

## **SAA Description Section Annual Meeting Agenda**

**Date: August 26, 2011**

**Time: 3:30 p.m. - 5:30 p.m.**

**Location: Grand B**

### **I. Welcome, introductions and general business**

- Description Section officers and steering committee members
- Out-going *Description Notes* newsletter editor: Sarah Keen
- Out-going Description Section webmaster: Janet Carleton
- Call for newsletter new editor and webmaster
- 2011 Description Expo: Joyce Chapman

### **II. 2011-2012 Vice-chair/Chair-elect election results:**

### **III. Announcements and Reports from Subcommittees, Liaisons and other groups:**

**Tom Hyry:** new SAA Council Liaison introduction

**Alex Lorch:** Archives Program Officer, NHPRC: NHPRC archives programs

**Dan Santamaria:** Data Driven Decision Making for Processing [Regine Heberlein]

**Jennifer Schaffner:** RBMS and OCLC Research

**Diane Ducharme:** Descriptive Cataloging of Rare Materials (DCRM-MSS)

**Gordon Daines:** TS Describing Archives: a Content Standard

**Kathy Wisser and Jackie Dean:** TS Encoded Archival Context /EAD tag usage research

**Annie Ross and Brad Westbrook:** ArchivesSpace, Archon and Archives Toolkit

**Mike Rush:** TS Encoded Archival Description

### **IV. New business, agenda walk-ons, etc.**

### **VI. Program Presentation:**

#### ***Digitization and EAD at the JFK: A Marriage of Opportunity***

**Erica Boudreau,** Digital Archivist, John F. Kennedy Presidential Library

**Overview:** Erica's presentation will show how systematic digitization inspired and enabled the creation of EAD finding aids, and how the conversion of legacy finding aids to EAD will inspire and enable future digitization. The new John F. Kennedy Presidential Digital Archive is the winner of the 2011 C. F. W. Coker Award.