

## SAA BUSINESS ARCHIVES SECTION (BAS)

### Annual Business Meeting Minutes

25 August 2011

The meeting was called to order at 3:30 p.m. by Jeff Pirtle, Section Chair after attendees introduced themselves. Approximately 74 members were in attendance.

**SAA Council update.** Beth Kaplan, the incoming SAA Council liaison, provided an SAA Council report and updated members on Council activities. This included a reminder that there is a vote at the annual business meeting on the constitutional amendment and by-laws, that a diversity award was established as well as an emerging leader award, and that Council also approved a proposal to have a working group review the annual meeting. Also shared was that round tables/sections are not all provided with WiFi and AV support. A round table or section can fill out a form and request this for the meeting, which will then be reviewed by budget committee at the May meeting. This is being put in place because there is a flurry of requests and therefore need to be planned for as contract is created for the hotel/site. Deadline for submitting the form is April 11<sup>th</sup>.

### Open Items

#### **2012 Program Committee**

Kira B. Homo informed the section that the time is now to consider proposals for next year's conference. Beyond Borders represents much more than geographic borders, and business archives could make key contributions to the conference. A hard stance is being taken on participation and members can only appear on one panel. This should create more diversity in the sessions and participation. Complete proposals are due by October 3<sup>rd</sup>. Section endorsements are possible for two sessions but will not guarantee acceptance by the Program Committee. Chair Pirtle encouraged members to consider a session for next year's conference to be held in San Diego the week of August 26<sup>th</sup>.

#### **SAA Code of Ethics**

Elizabeth Adkins provided her perspective and response to SAA's revised Code of Ethics. The code's references on 'access' have always been a point of contention among business archivists, so Elizabeth took this opportunity to review the proposed changes and respectfully submitted her recommendations. The BAS Steering Committee has endorsed her recommendations, however Elizabeth requested section members speak up and send their comments to SAA. At this point in time, the committee has been very open to hearing concerns are reworking the Code of Ethics. It was also pointed out that Paul Lasewicz (IBM) is also sitting on this committee

The SAA Core Values statement was also introduced this year and one section pertains to access & use. This statement was read at the meeting, and Elizabeth has communicated this statement to Nancy Beaumont as it was much more amenable than the proposed Code of Ethics.

### New Business

#### **Introduction to Webinar Presentation**

Jennifer Johnson (Cargill Inc.), Sarah Polirer (CIGNA), & Libby Spatz (Walt Disney Co.) have created a program of 90 minute webinars to discuss specific topics that could then be potentially used to create a

larger & more complete session later. The purpose of the webinar is to create a comprehensive presentation that any archives could quickly utilize and personalize for their institution. Sarah and Libby presented their deck of 24 slides titled "How to Win the Hearts and Minds of Corporate Executives to Support Archival Collections" and requested feedback from the section. The next draft of this presentation will be available for download on the BAS Chatter site and it's requested that BAS members review and provide comments. Eventually the resulting product will be sent to the appropriate SAA committees for approval.

### **Business Archives Survey – University of Alberta**

Bill Foster, professor in Strategic Management at University of Alberta asked the section's help in their research project regarding business archivists. The study is grounded in social memory (history, tradition, heritage, etc.) and how its managed so that organizations can achieve their goals. Mr. Foster stated there's very little written about how companies manage this and he'd like to interview members of the section. There is no cost for participation as the research is fully funded, and the research has received ethics approval from the University of Alberta Ethics Board. Journals that the researchers are aiming for publications such as Harvard Business Review and other top scholarly journals. The study will be long-term and initially will last two years and after that point will be requested for a 3-5 year extension.

The researchers can be contacted by email

at: [wfoster@ualberta.ca](mailto:wfoster@ualberta.ca), [elden.wiebe@kingsu.ca](mailto:elden.wiebe@kingsu.ca), [rsuddaby@alberta.ca](mailto:rsuddaby@alberta.ca)

### **Election Results**

The next agenda item was the election of members to the BAS Steering Committee for 2011-2012. Chair Pirtle announced the election results:

Scott Grimwood (SSM Healthcare)	Vice Chair/Chair-Elect
Greg McCoy (Procter & Gamble)	Secretary
Aubrey Carrier (Wells Fargo)	Vice Editor
Jennifer Johnson (Cargill)	Member-At-Large

### **Announcements**

#### ***How to sign up for BAS Chatter site,***

Send the following information to Rochelle McCune (GAP) [Rochelle\\_mccune@gap.com](mailto:Rochelle_mccune@gap.com)

Name

Company email

Company name

#### ***Greg Hunter is now the incoming editor of the American Archivist***

If you have an idea for an article, not even a whole article, please let Greg know.

#### ***Introduction to Business Archives training, Phil Mooney (Coca-Cola Corp.)***

Phil Mooney has a Fall 2012(October) Intro to Business Archives section in Minneapolis. If you have anyone on your staff please have them sign up through SAA's website.

#### **Address from New Chair, Sue Watson (Kraft Foods)**

Thanked Immediate Past Chair Pirtle for his work over the past year, and put in a plug for the Chatter site and encouraged users to use and keep it active. Acknowledged there were technical difficulties at the colloquium but encouraged everyone to get the discussions going and maintain the energy and

momentum. If you have any thoughts on topics for next year's colloquium, please let her know by phone or email or enter it into the Chatter site.

Chair Watson also encouraged more involvement from the section members. She stated she's only been a business archivist for 6 years and if you even have an inkling to run for the Steering Committee to forward your names for the next election as it's a great way to serve the section and learn more about the operations of the section, and grow the community of the Business Archives Section. She concluded by stating that she would love to see some contested elections next year.

Chair Pirtle thanked everyone for a successful colloquium and section meeting, all presenters at both meetings, and the steering committee.

Meeting adjourned at 6:20 p.m.

Respectfully submitted,  
Greg McCoy SAA BAS Secretary