

**Society of American Archivists
Council Meeting
August 10, 2009
Austin, Texas**

**Executive Director's Report
(Prepared by Nancy Beaumont)**

Reports on Membership, Education, Publications, the Annual Meeting, and Website Development appear elsewhere in the staff reports for this meeting. This report summarizes other Headquarters activities since May 2009.

Strategic Priorities

- Posted and announced the availability of the Strategic Priority documents for member comment and compiled comments for Council review.
- Prepared a Council report estimating the dollar value of volunteer and staff time associated with developing and implementing the strategic priorities. (See Agenda Item IV.L.)

Advocacy

- Posted the draft Advocacy Agenda for member comment and compiled comments for Government Affairs Working Group and Council review.
- Prepared revised materials on the Preserving the American Historical Record Act (H.R. 1266) for the SAA website.
- With SAA President Frank Boles, prepared and submitted letters on behalf of reauthorization of the National Historical Publications and Records Commission and of support for the program in preservation administration and conservation at the University of Texas at Austin School of Information. CoSA, NAGARA, and the Academy of Certified Archivists co-signed the latter with SAA.

Diversity

- Participated in a Diversity Committee conference call to discuss a variety of committee initiatives, including review of the SAA strategic priorities document.

Public Awareness

Completed production of the fourth annual American Archives Month Public Relations Kit and poster (co-mailed with the July/August issue of *Archival Outlook* and posted on the SAA website on July 21). The 8-page kit is fewer pages than in the past, but refers heavily to evergreen public relations materials and ideas on the SAA website. (The website has been modified to make these materials more readily available.) The kit features “The Impact of Archives,” which invites members to contribute to SAA’s Visitors2Archives Survey as we begin to “collect the BIG statistic that tells us how many people—nationwide—visit an archives during October 2009.” The Make an Impact! Contest challenges members to submit 1) Best Poster to Promote 2009 Archives Month/Week, 2) Best Successfully Implemented [Archives Month/Week] Campaign, or 3) Best “Astonishing Idea.” In 2009 the winners in these three categories will be determined by the online vote of members.

Headquarters Operations

- All staff performance appraisals (which include written evaluations by the supervisor and written self-appraisals by each employee, as well as supervisor/employee discussions) were completed on or before July 7. SAA’s staff compensation system is entirely merit-based.
- Tom Jurczak prepared all materials in advance for review by the auditors and worked with them during their two-and-a-half-day on-site review in mid-July.
- With Tom, prepared the agenda and financial materials for the Annual Membership Meeting.
- Prepared my Annual Membership Meeting report.

As always, I am happy to respond to any questions or comments.