

Business Archives Section
Steering Committee Conference Call
Thursday, June 21, 2012

1-866-206-2223
Conference Code: 39 36 24 60

Agenda

Attendees: Sue Watson, Jeff Pirtle, Scott Grimwood, Rochelle McClune, Aubrey Carrier, Jennifer Johnson, Greg McCoy

1. Business Archives Colloquium – Wed., August 8, 1-5 pm
 - a. Venue update – SAA has provided us with an onsite room in the hotel. Currently it has only 75-80 person capacity, in a classroom set, with no A/V. Sue is following up with more questions pertaining to issues we have with that space. Typically we have over 100 people for the colloquium, and A/V is a must have. Due to lack of other available locations we may simply have to make this work though.
 - b. Sue will send email with topic list and format for the sessions. Do we have a title for the Colloquium? Although we don't need one, please suggest names to Sue via email.
2. Business Archives Section Mixer/Networking Event – Harbor House in Seaport Village – update re: any minimums, reservation status (Scott)
 - a. Scott is having difficulty getting response from Harbor House management, but is aggressively following up. There is a potential to use this space for the colloquium as well. Scott will report to the group within the next week or so.
3. SAA BAS microsite/webpage – any feedback from members? (Rochelle/Aubrey)
 - a. Sue recognized the fabulous job that Rochelle and Aubrey have done to get the site up and running! KUDOs to you both!!!
 - b. Several members have updated their information and NBCUniversal even added their Tumblr blog to the site.
 - c. Response has been very positive from the members.
 - d. Aubrey will be taking photos at the conference to lighten up the look of the site a bit.
4. BAS Upcoming Election – update on election/voting (Greg)
 - a. Brian Doyle will upload the ballot with pics and statements to SurveyMonkey site, and will issue email notifications to all BAS members. This should occur around the first week of the July. Ballots will be active for two weeks.
 - b. Brian will provide us the URL to election site so we can repurpose on our Section website.
 - c. Brian will make Sue and Greg aware of the election winners, and Sue will communicate the results to the Steering Committee and then to the Section as a whole via email. Results will still be announced at the BAS Section Meeting.
 - d. In order for the incoming BAS office holders to have an opportunity to attend SAA's Leadership Orientation and Forum, which is being offered at the conference (August 8th, 10:30-11:30), Sue will send an email to all nominees ahead of time so they can make the appropriate travel arrangements. This class is optional.

5. Other agenda items?

BAS Section Meeting (Friday, August 10th 1:00-3:00PM)

- a. Sue will email the section members to solicit any presentations or updates.
- b. Make sure Section Meeting attendees have an opportunity to announce any quick news or make quick announcements.
- c. Sue will be make a request to our SAA liaison (Elizabeth Kaplan) to make a report to the Section.

6. Next conference call – Friday, July 13th, 8:30 Pacific /11:30 Eastern

- a. Sue will send call-in information.