

January 18, 2017

A meeting of the SAA Business Archives Section (BAS) Steering Committee was held via conference call on Wednesday, January 18, 2017. In attendance were Chair Jamie Martin, Past Chair Bill Jackson, Vice Chair Eric Chin, Editor Angelique Richardson, Secretary Marie Force and SAA Council Representative Rachel Vagts. Jamie Martin chaired the meeting.

Jamie Martin called the meeting to order at 4 p.m.

Jamie reported that the new BAS Mentorship Program's pilot year has started very well. Almost 50 people have signed up with 47 people now a mentor or mentee (or both in cases). There are 24 mentor-mentee pairings, with 3 unassigned people waiting for mentors. Angelique put a call out for mentors in the BAS newsletter.

Jamie will send an informal note by email checking in with the mentors and mentees.

Jamie also reported that she is on the Program Committee for the MARAC Buffalo Fall 2017 Meeting. Two sessions have been approved with archival components: a session on archives and records management and a session on archives and institutional change/mergers. She asked for suggestions of possible local speakers. Eric suggested contacting Winthrop Group. Angelique could contact the New York Archdiocese. Bill mentioned Becky Tousey on Kraft acquiring Cadbury.

Jamie will put a call out on the BAS Listserv for speakers for the archival sessions at MARAC Fall Meeting if needed.

Eric reported on 2017 SAA Program progress. He said that the panel session on business archivists working with affinity groups has been accepted.

Eric also gave an update on finding a speaker to donate time to the 2017 BAS Colloquium's topic of corporate archives and media relations, particularly training in being interviewed by the media. He is working to secure one of NBC Universal's Marketing Directors as a speaker.

Jamie reported that she was contacted by the Conservation Center for Art and Historic Artifacts (CCAHA). CCAHA has developed a disaster response network of cultural peers and institutions in Pennsylvania, and interested in presenting this model at the BAS Meeting to see if it would be useful to our group. Short discussion followed with agreement that more information was needed.

Jamie will send an email from CCAHA requesting more information about their proposal and will share.

Regarding the potential BAS Webinar, Angelique heard from Phil Mooney that he and Bruce Bruemmer, as instructors of the business archives workshop, have been contacted directly by SAA and they had a similar idea of media training as topic for the webinar.

Angelique will follow up with Phil Mooney on progress of BAS Webinar.

Open discussion of topics was the final item on the meeting agenda.

Angelique asked for suggestions for institutional profiles for the BAS Newsletter. Suggested archivists were Nicole Laflamme at J.M. Smucker Co., Sarah Latva at Amway and Jill Swiecichowski at UPS.

The group agreed with Angelique's recommendation for the upcoming BAS Newsletter: one issue for January/February and publish next issue in March.

Eric reported on visit to Portland to research location for BAS Mixer at 2017 SAA. Short discussion followed about pros and cons of a location close to conference site (at convention center, not a hotel this year) or downtown (more interesting atmosphere), with general agreement for downtown.

Eric will look for a downtown location for the BAS Mixer and report back on options.

Jamie discussed the ongoing need to reach out to archival students and raise awareness of business archives as a career option. Angelique noted that BAS Steering Committee discussed creating marketing materials last year for BAS, such as a brochure for business archivists to take with them when they speak to schools. Angelique also mentioned that archival programs at universities frequently repost our Facebook and Twitter content.

Jamie will reach out to the SAA Education Steering Committee to discuss and seek possible ideas. Bill volunteered to help.

The meeting adjourned at 5 p.m.

Submitted,  
Marie Force  
BAS Secretary