

January 12, 2016

A meeting of the SAA Business Archives Section (BAS) steering committee was held via conference call on Tuesday, January 12, 2016. In attendance were Jamal Booker, Bill Jackson, Shaun Kirkpatrick, Jamie Martin, Tracey Panek, Angelique Richardson, and Sarah Wagner. Bill Jackson chaired the meeting.

Bill Jackson called the meeting to order at 12:05 p.m.

Bill reported on the approval and submission of the annual report and asked if anyone had any comments or concerns; replies included, "Looks great" and "no problem."

Bill turned the meeting over to Sarah to provide updates on the newsletter and web content.

Sarah reported on the recent addition of the "Business Archives Spotlight" to the newsletters, and noted that she and Angelique discussed the idea of posting the spotlights to the "Repository Profiles" section of the BAS microsite, pending repository approvals.

Sarah said that if anyone had any content or reminders they wanted added to the newsletter, they should let she and Angelique know.

Regarding the microsite, Sarah observed that she has not gotten any information on what people want to add to the "Resources" page, and in fact has consistently had trouble getting content to add to the page. Although people share good information and discussions on the listserv, they have not been willing to provide that content for the "Resources" page (even though it is internal to SAA members), possibly because it may require them to redact information before sharing.

Tracey observed that for members to share information, it needs to be "really easy." Jamie suggested one easy topic to post to the "Resources" page would be a listing of digital asset management systems that BAS members use. Other committee members agreed to the usefulness of such a list. Sarah expressed some concern that we might appear to be advertising, and suggested that we provide a disclaimer with the list.

Angelique provided a brief update on her activities updating the online directory. The need for updates remains, and Sarah and Angelique planned to put out another call. Discussion ensued about updating the directory and the possibility of moving it to another format. Sarah noted that the directory could be switched to a table format but that it would not be sortable; the downside of exporting it to a spreadsheet, if possible, is that it would not turn up in Google searches.

Bill thanked Sarah and Angelique for the great job they had been doing with the newsletter and microsite.

Shaun provided an overview of his proposed idea of creating a sortable member directory (as a supplement to the online membership roster) so that members could easily find others in the same region or same industry segment. Discussion centered on the possibility of getting that data from SAA or adding that information and filtering capability to the current membership roster or directory. Shaun

will continue working on a prototype directory informally for now and will share it with the committee when done; then we can investigate ways of making it sustainable.

Bill provided an update on the BAS response to the SAA statement on the Trans-Pacific Partnership and the IPWG Copyright Brief. Bill first noted that no BAS members answered his request for comment on the brief. He then described his reply to SAA, in which he observed that the SAA statements are being crafted from a public archives perspective, and asked that our perspective as business archivists be taken into account; SAA agreed to do so. Tracey observed that we need to get more business archivists in SAA Council leadership positions, reiterating a sentiment expressed at the 2015 Colloquium.

Bill noted that it is "not too early to begin thinking" about the 2016 Colloquium in Atlanta, and summarized the planning that went into the 2015 event (put a call out to the section, got feedback, and opted for Amy Stevenson's proposal of the gamification presentation).

Sarah reminded the committee of the discussion in Cleveland about "non-document collections" as a possible colloquium topic, and advocated bringing in one or more museum curators to speak about how to handle/preserve various objects. Jamie seconded the idea. Discussion ensued over various kinds of objects as well as possible formats--one-on-one, panel, groups, etc.--and it was agreed that Jamie would put out a call for ideas from membership as to what kind of objects people are interested in discussing.

Angelique reminded the committee of another proposed colloquium topic, "moving collections." Jamal noted that he will be participating in a session in Atlanta on that subject, which will include two other corporate archivists, so the topic will already be well-covered.

Jamal said that he and Angelique can take the lead in looking into possible mixer locations, and will work with Jamie on options. Jamal suggested that Coca-Cola would have the space to hold such a mixer, as long as it isn't a deterrent to host it off-site.

Bill asked if there were any other general questions about the Colloquium. Jamie asked Bill when he started the process of asking the membership for ideas. Bill indicated that there was probably no harm in waiting another 2-4 weeks. Tracey asked if there was a way of recording audio of part of the colloquium. Bill noted that Greg McCoy did so last year, and Sarah indicated that she has the resulting files but the quality is uneven.

Bill closed by indicating that he expects that we will have a couple more steering committee meetings between now and Atlanta, and suggested that the next one be in a couple months (March). Committee members agreed. The meeting adjourned at 1 p.m.

Submitted,  
Shaun Kirkpatrick  
BAS Secretary