

**Society of American Archivists
Council Meeting
February 2 – 4, 2010
Washington, D.C.**

***ARCHIVES*RECORDS / DC 2010:*
Joint Annual Meeting of CoSA, NAGARA, and SAA
(Prepared by Nancy Beaumont)**

PROGRAM DEVELOPMENT

The 11-member Program Committee (plus the Chicago 2011 co-chairs and staff) met in Chicago November 12-14 to review the results of their pre-meeting rankings and to make decisions about which of the 145 proposals submitted would be placed in the 72 available session slots. In addition, the committee considered 12 submissions in the “Professional Poster” category. The committee used the same Excel spreadsheet-and-workbook format that Brian had developed for the 2009 Program Committee, with some enhancements that streamlined the on-site process.

The call for participation in Student Paper and Poster presentations resulted in 24 submissions for platform presentations (of which only three can be accepted) and 39 for poster presentations. Student Program Subcommittee Chair Tony Kurtz has done a terrific job of keeping this process on pace. The deadline for submission was January 22, and the materials currently are with the subcommittee members for review and decisions.

Peter and I have had two conference calls with CoSA President Pat Michaelis, NAGARA President Tracey Berezansky, and CoSA Executive Director Vicki Walch to discuss the conference (in general) and plenary sessions and keynote speakers (in particular). David Ferriero has accepted our invitation to speak at one of the plenary sessions, and we will issue an invitation to President Barack Obama during the week of January 25. Peter and I will report on any additional ideas that emerge during a scheduled conference call on January 27.

CONFERENCE SCHEDULE

Draft versions A and B of the conference schedule are appended for your information and review (and for your comments under Agenda Item IV.D.). Version A is based on the Austin 2009 schedule with NAGARA events dropped in. Version B is more similar to the DC 2006 schedule, with a plenary every morning that brings the entire group together at the start of the day. Need I mention that the process of developing the schedule is extremely challenging?

Paul Henning (of C&LC) and I were able to do a site visit of the hotel in January (while I was in town for the Ferriero meeting) and we are most concerned about room turns throughout the

education portion of the meeting and about having a sufficient number of rooms for all of the SAA committee and roundtable and CoSA and NAGARA meetings on Wednesday and Thursday. (With the potential addition of two new SAA roundtables at the February 2010 Council meeting, we have reached a critical mass that will require some creative thinking on the part of the conference planners and some compromises on the part of component leaders.) In addition, depending on who speaks at the plenary sessions, the entire conference schedule may have to change at the last minute....

I welcome your feedback on any aspect of the schedule during the Council meeting or very soon thereafter. We have held off giving accepted speakers their date/time assignments pending a final schedule, and we must get the speaker packets out by the week of February 8.

EXHIBIT AND SPONSORSHIP SALES

At the 2009 Annual Meeting in Austin we distributed flyers announcing to our exhibitors that they would be eligible for a significant discount if they signed up for DC 2010 exhibit space by January 29. I'm pleased to report that a dozen have done so, and that our exhibits revenue to date totals \$17,500 (\$9,350 ahead of 2009), sponsorship revenue totals \$18,600 (\$14,000 ahead of 2009), and advertising revenue totals \$3,700 (\$2,350 ahead of 2009). By virtue of reaching early decisions about the space and rates in order to create the flyer, we also were able to streamline the exhibitor/sponsor prospectus to reduce printing and mailing expenses and to get it in prospects' in-boxes before Thanksgiving. In addition, working with Conference & Logistics Consultants and its "Event Rebels" software, we created a "virtual expo hall," a sign-up page on the conference website where prospective exhibitors can view a live, real-time floor plan showing currently available booths and can select and confirm their booth space immediately. A secondary advantage of this simplified process is that it is saving C&LC and SAA staff time.

Given that DC 2010 is a joint meeting with CoSA and NAGARA, we are grateful for access to NAGARA's exhibitor list and eagerly anticipate both organizations' active participation in the process of bringing exhibitors and sponsors to the meeting.

CONFERENCE PROMOTION

Promotion of DC 2010 began in the early fall via the conference website (as well as the CoSA and NAGARA websites) and in the January/February issue of *Archival Outlook* (with the first of two articles by the Program Committee co-chairs).

I am currently evaluating options for production of a full print Preliminary Program in addition to the online version. We did away with the print Preliminary Program for Austin 2009 (in the interest of "sustainability") and member reaction was not entirely positive. In addition, we must consider the needs and preferences of CoSA's and NAGARA's members. However, the cost of the Preliminary Program is significant. Under any circumstances, I expect that we will continue last year's new tradition of mailing at least one "Schedule-at-a-Glance" flyer and including program descriptions in a very complete, all-in-one-place Onsite Program.

As always, I welcome your comments and questions.

ARCHIVES * RECORDS / DC 2010
Schedule of Events
(DRAFT Version A – 9/18/09)

Sunday, August 8	
8:00 am – 5:00 pm	SAA: Pre-conference Workshops [x 2-3]
Monday, August 9	
8:00 am – 5:00 pm	SAA: Pre-conference Workshops [x 6-8]
8:00 am – 5:00 pm	SAA: Council
Tuesday, August 10	Committee meeting times are assigned based on past schedules and can be altered.
8:00 am – 4:00 pm	Registration
9:00 am – 5:00 pm	SAA: Pre-conference Workshops [x 5-7]
9:00 am – 5:00 pm	SAA: Research Forum
9:00 am – 5:00 pm	SAA: Standards Committee
9:00 am – 1:00 pm	SAA: Government Affairs Working Group [new]
10:00 am – 1:00 pm	SAA: Diversity Committee
10:00 am – 1:00 pm	SAA: ALA/SAA/AAM Joint Committee
1:00 pm – 5:00 pm	SAA: Membership Committee
1:00 pm – 5:00 pm	SAA: Committee on Ethics and Professional Conduct
2:00 pm – 4:00 pm	SAA: Awards Committee
3:00 pm – 9:00 pm	CoSA: Board of Directors (with dinner)

5:00 pm – 8:00 pm	SAA: AA Editorial Board/Pubs Board (with dinner)
?	NCH Policy Board (?)
?	Advocacy Training (?) CoSA or All?
Wednesday, August 11	
8:00 am – 7:00 pm	Registration
8:00 am – 5:00 pm	NAGARA: Board of Directors (with meals?) (offsite per 06?)
8:00 am – 11:00 am	CoSA: Board of Directors (with breakfast)
8:00 am – 11:00 am	SAA: Committee on Education
8:00 am – 11:00 am	SAA: <i>American Archivist</i> Editorial Board
8:00 am – 11:00 am	SAA: Standards Committee (continued)
8:30 am – 12:30 pm	ACA: Certification Exam
9:00 am – 5:00 pm	Group Tours, Repository Open Houses, On Your Own Explorations (?) (Per DC 2006)
9:00 am – 4:00 pm	ACA: Board (conflict with NAGARA Board meeting?)
9:00 am – 11:30 am	SAA: Intellectual Property Working Group
9:00 am – 11:00 am	SAA: Leadership Orientation and Forum
9:00 am – 10:30 am	ALL: 2010 Program Committee
10:30 – Noon	SAA: 2011 Program Committee
11:30 am – 2:30 pm	SAA: Publications Board [keep from AA Editorial Board]
11:30 am–12:30 pm	SAA: Native American Protocols Group Planning
Noon – 5:00 pm	SAA: Bookstore Open
Noon – 5:00 pm	SAA: Career Center Open
12:00 pm – 6:00 pm	CoSA: Work Session [75 ppl, rounds, buffet lunch in room]

1:00 pm – 5:00 pm	SAA: Business Archives Colloquium
1:00 pm – 3:00 pm	SAA: Roundtables I [NAGARA/SAA Local Govt Records?]
3:15 pm – 5:15 pm	SAA: Roundtables II
5:30 pm – 7:30 pm	SAA: Roundtables III [Include LACCHA here]
5:30 pm – 7:30 pm	SAA: ARCS Reception
6:30 pm – 9:00 pm	CoSA: Dinner for New State Archivists [offsite, do not post]
7:00 pm – 9:00 pm	SAA: Student Forum and Mixer (or Thursday at noon?)
?	Event at Archives I (?)
9:00 pm – 10:00 pm	SAA: Fellows Reception (?)
Thursday, August 12	
7:00 am – 5:30 pm	Registration
7:00 am – 5:00 pm	SAA: Bookstore
7:00 am – 5:00 pm	SAA: Career Center
7:00 am – 8:00 am	ALL: New Member / First Timer Breakfast & Orientation
8:00 am – 8:30 am	SAA: Mentor/Protégé Coffee Break (Career Center)
8:30 am – 10:00 am	Education Sessions / 100s
9:00 am – Noon	ACA: Item-Writing Workshop
9:30 am -1:00 pm	Exhibit Hall – Decorator Move In
1:00 pm – 5:00 pm	Exhibit Hall – Exhibitor Move In
10:30 am – Noon	Education Sessions / 200s
Noon – 1:30 pm	CoSA: SHRAB BBL [rounds of 8-10 for 50 people]

Noon – 1:30 pm	SAA: Native American Protocols Forum
Noon – 1:30 pm	SAA: AMRT/RMRT Accessibility Forum
Noon – 1:15 pm	Lunch on Own
Noon – 1:15 pm	SAA: Progressive Archivists Caucus BBL
Noon – 1:15 pm	Other Interest Groups or Special Sessions [?]
1:30 pm – 3:30 pm	SAA: Sections I (x7)
1:30 pm – 3:30 pm	NAGARA: Business Meeting [?] (Thurs, 4:30 – 6:00 in 2006)
3:30 pm – 4:00 pm	Professional Posters (Presenters with Posters)
4:15 pm – 5:30 pm	Plenary I
5:30 pm – 7:30 pm	Exhibit Hall Grand Opening / Happy Hour
5:30 pm – 7:30 pm	Graduate Student Poster Presentations (Presenters with Posters)
7:30 pm – 8:30 pm	ACA: Business Meeting
7:45 pm – 9:45 pm	Alumni Parties
8:30 pm – 10:00 pm	ACA: Reception
8:30 pm – 10:00 pm	ALL: Presidents' Reception (Private)
9:00 pm – 10:15 pm	Archives in the Movies
Friday, August 13	
7:00 am – 5:30 pm	Registration
7:00 am – 5:00 pm	SAA: Bookstore
7:00 am – 5:00 pm	SAA: Career Center
7:00 am – 8:00 am	SAA: Opportunities for Authors Breakfast

7:00 am – 8:00 am	SAA: Key Contacts Breakfast
7:30 am – 8:15 am	Exhibit Hall Coffee Break [?]
8:30 am – 9:30 am	Education Sessions / 300s (60 min)
10:00 am – 11:30 am	Education Sessions / 400s
11:30 am – 12:45 pm	Exhibit Hall Brunch (unopposed)
11:30 am – 12:30 pm	Graduate Student Poster Presentations (Presenters with Posters)
1:00 pm – 3:00 pm	CoSA: Business Meeting
1:00 pm – 3:00 pm	SAA: Sections II (x6)
3:00 pm – 4:00 pm	Exhibit Hall Break
4:00 pm – 4:30 pm	Professional Posters (Presenters with Posters)
4:30 pm – 8:30 pm	Exhibitor and Decorator Move Out
4:30 pm – 5:45 pm	Plenary II
5:45 pm – 7:00 pm	Awards Ceremony
7:30 pm	Buses to Reception
8:00 pm – 10:00 pm	All-Attendee Reception (Offsite)
Saturday, August 14	
7:00 am – 1:00 pm	Registration
7:00 am – 9:00 am	SAA: Bookstore
8:00 am – 9:00 am	Education Sessions / 500s (60 min)
9:30 am – 11:00 am	Education Sessions / 600s
11:30 am – 1:15 pm	CoSA: “Ask IPER” Live! BBL

11:30 am–12:30 pm	SAA: Membership Meeting
12:30 pm – 1:30 pm	Lunch on your own
12:30 pm – 2:30 pm	SAA: Council Meeting (includes lunch)
1:30 pm – 3:00 pm	Education Sessions / 700s [or 1:00 – 2:30?]
3:15 pm – 4:30 pm	Plenary III [or 2:45 – 4:00?]
Sunday, August 15	
9:00 am – Noon	SAA: EAD Working Group / EAC Working Group

ARCHIVES * RECORDS / DC 2010
Schedule of Events
(DRAFT **Version B – 1/25/10 – based in part**
on DC 2006 Schedule)

Sunday, August 8	
8:00 am – 5:00 pm	SAA: Pre-conference Workshops [x 2-3]
Monday, August 9	
8:00 am – 5:00 pm	SAA: Pre-conference Workshops [x 6-8]
8:00 am – 5:00 pm	SAA: Council
Tuesday, August 10	Committee meeting times are assigned based on past schedules and can be altered.
8:00 am – 4:00 pm	Registration
9:00 am – 5:00 pm	SAA: Pre-conference Workshops [x 5-7]
9:00 am – 5:00 pm	SAA: Research Forum
9:00 am – 5:00 pm	SAA: Standards Committee
9:00 am – 1:00 pm	SAA: Government Affairs Working Group
10:00 am – 1:00 pm	SAA: Diversity Committee
10:00 am – 1:00 pm	SAA: ALA/SAA/AAM Joint Committee (CALM)
2:00 pm – 5:00 pm	SAA: Membership Committee
1:00 pm – 5:00 pm	SAA: Committee on Ethics and Professional Conduct
2:00 pm – 4:00 pm	SAA: Awards Committee
3:00 pm – 9:00 pm	CoSA: Board of Directors (with dinner)

5:00 pm – 8:00 pm	SAA: AA Editorial Board/Pubs Board (with dinner)
?	NCH Policy Board (?)
?	Advocacy Training (?) CoSA or All?
Wednesday, August 11	
8:00 am – 7:00 pm	Registration
8:00 am – 5:00 pm	NAGARA: Board of Directors (with meals?) (offsite per 06?)
8:00 am – 11:00 am	CoSA: Board of Directors (with breakfast)
8:00 am – 11:00 am	SAA: Committee on Education
8:00 am – 11:00 am	SAA: Publications Board
8:00 am – 11:00 am	SAA: Standards Committee (continued)
8:30 am – 12:30 pm	SAA: 75 th Anniversary Task Force (new)
8:30 am – 12:30 pm	ACA: Certification Exam
9:00 am – 5:00 pm	Group Tours, Repository Open Houses, On Your Own Explorations (Per DC 2006) (add to Tuesday as well?)
9:00 am – 4:00 pm	ACA: Board (conflict with NAGARA Board meeting?)
9:00 am – 11:30 am	SAA: Intellectual Property Working Group
9:00 am – 11:00 am	SAA: Leadership Orientation and Forum (delete?)
9:00 am – 10:30 am	ALL: 2010 Program Committee
10:30 – 12:00 pm	SAA: 2011 Program Committee (conflict with 75 th Anniv TF?)
11:30 am – 2:30 pm	SAA: <i>American Archivist</i> Editorial Board
11:30 am–12:30 pm	SAA: <i>Native American Protocols</i> Forum Planning Group
Noon – 5:00 pm	SAA: Bookstore Open

Noon – 5:00 pm	SAA: Career Center Open
12:00 pm – 6:00 pm	CoSA: Work Session [75 ppl, rounds, buffet lunch in room]
1:00 pm – 5:00 pm	SAA: Business Archives Colloquium
1:00 pm – 3:00 pm	SAA: Roundtables I [NAGARA/SAA Local Govt Records?] (x9)
3:15 pm – 5:15 pm	SAA: Roundtables II (x10)
5:30 pm – 7:30 pm	SAA: Roundtables III [Include LACCHA here] (x10)
5:30 pm – 7:30 pm	SAA: ARCS Reception
6:30 pm – 9:00 pm	CoSA: Dinner for New State Archivists [offsite, do not post]
7:00 pm – 9:00 pm	SAA: Student Forum and Mixer (conflict with Archives I event)
7:00 pm – 9:00 pm?	Event at Archives I (?)
9:00 pm–10:00 pm?	SAA: Fellows Reception (?)
Thursday, August 12	
7:00 am – 5:30 pm	Registration
7:00 am – 5:00 pm	SAA: Bookstore
7:00 am – 5:00 pm	SAA: Career Center
7:00 am – 8:00 am	ALL: New Member / First Timer Breakfast & Orientation
8:00 am – 8:30 am	SAA: Mentor/Protégé Coffee Break (Career Center) (move)
8:00 am – 9:00 am	Plenary I (too tight with 7:00-8:00 am events, but need time to turn room)
9:30 am – Noon	ACA: Item-Writing Workshop
9:30 am -1:00 pm	Exhibit Hall – Decorator Move In
1:00 pm – 5:00 pm	Exhibit Hall – Exhibitor Move In
9:30 – 11:00 am	Education Sessions / 100s

11:15 am–12:45 pm	ALL: Lunch on Your Own
11:15 am–12:45 pm	CoSA: SHRAB BBL [rounds of 8-10 for 50 people]
11:15 am–12:45 pm	SAA: <i>Native American Protocols</i> Forum
11:15 am–12:45 pm	SAA: AMRT/RMRT Accessibility Forum
11:15 am–12:45 pm	SAA: Ethics Forum
11:15 am–12:45 pm	SAA: Progressive Archivists Caucus BBL
1:00 pm – 2:30 pm	Education Sessions / 200s
2:45 pm – 4:15 pm	Education Sessions / 300s
4:30 pm – 6:00 pm	NAGARA: Business Meeting [?] (Thurs, 4:30 – 6:00 in 2006)
4:30 pm – 6:00 pm	SAA: Sections I (x7)
?	Professional Posters (Presenters with Posters)
6:00 pm – 8:00 pm	Exhibit Hall Grand Opening / Happy Hour
6:00 pm – 8:00 pm	Graduate Student Poster Presentations (in Expo Hall)
7:30 pm – 8:30 pm	ACA: Business Meeting
8:00 pm – 10:00 pm	Alumni Parties
8:30 pm – 10:00 pm	ACA: Reception
8:30 pm – 10:00 pm	ALL: Presidents' Reception [By invitation, do not post]
9:00 pm – 10:15 pm	Archives in the Movies
Friday, August 13	
7:00 am – 5:30 pm	Registration
7:00 am – 5:00 pm	SAA: Bookstore

7:00 am – 5:00 pm	SAA: Career Center
7:00 am – 8:00 am	SAA: Opportunities for Authors Continental Breakfast
7:00 am – 8:00 am	SAA: Key Contacts Continental Breakfast
8:15 am – 9:15 am	Plenary II (or 8:00-9:00 am to be consistent)
9:30 am – 4:00 pm	Capital Idea! Exhibit Hall Open
9:30 am–11:30 am	Exhibit Hall Brunch (unopposed)
9:30 am–11:30 am	Graduate Student Poster Presentations (in Expo Hall)
10:00 am – Noon	CoSA: Business Meeting (move away from Brunch?)
10:00 am – Noon	SAA: Sections II (x6) (move away from Brunch?)
Noon – 1:15 pm	Lunch on Your Own
1:30 pm – 3:00 pm	Education Sessions / 400s (90 minutes) [change]
3:15 pm – 4:00 pm	Exhibit Hall Break
4:00 pm – 4:30 pm	Professional Posters (Presenters with Posters)
4:30 pm – 5:30 pm	Education Sessions / 500s (60 minutes) [change]
4:30 pm – 8:30 pm	Exhibitor and Decorator Move Out
6:00 pm – 7:15 pm	Awards Ceremony
7:00 pm	Buses to Reception
7:30 pm – 10:00 pm	All-Attendee Reception (Offsite)
Saturday, August 14	
7:00 am – 1:00 pm	Registration
7:00 am – 10:00 am	SAA: Bookstore

8:00 am – 9:00 am	Plenary III
9:30 am – 11:00 am	Education Sessions / 600s
11:15 am–12:30 pm	Lunch on Your Own
11:30 am–12:30 pm	SAA: Annual Membership Meeting
12:30 pm – 2:30 pm	SAA: Council Meeting
1:00 pm – 2:30 pm	Education Sessions / 700s
3:00 pm – 4:15 pm	Closing Plenary (incoming CoSA, NAGARA, SAA Presidents)
Sunday, August 15	
9:00 am – Noon	SAA: Standards Committee / Technical Subcommittee(s)