

Date: November 8, 2010

Name of Section/Roundtable: Business Archives Section

Officers:

Chair: Jeff Pirtle

Vice Chair/Chair Elect: Susan Watson

Immediate Past Chair: Scott Pitol

Secretary: Greg McCoy

Editor: Patricia Franks

Vice Editor: Rochelle McCune

Member-at-large: Nicole Laflamme

Report from 2010 annual meeting:

- **Number of attendees:** 74
- **Election results:**
 - Vice Chair/Chair Elect: Susan Watson (71%)
 - Secretary: Greg McCoy (69%)
 - Vice Content Editor: Rochelle McCune (61%)
 - Member-at-large: Nicole Laflamme (43%)
- **Summary of meeting activities:**
(minutes attached)

Completed projects/activities

Held Business Archives Colloquium August 11, 2010 at the Marriott Wardman Park Hotel in Washington D.C. The keynote address was given by Joey Reiman and was titled "The Fruits are in the Roots." Other colloquium sessions included several about archival advocacy and one on capturing company websites. In addition to the 65-70 live attendees, 15-20 attended virtually through a webinar. Major support for the 2010 BAS virtual colloquium was provided by The Winthrop Group.

Ongoing projects/activities

The working group continues discussions to develop a new two-day Advanced Business Archives Workshop continues. The tentative plan is to offer the workshop as a stand-alone workshop and possibly as a pre-conference workshop at a future Annual Meeting.

New projects/activities

The section continues work to update the BAS website to include current information and make the information presented more timely.

Diversity initiatives

Questions/concerns for Council attention

SAA BUSINESS ARCHIVES SECTION (BAS)

Annual Business Meeting Minutes

13 August 2010

The meeting was called to order at 2:04 p.m. by Scott Pitol, Section Chair after attendees introduced themselves. Approximately 74 members were in attendance.

Approval of Minutes

2008 meeting minutes: Motion made by Elizabeth Adkins to approve, seconded by Mike Bullington. Minutes approved.

2009 meeting minutes: Motion made by Scott Grimwood to approve, seconded by Elizabeth Adkins. Minutes approved.

The next order of business was the election of members to the BAS Steering Committee for 2010-11. Chair Scott Pitol announced the election results:

Susan Ginter Watson	Vice Chair/Chair-Elect
Greg McCoy	Secretary
Rochelle McCune	Vice Content Editor
Nicole Laflamme	Member-At-Large

Open Items

Symposium at Saint-Gobain Group Archives, Blois, France, May 2010. Didier Bondeau reported on the symposium titled "Corporate Memory: A Tool Serving Management" held in Blois. Using real life examples and broad international comparisons, the symposium showed how corporate history has become a tool at the service of management, in the form of knowledge management. More than 80 delegates participated including several BAS members. Bondeau gave an overview of each of the sessions and mentioned that a book from the symposium will be coming out soon.

SAA Council update. Rosalee Settles, BAS liaison with SAA Council, provided the SAA Council report and updated members on Council activity and strategic direction. SAA Council met this past Monday and SAA membership was discussed; a dues increase will be discussed at the SAA business meeting. Settles also mentioned the draft statement on diversity (draft was approved) and an SAA gift campaign for the next 75 years.

International Council on Archives benchmarking survey results. Greg Hunter discussed the ICA grant work he and doctoral students have been conducting to provide further analysis of the survey. Deliverables include summarizing the open-ended questions; comparison of the ICA survey results with the A*Census results; statistical analysis and hypothesis testing; and an ICA journal article. Hunter also offered a plug for the SAA trading cards being planned for the 75th anniversary.

New Business

Chair Pitol turned the floor over to Jennifer Johnson, incoming chair of the SAA Committee on Education. Johnson gave an overview of how SAA webinars work and encouraged BAS members to consider putting one or several together. BAS member discussion followed about possible, relevant webinar topics: outreach and advocacy; electronic records management; acquisitions and divestitures and effect on the archives; brand management; preparing business case for the archives; legal issues; business continuity of information; cultivating champions for the archives and what to do when the champion leaves; strategies for acquisition of current materials; working with the press. BAS leadership will send out a survey to members and conduct a vote about which topic(s) to pursue.

Vice Chair Jeff Pirtle stated he is on the SAA Program Committee for the 75th anniversary annual meeting to be held in Chicago, IL. He encouraged members to submit proposals prior to the deadline of October 1. Pirtle also mentioned BAS can endorse several sessions.

Vice Chair Pirtle thanked Chair Pitol for his BAS leadership during the past year.

Meeting adjourned at 3:25 p.m. following a motion made by Hans Naess, seconded by Becky Tousey.

Respectfully submitted,
Sue Watson, SAA BAS Secretary