

**Society of American Archivists
Council Meeting
January 23 - 26, 2013
Chicago, Illinois**

**Discussion: Recommendations from 2012
SAA/Regional Archival Organizations Summit
(Prepared by Donna McCrea and Nancy Beaumont)**

BACKGROUND

In conjunction with the 2012 Annual Meeting in San Diego, SAA and the Society of California Archivists co-hosted a summit of regional and state archival organizations for the purpose of discussing issues of common concern. A roster of attendees is appended (Appendix A, page 2). The meeting was facilitated by George Soete, and then-SAA-President Gregor Trinkaus-Randall served as recorder. See Appendix B (page 3) for the meeting agenda.

In advance of the meeting, representatives were asked to provide background about their organizations and to indicate what they saw as major issues and opportunities for collaboration. See Appendix C (beginning on page 5).

The work products of the five-hour meeting are:

- Minutes (Appendix D, page 16).
- Recommendations (Appendix E, page 21).

A number of the state and regional organizations have had the opportunity to discuss the recommendations at the board level. A compilation of representatives' responses to a query regarding their boards' reactions to the recommendations is attached (Appendix F, page 22).

On December 12, Beaumont notified representatives that a listserv had been created for the group's use, per the second recommendation. At the same time, she asked for the names of additional representatives who should be included (or substituted for) on the list.

QUESTION FOR COUNCIL DISCUSSION:

Does the Council wish to pursue any of the recommendations coming out of the 2012 Summit? See Appendix E (page 21) for recommendations.

**Summit of Regional Organization and SAA Leaders
August 8, 2012 * San Diego Hilton Bayfront**

Attendee Roster

Organization	Participant(s)	Observer(s)
Archivists Roundtable of Metropolitan New York	Rachel Chatalbash, President	
Association of Hawaii Archivists	Dainan Skeem, Vice President / President Elect (2012-2014)	
Conference of Inter-Mountain Archivists	Sarah Langsdon, President (2012-2013)	
Mid-Atlantic Regional Archives Conference	Ed Galloway, President	Jim Gerencser, Treasurer
Midwest Archives Conference	Ellen Swain, President	Menzi Behrmd-Klodt, Kathy Koch
New England Archivists	Paige Roberts, President (2011-2012)	
Northwest Archivists	Janet Hauck, President	
Society of American Archivists	Peter Gottlieb, Past President (2009-2010) Donna McCrea (Council, 2010-2013)	Daria D'Arienzo, Dennis Meissner, Jackie Dooley, Danna Bell-Russel, Nancy Beaumont
Society of California Archivists	Julie Graham, Past President (2010-2011) Lisa Miller, President (2012-2013)	Brad Bauer, Clay Stalls, James Eason, Ellen Jarosz, Rebekah Kim, Eric Milenkiewicz, David Uhlich
Society of Florida Archivists	TBD	
Society of Georgia Archivists	Marie Force, President	
Society of North Carolina Archivists	Katie Nash, Former Vice President	Rebecca Petersen
Society of Ohio Archivists	Rachel Bilokonsky, Council Member	
Society of Rocky Mountain Archivists	Jamie Seemiller, Board Member Beverly Allen, President	Seemiller will attend for first hour until Allen can join the group.
Society of Southwest Archivists	Carol Bartels, President	Gerianne Schaad, John Slate
South Carolina Archival Association	Dorothy Hazelrigg Walker, President	

Facilitator: George Soete **Recorder:** Gregor Trinkaus-Randall (SAA President, 2011-2012)

Summit of Regional Organization and SAA Leaders

August 8, 2012, 12:00 pm – 5:00 pm
San Diego Hilton Bayfront (*Cobalt 500*)
San Diego, California

From Society of California Archivists Immediate Past President Brad Bauer and SAA President Gregor Trinkaus-Randall:

Thank you for your willingness to share your thoughts and ideas at the 2012 Regional Summit!

In planning the Summit, George Soete, our facilitator, has stressed the importance of distinguishing between *participants* and *observers*:

- Participants are expected to engage whole-heartedly in the discussion and not be wall-flowers! George will work toward this goal.
- Although observers are most welcome at the Summit, their role is to observe and take in the proceedings for future reference. They will be seated separately from the participants.

AGENDA

A few preliminary comments from the Facilitator:

- It is my understanding that this is not a group that will make final decisions.
- Nevertheless, I encourage the group to develop specific recommended actions as an end product.
- I recommend starting with a tangible goal: For example, to produce after this session a document that could be used as a funding proposal.
- I recommend that the group focus on the *benefits* to archives in general, archivists, and their service community.
- Along with the above, I'll ask that participants not come to the session with the intention of representing specific organizations, but with a commitment to all archives, archivists, and the entire service community.

- I'll ask that you enter the session with an understanding that you cannot *effectively* accomplish everything you might want to accomplish in a session like this.
- The overall process for this event is one of driving toward choices: I'll facilitate two expansion/contraction exercises—opening up and closing in. I'll try to make this clear below.

Outline for the session:

- ***Very brief introductions.*** I recommend that the group get down to work as soon as possible.
- ***Opening up, creative idea generation.*** Visioning exercise: Flash forward to end products, events. What is it that you want to happen?
- ***Closing in, determining importance, urgency.*** Identification of key topics for further work: Which items from the vision do you want, as a group, to focus on during the rest of the afternoon?
- ***Break*** (30 minutes).
- ***Review and (if needed) clarification of key topics.***
- ***Opening up.*** Small group breakout sessions, identification of possible actions. Reports from the groups.
- ***Closing in.*** Application of ease-impact model to the actions identified above to choose those that you want to work on after the session.
- ***Assignment of responsibilities:*** For example: Who will write up the actions? What reasonable target dates can be set? How will you report to your memberships? Other tasks?

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**Compilation of Attendee Responses: Background and
Issues / Collaboration Opportunities**

Archivists Round Table of Metropolitan New York

Representative: Rachel Chatalbash, President

Background: The Archivists Round Table (ART), which was founded in 1979, is a not-for-profit organization representing a group of more than 500 archivists, librarians, and records managers in the New York metropolitan area. Between the months of September and June, ART holds monthly programs, which focus on practical professional issues, or archives as related to topics of current public interest. These meetings are open to all members of the public. In addition, ART schedules a minimum of two professional development workshops annually, providing essential continuing education opportunities to New York City archivists and information professionals, and hosts discussion groups, where individuals can speak openly and in depth about current professional issues. In addition, ART publishes *Metropolitan Archivist*, a bi-annual publication dedicated to the exploration and documentation of New York City archives, archivists, and institutions.

While the activities described previously are designed to serve New York City archivists, ART is also devoted to outreach programs that serve the public. Since 1988, New York Archives Week has been one of ART's key outreach programs. Held every October, Archives Week is a coordinated effort to celebrate New York's rich history, to raise public awareness of the area's archival resources, and to recognize and honor individuals and institutions through awards. In 2011, over twenty New York City archives opened their doors to the public for the city-wide event, and a two-day symposium on artists' records was held, which resulted in international attendance and attention. In addition to coordinating New York Archives Week, ART recently launched a new annual outreach initiative, the K-12 Archives Education Institute, to help educators meet New York State education mandates that teachers use primary documents in the classroom. The Institute provides educators with local archival materials and the tools to integrate these materials into their curricula. The institute's subject focus in 2010 was civil and human rights, and in 2011 was immigration and migration.

Issues / Collaboration Opportunities: As ART President, I have devoted significant energy and time to advocacy issues. Over the past year, I have led an advocacy campaign to protect NYC's Department of Records and Information Services from a proposed merger with the City's facilities department. In order to run a successful advocacy campaign, I have had to bring together local, state, and national professional groups of archivists, records managers, genealogists, and historians around the issue. Finding appropriate individuals to help with my advocacy efforts and successfully connecting with other professional groups across the nation has been challenging. I think that developing a national advocacy network that would connect the country's regional archives groups with each other and with willing professional leaders would be an extremely helpful resource for anyone faced with mobilizing a large number of archivists-

activists around a particular issue in a short period of time. I have found a need for such a network in my advocacy work, and have had to create a scaled-down version for myself, based on my own professional contacts. I believe that having an existing network designed to activate the leaders of the regional archives communities would help all of us advocate more successfully for the archives and archivists in our local communities. I would like to see the possibility of establishing such a network discussed at the summit.

Association of Hawai'i Archivists

Representative: Dainan Skeem, Vice President/President Elect (2012-2014)

Background: The Association of Hawai'i Archivists is established to promote cooperation and exchange of information among individuals interested in the preservation and use of archival and manuscript materials in the State of Hawai'i and adjoining areas: to disseminate information on research materials and archival methodology; to provide a forum for the discussion of matters of common concern; and to cooperate with the Society of American Archivists in its objectives, and with other similar cultural and educational organizations.

Issues / Collaboration Opportunities: None submitted.

Conference of Inter-Mountain Archivists (CIMA)

Representative: Sarah Langsdon, President (2012-2013)

Background: The Conference of Inter-Mountain Archivists is a professional organization established to promote cooperation and facilitate the exchange of information among individuals, groups, and institutions in the intermountain states and adjoining areas who are interested in the preservation and use of archival and manuscript materials; to disseminate information on research materials, archival methodology, and conservation techniques; to provide a forum for the discussion of matters of common concern; and to further the education and training of archivists, curators, records managers and custodians of private papers. Its membership consists of archivists, conservators, historians, and other archives professionals. It is open to all and institutions in Utah, Nevada, Arizona, Idaho, and New Mexico are well represented.

Issues / Collaboration Opportunities: In growing its membership base, CIMA is consistently looking for training opportunities for its members. A great way to bring national training to the West could be through collaboration with other organizations. We would like to see more cooperation and joint efforts on this issue.

Midwest Archives Conference

Representative: Ellen Swain, President

Background: The Midwest Archives Conference is the nation's largest regional professional association for archivists. Founded in 1972, MAC now has approximately one thousand individual members. MAC's 177 institutional members include a variety of corporate, government, religious, and university archives, as well as historical societies and other manuscripts repositories and special collections. The MAC region is the 13 heartland states: Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North

Dakota, South Dakota, Ohio, and Wisconsin. However, MAC has individual and institutional members from over 30 other states and five other nations, and more are always welcome.

Issues / Collaboration Opportunities: More communication among regionals to learn about: what we all are doing, how we are doing it, and how we can collaborate on big projects in educational programming, promotion of the archival profession, promotion of legislation supporting archives and history, and so many other possibilities.

Mid-Atlantic Regional Archives Conference

Representative: Ed Galloway, President

Background: The Mid-Atlantic Regional Archives Conference (MARAC) is an association of individuals interested in the preservation and use of archival and historical research materials. MARAC, founded in 1972, has a mission to assist and support professional and volunteer archivists, manuscript curators, and record managers in obtaining continuing education, and to provide collegial networking opportunities. More than 1,000 MARAC members, in seven states and the District of Columbia, serve government agencies, academic institutions, churches, businesses, historical societies, libraries, museums, and professional associations. To learn more about MARAC, visit us online at: www.marac.info.

MARAC holds semi-annual conferences in the spring and fall, offering members opportunities to discuss archival concerns and obtain new training through breakout sessions, workshops and guest speakers. Tours and receptions highlight cultural institutions and organizations in the immediate area. Conferences rotate among member states, ensuring members have a meeting nearby every few years.

MARAC is divided into state caucuses, which provide opportunities for members to discuss, initiate action and promote statewide archival needs, activities, and issues, and to exchange information with local colleagues. Caucuses meet at the semi-annual conferences and may also sponsor local meetings and activities throughout the year. All members may select one caucus as part of their membership, and may belong to additional caucuses.

MARAC offers scholarships to archivists and graduate students in the MARAC region. Scholarships and travel assistance are available to attend the semi-annual meetings, workshops, and the Modern Archives Institute in Washington, D.C.

Members receive discounts on publications and registration fees for conferences and workshops. Each MARAC member also receives the quarterly newsletter, *Mid-Atlantic Archivist*, membership directory and semi-annual meeting program packets. Members are eligible to vote in MARAC elections, serve on committees, receive awards and hold office.

Issues / Collaboration Opportunities: During a very quick brainstorming email exchange with MARAC Steering Committee members about possible agenda ideas, we submit the following as potential topics of conversation:

1. What are the possibilities for SAA to organize/coordinate smaller “themed” meetings or symposia (e.g. an electronic records conference, a reference-service-in-archives conference)?

2. What are the possibilities for annual meetings every other year, with smaller supra-regional meetings in between?
3. Should there be an official SAA presence at MARAC (and other regional) meetings?
4. How can advocacy efforts be more effectively coordinated across the profession?
5. How can workshop offerings be better coordinated with the regionals and better dispersed throughout the US?
6. What can SAA do to promote a nationwide coordinated approach to appraisal, following the example of our Canadian and Australian colleagues, with the concept of Total Archives?

I think the ultimate goal SAA and its regional partners should strive for is coordination—duplicating efforts is neither cost-effective nor an efficient means of supporting the archival community.

New England Archivists

Representative: Paige Roberts, President

Background: Founded in 1973, New England Archivists currently has more than 600 members, many at colleges, historical societies, and other small organizations. NEA is a volunteer-led organization of archivists and individuals in related professions. It offers a quarterly newsletter, a listserv for discussion of archival issues, and educational workshops for members. New England Archivists holds two, two-day meetings a year. The first day of each meeting generally consists of workshops, the Executive Board meeting, and a reception at a local archives or historical institution. The second day may include a keynote lecture, sessions consisting of several presented papers or roundtable discussions, a luncheon, and a closing reception. Tours of local institutions are usually available. The organization's annual meeting is held during the second day of the spring meeting. Session reports are printed in the issue of the NEA Newsletter that follows the meeting (usually the July and January issues). Archives of NEA are held at the University of Connecticut.

Issues / Collaboration Opportunities: Gregor attended the New England Archivists board meeting on Friday, March 23 to explain some SAA initiatives during his presidency including the summit of archival associations to which you invited me. It was helpful to understand the context for the summit. The NEA Board then discussed several pressing issues and opportunities for collaboration, which I list below.

- It seems that regional organizations like NEA currently offer educational workshops at the basic or intermediate level and SAA provides more advanced professional development opportunities. NEA members want more high-level educational programs in addition to SAA workshops in the region.
- Increased visibility: SAA table at NEA meetings; SAA should identify and encourage networking among leaders of regional associations especially at the annual meeting.

- Awareness/advocacy: what are other regional associations doing in terms of outreach about archives to the general public?
- NEA is struggling to address its strategic goals of diversity and advocacy. How could we work together to make meaningful progress? By elevating these initiatives to the national stage rather than attempting to address them only within the region?
- How could we foster research (e.g., journals) at the regional level?
- NEA should collaborate with NEMA as SAA is doing with AAM. Synergy may be created by developing joint training for archivists and museum professionals in the region on issues of overlapping or similar concern. NEA should collaborate with librarians especially librarians responsible for archives and special collections.
- 75% of NEA members are also members of SAA, but few attend SAA annual meetings due to the high cost (and size/impersonality). What are they missing by not going to the SAA meeting? What are the benefits of SAA for an NEA member? NEA members are generally quite pleased with the services they receive especially for the low cost (membership, registration): NEA meets my needs; SAA is not cost effective.

Northwest Archivists, Inc.

Representative: Janet Hauck, President-Elect

Background: According to its website (<http://northwestarchivistsinc.wildapricot.org/>), “the Northwest Archivists, Inc. is a regional association of professional archivists, users of archives, and others interested in the preservation and use of archival materials in the Pacific Northwest United States, including Alaska, Idaho, Montana, Oregon, and Washington. The organization holds a general meeting once a year with a program to enhance professional development and networking among archivists throughout the region.” Our regional publication is *Easy Access*.

Issues / Collaboration Opportunities: This topic is very timely, since I will be leading the Board of Northwest Archivists in a strategic planning session at our upcoming annual meeting in April 2012. The board has recently defined six broad strategic areas on which to solicit feedback and then to formulate a strategic plan with goals, objectives, and action steps. The summit will be timely as well, since I will have a document in hand that will represent the combined thinking of archivists in our five-state region.

Pressing issues for the summit agenda include:

- Assuring continued grant funding.
- Raising our profile / proving our worth.
- Getting everything online as quickly as possible.

Collaborative opportunities for the agenda include:

- Sharing of expertise / training.
- Sharing of resources / hardware and software.
- Holding these summit meetings every year at SAA.

Society of American Archivists

Representative(s): Peter Gottlieb, Past President (2009-2010)
Donna McCrea (Council Member, 2010-2013)

Background: Founded in 1936, SAA is North America's oldest and largest national archival professional association. Its mission is to serve the education and information needs of more than 6,000 individual and institutional members and to provide leadership to ensure the identification, preservation, and use of records of historical value. The Society has identified three strategic priority areas on which it has focused in recent years:

- Ensuring that archivists are educated and trained to adopt appropriate practices for appraising, capturing, preserving, and providing access to electronic records;
- Ensuring that the archives profession and the American historical record represent the diversity of society as a whole; and
- Ensuring that archivists take an active role in promoting the importance of archives in order to increase public support, shape public policy, and obtain the resources necessary to protect the accessibility of archival records.

SAA provides a full suite of member services, including a biannual professional journal, a bimonthly newsletter, a biweekly e-newsletter, print and online books, more than 70 workshops offered in locations around the country each year, an annual meeting that attracts between 1,500 and 2,000 attendees, and advocacy through its membership in the National Coalition for History.

Issues/Collaboration Opportunities: To serve the archival profession well, archivists throughout the country and at all levels of experience must work together to provide the greatest number of opportunities and highest level of support possible. With this in mind:

- How might SAA share more widely its services and activities (e.g., education offerings)?
- How might SAA and the regional organizations collaborate effectively on advocacy issues?
- How might the regional organizations and SAA collaborate effectively on leadership training for archivists?
- How might SAA and the regional organizations collaborate effectively to increase diversity within the archives profession?
- Is there interest among the regional organizations in having a more visible presence for SAA at regional meetings?
- Is there interest among the regional organizations in gathering on a regular basis at SAA Annual Meetings (e.g., in continuing with a Regional Summit)?

Society of California Archivists

Representative: Julie Graham, Past President (2010-2011)
Lisa Miller, President (2012-2013)

Background: The Society of California Archivists, Inc., exists to support and develop the education of those who collect, care for, and provide access to the documentary heritage of California and adjoining areas and to encourage public interest in and public support for archival facilities in public and private institutions. To this end SCA:

- Acts as a vehicle for dissemination of information about archival collections, issues, and methodology to the profession and the public;
- Provides a forum for the discussion of matters related to the creation, preservation, and use of historical documents;
- Develops, offers, and supports archival education programs;
- Cooperates with individuals and other organizations on matters of common concern; and
- Advocates the identification, collection, preservation, use, and appreciation of historical records and manuscripts.

Issues / Collaboration Opportunities: None to add to the already comprehensive lists.

Society of Florida Archivists

Representative: Tomaro Taylor

Background: The Society of Florida Archivists is an organization of individuals and institutions who share a concern for the identification, preservation, and use of records of historical value. It is dedicated to the dissemination of information about such records and about sound archival methodology.

Our membership is drawn from colleges and universities, state and local government, libraries, religious institutions, museums, and historical societies. We work with all types of records, including not only paper, but also photographs, maps, film, sound recordings, and electronic records. The goals of the Society are pursued in three broad areas: meetings and workshops, publications, and education.

Issues / Collaboration Opportunities: SFA board members agree that the following list concerns us and we hope to see some of these items on the agenda at the summit:

- Each year, we plan an annual meeting and we would like to offer our members an exciting workshop within our budget, but SAA-sponsored workshops are quite costly for our members to attend. It would be nice to see a bigger discount given to state organizations that want to host SAA-sponsored workshops at their annual meetings.
- Collaboration: How much information really goes up, down and across between SAA and the state/regional orgs? Are there things that SAA would like to see from our end? Do they have expectations for us?

- Communication: Depending on collaboration issues above, is it possible to facilitate/initiate more interaction between state and regional organizations through SAA? Not only pulling resources for workshops and meetings, but for advocacy issues as well.

Society of Georgia Archivists

Representative: Marie Force, President

Background: Founded in 1969, the Society of Georgia Archivists represents over 200 individuals and 100 repositories that care for historical records. Since 1972, SGA has published the peer-reviewed journal *Provenance*, the first journal in the nation published by a state or regional archive group. SGA provides good-value resources, training, publications, and networking for professionals throughout the Southeast. Recent collaborations with related organizations include advocacy efforts to restore funding to the Georgia state archives, disaster preparedness, technology bootcamps, and Georgia Archives Month celebrations.

Issues / Collaboration Opportunities:

1. One area we think could be a focus is to better coordinate advocacy on a national level. We have recently added two Outreach positions in our organization to focus on SGA's advocacy, outreach, and Web 2.0 activities. We would be interested to know if other state organizations have a similar position and perhaps they could coordinate advocacy initiatives on a national scale. In these times of continuous cut backs, promoting the value of archives and archival organizations is more important than ever. Discussions across regional organizations could also help outreach coordinators identify/develop effective ways to grow local advocacy support and measure impact of archival advocacy.
2. Some discussion of how other regionals help fight economic crises at either state archives or other institutions.
3. It would be useful also to learn firsthand at the summit about new initiatives and trends going on in other state archival organizations.

Society of North Carolina Archivists

Representative: Katie Nash, Former Vice President

Background: The purpose of the Society of North Carolina Archivists is to promote cooperation and exchange of information among individuals and institutions interested in the preservation and use of the archival and manuscript resources of North Carolina; to share information on archival methodology and the availability of research materials; to provide a forum for discussion of matters of common concern as they pertain to the archival profession in North Carolina; and to cooperate with organizations and professionals in related disciplines.

Issues / Collaboration Opportunities: The Society of North Carolina Archivists works to continue education, advocacy, and networking for NC archivists. SNCA is striving to think and act more regionally and nationally and is interested in taking this opportunity to discuss how other regions and states work together to make archival issues "beyond borders." Collaboration does not stop and start on a state level. We are eager to learn what is working for archivists across the nation.

Society of Ohio Archivists

Representative: Rachel Bilokonsky, Member, SOA Council

Background: The Society of Ohio Archivists was founded in 1968 to exchange information, coordinate activities, and improve professional competence in Ohio's archives and manuscript repositories. Membership in the Society is open to the public; anyone with an interest in archives and manuscripts is welcome to join. SOA offers educational and professional networking opportunities through conferences, workshops, advocacy, collaboration with professionals in related disciplines, and participation in statewide history events and celebrations. In these ways, the Society promotes the appreciation, preservation, and use of Ohio's archival resources.

Issues / Collaboration Opportunities: One of the pressing issues that we are hoping to address in Ohio is how SOA can assist unemployed and underemployed archivists. To this end, we are devoting a roundtable discussion to the topic at our upcoming annual meeting on May 18, 2012. We have also been discussing collaboration opportunities with related professional organizations. For example, we are exploring a partnership with the Ohio Local History Alliance through a shared fall conference. We would benefit from having these issues among those on the agenda for the 2012 summit.

Society of Rocky Mountain Archivists

Representative: Beverly Allen, President

Background: SRMA was formed in 1979, when a group of Denver-area archivists founded the Society of Colorado Archivists. In 1992, Wyoming archival professionals requested membership in the Society and with this inclusion, the name changed to reflect members' locations throughout the Rocky Mountain area. In 2004, the Society merged with the Colorado Preservation Alliance to further common interests. Membership is open to any person or institution interested in archival activity in the Rocky Mountain region. The commonality of members is that all are concerned with the access and preservation of the evolving historical record.

Issues / Collaboration Opportunities:

- Hosting virtual SAA annual meeting on the regional level for SRMA members; other educational offerings – discounted pricing for regionals.
- Information sharing – perhaps a shared calendar of events for regionals hosted on SAA website.
- Coordination of advocacy issues.

Society of Southwest Archivists

Representative: Carol Bartels, CA, President

Background: The Society of Southwest Archivists (SSA) was founded in 1972. It presently serves approximately 500 archivists, special collection librarians, records managers, and others interested in the preservation of records, in a six-state region consisting of Arizona, Arkansas, Louisiana, Oklahoma, New Mexico and Texas. Our founding objectives:

- To stimulate and make available the results of research in archival administration and records management;
- To promote the adoption of sound principles and standards for the preservation and administration of records;
- To promote opportunities for the education and training of archivists, records managers and custodians of private papers;
- To maintain and strengthen relations with others in allied disciplines;
- To cooperate with other professional organizations and institutions having mutual interests in the preservation and use of our recorded heritage.

The Society is charged with holding an annual meeting within the region.

SSA currently offers four scholarships to promote opportunities for education and training of archivists.

At present we maintain ten standing committees to assist in carrying out the business of the organization. One of those committees is the “Professional Development Committee” which is responsible for planning, conducting, and promoting opportunities for professional-level training, education, and debate.

SSA created and sponsors the Sr. M. Claude Lane, O.P., Memorial Award, the only award established and funded by a regional organization but administered by the Society of American Archivists.

In 2005 following hurricanes Katrina and Rita, the SSA established a fund to help members affected by the storm. We approached SAA and developed what has become the National Disaster Recovery Fund for Archives.

In February of 2012 we sent a letter to the Association of Tribal Archives, Libraries, and Museums expressing our desire to work with them to create, provide and promote workshops for the training, growth and development of archivists and those who work to preserve our cultural heritage.

Issues / Collaboration Opportunities:

- Educational Workshops
 - Number of registrants needed for a workshop to make... (?)
 - Creating and developing Workshops
 - Profit Sharing
- National Disaster Recovery Fund for Archives
 - Reporting on amount in fund
 - Promotion of the fund

South Carolina Archival Association

Representative: Dorothy Hazelrigg Walker, President

Background: The South Carolina Archival Association was established in 1999 and is a statewide association of individuals interested in the management of, preservation of, and access to South Carolina's historical records. SCAA membership is diverse, including those who work in historical societies, museums, colleges and universities, and churches, to those in state, county, and municipal governments, and ranges from students and volunteers to full-time professional manuscript curators and archivists. Current membership is approximately 115 people. Annual programming typically consists of a spring workshop; a “social” (usually a tour), which often takes place in the summer; and a fall conference and business meeting, which is the largest event of the year. SCAA is overseen by an elected Executive Board consisting of a president, vice president/president-elect, secretary, treasurer, two directors (in charge of planning events), and membership officer. A webmaster, an outreach coordinator, and a newsletter editor are appointed positions.

Issues / Collaboration Opportunities: SCAA, as an organization, has always been faced with the fact that South Carolina is a small state and that our archival community is even smaller. In the past two to three years, SCAA has reached out to archival associations in neighboring states and has hosted joint meetings with the Society of Georgia Archivists and the Society of North Carolina Archivists. During the summit meeting, we would be very interested in hearing about the challenges and successes of other small organizations that are attempting to fill a big role within their states. We would also be interested in discussing collaboration of all kinds, including whether a broader regional archival association for the Southeast is a possibility, as SCAA has never had the opportunity to participate in or draw upon the resources of a regional organization or consortium of state organizations.

[MINUTES]

Summit of Regional Organizations and Society of American Archivists Leaders

August 8, 2012, 12 noon-5pm

Hilton Bayfront Hotel

San Diego, California

Participants:

Archivists Round Table of Metropolitan New York President Rachel Chatalbash
Association of Hawai'i Archivists Vice President/President Elect Dainan Skeem
Conference of Inter-Mountain Archivists President Sarah Langsdon
Midwest Archives Conference President Ellen Swain
Mid-Atlantic Regional Archives Conference President Ed Galloway
New England Archivists President Paige Roberts
Northwest Archivists President Elect Janet Hauck
SAA Past President Peter Gottlieb
SAA Council Member Donna McCrea
Society of California Archivists Past President Julie Graham
Society of California Archivists President Lisa Miller
Society of Florida Archivists President Tomaro Taylor
Society of Georgia Archivists President Marie Force
Society of North Carolina Archivists Former Vice President Katie Nash
Society of Ohio Archivists Council Member Rachel Bilokonsky
Society of Rocky Mountain Archivists Board Member Jamie Seemiller (first hour only)
and
President Beverly Allen (joined session after first hour)
Society of Southwest Archivists President Carol Bartels
South Carolina Archival Association President Dorothy Hazelrigg Walker

Observers:

Mid-Atlantic Regional Archives Conference Treasurer Jim Gerencser
Midwest Archives Conference representatives Menzi Behrnd-Klodt and Kathy Koch
SAA representatives Daria D'Arienzo, Dennis Meissner, Jackie Dooley, Danna Bell-Russel, Nancy Beaumont
Society of California Archivists representatives Brad Bauer, Clay Stalls, James Eason, Ellen Jarosz, Rebekah Kim, Eric Milenkiewicz, David Uhlich
Society of North Carolina Archivists representative Rebecca Peterson
Society of Southwest Archivists representatives Gerrienne Schaad and John Slate

Introduction

SAA President Gregor Trinkaus-Randall welcomed summit participants and observers. He introduced the facilitator for the session, George Soete. Participants briefly introduced themselves.

Soete reviewed agenda and expectations for the session. The participants would not make final decisions, but the goal of the session was to develop specific recommended actions as an end product. Participants were encouraged to focus on the benefits to archives in general, archivists and their service community. Two expansion and contraction exercises would assist with the process of making choices and focusing on key topics for the final half of the session.

Visioning

The session started with a visioning, idea-generation exercise. Participants were asked to list three programs, products or events that they wanted to see come out of this session of regional archivists.

Comments were as follows (numbers in parenthesis indicate how many additional times this comment appeared):

- Find a way to collaborate with mainland organizations (from Association of Hawai'i Archivists representative)
- Discover means of communication for advocacy issues
- Learn what other regional organizations are doing
- Meet with other regional leaders
- SAA take a leadership role in bringing together regionals so that regionals can share information between themselves, hold a meeting of regionals during SAA meeting (3)
- SAA to help coordinate basic workshops and help regionals build a curriculum for educational programs (2)
- Establish formal lines of communication in order to pass down information from SAA to regionals and for regionals to pass along information to SAA (4)
- Establish an SAA officer that can help regionals with advocacy for state archives and other local institutions (2)
- Establish outreach coordinators at the regional/local level that will provide regular communication to share effective strategies, resources and to measure the impact of archival advocacy
- Include more information on SAA's issues and advocacy website on how to handle advocacy at a local level, and how to advocate in your workplace (1)
- Increase regional training opportunities
- Increase web resources for training and idea sharing
- Leadership development programming through SAA
- Create resource guides to help smaller organizations with planning and advocacy, avoiding duplicating efforts across the board (1)
- Joint conferences/meetings between regionals (2)
- Membership benefits for joint conferences/organizations
- Coordinated efforts to diversify the profession and archival holdings/collections
- Updated resources on the SAA's website for the Key Contacts
- Create a manual/guide for how SAA can assist regionals with advocacy, working with legislatures, etc.
- SAA presence at regional annual meetings to allow members to seek information and ask questions about what is going on in SAA

- Revise registration rate for regional members who want to take SAA workshops
- Receive support from SAA regarding advocacy efforts within the MARAC region--create clearinghouse so everyone knows what others are offering in various regions, etc.
- Resurrect committee of regionals of SAA with appointed regional members (like a Congress) that meet regularly and act as liaison between SAA and regional for communication, etc. Make appointment official part of SAA.

Benefit Analysis

Participants moved into groups to further discuss and identify possible actions/big ideas. After a short break, each group reported back to the entire session.

Participants next applied an ease-impact model to narrow down choices to key topics. Each participant placed dots according to a grid that was established to rate each proposed action:

- Blue dot: High impact and difficult to do
- Red dot: High impact and easy to do
- Green dot: Low impact and easy to do

Based on this exercise, big ideas from each group were narrowed down to the following action items. They are listed below as proposed by each group followed by an ease-impact rating given by participants:

Group 1:

- Hosting a virtual SAA meeting for regional members for affordability (Green=4)
- More joint conferences between regionals (Blue=3)
- More educational collaboration based on SAA programs--regional workshops leading to SAA workshops.
- Presence of SAA at regional meetings for information sharing, comments, etc.

Group 2:

- Resurrection of Committee of Regionals at SAA to deal with many issues and keep lines of communication open (Blue=1, Red=2, Green=2)
- Basic SAA archives/photo training course for use by regionals (Red=1, Green=1)
- Regionals to combine assets in order to bring educational opportunities from SAA
- Leadership development programs by SAA (Blue=1, Green=2)
- Continuing national education program for regionals, states, etc. (Blue=6, Red=1, Green=2)
- Advocacy advice on SAA website (Green=1)
- Regional members get a discount rate for SAA workshops

Group 3:

- Establish formal lines of communication in many directions--SAA, regionals, etc. (Blue=5, Red=1, Green=4)
- Participation in other regional educational offerings; SAA help coordinate (Green=1)

- Archives legislative and policy lobbyists in Washington, DC
- Strong coordinated advocacy efforts (Blue=6, Red=1, Green=3)
- Improved online ability for idea sharing (Blue=1)
- Share resources to assist smaller organizations; SAA help facilitate.

Group 4:

- Build online advocacy network with willing leaders
- Regular meeting of regional leaders at SAA (Blue=3, Red=2, Green=2)
- Clearinghouse for advocacy issues and progress
- Discussions between regional outreach persons (Green=1)
- Effective communication tool(s) between regionals (Red=1, Green=2)
- Reaching out to new graduate students and get them involved with regionals and SAA
- Diversity--working together both at regional and national level

Identification of Possible Recommended Actions

After consolidating similar proposals in the lists from the groups, the participants identified the following as top benefit items.

1. Establish formal lines of communication in many directions: between SAA and regional, between regionals, etc. (10 dots)
2. Strong coordinated advocacy efforts (10 dots)
3. National continuing education program for SAA, regionals, states, etc. (9 dots)
4. Regional meetings of regional leaders at SAA (7 dots)
5. Resurrection of SAA Committee of Regional Archival Activity (5 dots)
6. Hosting virtual SAA meetings for regional members: affordability (4 dots)
7. More joint conferences between regionals (3 dots)
8. Leadership development tools/programs by SAA (3 dots)
9. Effective communication tools between regionals (3 dots)

Participants then discussed each of the nine possible recommended actions. Comments and questions are noted as follows:

1. Establish formal lines of communication in many directions: between SAA and regional, between regionals, etc.
 - a. How to implement might be difficult
 - b. Easy way to keep it up to date
 - c. What does communication mean?
 - d. Clearinghouse on information on the SAA website for regionals.
 - e. Point person at SAA to focus on these areas (Items 1, 2,& 3)
 - f. Definition of “formal communication”
 - i. Accessed in multiple ways
 - ii. Sorted, indexed, etc.
 - iii. Website, blogs, etc.
2. Strong coordinated advocacy efforts

3. National continuing education program for SAA, regionals, states, etc.
 - a. What does this really mean since SAA is really national?
 - b. Benefit from regional offerings
 - c. Coordinate continuing education offerings that duplicate to address needs nationally
 - d. Gaps are met
4. Regional meetings of regional leaders at SAA
 - a. Have one person who communicates with SAA
 - b. Someone appointed by regionals
5. Resurrection of SAA Committee of Regional Archival Activity
 - a. Have one person who communicates with SAA
 - b. Someone appointed by regionals
6. Hosting virtual SAA meetings for regional members: affordability
 - a. Registration costs?
 - b. Annual Meeting Task Force
7. More joint conferences between regionals
8. Leadership development tools/programs by SAA
 - a. Archives Leadership Institute
 - Offer in different geographical regions
 - Formal training in regions
9. Effective communication tools between regionals

The former chair of the SAA Committee of Regional Archival Activity was among the observers and was invited by the participants to give some insight into why the committee was defunct. She reported that the Committee ceased due to lack of attendance at meetings.

A participant who is on the SAA Annual Meeting Task Force also reported that SAA is looking into virtual annual meetings, but there are lots of complications.

Work Plans

By October 1:

- Compile e-mails for all regionals: Rachel Chatalbash
- Write minutes: Marie Force and Katie Nash
- Write Recommendations document: Julie Graham, Lisa Miller, Peter Gottlieb

Vetting Plan: The Minutes and Recommendations document will be e-mailed to all participants for edits and correcting mistakes.

Submitted by Marie Force and Katie Nash, October 19, 2012

2012 Regional Summit Recommended Actions
Submitted by Peter Gottlieb, Julie Graham and Lisa Miller
19 October 2012

A summit of Regional Organization leaders and Society of American Archivist (SAA) leaders was held August 8, 2012, at the SAA Annual Meeting in San Diego. Among the participants were representatives from 15 regional organizations and SAA¹. For the purpose of the summit, "regionals" was broadly defined as any regional, state, or local archival association serving the needs of the archival community of a particular region, state or locale. George Soete facilitated the Summit; Gregor Trinkaus-Randall served as recorder for the session.

Among the attendees there were "participants" and "observers". The participants introduced and engaged in discussions about ideas and issues of common interest to the group. The observers were just that: observers of the process and the information sharing.

Among the numerous issues and ideas brought forth by the participants, the common themes centered on the need for establishing a coordinated approach among and between the Regional Organizations as well as with SAA. To that end the group developed final recommended actions (goals), based on the overall impact to the organizations and their members and the ease of reaching the desired outcome.

The recommendations are as follows:

- Create a formal SAA committee charged with facilitating communication and a variety of efforts (e.g., advocacy, continuing education, etc.) among the regionals and SAA.
 - Resurrect the Regional Archives Committee (or create a Roundtable or Section)
 - Each Regional to name a representative to liaison/serve on said committee, who is appointed by the SAA president for a said term.
 - The committee would meet annually, in person, at the SAA meeting (similar to existing SAA standing committees).
- Develop a "private" listserv and/or other online shared space for communication among the Regionals and SAA.
 - SAA to identify/coordinate a point person to create and maintain a listerv (or other shared space) for the regional associations and designated liaison from SAA
 - Could include: sharing annual reports of various Regionals, committee business, individual state/regional advocacy issues or support needed
 - Provide a forum for disseminating/reporting about activities of Regionals
- Create a formal Committee charged with creating an advocacy toolkit
 - To include reps from each Regional (e.g., Regional Archives Committee)
 - Help to identify Advocacy leaders around the county
- Create a clearinghouse for sharing and developing educational curriculum materials.

¹ Regional Summit 2012 Minutes lists participants and observers.

Compilation of Representatives' Responses Regarding Reactions of Their Governing Boards to 2012 Summit Recommendations

Call for Reactions from Gregor Trinkaus-Randall (October 12, 2012)

I have attached the final, we hope, versions of the Minutes and Recommendations from the 2012 SAA/Regional Summit held at the SAA Annual Meeting, San Diego in August 2012. Both documents will be submitted to Council for discussion at its January meeting. In the meantime, we feel that it would be highly beneficial to all if you were to share the documents with your Regional Boards for discussion. If there are comments, critiques, recommendations, etc. that emanate from these discussions; please forward them on to me so that we can incorporate them as an addendum to the report to Council and also share them among this group. As Leon Miller stated so eloquently at the SSA/CIMA meeting in May, "Remember, this is not a one-way street. For activities to be productive, it has to be a two-way street." Your, i.e. Regional, input and comments on these documents is crucial, as are those of Council.

Thank you for taking the time to represent your organizations not only at the Summit but also in reviewing these documents and presenting them to your Boards. We look forward to hearing back from you as to their reactions and suggestions.

Gregor Trinkaus-Randall
Past-President of SAA

South Carolina Archival Association (November 5, 2012)

As you requested, I forwarded the SAA Regional Summit documents to the board members of the state group I represented, the South Carolina Archival Association.

Below is a comment I received from our soon-to-be Vice President/President-Elect (new SCAA officers take their positions at the turn of the calendar year).

I didn't recall us specifically discussing at the summit the idea of regional groups becoming official subgroups/partners of SAA, but for your information, thought I would pass along this idea. Thanks, and let me know if you need further information.

Dorothy H. Walker
Associate Director
South Carolina Political Collections
Ernest F. Hollings Special Collections Library
University of South Carolina

Dorothy,

First, thank you for representing SCAA at SAA in August! Reading the minutes and recommendations from the discussions you had at the summit meeting of state and regional archival associations was quite encouraging – I certainly appreciate that the importance of stressing the value of joint/conferences and meetings between regionals since SCAA has managed to collaborate with NC and GA in the recent past and for the upcoming year. I also really like the idea of revising registration rates for regional members who want to take SAA workshops – maybe they will actually be affordable for those of us with little or no budget for travel and professional development.

I do have one question – was the option of SAA creating an official “affiliate” status for regional archival organizations discussed at all? If there was a formal process through which regionals might go, it might make establishing lines of communication, contacts, etc. easier to accomplish. Just curious – who knows if members of regional organizations would even be interested in this since it may be seen as sacrificing autonomy.

Also, I wasn't sure if you wanted this to be a topic of email discussion for the entire board so I did not reply to everyone. Feel free to send my comments to anyone interested though! Thanks for sharing this with us!

Mary Jo Fairchild, MA, CA

Archivist

The South Carolina Historical Society

Society of California Archivists (November 7, 2012)

The Board of the Society of California Archivists met November 2-3; as one of our actions we heartily endorsed these recommendations and would urge the regionals and SAA to make them a priority. The recommendations are valuable to the regionals while furthering SAA's strategic priorities of diversity and advocacy.

In particular, the SCA Board viewed creation of a listserv as relatively easy to implement and very useful. In recent months our Board members have solicited information individually from other regionals about online voting, sharing of our membership list with vendors, and sales of exhibit space at our annual meetings. The information we gathered proved to be very helpful. These sorts of communications, and many others, would be greatly facilitated by a listserv.

Lisa K. Miller

President, Society of California Archivists

Hoover Institution Archives | Stanford University | Stanford CA 94305-6010

Mid-Atlantic Regional Archives Conference (November 12, 2012)

Just a quick note to say we too discussed the recommendations at MARAC's steering committee meeting two weeks ago and they were met favorably. I reported on my experience participating in the summit and several of the take aways. The only real criticism (which we all recognized at San Diego) would be the consistency and communication challenges among the revolving door of

leaders. Every year there will be turnover among the officer positions. While I hope there can be a standing meeting at SAA for regional officers, at the very least it will be critical to establish a solid and reliable “virtual” communication structure among the leaders.

Edward A. Galloway
MARAC Chair
Head, ULS Archives Service Center
University of Pittsburgh

Conference of Intermountain Archivists (December 4, 2012)

The Conference of Intermountain Archivists (CIMA) discussed the recommendations and voted in favor. The only issue was trying to make sure that there is a representative at each SAA meeting. Luckily, we have several members that attend SAA consistently so we should be ok.

Sarah Langsdon
CIMA

Society of Georgia Archivists (December 4, 2012)

The Society of Georgia Archivists Board agree with the recommendations. Additional comments follow from various SGA Board members:

- Advocacy toolkit is a very good idea and great way to leverage the SAA role.
- Communication space – listserv is great for some things (announcements, Q&A), but think something more like a wiki/internal portal/resource sharing website would better serve this function.
- Curriculum sharing – worthy goal but see logistical challenges with content, instructors, etc. This needs more work, but could be a useful project. Use the resource sharing website to facilitate.
- It’s worth another try with a SAA Regional Archives Committee, but only with a significant investment from someone at SAA to program for that group. Don’t think a roundtable/section is the way to go. If a formal group is created, it needs to be on the Committee/Task Force level.
- Committees have council liaisons. We would want the council liaison would be actively involved in the information exchange portal. Moreover, it would be ideal if each committee member would have direct access to this council liaison as a point of contact on issues between SAA and its particular association, not just through the portal or on issues common to all regionals.
- Regional Committee members would need to be willing to meet at the annual meeting, but also may need to be willing to meet via conference call or online before the annual meeting throughout the year because:

a.) Not everyone can attend the Annual Meeting, and

b.) Focus of this committee would be to collaborate and coordinate *people* in order to accomplish tasks throughout the year. The Annual Meeting committee meet-ups lend themselves better to discussions of *issues* (privacy & confidentiality, ethics, metadata, etc) rather than *actions*.

One SGA Board member noted that two years ago SAA charged the Issues & advocacy Roundtable with creating a list of regional advocacy leaders from around the country. Messages were sent to all regional, state, local and subject professional groups, and we only got 3 names in return.

Marie Force
Archives Manager, Delta Air Transport Heritage Museum

Society of Southwest Archivists (December 4, 2012)

Dear Gregor,

Thank you very much for all your efforts in putting together the 2012 SAA/Regional Leaders Summit and making it a reality. The leadership of Society of Southwest Archivists has reviewed the minutes and recommendations of the summit. Speaking on behalf of SSA, we would very much like to see some of these ideas become reality.

The listserv would be a wonderful communication resource for the regional leaders and SAA. Perhaps two representatives from each regional could be included, such as President and Vice-President, or other offices as appropriate for the regional. Such a listserv could perhaps also be an infrastructure for the fourth recommendation, a clearinghouse for sharing and developing educational curriculum materials.

Resurrecting the Regional Archives Committee as a standing committee as described sounds logical. It does not seem necessary at this time to create a new section or roundtable for this purpose.

We look forward to collaborating with our regional and national colleagues to work toward establishing a coordinated approach to archival issues.

Sincerely,

Amanda Focke, CA
President, SSA, 2012-2013