issue that archivists need to be respected, independent of any political persuasion and that our mission is to preserve, not to judge.

Goal 2: Enhancing Professional Growth

This year GRS has had several phone “Meet and Greet” meetings. These phone meetings encourage the exchange of information between professionals, enhancing knowledge and fostering dissemination of information. This has led to people sharing information about different classes, workshops and professional literature.

Goal 3: Advancing the Field

Government Records have been in the spotlight this year and GRS has participated by being an open field to talk about some of the new issues that have come up, including how to handle activism, social media and archiving in real time. Throughout our meetings we have come up with new ideas and connected professionals to see those ideas through.

Goal 4: Meeting Members Needs

This is a goal GRS has been actively working on this year. We hold phone calls and constantly ask what we can do to engage and make this group more useful. The meetings meet several needs of our members by simply being a gathering place to talk with other government archivists. We also send out notes and information packets to make sure that no one feels left out if they can't make it to the phone meetings.

ANNUAL MEETING

Number of Attendees: 70

Summary of Meeting Activities:

- How we are making GRS better by posting national news, policies and fun stuff. Sending out more emails and doing more phone calls.
- We are making sure that GRS is being inclusive by focusing on being supportive of one another and promoting the idea that anyone can be in GRS, not just the people who have worked in government archives for years or are particularly active in SAA. GRS is for all skill levels.

- Focusing on government archives and records needs and special issues that only pertain to those records.
- Discussing different platforms that might work better to host meetings. Issues that pop up are that government institutions have limits on what can be downloaded and viewed.
- Working with various government archives, from Fed, state down to city and even town archives. They are all government!
- Records Management – Very important part of government records but getting people to participate is very hard. Washington State Archives had a great example that was posted as well as the Australian archives.
- Using IT departments to work with archives and different databases and methods.
- Government archives don't have a lot of money and are often on strict budgets so how can we do work around and get the most bang for our buck.
- Government archives are very large and what we can do to make sure they get attention to detail.
- Involvement in the annual meeting and a call for participants.

Link to Meeting Minutes: <https://www2.archivists.org/groups/government-records-section>

QUESTIONS FOR COUNCIL

No.

Human Rights Archives Section

Council Liaison: Steven Booth

Report Submitter: Jeremy Brett

ACTIVITIES

Completed: 1. Selection of an Intern for 2018-2019, whose projects are still to be determined, but which may include - preparing a history of the Section that will help us going forward to understand the context of our creation; and a directory of archival institutions, both in the US and outside, containing collections related to human rights.

2. Cooperating with the Privacy & Confidentiality Section for a joint meeting at the 2018 SAA Annual Meeting. Both Sections collaborated on bringing in a speaker, Carlos Osorio of the National Security Archive, and on hosting a lightning talk by Dan McCormack and Jim Havron that was of interest to both groups.

Ongoing: The HRA Section Newsletter (produced by Hilary Barlow), providing news and updates relating to human rights in archives.

New: Preparing and issuing statements from the Section concerning human rights. No statement has been officially issued yet, because we are still working out the process and workflow, but we did prepare a draft statement about ICE and its negligent recordkeeping practices.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Human rights and archives are enmeshed, and our members are very concerned with protecting the integrity and continuation of both. By acting and speaking as a body, the Section helps to spread the word about the importance of records in ensuring accountability and justice in the case of human rights violations.

Goal 2: Enhancing Professional Growth

The Section provides opportunities for SAA members to network with professionals with similar interests, and for those on the Steering Committee to fulfill professional service obligations.

Goal 3: Advancing the Field

The Section provides news and updates to its members about news relating to human rights archives, allowing them to keep abreast of what is going on in this important field. It encourages collaborations and cooperation between institutions and archivists that work with human rights records.

Goal 4: Meeting Members Needs

Many SAA members work in institutions that preserve the records of human rights or that promote the protection of human rights. The Section allows those members to have shared space in which they may share communications, observations, and advice.

ANNUAL MEETING

Number of Attendees: Over 100

Summary of Meeting Activities: P&C Chair Heather Oswald opened the joint meeting and conducted the P&C business meeting. She then turned the meeting over to HRA Steering Committee member Daniel McCormack, CA, who opened the Section's business meeting. He announced the election results, introduced new Steering Committee member Joy Novak, and adjourned the business meeting. Both Sections were treated to a 28 minute presentation on "Documentary evidence: Human Rights and Justice in the Southern Cone," from Carlos Osorio, the National Security Archive's Information Systems Manager, and Analyst and Director of the Southern Cone Documentation Project. Osorio's presentation elicited several questions from the audience, and following his presentation, both McCormack and P&C member James Havron, CA, participated in a lightning round presentation of topics. McCormack's presentation on recent court decisions on privacy issues related to human rights matters specifically in cases where the investigative activities law enforcement activities were challenged.

QUESTIONS FOR COUNCIL

The Section may request money for next year's Annual Meeting for bringing in a speaker.

Independent Archivists Section

Council Liaison: Brenda Gunn

Report Submitter: Michelle Ganz

ACTIVITIES

Completed:

- Formalize section
- Demographic survey of section members
- Long and short term planning
- Strategic planning
- Submitted proposal to Council regarding directory

Ongoing:

- Consultants directory strategic planning
- Resources, examples, and templates bank development

New:

- Webinars and Q&A sessions with lawyers, accountants and other experts
- Continuing education support

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Giving a voice to independent archivists previously lost in the other sections.

Goal 2: Enhancing Professional Growth

Giving Independent archivists a place to find development opportunities and the advocate for opportunities to meet specific development needs of members.

Goal 3: Advancing the Field

Created a new forum for Independent archivists to work together and to amplify the unique concerns of section members

Goal 4: Meeting Members Needs

demographic survey completed to better understand member needs

ANNUAL MEETING

Number of Attendees: 30-40

Summary of Meeting Activities:

- First meeting of the Independent Archivists Section
- Introduce the leadership to section

- Plugs for various SAA activities including the mentorship program
- Council liaison comments
- Panel: commentary from leadership on business basics, legal and insurance issues, ethics, and advocacy
- Raffle: 5 books from SAA bookstore raffled off to meeting attendees

QUESTIONS FOR COUNCIL

Can we use the stipend funds or request additional funding to bring in a legal advisor to speak to the section in a webinar?

International Archival Affairs Section

Council Liaison: Courtney Chartier

Report Submitter: Daniel Necas

ACTIVITIES

Completed:

Applied for funding to send a section member to International Council on Archives annual conference (not successful).

Applied for funding to bring an international speaker to SAA annual meeting (successful). Used section annual funding allocation to help bring same speaker.

Collaborated with Latin American and Caribbean Heritage Archives section to organize a joint annual meeting with two international speakers (from University of Puerto Rico and from UNHCR Archives in Geneva, Switzerland)

Ongoing:

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 the HRA section and LACCHA.

New:

Contributing and soliciting original contributions to the blog, including short interviews with international archivists. Add resources to our microsite.

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

Three members of Section's steering committee gave presentations on SAA 2017 and 2018 conference panels, one member attended ICA conference in Mexico City in the fall of 2017 and reported in a blog post, Section secured funding and brought a speaker from abroad, enabling exchange of information across borders.

Goal 3: Advancing the Field

By facilitating international connections, Section encouraged discussion of issues common to archives in international context (refugee records), initiating a conversation and work on finding better approaches to management of refugee archives.

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: 46

Summary of Meeting Activities: Updates from both Sections on previous year, election results announcements, first speaker Hilda T. Ayala Gonzalez from the University of Puerto Rico, second speaker Montserrat Canela Garayoa from the United Nations High Commissioner for Refugees Archives in Geneva, questions for speakers, announcements from the audience.

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? How can we 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 2019 and 2020, and funding to attend the ICA conference in Abu Dhabi in 2020. Thank you.

Issues and Advocacy Section

Council Liaison: Bertram Lyons

Report Submitter: Rachel Mandell

ACTIVITIES

Completed:

1. Blog series: Probably our most focused project. We really tried to add valuable content to each of our 3 blog series.
 - a. Steering Shares: Each Steering Committee member writes 3 posts throughout the year
 - b. Archivists on the Issues: 3 contributors each writes 3 posts about a topic of their choice.
 - c. Research Teams: Two research teams each write 3 posts.
 - i. News Monitoring Team: This year, the News Monitoring Research team, led by our very own Steve Duckworth, created monthly updates as well as more focused posts.
 - ii. Legis* Team: We revamped the Legislative Research teams this year. We encouraged each member on the team to monitor topics of interest relating to legislation, legislators, and/or resources relating to discovering information.
 - d. Also had some additional guest contributors like Eira Tansey and international blog follower François Dansereau
2. #AskAnArchivist Day: Our Steering Committee participated by taking turns monitoring our Twitter feed. It was great fun!
3. Social Media: Our amazing I&A Intern, Samantha Brown, handled all of our social media (Facebook, Twitter)
4. SAA Advocacy groups quarterly calls. Keep each other informed, run ideas by each other. Also helped CoPP edit /update SAA's public policy agenda
5. Collaboration with DLF's Labor Working Group: Two phone calls to touch base and a possible project on the horizon!
6. Monthly Steering Committee meetings via conference call to discuss past and upcoming deadlines and activities hosted by I&A Chair
7. Elected 3 new Steering Committee members including Vice-Chair/Chair elect
8. Chair and Vice-Chair participated in the SAA/CoSA/NAGARA Archives on the Hill Event
9. Panel on Labor Practices in the archives at SAA I&A Section Meeting

Ongoing:

1. Continue the blog series tradition!
2. Collaboration with DLF
3. Archives Design Share Portal

New:

1. Temporary labor in libraries/archives survey/study

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Through our active blog (<https://issuesandadvocacy.wordpress.com>), we provide a platform for archivists to share their thoughts and experiences as well as reflect on the profession. We

maintain three active series: Steering Shares, Archivists on the Issues, and News Monitoring team.

With our social media and our News Monitoring teams, we remain up to date on important archival issues that appear in the news and make these issues and stories visible.

In our labor panel at SAA we discussed strategies for archivists to advocate for themselves, their jobs, and our profession in general. We discussed the challenges associated with unpaid internships, para-professional positions, grant-funded positions, collaborating with unions and other groups within and outside the profession to recognize the often hidden labor of archivists and bring more visibility to the profession.

Goal 2: Enhancing Professional Growth

Our active blog provides contributors the chance to gain experience writing and publishing opinions about archives and archival issues.

Our Steering Committee meets monthly and gives everyone a chance to have their voice and opinion heard. By participating in this Steering Committee, each member is able to take on a leadership role in the field and contributors to the advancement of the field as well as grow professionally. We also took on an intern in order to foster professional growth and mentor her through our activities.

Goal 3: Advancing the Field

Our Archivists on the Issues blog series actively advances the field by providing both contributors and readers the opportunity to delve deeper into a particular archival issue that is important to them in hopes of sharing this knowledge, starting a new conversation with other archivists, or participating in current discussions and arguments in the field.

By working with the Digital Library Forum and bringing awareness to the labor issues that plague the archival profession, we hope to help advance the field by calling attention to these issues, making them more visible and eventually usher in a more equitable and just labor model in our field.

Goal 4: Meeting Members Needs

By covering such a wide range of topics in our three blog series, we have addressed the issues and interests of our members. By remaining up to date on the important issues facing our field through our social media and our blog, we providing our members with important information that affects them as well. And by inviting our members to join us in conversation at our Annual SAA Section Meeting, we also our giving all of our 880+ members the chance for their voices to be heard and for them to weigh in on some of these important issues.

ANNUAL MEETING

Number of Attendees: ca. 50

Summary of Meeting Activities: I&A created a panel to discuss archival labor practices, which was inspired by two blog posts from our Steering Committee members earlier in the year.

Rachel Mandell, I&A Chair first began the meeting by welcoming our new Steering Committee

members and introducing the panel and the impetus for creating the panel. She also moderated the discussion after the panel members presented their topic.

Courtney Dean, I&A Vice-Chair/Incomign Chair discussed the temporary employment survey within SAA, OCLC report, her work with Los Angeles Archivist Collective members and colleagues.

Steve Duckworth discussed just and equitable hiring of student employees

Maggie Hughes provided background on the UCLA temporary staff grievance, working with their union, contract bargaining, gaining support from our communities (campus, UC system, national), working with outside groups, starting conversation that others can build on and leverage for broader change.

We then opened up the discussion to the audience and had a very interested and informative discussion that touched on a variety of topics including: grant-funded projects, the difference between exploitive temporary contracts and grant-funded contracts, unpaid internships, student employees, advocacy plans in general, how to advocate for archives, para-professional work, making archival labor more visible.

QUESTIONS FOR COUNCIL

We do not have any urgent questions at this time. This was a great year! And we are very much looking forward to continuing our work next year. Thank you!

Labor Archives Section

Council Liaison: Bertram Lyons

Report Submitter: Conor Casey

ACTIVITIES

Completed:

- A labor archives retreat was hosted at the American Labor History Conference in Detroit in October, 2017.
- Labor Archives Section-branded session at the North American Labor History Conference Detroit, Michigan October 2017
- Labor Archives Section-Branded Session at Labor and Working Class History Association Conference, Seattle, June 2017.

Ongoing:

- We continue to make updates to the Labor Archives in North America directory and labor repository map of Labor Archives in the US and Canada, which is hosted at the LAS and Labor Archives of Washington websites: <http://www2.archivists.org/groups/labor->

[archives-roundtable/labor-archives-roundtable-directory-labor-archives-in-the-united-states-and-canada.](#)

- We continue to collaborate with the Labor and Working Class History Association (LAWCHA) to have labor archives specific presentations at their biennial event and to publish articles in LAWCHA's e-newsletter, Labor Online.

New:

- Coordinated a labor archivists' retreat at the North American Labor History Conference in Detroit October 2018. Created a Labor Archives Section-branded session for the North American Labor History Conference, Detroit, October 2018.
- Robust labor archives repository updates in the Pacific Northwest, as it dovetails with a regional labor records and repository survey undertaken by the Labor Archives of Washington. I am proposing that we hire a student worker to contact repositories directly in the other regions and update directory entries and perform outreach to get unlisted labor and labor related collections into the directory.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

By creating labor archives-related sessions at historical conferences of our key stakeholders at LAWCHA and NALHC, we are articulating the value of archivists in the historical and activist enterprises. We also use our LAWCHA column in LaborOnline to articulate the value of our collections, market them, and explain the value of our work to key stakeholders. We have also authored letters on behalf of the Labor Center at the University of Iowa, and part of that is arguing for the value of the associated archival collections and programs.

Goal 2: Enhancing Professional Growth

Section member Ben Blake organized two visits to the Labor Archives at the University of Maryland during SAA 2018. Our sessions at NALHC, both on the program and the labor archivists' retreat, offer professional development opportunities and the establishment of shared goals and vision.

Goal 3: Advancing the Field

Our outreach and advocacy work on behalf of labor and labor related collections, as well as the emphasis on collections documenting equity, social justice, and civil rights on the SAA annual program and as part of a presentation at our annual business meeting align us with the forefront of work in these areas. This is particularly true when one looks at our emphasis not only on the importance of keeping organizational records but on collecting, preserving, and making accessible the records of under-documented and often under-resourced communities and individuals. All of these issues are on the forefront of literature, conference sessions in our professional community currently.

Goal 4: Meeting Members Needs

We have undertaken user survey on our own in 2016, and we incorporate member feedback gathered in the election form data. Most of our members want to make sure we keep the round

robin reporting portion of our annual business meeting. Some expressed a desire for a directory (we already have one; this is an opportunity we took to send reminders to our Facebook group and the listserv). I think some members are expressing a desire for more regular communication and involvement outside of the annual meeting, and issue we will take up at our labor archivists retreat in October 2018 in Detroit.

ANNUAL MEETING

Number of Attendees: 22

Summary of Meeting Activities: After a brief report from our SAA Council liaison, we featured a presentation by Ben Blake, Labor Collections Archivist at the University of Maryland, who discussed the archive's new exhibit, major projects, and collections development. We then discussed new business, such as a Labor Archives Section retreat planned for the North American Labor History Conference (NALHC) in October, 2018, planning for another retreat in 2019, and section funding proposals. We also discussed ideas for session proposals at the Labor and Working Class History Association and the NALHC in 2019. Then, we decided to submit a letter in support of the University of Iowa Labor Center. Finally, members gave reports on their labor archives related activities.

Link to Meeting Minutes: <https://www2.archivists.org/groups/labor-archives-section/saa-labor-archives-section-annual-business-meeting-2018>

QUESTIONS FOR COUNCIL

no

Latin American and Caribbean Cultural Heritage Section

Council Liaison: Kris Kriesling / Petrina Jackson

Report Submitter: Ana D. Rodriguez

ACTIVITIES

Completed:

- 2 webinars from the series Desmantelando Fronteras/Breaking Down Borders: Borderlines Archives Cartography (Nov. 15, 2017), and La Casa del Libro: a Book Museum in Old San Juan (March 27, 2018).
- LACCHA Co-chairs involvement with SAA and the National Disaster Recovery Fund for Archives, providing translations of forms and documents for library institutions affected by Hurricane Maria in Puerto Rico
- Revamping of LACCHA's blog Memoria that includes a new logo
- Obtaining funding for annual meeting guest speaker

- Promotion of the profession and LACCHA through social media and content (interview profiles) featured on our blog Memoria

Ongoing:

- Coordination for another webinar session Possibility of creating an oral history project
- Addition of content on LACCHA's blog Memoria

New:

- Possibility of creating an oral history project
- New LACCHA logo
- More content for Memoria

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

LACCHA complies with this goal by promoting and supporting the work of Latinos and Latinas in the archival and library field. We do this through our webinar series Desmatelando Fronteras/Breaking Down Borders, and by publishing profiles of professionals on our blog Memoria.

Goal 2: Enhancing Professional Growth

LACCHA stands for the diversification of the archival professional by way of promotion and outreach through our social media outlets, and looking for opportunities to highlight their work. This year LACCHA got SAA funding to cover the expenses of our annual meeting guest speaker. Just like this, we are hoping to continue looking for ways to emphasize the work of Latinos in the archival field.

Goal 3: Advancing the Field

Promoting research, scholarship, fellowship, and jobs opportunity through LACCHA's social media networks.

Goal 4: Meeting Members Needs

Looking for ways to reach out and communicate with LACCHA membership and incoming professionals.

ANNUAL MEETING

Number of Attendees: 60

Summary of Meeting Activities:

- Hilda T. Ayala presentation on Puerto Rico's Libraries, Archives and Museums Road to Recovery after Hurricane Maria
- LACCHA's 10th year anniversary
- Past webinars
- Amanda Moreno introduction as LAACHA incoming Jr. co-chair

- Revamping of Memoria blog

QUESTIONS FOR COUNCIL

Would like to know how to request money from the funding assigned to our section?

Local Government Records Section

Council Liaison: Bergis Jules / Melissa Gonzales

Report Submitter: Christina Bryant

ACTIVITIES

Completed:

- Literature Citation and Review for Local Government Records

Ongoing:

- Group engagement
- Training opportunities
- Peer Assistance

New:

- New Avenues for Group engagement
- Seeking Training opportunities
- Peer Assistance

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Discuss ways to advocate at annual meeting

Goal 2: Enhancing Professional Growth

Discuss need for specialized training

Goal 3: Advancing the Field

Discuss need for specialized training

Goal 4: Meeting Members Needs

Solicit commentary at annual meeting

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities: Christina Bryant outgoing chair conducted the meeting. New officers and representative were introduced. Group discussed topics that had been included in

the question portion of the election ballot. This included: outreach, advocacy, education and networking.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

No

Lone Arrangers Section

Council Liaison: Brenda Gunn

Report Submitter: Julia Corrin

ACTIVITIES

Completed: We have no completed initiatives this year. All projects are continuing.

Ongoing: We continue to work to publish Solo, our Lone Arrangers newsletter.

New: Deb Schiff (2018-2019 Chair) launched the Archivists to the Rescue project to provide free, basic archival education to untrained archivists. She completed an initial pilot project in New Jersey this year.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We continue to provide a forum for archivists to communicate with one another. This forum helps lone arrangers exchange tips and tricks for advocacy. Our section meeting this year also featured a discussion on potential allies within your organization.

Goal 2: Enhancing Professional Growth

Many of our members do not have access to archival education resources. Our listserv provides a key resource for our members to ask questions and learn about new opportunities.

Goal 3: Advancing the Field

Through our listserv and the Archivists to the Rescue projects we provide an avenue for the field as a whole to advance. These additional resources help train a wide variety of archivists in a wide variety of institutions.

Goal 4: Meeting Members Needs

A frequent issue raised our members is lack of access to educational opportunities (ie. Inability to travel to attend SAA trainings). The Archivists to the Rescue project is an important step to address that need.

ANNUAL MEETING

Number of Attendees: Unknown

Summary of Meeting Activities: Our annual meeting included an update from council and the “American Archivist” editorial board. Deb Schiff provided an in-depth update on the “Archivists to the Rescue” project. We closed with a panel discussion/Q&A on the opportunities and challenges created by being a Lone Arranger at your institution. It was a very active discussion and attendee feedback was very positive. Some of the feedback focused on the need for Lone Arrangers to have a safe space to share their stories and “vent.” This may be an avenue for the section to continue exploring in the future.

QUESTIONS FOR COUNCIL

No

Manuscript Repositories Section

Council Liaison: Brenda Gunn

Report Submitter: Ashley Todd-Diaz

ACTIVITIES

Completed:

- Developed and implemented a survey to solicit feedback from current membership.
*Partner with SAA's Career Development committee to develop a pilot Resume Review initiative.
- Partnered with SNAP section to develop a joint section meeting program that featured a panel of archivists discussing the career landscape, including topics of labor ethics, job transitions, and project vs. generalist positions.

Ongoing:

- Seeking feedback from membership regarding initiatives they would be interested in.

New:

- Developing a program focused on navigating/improving donor relations.
- Partnering with other sections to accomplish shared goals, since our partnership with SNAP to create a joint section meeting was very successful and well-received by the membership of both sections.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Discussed ideas to develop a program to better communicate with donors and navigate the donation process.

Goal 2: Enhancing Professional Growth

Provided opportunities for publication in our newsletter.

Developed a resume review pilot initiative to offer an additional way for section members to receive professional development through SAA outside of the annual meeting.

Goal 3: Advancing the Field

Partnered with the Career Development committee to offer a resume review pilot service that may lead to a research opportunity.

Goal 4: Meeting Members Needs

Conducted a section-wide survey of needs and interests following the restructuring of sections and affinity groups.

Provided an opportunity for section members to contribute questions to the panelists speaking at our section meeting.

ANNUAL MEETING

Number of Attendees: 150

Summary of Meeting Activities: This was a joint meeting with SNAP, so we began with reports from each section and announcements. The program featured a panel discussing the career landscape of the archival field. Questions were solicited from section members prior to the panel and halfway through the attendees were offered the option of splitting into breakout groups or continuing the panel. The attendees opted to continue the panel discussion.

QUESTIONS FOR COUNCIL

N/A

Metadata and Digital Object Section

Council Liaison: Bertram Lyons

Report Submitter: Martha A. Anderson

ACTIVITIES

Completed:

1. Staffing MDOS at full capacity
 - a. At the beginning of the fiscal year, MDOS had only three active members out of the seven positions listed on the roster at the time. Considering that MDOS is one of the SAA's largest sections, it was imperative to staff the section in order to provide services to our membership. We conducted a Special Election in January 2018, from this effort we recruited Blake Graham, Co-Chair; Elisa Landaverde and Courtney Butler, Steering Committee Members; and appointed, Rebecca Pattillo as the Social Media Coordinator. We also run a regular election in June 2018, we recruited Angela White, steering committee member.
2. Planned the programming for the 2018 SAA annual meeting

- a. The planning, announcements, and programming for the lightning talks presentation was completed by our newly elected co-chair, Blake Graham. The request for proposals was sent at the end of May and the committee made the presentation selections during the month of July.
3. MDOS decided to continue staffing the section and to recruit for an education coordinator, a new position for our section.

Ongoing:

1. Updating the microsite: annual reports, meeting minutes, and updating the roster.

New:

1. We have a dedicated social media coordinator member and hope to have a dedicated education coordinator soon.
2. In early 2018, the Steering Committee discussed the need to revise and update the “Metadata Directory” webpage on the microsite. Planning for this, as well as other changes to the microsite, is scheduled for the 2018-2019 year.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

In efforts to propel MDOS’ advocacy for archives and archivists, the section created the Social Media Coordinator position. It is our intention to demonstrate and to promote the importance of metadata and digital collections through the use of various social media platforms.

Goal 2: Enhancing Professional Growth

The MDOS leadership decided to continue this year at the annual meeting with another round of lightning talks to showcase the new research and methodologies for working with metadata and digital objects. This specific platform allows presenters to demonstrate their expertise in a casual and inviting atmosphere.

Goal 3: Advancing the Field

The creation of the Education Coordinator position will enable MDOS to promote training and educational opportunities through the exposure and the promotion of new webinars and on-site classes. We also anticipate a strong role of the Social Media Coordinator in the promotion of future training.

Goal 4: Meeting Members Needs

The Steering Committee conducted a member survey in April 2018 to explore members’ needs and areas of interest. 64 members responded to the survey; the following profiles represent the majority of respondents: 60% were employed in a college or university setting, 11% were in a private organization, and 12% designated “other.” When asked about helpfulness of resources on the MDOS microsite, respondents considered Metadata Listservs, Sample Metadata, and SAA Standards Portal as the most helpful. Lightning Talks were considered to be of highest interest during the annual meeting, so the Steering Committee coordinated a Lightning Talks session

alongside the annual meeting. An overview of the survey data can be found on the MDOS microsite.

ANNUAL MEETING

Number of Attendees: Unknown, my apologies, I did not attend the annual meeting this year.

Summary of Meeting Activities:

October 6, 2017 – Meeting about contacting members and attempting to assess who out of the 9 members on the roster were active. Also, we discussed the possibility of implementing a media coordinator position.

November 21, 2017- Meeting regarding recruiting efforts for open positions, discussed statistics provided by SAA leadership, and two members agreed to serve an additional year to assist with recruiting efforts and better service to the current membership. We decided to run a special election at the beginning of the next year.

December 13, 2017 – Beginning of special election process, the MDOS special election run in January 2018.

March 16, 2018 – Discussed the format for the MDOS meeting at the annual meeting, potential future meetings frequency, and discussion about the next MDOS annual report to the SAA.

May 23, 2018 - Discussed results from the 2018 MDOS member survey, creating a new MDOS workspace (Google site), Fixing the Metadata Directory webpage (on MDOS microsite), and discussed the 2018 Election Ballot.

July 3, 2018 – Discussed the 2018 MDOS ballot results, gathered recommendations for the lightning talks, and discussed the schedule for the annual meeting in addition to MDOS attendance for the same event.

August 15, 2018 – New co-chair hosted the meeting, welcome of new members and the introduction of the new education committee.

QUESTIONS FOR COUNCIL

Earlier this summer (2018), a member of the SAA leadership listserv asked for suggestions on recruiting members to serve on section committees. MDOS has struggled with recruitment for several years, and it seems many other sections are struggling with similar challenges, so will the Council consider taking steps to better understand and assess why sections are experiencing this difficulty?

Military Archives Section

Council Liaison: Steven Booth

Report Submitter: Beth Ann Koelsch

ACTIVITIES

Completed: Updated bylaws Repository Directory: details about members' repositories
Arranged tour during SAA annual meeting at WIMSA (Women in Military Service for America Memorial)

Ongoing: Continue to update directory, enhance social media presence.

New: form ad hoc committees on Declassification, Directory, Outreach, Communications, and exhibits that members have requested.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

1.3 Repository directory allows archivists to refer researchers to other repositories of materials that would be useful to researchers.

Goal 2: Enhancing Professional Growth

2.2 listserv allows MARS members to ask for professional advice, advertise jobs, offer to donate materials that do not fit in their own collections to another repository

Goal 3: Advancing the Field

3.3 Survey will help connect repositories with similar types of materials re: conflict, branch, genre.

Goal 4: Meeting Members Needs

4.1 through listserv, active recruitment of officers, liaisons, and ad hoc committees- address the needs of MARS membership.

ANNUAL MEETING

Number of Attendees: 62

Summary of Meeting Activities:

Tour of Women's Memorial on Tuesday

At the Friday meeting: section business report, soliciting a volunteer for communications liaison, determining needed ad hoc committee topics, Presentations about: using hand written Civil War letters for undergraduate instruction and utilizing the students' transcriptions for the Archives; and efforts towards transparency of the collections at the Air Force Academy Special Collections Branch

QUESTIONS FOR COUNCIL

Possible budget request for funding for SAA meeting Military-related field trip.

Museum Archives Section

Council Liaison: Kris Kiesling / Melissa Gonzales

Report Submitter: Gregory Jackson

ACTIVITIES

Completed: New Standing Rules Change to make Steering Committee roles two year commitments instead of one. Annual symposium held August 15, 9 am - noon. 2018

Ongoing: Research regarding museum standards and practices.

New: Update existing Standards and Best Practices Resource Guide.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

This year's symposium challenges archivists to engage with registrars and collections managers to help them understand how their records will eventually be utilized.

Goal 2: Enhancing Professional Growth

The Museum Archives Section working group provides its own and other members with the latest information within the museum archives field.

Goal 3: Advancing the Field

Research by the Standard and Best Practices Working group explores and collates the best practices in museum archives and presents them to the profession.

Goal 4: Meeting Members Needs

The Museum Archives Section steering committee makes every effort to communicate with its members any pertinent information through both emails and newsletters. Members are all invited to participate in the work of the Standards and Best Practices Working Group.

ANNUAL MEETING

Number of Attendees: 75

Summary of Meeting Activities:

Meeting summary 8/15/2018

Kris Kiesling (SAA Board Liaison) gave a report on board activities for the year -Election results were announce and members of the Sterring Committee and Working Group were recognized for their service. -Secretary Tara Laver had circulated minutes prior to the meeting and they were then voted into the record. -Megan Schwenke gave the report on activities of the Standards and Best Practices Working Group and announced the coming year's project. - Announcements were made from the floor by Yayoi Tsutsui (International Council on Museums Meeting) and Kathleen Williams (National Gallery - internships and open positions.) -Standards and Best Practices breakout and section member networking.

Link to Meeting Minutes: <https://www2.archivists.org/groups/museum-archives-section/meeting-minutes>

QUESTIONS FOR COUNCIL

Not at this time.

Native American Archives Section

Council Liaison: Amy Cooper Cary / Ricardo L. Punzalan

Report Submitter: Ricardo L. Punzalan

ACTIVITIES

Completed: Created a pathfinder guide to consolidate available information regarding the Protocols for Native American Archival Materials.

Ongoing: Case study series on the institutional adoption of the Protocols for Native American Archives. The Section is currently working with SAA's Publications Board to publish its inaugural case study.

New: Building on SAA's endorsement of the Protocols for Native American Archives, the Section is developing projects to help SAA membership implement the Protocols in their own institutions.

NAAS has received funding from SAA to reserve a booth at 2018 International Conference of the Association of Tribal Archives, Libraries, and Museums (ATALM 2018). ATALM 2018 is an excellent venue to advertise NAAS, its programs, projects, and activities as well promote the value of membership to the Section and SAA. An exhibition booth manned by current Section leadership who can answer questions, engage in dialogue with ATALM participants, and distribute SAA publications and information, will increase awareness of the Section and be an opportunity to advocate for the value of SAA membership. It will also inspire ideas and gather feedback for future collaborative projects with ATALM and its membership.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Section's participation at the 2018 International Conference of the Association of Tribal Archives, Libraries, and Museums (ATALM 2018) will further the values and goals of SAA by (1) advancing standing of archivists among Indigenous cultural heritage workers and (2) furthering the diversity of SAA membership and leaders, the profession, and the archival record by articulating the value of SAA before the ATALM community.

Goal 2: Enhancing Professional Growth

The creation of a pathfinder information on the Protocols for Native American Archival Materials will be helpful for SAA membership writ large in understanding the value of cultural

privacy and cultural sensitivity and how these concepts are relevant to their work as archivists. This is timely given SAA's endorsement of the Protocols.

Goal 3: Advancing the Field

The Section's ongoing Case Study series on the Protocols will be a great resource for the field, especially in terms of demonstrating the applicability of the Protocols in diverse institutional contexts and areas of archival theory and practice. The Section's participation at ATALM 2018 will hopefully lead to greater collaboration with ATALM membership and leadership.

Goal 4: Meeting Members Needs

By raising awareness of SAA amongst ATALM members, the Section's booth at the ATALM Conference would raise the possibility that greater numbers of tribal archivists would see the potential benefits of membership in SAA and would expand potential for increasing the diversity of the SAA membership.

ANNUAL MEETING

Number of Attendees: About 70

Summary of Meeting Activities: The Section spent the first 30 minutes of the meeting in discussing SAA Council's endorsement of the Protocols. NAAS council liaison, Amy Cooper Cary, read the statement that accompanied the endorsement. Some members of the Section gave their reaction and response. Membership considered the endorsement a good step in the right direction and acknowledged the work that needs to be done in ensuring actual implementation of the Protocols. The Section honored the signatories of the Protocols and past leaders and members of the Section who advocated tirelessly for its endorsement.

The Section welcomed and congratulated the next Section leadership and newly elected members of the Steering Committee.

Brian Carpenter of the American Philosophical Society (APS) gave a presentation on the adoption and implementation of APS's in-house protocols for managing the preservation and access of Indigenous archival collections as well as establishing relationships with Tribal communities.

QUESTIONS FOR COUNCIL

The Section lauds members of SAA Council for its endorsement of the Protocols and the Statement they issued. The Section would like to work further with SAA in developing concrete programs and projects to encourage SAA membership to implement the message of the Protocols, however it may apply to their respective professional and institutional contexts.

Oral History Section

Council Liaison: Brenda Gunn

Report Submitter: Amanda Pellerin

ACTIVITIES

Completed:

- The steering committee approved the SAA Leadership Oral History Project as drafted by Adam Mosseri and Amanda Pellerin. SAA Council approved the request for implementing the project with an award amount of \$2000 from the component group funding. The section held its annual meeting with announcements of new elected officials and a program event on oral histories and art.
- The steering committee met quarterly to review project progress.
- Melissa Lindberg published 2 newsletters for the section members.
- The steering committee reviewed and approved changes to the MicroSite content for the SAA Oral History Project as created by Lauren Kata. Lauren implemented the changes to the microsite.

Ongoing:

- The section leadership will continue to monitor the changes to the IRB law as it relates to Oral History Projects.
- Efforts to improve communication with membership list and find partnerships within and without of SAA environment.

New:

- Implement the SAA Leadership Oral History Project, detail the project scope and hire an intern.
- Increase collaboration with allied SAA Component Groups and organizations outside of SAA (ie Oral History Association).

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

The section programming for this year's annual meeting focused on the intersection of oral history and visual arts. Members heard from two archivists and one cultural heritage curator who use oral histories to document complex creative products, social movements, and ethnography in a comprehensive way.

Goal 3: Advancing the Field

The oral history project interviews with SAA leadership will provide a glimpse at the opportunities and challenges of the profession so that we can learn from mistakes and celebrate triumphs.

Goal 4: Meeting Members Needs

Through semi-annual newsletters and the discussion list we keep members informed about trends and issues in oral history. We strive to provide a dynamic meeting program each year. However, this is our area with the greatest room for improvement and we will continue to look at the best way to communicate with Members and get them engaging with the section.

ANNUAL MEETING

Number of Attendees: 75

Summary of Meeting Activities: This year's Oral History Section program topic looked at the intersection of Oral History and Art. Our panel discussed ways that oral histories have been used to interpret, support, and represent works of art, artistic movements and genres, and artists and their subjects. Guests panelists were Jennifer Snyder, Oral History Archivist at the Smithsonian's Archives of American Art, Ann Hoog, Folklife Specialist at the American Folklife Center, Library of Congress, and Kevin Chu, Collections Manager at the Museum of Chinese in America (MOCA). The meeting began with a brief business meeting to review the work done by the section officers and introduce incoming officials.

QUESTIONS FOR COUNCIL

No comments at this time.

Performing Arts Section

Council Liaison: Steven Booth

Report Submitter: Helice Koffler

ACTIVITIES

Completed: The Performing Arts Section published two issues of Performance!, its biannual newsletter. Featured articles were on a wide range of topics representing the challenges of archiving in all disciplines of the performing arts, including: a graduate student's fieldwork project to complete an inventory of the archival records of the Joan H. Gillings Center for Dramatic Art at the University of North Carolina at Chapel Hill; overviews of both the recently-acquired Skip Groff Collection and John O'Reilly Papers at the University of Maryland; the processing of the David Leibman Papers and Sound Recordings at the Berklee College of Music; a special digital celebration of Leonard Bernstein's Centennial by the New York Philharmonic Archives; and a comprehensive examination of the collection of North Carolina dancemaker Jan Van Dyke.

The Section also offered PAR members who attended the SAA Annual Meeting a special tour of the U.S. Marine Band Library and Archives, and the business meeting included a presentation by UCLA Curator and Dance/USA Trustee, Genie Guerard, who discussed the integration of several

preservation, archives, and education programs of the former Dance Heritage Coalition with the national service organization Dance/USA.

In addition, the Section sponsored Session 311, “Notes on Notes: Introducing Archival Description of Notated Music, the Music Library Association’s New DACS Supplement,” a culmination of the Section’s collaborative efforts with the Music Library Association to help advance knowledge of best-practices in the arrangement and description of notated music.

Ongoing: The section will publish another two issues of Performance!.

New: The Steering Committee is still in the process of deciding on its goals for the year. Among the activities under consideration are:

- Adding a resources page to the Section microsite
- Regional and local networking events, such as repository and/or venue tours
- Creating accessible pdf versions of the newsletter
- Developing joint programming with another Section (collaborating with Audio and Moving Image Section on oral history collections was one of the possibilities suggested)
- Plan for 2019 meeting and a section tour in Austin

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: Unfortunately, the sign-in sheet was not complete, but an estimated 50 people attended.

Summary of Meeting Activities: Following updates from Council Liaison Stephen Booth and announcements from the floor (which included the introduction of new officers), the Performing Arts Section offered a presentation by Genie Guerard, on behalf of herself and Imogen Smith, Director of Archiving & Preservation at Dance/USA (who could not attend) about the recent integration of several resources and programs established by the Dance Heritage Coalition, which are now being administered by Dance/USA. Genie focused on the Artist's Legacy Toolkit and the paid Fellowship opportunities in dance archiving and preservation offered by Dance/USA. After the presentation, we had round-robin introductions and members discussed possible projects the Section should undertake to promote participation year-round.

QUESTIONS FOR COUNCIL

Not at this time. We are still in the process of determining any budget requests for FY 2020.

Preservation Section

Council Liaison: Brenda Gunn

Report Submitter: Janet Carleton

ACTIVITIES

Completed: The 2017-2018 leadership team who accomplished these projects and activities were: Janet Carleton, Chair Eve Neiger, Vice Chair/Chair-Elect Frances Harrell, Immediate Past Chair Fletcher Durant, Member-at-large Anastasia Matijkiw, Member-at-large Summer Espinoza, Steering Committee Member Brenda Gunn, Council Liaison

Annual Silent Auction to benefit the National Disaster Recovery Fund for Archives This year, the Section hosted the 4th 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 2018 Annual Meeting in Washington, D.C. at the Marriott Wardman Park Hotel. The silent auction took place on the lobby level of the Marriott Wardman Park Hotel, adjacent to the SAA Bookstore, Thursday, August 16 9AM-5PM and Friday, August 17 9AM-3:30PM. Bidding closed at 3:30PM on Friday and top bidders picked up their auction items between 3:30 and 5:30PM. The silent auction was spread over ten tables, and with 61 donations, was the largest auction to date. SAA contributed a banner and poster board to promote the auction and announce NDRFA grant recipients. 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 2018 auction raised \$2,520 for the NDRFA.

#presTC - Preservation Week Twitter Conference The section (@SAApreservation) organized a preservation themed conference, held on Twitter, for Preservation Week 2018. This built on the 2017 #askanarchivist Preservation Week event. The 2018 conference had 30 speakers from around the world discussing preservation, conservation, and reformatting topics (schedule at <https://www2.archivists.org/groups/preservation-section/prestc-final-schedule>). The Preservation Directorate of the Library of Congress participated with a block of 5 talks, including an introduction by the head of Preservation, Jacob Nadal. 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: <http://wke.lt/w/s/ebapY>.

Ongoing: Preservation Section Bookmarks Project: Agents of Deterioration The Section completed a second set of bookmarks featuring the “Agents of Deterioration”, a continuation of an educational outreach project started in FY 2016-2017 with four-- Fire, Light, Physical Force, Water. See <https://www2.archivists.org/groups/preservation-section/preservation-bookmarks-meet-the-agents-of-deterioration-0> to download printable versions!

The 2018 bookmarks highlight Custodial Neglect, Temperature, and Humidity, and include information about how each element can threaten collections. Paid for by Nancy Beaumont’s discretionary fund, the section printed 3,000 bookmarks of each of the three new designs. Total cost for this leg of the project was \$465.51 including shipping to the Marriott Wardman Park Hotel in Washington, D.C. The bookmark quantities were increased from the previous order (2,000 of each design) because of the high number of expected attendees at the Annual Meeting. Leftover bookmarks were kept by SAA staff to distribute through the coming fiscal year. Next year’s bookmarks will feature the remaining 3 Agents and complete the set of 10. (See http://www.conservation-wiki.com/wiki/Ten_Agents_of_Deterioration.)

Outreach, Promotion, and Support for the National Disaster Recovery Fund for Archives In addition to supporting the NDRFA through annual fundraising efforts, the section contributed a blog post to the SAA Annual Meeting Host Committee Blog reporting on the work of the NDRFA Grant Review Committee and promoting the NDRFA Silent Auction. The blog post also summarized the section’s previous fundraising work for the grant. See <https://archives2018dc.wordpress.com/2018/08/09/give-back-at-saa-2018-the-national-disaster-recovery-fund-for-archives-has-had-a-banner-year/>.

Additionally this year, the section successfully lobbied to add a Preservation Section representative to the National Disaster Recovery Fund for Archives Grant Review Committee. Eve Neiger, Vice-Chair/Chair-Elect, joined for a three-year term.

Online Resources based on past Section meeting programs Continue to develop resources based on past Section meeting programs, such as Handling Guidelines for the Reading Room (See <https://www2.archivists.org/groups/preservation-section/new-resource-library-handling-guidelines-for-the-reading-room>) and Disaster Recovery.

Sched Preservation-Related Sessions List. Following last year’s example the Section put together a schedule of Preservation-related talks and events at <https://archives2018.sched.com/preservationsection>.

New: Complete the Agents of Deterioration bookmark series (See Ongoing)

Review and update the Section's standing rules

Update and expand on preservation resources list on microsite (last updated in 2017)

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: 60

Summary of Meeting Activities: Updates and announcements from the National Disaster Recovery Fund for Archives, NHPRC/NEH and the section's Council Liaison. Election results and appointments were announced.

The 2018-2019 Leadership is: Eve Neiger, Chair Jeremy Linden, Vice Chair/Chair-Elect Janet Carleton, Immediate Past Chair Fletcher Durant, Member-at-large Becky Geller Steering Committee Member Elizabeth Shepard, Member-at-large Summer Espinoza, Steering Committee Member

The updates were followed by a panel of four speakers on the topic of Transparency in Disaster Recovery.

Panelists for Transparency in Disaster Recovery

Communities and Contacts:

- Outreach to Heritage Sites Following a Disaster, Fletcher Durant, University of Florida

- Managing Ongoing Water Disasters, Elizabeth Shepard, Medical Center Archives of New York-Presbyterian/Weill Cornell
- Recovery: A Decade of Lessons Learned Rebuilding an Archives Program, Emilie Gagnet Leumas, Archives and Records, Archdiocese of New Orleans/ICA Expert Group on Emergency Management and Disaster Preparedness
- With a Little Help from My Friends: Creating SHERN, an Emergency Response Network, Nicole Davis, Museum of Flight & Diane Wells, Diocese of Olympia

QUESTIONS FOR COUNCIL

No questions. We do plan to request funds to complete the Agents of Deterioration bookmarks series with the final 3 bookmarks, at approximately \$500.

Privacy & Confidentiality Section

Council Liaison: Courtney Chartier

Report Submitter: Heather Oswald

ACTIVITIES

Completed: Over the last several years Privacy & Confidentiality has been involved in a number of projects, such as the creation of a microsite for its bibliography and blog, as well as a great deal of advocacy related to issues important to our member community. Therefore, section leadership wanted to assess our members' continued interest in this work. In 2018, the P&C section devised and disseminated a survey of member priorities. Based on the information received, we planned a joint annual meeting with a format new to the section and participated in conversations with SAA leadership on the creation of a centralized portal for archival policies and best practices. We also updated the section's SAA site to add meeting minutes from the prior two years and ensure our information and links were up to date.

Ongoing: The P&C section continues to serve as a resource for members with questions or issues related to privacy and confidentiality, both through our listserv and our microsite, to which we continue to add content and resources.

We also view our section as a bridge between many disparate groups and put out calls to other sections with similar interests to build relationships within SAA and highlight the many ways in which the work of P&C intersects with other groups.

New: In 2019, the P&C leadership is excited to take on several new projects based on the survey results received in 2018 and the initiative of section leadership.

We hope to expand the functionality of our microsite to allow users to submit questions that can be posted anonymously, allowing our members to receive feedback and assistance while respecting their desire to not disclose personal or sensitive information.

We plan on asking our members to be much more active in section work, both by requesting individuals with particular expertise to volunteer to respond to specific types of questions and asking them to contribute blog posts on issues in the news or within their institutions that they wish to share.

We will be putting out a call for policies and best practices to add to our already rich resource bank, with the anticipation that this content could be moved to a centralized platform, if this becomes available.

Finally, we are interested in partnering with other sections to offer more educational opportunities for our members throughout the year. We have discussed Twitter chats, webinars, and online curriculum.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

P&C section members have been at the forefront of advocating publicly for best practices and adherence to proper protocols in the handling of records slated for permanent retention. Privacy and confidentiality resources are also continually used to educate and inform our institutions, donors, and users of the significance of the work archivists do and the care taken to protect information.

Goal 2: Enhancing Professional Growth

Privacy & Confidentiality prides itself in seeking out young professionals to take part in section projects or nominate themselves for leadership roles within the group. Because privacy and confidentiality issues affect so many aspects of archival work, we view section participation as an opportunity to provide meaningful experiences to a diverse range of professionals.

Goal 3: Advancing the Field

The section's focus on developing and sharing resources, including articles, books, blogs, and case law, has made our microsite an asset to the wider professional community. We now hope to expand this work to include repository policies and best practices.

Goal 4: Meeting Members Needs

Section leadership had taken a prominent role in public advocacy in recent years, so the current steering committee decided to step back and reach out to our membership to ensure we were meeting their needs. The 2018 survey of member interests will allow us to effectively plan our work for the next two to three years as we continue to evolve and respond to feedback. We are particularly excited about providing more educational opportunities for members.

ANNUAL MEETING

Number of Attendees: Approximately 50

Summary of Meeting Activities: The Privacy & Confidentiality section held a joint annual meeting with the Human Rights Archives section. P&C Council liaison Courtney Chartier opened the meeting with Council updates and read SAA's statement on its endorsement of the Protocols for Native American Archival Materials.

Privacy & Confidentiality and Human Rights Archives section leadership presided over their respective business meetings and informed members of opportunities for engagement in the coming year.

Carlos Osorio, Information Systems Manager, Analyst and Director of the Southern Cone Documentation Project at the National Security Archive, was the featured speaker. He shared information on the Archive's work on multiple projects documenting the violation of human rights abroad, highlighting how a government's decisions regarding the disclosure of personal information affected the historical narrative and calls for justice.

Following Osorio's presentation, Jim Havron and Dan McCormack gave lightning talks on recent legislation and court cases that affect our work.

Havron provided a summary of the concepts of GDPR, some of the mistakes made in determining how it will be applied on this side of the Atlantic, and the consequences of failure to comply.

McCormack's talk, "Recent Court Decisions Addressing Privacy Issues," focused on how recent legal decisions may impact the work of archivists. Cases included *Carpenter v. United States*, *US v. Microsoft*, *Trump v. Hawaii*, *Comstock Residents Association v. Lyon County Board of Commissioners*, and *Neal v. Fairfax County Police Department*, et. al.

QUESTIONS FOR COUNCIL

Not at this time.

Public Libraries Archives and Special Collections Section

Council Liaison: Amy Cooper Cary / Petrina Jackson

Report Submitter: Lauren Algee

ACTIVITIES

Completed:

- Membership survey to determine constituent needs and upcoming plans of action in order to revive the PLASC Section.
- Membership Survey Report
- Recordkeeping and retention procedures established
- Section Meeting Lightning talks - Membership project showcase

Ongoing:

- Membership survey conclusions implementation

New: (All based on 2018 membership survey)

- Statement of priority action areas
- Advocacy toolkit to help members advocate for the importance of their work within their institutions and the professions
- Communication plan and campaign to increase awareness of PLASC, raise awareness of public library archives and special collections, and expand memberships and partnerships

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Conducted a membership survey to gather information from former, current, and prospective section members to determine constituent needs and how PLASC can best serve them. The survey was organized around the four goals outlined in SAA's strategic plan. Created and shared a report of survey findings via web platforms and annual meeting. Established FY2019 action items to better meet member needs based on findings, including creating a statement of priority areas to guide our work; advocacy toolkit to help members advocate for the importance of their work within their institutions and the professions; and a communication plan and campaign to increase awareness of PLASC, raise awareness of public library archives and special collections, and expand memberships and partnerships.

<https://docs.google.com/document/d/1o5knYLJOypAyJY2CfPXrhvNr1VWHt108xquBEliNfyc/e/dit?usp=sharing>

Goal 2: Enhancing Professional Growth

See answer to question 8. Additionally, hosted a lightning talk section during SAA annual meeting to highlight and share public library archival projects and accomplishments with members, as well as the wider archival community.

Goal 3: Advancing the Field

See answer to question 8.

Goal 4: Meeting Members Needs

See answer to question 8. Additionally, hosted a lightning talk section during SAA annual meeting to highlight and share public library archival projects and accomplishments with members, as well as the wider archival community.

ANNUAL MEETING

Number of Attendees: 51

Summary of Meeting Activities: Section leadership shared election results and presented the results of a spring 2018 membership survey on section needs and future directions. This was followed by 7 lightning talks highlighting community-focused projects by public library archives and special collections:

- Tricia Gilson, Columbus Indiana Architectural Archives at Bartholomew County Public Library *A Public Library, Visitors Center, and Corporate Giant Walk into a Bar...*
- Monica Galassi, State Library of NSW (Australia) *Indigenous Spaces in Library Places: A Strategy to Embed Indigenous Priorities in Australian Public Library Services*

- Stephen Robertson, Roy Rosenzweig Center for History and New Media, George Mason University *Creating Local Linkages: Training Public Librarians to Facilitate Doing Digital Local History*
- Suzanne Im, Los Angeles Public Library *The Memory Lab Network* Heather Lanctot, Yolo County Archives - Yolo County Library *Building Community Through Primary Source Literacy Activities in K-12 Classrooms*
- Dylan Gaffney, Forbes Library *Make It Weird: Building a Public Library Web Archive in an Arts and Counterculture Community*
- Monique Leahey Sugimoto, Palos Verdes Library District *The Archives Lab: A Window (Literally) into the Archives World*

QUESTIONS FOR COUNCIL

No

Records Management Section

Council Liaison: Erin Lawrimore

Report Submitter: Eira Tansey

ACTIVITIES

Completed:

- Courtney Bailey led our group through updating the Records Management Section bibliography, which we maintain in a Zotero library (https://www.zotero.org/groups/404345/saa_records_management_section/items)

Ongoing:

- We held monthly steering committee meetings between September and July
- We had regular steering committee member and guest contributions to our section blog (20 posts), The Schedule, including Jessika Drmacich's ongoing series profiling "Resourceful Records Managers" (<https://saarmrt.wordpress.com/>)
- Google Hangouts: Beth Cron hosted a Hangout in December featuring "Institutional Placement of Records Management and Archival Services" <https://youtu.be/1IFGrE6tlUU> and Brad Houston hosted a Hangout in March featuring "Records Management outside of Archives" <https://youtu.be/Y7ix552MFjI>
- Student Chapter Presentations on Careers in Records Management: Beth Con presented to the Wayne State Student Chapter in October and Eira Tansey presented to the San Jose Student Chapter in November

New:

- This year the steering committee experimented with projects instead of dedicated roles. Eira had a phone call with each steering committee member to help determine what project they wanted to work on for the steering committee this year. This method was very effective with more established members of the committee who already knew the culture and past work of the section, but it had slightly less success with newer members of the steering committee, who needed additional support in finding projects to work on.
- As a way to generate more productive conversations on our listserv from a more diverse set of voices, we had a weekly discussion prompt on the listserv for RIM month in April. This was a successful experiment we should repeat again, and consider extending out as feasible.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our section plays a critical role in providing a voice for records managers within the Society of American Archivists through our blog, public outreach to student chapters, as well as our record of collaboration with other sections at the joint annual meeting.

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 work updating the Zotero bibliography brings together many important resources for records managers to consult.

Goal 4: Meeting Members Needs

Our efforts to make the RMS listserv a useful discussion space as exemplified in the April RIM month efforts is an example of work in this area we hope to expand.

ANNUAL MEETING

Number of Attendees: Almost 200

Summary of Meeting Activities: RMS continued its tradition of hosting a joint annual meeting with another section, our third year in doing so. This year we joined the Acquisitions and Appraisal section. The two sections invited two speakers to discuss “Transparency in Appraisal and Retention Scheduling.” The first speaker was Lauren Gaines from Thrivent Financial and the second speaker was Nate Jones, Director of the FOIA Project for the National Security Archive at George Washington University. A very lively audience discussion followed their remarks.

Link to Meeting Minutes: N/A, we did blog about it at <https://saarmrt.wordpress.com/2018/08/22/archives-records-2018-rms-annual-meeting/>

QUESTIONS FOR COUNCIL

None at this time.

Reference, Access, and Outreach Section

Council Liaison: Brenda Gunn

Report Submitter: Alison Stankrauff

ACTIVITIES

Completed: Nothing specific in this category: all of RAO's business is ongoing to date.

Ongoing: The RAO web content continues to remain responsive to changes through the year thanks to the RAO Communication Committee: Kris Bronstad, Julie Porterfield, Marta Crilly, Rebecca Bizonet.

New: The RAO Section in the past year assisted Deb Schiff of the SAA Lone Arrangers Section with the Archivists To The Rescue initiative.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

RAO has provided leadership in promoting the value of archives and archivists to institutions, communities, and society, particularly with its partnership with the Archivists to the Rescue project and the work of its various committees: Teaching with Primary Sources, the RAO Communication Committee, the Public Services Assessment Committee Update.

Goal 2: Enhancing Professional Growth

This was accomplished in particular with the Teaching with Primary Sources (TPS) working group of RAO. Further, they offered the wildly successful TPS Unconference directly before the annual SAA conference in Washington D.C. - which had several K-12 educators attending.

Goal 3: Advancing the Field

The subset “Participate actively in relevant partnerships and collaborations to enhance professional knowledge” was particularly fulfilled with the TPS partnership.

Goal 4: Meeting Members Needs

In particular 4.1. – “Facilitate effective communication with and among members” was fulfilled by the Communication Committee. When it was surmised the previous year that just one person could and should not do all of the promotional content for the RAO Section, a four person group was established. This ensures that RAO membership and those outside the membership are kept abreast of the Section’s initiatives and communications via various means: web, social media, etc.

ANNUAL MEETING

Number of Attendees: Approximately 70 attendees.

Summary of Meeting Activities:

SAA RAO Annual Meeting Agenda - As Of August 8, 2018

Date: Thursday August 16, 2018 Time: 4:15 p.m. to 5:30 p.m.

Location: Room – Salon 1 (Lobby Level). Marriott Wardman Park Hotel, 2660 Woodley Road NW, Washington, D.C. 20008.

Business Portion of Meeting: From 4:15 p.m. to 4:55 p.m.

4:15 pm. to 4:25 p.m.: Welcome! And RAO Leadership and Election Update: Alison Stankrauff

4:25 p.m. to 4:30 p.m.: Communication Committee Update: Rebecca Bizonet, Kris Bronstad, Julie Porterfield, Marta Crilly

4:30 p.m. to 4:35 p.m.: Public Services Assessment Committee Update: Amanda Pellerin

4:35 p.m. to 4:42 p.m.: Archivists To The Rescue Update: Deb Schiff

4:42 p.m. to 4:47 p.m.: Exhibits and Events Committee Update: Jill Severn

4:47 p.m. to 4:55 p.m.: General RAO Members Q &A/Discussion

Panel Portion of Meeting: From 4:55 p.m. to 5:30 p.m.

The RAO Section presents, “Ready for Your Closeup? How Archivists Can Handle--and Benefit From--Sudden Celebrity,” featuring archivists and media members discussing how to stay on message, ace interviews, and make sure the media gets it right.

QUESTIONS FOR COUNCIL

Thanks so much - none standing currently.

Research Libraries Section

Council Liaison: Kris Kiesling / Ricardo L. Punzalan

Report Submitter: Vakil Smallen

ACTIVITIES

Completed: N/A

Ongoing: N/A

New: The new steering committee is investigating potential projects to undertake for this year. To that end, a survey was released to members to gather information about them.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Section has not contributed to this goal.

Goal 2: Enhancing Professional Growth

The Section has not contributed to this goal.

Goal 3: Advancing the Field

The Section has not contributed to this goal.

Goal 4: Meeting Members Needs

The Section has not contributed to this goal.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities: OCLC spoke to the members about recent initiatives they've undertaken related to archives and special collections. Then the steering committee members started a conversation with members asking them if they feel that the section has fulfilled its purpose in recent years. With consensus that the section has not done enough, we asked members what they would like to see from the section.

QUESTIONS FOR COUNCIL

I have no questions at the moment.

Science, Technology & Health Care Section

Council Liaison: Kris Keisling / Petrina Jackson

Report Submitter: Polina Ilieva

ACTIVITIES

Completed:

- This year our web liaison, Rebekah Kim with the help of Section's intern, Mark Coulbourne updated the STHC microsite's organizational structure to make it user friendly and easy to navigate. Both Rebekah and Mark left the SAA in February-April.
- STHC SC hosted its first intern, University of Maryland graduate student, Mark Coulbourne who assisted with the microsite redesign, however, Mark decided to leave the profession and resigned from his position in February.
- This year two Steering Committee members Jennifer Ulrich and Chris Ryland put together the ARCHIVES*RECORDS 2018 STHC Section custom schedule: <https://archives2018.sched.com/sthc> that was posted on the Shed 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. In the past seven months since the SAA

moved all discussion lists to a new platform our listserv had 42 discussion threads and 44 total posts.

New:

- The SC member Chris Ryland volunteers and was appointed a facilitator for the Unsung Heroes project, he will be leading this initiative by soliciting new posts and reaching out to other Sections.
- The section is working on preparing an SAA advocacy action request about “DNA as a record.”
- The Section is soliciting two volunteers for the Newsletter committee, together with the Newsletter editor they will review and update 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 four lightning talks about NYU’s successful research collaborative Humanities for STEM, UNC-Chapel Hill’s international medical theses project, web archiving at NLM, and collaborative work to document contemporary invention and innovation through collecting primary documents and associated artifacts, conducting oral histories, and developing exhibitions and public programs at the National Museum of American History) during the section's annual meeting has been well-received and generated engaged discussions by attendees. 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

Section members (including current and former SC members) co-organized and are serving on the Committee on the Contemporary Archives of Science and Technology (C-CAST) of the International Council on Archives/Section on University and Research Institution Archives (ICA/SUV) that is charged with organizing Workshops on Scientific Archives. Several section members organized and presented at the 2nd Workshop on Scientific Archives that was held August 13 &14, 2018 at the Carnegie Institution for Science in Washington, DC. The STHC Section will continue collaborating with this group. 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.

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: 50

Summary of Meeting Activities:

- Welcome by section co-chair
- SAA Council representative's report
- Archival Elements (STHC newsletter) report
- STHC website report
- STHC listserv report
- Unsung Heroes project report
- STHC Section Program featuring 4 lightning talks

QUESTIONS FOR COUNCIL

The STHC Section does not have any questions for Council.

Security Section

Council Liaison: Audra Eagle Yun

Report Submitter: Miranda Mims

ACTIVITIES

Completed: More active listserv activity. More engagement around planning the annual conference.

Ongoing: Continue to create a robust and informative Security Section blog.

New: Engage more section members in contributing to the Security Section blog.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Disseminated calls for action when support was needed around various issues throughout the year.

Goal 2: Enhancing Professional Growth

The Security Section accepted its first intern this year.

Goal 3: Advancing the Field

Disseminating security-related news to members, through blog posts and listserv and solicited feedback.

Goal 4: Meeting Members Needs

Conducted surveys to understand the needs and interests of section members. Held an open forum during the annual meeting.

ANNUAL MEETING

Number of Attendees: 64

Summary of Meeting Activities: In addition to a business session and a member's open forum, Intelligence Analyst Jon Cayer (WE) (FBI) was the guest speaker, presenting on cybersecurity.

QUESTIONS FOR COUNCIL

Not at this time.

Students and New Archives Professionals Section (SNAP)

Council Liaison: Erin Lawrimore

Report Submitter: Katie Rojas

ACTIVITIES

Completed: Student Chapter Manual completed, migrated Storify content (Twitter chat recaps) to Wakelet, updated Standing Rules to replace references to defunct newsletter with references to blog, created and populated internal section Wiki to preserve and transfer operational knowledge for future steering committee members, ride/room share and lunch buddy spreadsheets for annual meeting, participated in webinar for annual meeting first timers

Ongoing: Student Membership Award (SAA membership scholarship for first-gen MLIS students), search for new monthly steering committee meeting platform, annual meeting session recaps on blog, Year in the Life series on blog, Twitter chats

New: Collaboration with Electronic Records Section on blog series

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 Manuscript Repositories

section that featured a panel which discussed hiring practices, career transitions, and labor ethics in the profession, and in July, hosted a Twitter chat on how archives can aid in social justice movements and diversify their holdings.

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.

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 Manuscript Repositories Section to host a joint section meeting and panel, and began talks with the Electronic Records Section to start a collaborative blog series in the upcoming year.

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 the Ask and Archivist blog series. This year the Student Chapter Manual was completed, and the Student Membership Award proposal was created, which, if approved, will award SAA membership to first-gen MLIS students.

ANNUAL MEETING

Number of Attendees: 100

Summary of Meeting Activities: SNAP hosted a joint section meeting with the Manuscript Repositories Section, which included a panel featuring Dorothy Berry, Melissa Gonzales, and Beth Meyers. Panelists discussed hiring practices in the profession, the value of permanent positions and generalists vs. temporary project positions, labor ethics, and career transitions. Feedback from the audience was collected on post-it notes and a Google form was also made available to collect additional feedback. Live video of the meeting and panel discussion was broadcast via Facebook Live through the SNAP Section's Facebook account.

QUESTIONS FOR COUNCIL

SNAP is working to implement a Student Membership Award, which would source funds for student memberships from the general award fund (number of awards TBD).

Visual Materials Cataloging and Access Section

Council Liaison: Kris Kiesling / Melissa Gonzales

Report Submitter: Sharon Mizota

ACTIVITIES

Completed: Google Hangout on Writing Cataloging Guidelines, Dec. 7, 2017; Google Hangout on "Silo-ing," Feb. 22, 2018; 2 "Voices from VMCAS" columns in Views newsletter, Fall/Winter 2017 and Spring/Summer 2018

Ongoing: Discussion of merging with Visual Materials Section. Summary of annual meeting discussion will be sent out to membership.

New: Possible merger with Visual Materials Section will be put to a vote.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Our "Voices from VMCAS" columns profile visual materials archivists, giving better insight into our roles and service to society.

Goal 2: Enhancing Professional Growth

Our Google Hangouts this year allowed us to share ideas and network with other archivists, fostering a sense of community among visual materials archivists.

Goal 3: Advancing the Field

The listserv and our Google Hangouts were a space for knowledge sharing.

Goal 4: Meeting Members Needs

The topics of the Google Hangouts were suggested and selected by the membership; we delivered discussion forums for issues and ideas of interest and relevance to members.

ANNUAL MEETING

Number of Attendees: 50

Summary of Meeting Activities: We had a combined meeting with VMS and AMIS. Council liaison messages and individual section business meetings were followed by a presentation by digital asset specialist Richard Urban on the many projects he's working on the Corning Museum of Glass. This was followed by a discussion of a proposed merger between the

Link to Meeting Minutes: <https://www2.archivists.org/groups/visual-materials-cataloging-and-access-section/2018-minutes-from-joint-session-with-vms-and-a>

QUESTIONS FOR COUNCIL

We are considering a merger with VMS and have discussed this with Felicia Owens and Kris Kiesling.

Visual Materials Section

Council Liaison: Kris Kiesling / Melissa Gonzales

Report Submitter: Kim Andersen

ACTIVITIES

Completed:

- Revised Standing Rules
- Communication Committee conducted a survey of social media use: 75% want section news through email, 53% use social media
- Views editor requests more content for Views
- Discussions with VMCAS about merger with VMS concluded and determined that all in both sections are heavily in favor of merging
- Views, formerly the VMS newsletter, has morphed successfully and completely into its new twice-yearly online magazine format (<http://saavms.org/views-archive/>)

Ongoing:

- Working with SAA to facilitate the agreed upon merge of VMCAS into VMS
- Figuring out how to use social media to benefit Section members and further Section work and to not be a distraction or, worse, a burden

New:

- Working with AMIS and hopefully 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. This initiative grew out of the VMS-VMCAS-AMIS joint meeting discussions in DC where significant conversation revolved around the fact that graduate archives, public history, and library programs do not cover film and yet most visual materials archivists end up dealing with motion picture film in their shops. A consensus decided that this need could be addressed by our Sections in the coming year.
- Actively investigating the possibilities of having a Section business meeting that is completely separate from the Section program at next year's conference.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

No direct advocacy efforts were undertaken by VMS in 2017-18.

Goal 2: Enhancing Professional Growth

VM Section's Views magazine provides an excellent outlet for the publication of work by our members and for the widespread distribution of scholarship by our members to the world at large. Views is respectable and professional but not terribly competitive and it typically has a

relatively sympathetic and supportive readership, so it is an ideal venue for beginning and mid-career professionals to experiment with publishing their work. Views, particularly as it currently has evolved into an online magazine-style journal with full color photos and images, links to external resources, etc..., delivers information and education via methods that are accessible, affordable, and up-to-date with technological change. Likewise Views supports the career development of members to assist them in achieving their goals.

Goal 3: Advancing the Field

By holding the joint meeting with sister sections VMCAS and AMIS, VMS participated actively in relevant partnerships and collaborations to enhance professional knowledge. Likewise our upcoming merger with VMCAS and our exploration with AMIS and AMIA to offer continuing ed programs about motion picture films are both collaborative initiatives undertaken to enhance professional knowledge and disseminate research in and about the field.

Goal 4: Meeting Members Needs

See above re. VMCAS-VMS merger which will serve to facilitate effective communication with and among members and create opportunities for members to participate fully in the association.

ANNUAL MEETING

Number of Attendees: ~80

Summary of Meeting Activities: AMIS (Audio and Moving Image Section) - VMCAS (Visual Materials Cataloging and Access Section) - VMS (Visual Materials Section) joint section meeting

- Announcement from outgoing council liaison Amy Cooper Cary:
 - Incoming council liaisons are Melissa Gonzales for VMS / VMCAS and Ricky Punzalan for AMIS
 - Report on Monday SAA Council meeting: Two resolutions passed and will be presented at Friday's meeting The Council endorsed the Protocols for Native American Archival Materials as an external standard
- VMS Business presented by Kim Andersen:
 - VMS Committee reports will be posted on VMS website: saavms.org
 - Proposed revisions to the Standing Rules were approved
 - Nikki Shayer of the Communication Committee conducted a survey of social media use: 75% want section news through email, 53% use social media; and she requests more content for the newsletter
 - VMS Education Chair, Alexis Peregoy, has resigned
 - Kim thanks the VMS Steering Committee for all of their work
 - Election Results: Chair-elect, Mary Alice Harper (Ransom Center, UT Austin) Member at Large, Patrick Cullom (Wilson Library, UNC Chapel Hill) Member at Large position vacated by Alexis Peregoy will be assumed by Jessica Tai (Library Special Collection, UCLA)
 - There is \$250 from the SAA Section funding pilot project that needs to be spent
- VMCAS Business presented by VMCAS Outgoing Chair, Sharon Mizota

- AMIS Business presented by AMIS Outgoing Chair, Tre Berney
- Incoming VMS Chair, Sandra Varry, introduced keynote speaker Richard Urban (Digital Asset Manager and Strategist, Corning Museum of Glass).
- “Managing Digital Assets: A Journey” urbanrj@cmog.org Fascinating look into an archives in a museum in a corporation/business and how the archives work there is remarkably similar to academic archives work, government archives work, etc.... Face same challenges – particularly in digital realms. Urban a good and engaging presenter. His First SAA!
- VMS outgoing chair, Kim Andersen, led discussion on the possible merger of VMS and VMCAS:
 - History of VMS and VMCAS: Before the internet, some VMS members wanted another time to discuss cataloging so they became an SAA Section.
 - List-serves, conference calls, and video-conferencing means that separate meetings are less needed.
 - Merging makes sense because of program competition
 - If merger happens, consider a ways of keeping discussions specific so as not to clog email list; should there be 2 separate list-serves or just one?
 - Concern raised for gathering enough interest to get people to run for committee positions (on VMCAS) so a merger would hopefully fix that
 - VMCAR formed out of a need that no longer exists (before there were standards for description)
 - VMCAR was a roundtable that got swept up in the SAA change to make everything a section Roundtables were less formal than sections as they were places for people to get more personal and talk. They offered a little more intimacy. If we do merge, we should still offer a place for people to get together and share.
 - SAA is open to having a day during the Annual Meeting that is more dedicated to section meetings and workshops
 - Section business is less needed in meetings because that can now be shared easily online.
 - Overall consensus is overwhelmingly to move forward with merge!
- Continuing Ed/Workshop discussion
 - Consensus is that yes, partnerships with AMIA and local groups for AV workshops and training on motion picture film essentials makes sense.
 - VMS and ARSC (Association for Recorded Sound Collections) would also like to partner for these types of things.
 - Meeting attendee who is in charge of hiring has had trouble finding candidates qualified in AV, metadata, sound, etc. and would like to see more workshops in order to give people more experience.
- Announcements:
 - The Library of Congress Special Collections will likely be hiring for a bunch of positions in the near future.

- The National Gallery of Art is currently hiring for a Media Archivist in the Gallery Archives

QUESTIONS FOR COUNCIL

Yes. Will it ever be possible again for Sections to endorse or recommend conference session proposals to the program committee?

Web Archiving Section

Council Liaison: Bergis Jules / Ricardo L. Punzalan

Report Submitter: Karl-Rainer Blumenthal

ACTIVITIES

Completed:

Standing Rules: The Steering Committee drafted and proposed changes to the Section's Standing Rules to membership, who overwhelmingly passed them in a special referendum. These changes altered the roles and terms of Steering Committee members--combining the roles formerly split between web and social media communications into a single position, adding a full member position to be filled by a student, and extending the terms for the Education Coordinator and Secretary each from one year to two in order to foster sustainability in longer term Section projects and activities. The adopted Standing Rules and revision history may be seen at:

<https://www2.archivists.org/groups/web-archiving-section/standing-rules>

Workshop: Steering Committee members created and hosted a live web archiving workshop geared towards beginners on May 30, 2018, at the Metropolitan New York Library Council (METRO). ~20 archivists attended and participated. All presentation materials, speaker notes, and guided workshop materials were made openly accessible and announced to the general SAA membership for their own use at: <https://www2.archivists.org/groups/web-archiving-section/getting-started-with-web-archives-2018-beginners%E2%80%99-workshop>

Publications: Steering Committee and general Section members contributed to numerous publications about web archiving policy and strategy throughout the year, most noticeably three by the OCLC Research Group's Web Archiving Metadata Workshop Group:

<https://www.oclc.org/research/publications/2018/oclcresearch-descriptive-metadata.html>

Ongoing:

Web Archiving Roundup: Social Media Manager Samantha Abrams revived the popular but dormant "Web Archiving Roundup" series and shared bi-weekly advisory for reading materials on the subject of web archiving through the Section's email list, social media, and blog:

<https://webarchivingrt.wordpress.com/>

DAS Course: Chair Karl-Rainer Blumenthal liaised with SAA's Digital Archives Specialist (DAS) committee to explore adapting the beginners' web archiving workshop above into a recurring and online DAS course. The topic was referred to in the incoming Chair and Education Coordinator to pursue further with the DAS committee in the 2018-19 term if the Steering Committee desires.

New: N/A

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The Section advocated for the vitality of archives by reaching out to non-archivists and allies in the information fields to program an annual meeting that would explore the roles and contributions of archivists to especially timely and complex social issues.

Goal 2: Enhancing Professional Growth

The Section enhanced archivists' access to professional and education resources by hosting a live, interactive workshop for beginners' to the practice that may now be reused, updated, and adapted to archivists' needs.

Goal 3: Advancing the Field

Section members contributed to an expanding knowledge base that transcends traditional archival boundaries by playing key roles in the creation and dissemination of new descriptive practices for web archiving across GLAM institutions.

Goal 4: Meeting Members Needs

The Section Steering Committee responded to members' needs for timely communication of web archiving news, practices, events, and discussions with the re-introduction of the Web Archiving Roundup and its adoption to platforms with diverse audiences of practitioners inside and outside of the Section and the archival profession.

ANNUAL MEETING

Number of Attendees: ~75

Summary of Meeting Activities: After reviewing the activities of the Section as described above, the Web Archiving Section's annual meeting proceeded through a program of speakers, discussion, and guided activities on the topic of web archiving in rapid response to spontaneous events. Attendees hear from guest speakers representing the Sunlight Foundation's Web Integrity Project, the Remembering 1 October Initiative, and Project STAND. Together with invited speakers the attendees then planned their own rapid response attitudes and strategies towards proposed scenarios in small break-out groups. Further discussion and Q&A helped attendees to develop solutions to practical rapid response problems that they face at their home institutions/communities.

QUESTIONS FOR COUNCIL

N/A

Women Archivists Section

Council Liaison: Audra Eagle Yun

Report Submitter: Stacie Williams

ACTIVITIES

Completed: joint twitter chat with Women's Collections Section

Ongoing: writing Code of Conduct for list serv, social media and in-person meetings.

New: Committee plans to apply for foundation grant to get the rest of salary survey data cleaned of PII.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Fulfilled scholarly reference requests related to 2017 salary survey for archivists needing it for advocacy work

Goal 2: Enhancing Professional Growth

joint social media chats with groups like Women's Collection Section and SNAP

Goal 3: Advancing the Field

Continuing to make available (with some exceptions) results from the WArS/SAA 2017 Salary survey for additional scholarly work and personal advocacy

Goal 4: Meeting Members Needs

Giving members access to feedback from unique users during our annual section meeting, to learn how artists interact with the archives

ANNUAL MEETING

Number of Attendees: around 75-80

Summary of Meeting Activities: Updates on new steering committee members, administrative details, new CoC, featured speakers

QUESTIONS FOR COUNCIL

may request foundation funds to complete cleaning of salary survey data.

Women's Collections Section

Council Liaison: Erin Lawrimore

Report Submitter: Chloe Raub

ACTIVITIES

Completed: Panel on collecting women's political collections at SAA annual conference 2018 section meeting

Ongoing: Creating a blog series featuring highlights from women's and gender-related collections at different repositories; expanding social media presence and sharing blog posts on social media

New: Expanding blog series (see Ongoing)

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

Creating blog series on women's and gender-related collections to highlight the work of archivists and the diverse collections found at different repositories; participating in multi-section live-tweet on collecting materials from the 2017 Women's Marches

Goal 2: Enhancing Professional Growth

Providing the opportunity for archivists to submit short articles to be considered for publication as part of our blog series; coordinating a panel to share expertise on collecting women's political materials

Goal 3: Advancing the Field

Coordinating a panel on women's political collections to provide members with first-hand expertise on this topic, covering the following areas: collecting early suffrage materials; mid-twentieth to present day political materials and redefining women's involvement in politics; collecting women's state legislature materials; and pursuing large-scale digitization of women's political collections via a multi-repository CLIR grant

Goal 4: Meeting Members Needs

Providing knowledge-sharing and networking opportunities at the annual meeting, and providing opportunities for members to share their projects and writing with other members

ANNUAL MEETING

Number of Attendees: 40

Summary of Meeting Activities: Welcome (section co-chair Rosemary Davis and co-vice-chairs Laura Blair Romans and Annalise Berdini); introduction of panel and panelists (Jessica Lacher-Feldman, Assistant Dean and Joseph N. Lambert & Harold B. Schleifer Director of Rare Books, Special Collections, and Preservation, University of Rochester; Rebecca Johnson, Head of Manuscripts and Archives Department, University of Delaware; Elizabeth A. Novara, Curator of Historical Manuscripts, University of Maryland; Margery Sly, Director of Special Collections Research Center, Temple University); panel presentations; panel Q&A; general members Q&A, sharing new projects, and meeting wrap-up.

QUESTIONS FOR COUNCIL

N/A