

**ANNUAL MEETING MINUTES
MUSEUM ARCHIVES SECTION
Society of American Archivists Annual Conference
Thursday, August 30, 2001, 8am-10am
Washington Hilton & Towers
Washington, DC**

After introductions and a review of the agenda, Sarah Demb, Chair of the Section, began the meeting.

Museum Archives Manual

Ann Marie Przybyla reported on the status of the Manual, stating that half of the chapters were finished, and after being granted a slight extension on their deadline from the SAA Publications Board (March 1st), they were right on track. Przybyla also stated that items for the Resource Guide of the Manual were still being compiled, such as sample policies, mission statements, and vendor lists.

Museum Directory

Several members of the Section stated their preference for having the Museum Directory made available online. The Smithsonian's website is currently the most likely venue for the project, the results of which will hopefully be realized in the next few years. Members expressed their desire for a site which would allow for changes on an ongoing basis. Leah Prescott offered to help with mark up for the project once a host site was decided upon.

Museum Guidelines Committee

Andrew Martinez, Chair of the Museum Archives Guidelines Committee, successfully presented the final draft of the Guidelines to the Standards Committee. Martinez and the rest of the Guidelines Committee authored and added an introduction to the previous draft of the Guidelines, and this version was published in the *Museum Archivist* newsletter (February 2001). After feedback was received from this version, all suggestions were incorporated into a final draft, which was then approved by the Guidelines Committee. The Committee hopes that the Guidelines will be formally approved and submitted for publication by SAA in the upcoming year. (*Note: the final version as submitted to the Standards Committee is printed on page 9 of this issue.*)

New Business

Judy Turner, of the Milwaukee Public Museum, announced that the 2002 annual meeting of the National Sciences Collections Alliance is June 6-8. The meeting will include a special all-day session on museum libraries and archives. Anyone interested in participating should contact Judy at jat@mpm.edu.

SAA-ALA Joint Committee on Libraries/Archives Relationships

Section members discussed a proposal to include AAM in the SAA-ALA Joint Committee on Libraries/Archives relationships. Several members expressed enthusiasm

over the possibility of strengthening ties and communications between SAA, ALA, and AAM by adding museums to the consortium. The idea of asking SAA to appoint one or more Section members to serve as liaisons was brought up, and several members stressed that representatives from both art museums and natural history museums should be included. Our Council Liaison, Thomas Battle, stated that he would bring this suggestion to the committee.

SAA 2002 Session Proposals

Deborah Richardson discussed the SAA conference theme for next year, "Archival Roots from our Foundations and our Futures," and encouraged all to make proposals for next year's program. Sarah Demb then opened the floor for session proposal ideas. Several topics were discussed amongst members, such as developing connections with collectors, different approaches to museum catalogues, acquisitions via outreach, diversity in archives, the ethics involved in reference services, museum Internet projects, and international archival efforts. Members were encouraged to continue flushing out ideas for sessions and to have proposals ready for Sarah's signature by October 1st. *[Note: Due in part to the events of September 11th, the Section did not generate any session proposals for 2002. However, the Section is sponsoring the following session: "When You Come to A Fork in the Road, Take It: Managing Mandated Change in the Archives."]*

Officer Nominations

Sarah Demb asked for nominations for Vice Chair/Chair Elect and Recording Secretary. Anthony Reed was nominated and approved as Vice Chair/Chair Elect and Laura Peimer was nominated and approved for Recording Secretary.

After further brainstorming over SAA session proposals, the meeting was adjourned.

--Sammie Morris, Dallas Museum of Art