

SAA Manuscript Repositories Section Steering Committee Meeting

Hilton San Francisco

11-12, August 29, 2008

Welcome and Introductions

Mat Darby, chair

Sammie Morris, vice chair

Karen Spicher, past chair

Returning members: Rebecca Bizonet, Helice Koffler, Katie Salzmann

New Members: Barbara De Wolfe, Rebecca Johnson Melvin, Elizabeth Russey,

Outgoing member: Kate Colligan

Web Liaison: Catherine Stollar Peters

Leadership Forum

Mat reviewed SAA's strategic priorities (technology, diversity, and advocacy), and noted that as our recent programming has addressed technology, we should work more on diversity and/or advocacy issues.

Spanish translations of our brochures are available in the conference bookstore. We agreed that we should look into posting the translations on our website.

Mat noted that sections are encouraged to pursue special projects and get students involved in sections. There were several ideas for recruiting one or more student interns: the chair could appoint students as a subcommittee, schools might give scholarships for meeting attendance, students could participate by email even if they don't attend conferences, and students might be found through student chapters.

Online Voting

Karen will draft amendments to our bylaws and send these to the steering committee for comments. We will continue discussion on how to change the bylaws in time for online voting next year.

Records Transfer

Karen reviewed new information on the SAA website about transfer of section records to the SAA archives.

It was noted that copies of session proposals developed or endorsed by the Section should be retained, especially the unsuccessful proposals. In addition, it was proposed that presenters of papers at Section meetings be encouraged to donate copies of their papers/presentations for preservation with the Section's records, as these proposals and presentations reflect the interests of the Section.

Karen will transfer records from her term as chair, draft procedures for future chairs and send these to the steering committee for comments, and find out from SAA how we can access records that we have transferred.

Communications

We discussed using Google Docs as a tool for collaborative work. Catherine will set up a test section.

Session Proposals

The deadline for 2009 session proposals is Oct 8. Mat reported that the program committee discussed starting session proposals for future conferences in the summer so that they could be worked on during section business meetings at the conference. Mat will contact our program committee representative, Teresa Mora, to clarify when we need to finalize our endorsements for 2009.

We discussed how the program committee evaluates proposals: sessions relating to the conference theme (sustainability) are given preference, but other sessions can also be accepted; other strengthening factors include speakers from allied fields and looking at theory and practice in new ways.

We discussed several session ideas:

Sustainability of archival jobs

What happens to grant funded positions, positions vacated by retiring archivists, and archival jobs replaced by IT jobs?

Sustainability and consortia

Rebecca Bizonet volunteered to re-work a proposal she developed last year on the life cycles of consortia. Related ideas were raised:

PACSL has completed a grant-funded survey of unprocessed collections and is applying for another grant for collaborative processing.

How to create and sustain consortia pursuing EAD projects, and how a repository can sustain an individualized EAD presence.

Rebecca will take the lead in developing a session about how consortia sustain themselves and change over time. Rebecca Johnson Melvin and Helice volunteered to assist.

Rare Books for Archivists

Elizabeth suggested developing a session that will introduce rare book issues to archivists, and/or a session on RDA.

Related ideas were discussed: the broader issue of books in archives; collection-level control of print materials such as books, maps, posters, ephemera, and postcards; and possible collaboration with RBMS.

The deadline for workshop proposals is Oct 15.

Elizabeth and Katie, who is on the education committee, will work on a session and/or workshop proposal relating to rare books.

2009 Section Meeting

We will work on program planning for the meeting via email. The first deadline for printed program copy is usually in December, but this may change, and we can add content to the online program later.

Mat adjourned the meeting at 12.

Minutes records by: Karen Spicher
2008 Sep 22