

April 18, 2016

A meeting of the SAA Business Archives Section (BAS) steering committee was held via conference call on Monday, April 18, 2016. In attendance were Bill Jackson, Shaun Kirkpatrick, Jamie Martin, Tracey Panek, Angelique Richardson, and Sarah Wagner; Rachel Vagts also participated. Jamal Booker was absent. Bill Jackson chaired the meeting.

Bill Jackson called the meeting to order at 10:05 a.m. Central Time.

Bill asked for the committee to approve the previous meeting's minutes. Shaun asked if anyone had any comments or concerns. None were indicated, so Shaun indicated that he would send the final PDF to Sarah and Angelique to post on the microsite.

Regarding the 2016-2017 Steering Committee elections, one or two individuals were mentioned as possible candidates. Bill said that he would write up a call for nominations for the listserv, and that Sarah would do the same in the newsletter, and indicated that the two of them would coordinate the timing of the calls off-line.

The meeting then turned to discuss planning for the BAS Colloquium. Jamie reported that we have a room reserved at the conference hotel. The seating can hold up to 100 people, but will be theater-style so we would have to do some maneuvering to break into groups. Bill commented that he didn't think that would be a problem for this year's colloquium. Jamie also reported that the meeting is scheduled for 1 to 5 p.m., a return to the usual four-hour time slot that we had prior to last year (when it was changed to 2 to 5 p.m.).

Bill then turned to colloquium topic(s), and observed that we had good energy behind the idea of three-dimensional objects. Jamie mentioned that we had also talked about audiovisuals and oral histories as possible topics. She and others agreed that audiovisuals would be a good fit for an overall colloquium theme of non-document collections.

Sarah talked about the idea of bringing in a curator as an expert to address the care of three-dimensional objects; Angelique suggested that she could consult with a local curator of ancient artifacts at Emory University to see if they could recommend a colleague. Sarah suggested a good format would be for half of the topic to be a presentation from the expert, and the other half would feature a panel of corporate archivists to discuss their specific issues. Angelique suggested that Melissa at Estee Lauder would be a good option for the panel; Sarah suggested Greg at Proctor & Gamble; Jamie suggested that she or another archivist could speak to technology-related objects.

To the audiovisuals topic, Jamie said that she knows people at AVPreserve, based in Milwaukee, and could see if they wanted to speak about tools. Angelique suggested that Crawford Media, local to Atlanta, would also be a good presenter. General opinion also seemed to be that the focus of the topic should be on preservation issues.

Jamie concluded the colloquium discussion by saying that she would send out a note to BAS members to summarize the topics and ask for them to let us know if they would like to speak on one of the panels.

Angelique addressed the mixer, indicating that she had jotted down a few ideas for the location but wanted to go over them with Jamal. She specifically mentioned that she talked with someone from the Portman Archives and they had suggested use of their space. Bill provided some advice from the selection of last year's mixer location, which attendees agreed had a very good turnout.

Tracey reported that she would not be able to attend the SAA Annual Meeting in Atlanta in August.

Bill asked if anyone had any items for the annual section meeting, but observed that we have some time to decide that agenda at a later date. He noted that he asked Linda Edgerly to give a condensed version of a presentation she gave at ICA. He summarized that Linda had surveyed business archivists and presented some of the results; most notable seemed to be the opportunity that the survey revealed to reach out to archival educators.

Bill and others discussed the need to build bridges with archival educators both in the Archival Educators Roundtable and at the local level, and that in particular we should be reaching out to "non-traditional" groups such as students that are in programs in business, history, public relations, marketing, etc. Jamie offered to reach out to the roundtable; it was also observed that their meeting does not overlap with ours if one of us wanted to speak there. Jamie said that it "would be cool to see more people from our section step up and reach out" to educators in their area.

Bill asked for any other thoughts about the ICA conference from those who attended. Jamie said that "it was a fantastic conference." Angelique said that she has corresponded with ICA on trying to get their presentations on the BAS microsite, and it appears that they may give us permission to temporarily post them on our site while the ICA site is being updated. After the update, they would prefer that we direct our site visitors to them. Bill asked if it was typical that the presentations be published on the web; Tracey indicated that it is. Angelique also noted that she was writing up a short article on ICA for the Archdiocese's newspaper, but that she can write up a shorter version for the BAS newsletter.

Sarah and Bill briefly discussed his "spotlight" article about the Harley-Davidson Archives for the next newsletter.

Sarah reported on the BAS directory idea that she circulated to the committee on April 15, of emulating SAA's database of archival consultants. She noted that it could serve the functions of both a directory and membership roster. Bill asked Shaun what he thought about it; Shaun reiterated what he said in his reply to Sarah's e-mail, that the format looked good and that it should work well if we have sector as one of the categories (as Jamal also suggested) and have the other be geographical (whether state/province or something more like region). Bill asked if we know who does the care and feeding for the database. Sarah asked Angelique to reach out to Matt Black to ask about it.

Bill asked for thoughts on the new SAA website. People commented that it looks really nice. Bill asked Sarah and Angelique if it created any challenges with the microsite; they said no.

Bill closed by observing that Rachel had distributed an e-mail to us with the election deadlines, and in light of that he would look at scheduling the next meeting for the third week in May.

The meeting adjourned at 10:50 a.m. Central Time.

Submitted,
Shaun Kirkpatrick
BAS Secretary