

**Society of American Archivists
Council Meeting Agenda
January 23 – 26, 2013
SAA Headquarters, Chicago, Illinois**

Written background report for discussion and possible action.
* Written report, with discussion and clarification only as needed.

*** PLEASE READ ALL MATERIALS IN ADVANCE OF THE MEETING***

| WEDNESDAY, JANUARY 23 5:00 pm – 9:00 pm 17 North State Street, Room 820 (Working Dinner, 5:00 pm – 6:00 pm) | | | |
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| I. | COUNCIL BUSINESS | | |
| | A. Adoption of the Agenda (0113-I-A-Agenda) | | Dooley |
| | B. August 2012 Minutes (Reference, Approved 9/12) (0113-I-B-0812Minutes) | | Dooley |
| | C. Status of Council Action List | | Dooley |
| II. | ACTION ITEMS | | |
| | A. Standards Committee: <i>Describing Archives: A Content Standard (Revised)</i> (0113-II-A-DACS) # | | Meissner |
| | B. Criteria for Selection of ACA/SAA Representative to ICA (0113-II-B-ICARep) # | | Dooley |
| | C. Job Postings in SAA Media (0113-II-C-JobPostings) # | | Dooley |
| | D. Providing AV Equipment to Roundtables (0113-II-D-RoundtableAV) # | | Duffy |
| | E. Petition to Form New Roundtable: Web Archiving (0113-II-E-WebArchivingRT) # | | Dooley |
| | F. Rename Cultural Property Working Group (0113-II-F-RenameCPWG) # | | McCrea |

THURSDAY, JANUARY 24
7:30 am – 5:00 pm
17 North State Street, Room 820
(Breakfast: 7:30 am – 8:00 am)
(Group Dinner and Activity:
Lucky Strike, 322 East Illinois Street)

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| II. | ACTION ITEMS (Continued, 8:00 am – 10:00 am) | | |
| | G. Pratt Student Chapter Funding Request (0113-II-G-PrattFundingRequest) # | | Duffy |
| | H. Select SAA Foundation Board Member(s) | | Dooley |
| | I. Appoint Members to Fellows Selection Committee (0113-II-I-FellowsSelect) # | | Bell-Russel |
| | J. Other Action Items from Council Members | | Dooley |
| | K. Executive Session (as needed) | | Dooley |
| III. | STRATEGIC PLANNING (10:00 am – 5:00 pm) | | |
| | A. Current Strategic Plan (Reference) (0113-III-A-StratPlanReference) * | | |
| | B. Review of Strategic Plan Activities and Timelines (Reference) (0113-III-B-StratPlanActivStatus) * | | |
| | C. Member Comments on Strategic Priorities (11/30/12 – 1/15/13) (0113-III-C-StratPlan-MemberComments) * | | |
| | D. Strategic Planning Session Agenda Materials from Facilitator Kathy Henrichs (0113-III-D-StratPlanAgenda) * | | Henrichs/ Dooley |

FRIDAY, JANUARY 25
7:30 am – 5:00 pm
17 North State Street, Room 820
(Working Breakfast, 7:30 am – 8:00 am)
(Dinner: On Your Own)

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| III. | STRATEGIC PLANNING (Continued, 8:00 am – 10:00 am) | |
| | E. Review of Documents from January 24 Planning Session | Henrichs/ Dooley |
| IV. | DISCUSSION ITEMS (10:00 am – 5:00 pm) | |
| | A. Annual Review of Equal Opportunity/Nondiscrimination Policy and Triennial Review of Statement on Diversity (0113-IV-A-EqualOppPolicy_DivStmt) # | Dooley |
| | B. FY 2013 “B List” (0113-IV-B-FY13BList) # | Duffy |
| | C. Student and New Member Needs and Benefits 1. Finance Committee: Proposal to Revise Payment Options for Dues and Fees (0113-IV-C1-DuesPaymentOptions) # 2. Membership Committee: Review of Member Survey 3. Student Chapter Survey 4. Student Chapter Liaisons 5. Liaison to Student Program Subcommittee (0113-IV-C5-StudentProgSubcomm) # | Duffy Baxter Beaumont Dooley Dooley |
| | D. SAA Membership in NAANICA (0113-IV-D-NAANICA) # | Dooley |
| | E. Recommendations from 2012 SAA/Regionals Summit Meeting (0113-IV-E-RegionalSummit) # | McCrea |
| | F. Issues and Advocacy Roundtable: Recommendations for Action When Archives Documenting Underrepresented or Alternative Communities Are Threatened (0113-IV-F-IARTRecommend) # | McCrea |
| | G. Strategic Priority Activities Assigned to Cultural Property Working Group (0113-IV-G-CPWGStratPrior) # | McCrea |
| | H. Communications Task Force Update / Discussion Questions (0113-IV-H-CommTF) # | Kaplan |
| | I. Council Members’ Participation in Social Media | Dooley |
| | J. Guidelines for Appointing Interns (0113-IV-J-Interns) # | DBR / DMc |

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| | K. SAA Born-Digital Records and Records Generally (0113-IV-K-SAARecords) # | | EK/BL/DMc |
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| | L. Annual Meeting Site Selection (2015 and 2016) | | Beaumont |
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| | M. 2013 Joint Annual Meeting Schedule and Planning 1. New Member/First-Timer Orientation and Forum 2. Leadership Orientation and Forum 3. Draft Schedule (See 0113-V-E5-AnnMtg) # | | Dooley Baxter GH/ML/TZB Beaumont |
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| | N. Council Exemplary Service Award Ideas (0113-IV-N-CouncilSvcAward) # | | Dooley |
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| | O. Boston College/IRA Oral History Situation (0113-IV-O-BostonCollIRAOralHist) # | | Zanish- Belcher |
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| | P. Other Discussion Items | | Dooley |
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| SATURDAY, JANUARY 26 8:00 am – 12:00 pm 17 North State Street, Room 820 | | | |
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| V. | REPORTS (8:00 am – 11:00 am) | | |
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| | A. Executive Committee (0113-V-A-ExecComm) * | | McCrea |
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| | B. President (0113-V-B-Prez) * | | Dooley |
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| | C. Vice President / President-Elect (0113-V-C-VP) * | | Bell-Russel |
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| | D. Treasurer YTD Financials (0113-V-D-FinRevFY13) * | | Duffy |
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| | E. Staff | | |
| | 1. Executive Director (0113-V-E1-ExecDir) * | | Beaumont |
| | 2. Membership (0113-V-E2-Memb) * | | Beaumont |
| | 3. Education (0113-V-E3-Educ) * | | De Sutter |
| | 4. Publications (0113-V-E4-Pubs) * | | Brinati |
| | 5. Annual Meeting (0113-V-E5-AnnMtg) * | | Beaumont |
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| | F. American Archivist Editor (0113-V-F-AAEditor) * | | McCrea |
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| | G. Publications Editor (0113-V-G-PubsEditor) * | | Light |
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| | H. Committee on Ethics and Professional Conduct (Annual Report) (0113-V-H-CEPC) * | | Landis |

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| | I. Diversity Committee (Annual Report) (0113-V-I-DivComm) * | TZB |
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| | J. Standards Committee (Annual Report) (0113-V-J-StandardsCommReport) * | Meissner |
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| | K. Membership Committee (Annual Report) (0113-V-K-MembershipComm) * | Baxter |
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| | L. Committee on Archives, Libraries, and Museums (CALM) (Annual Report) (0113-V-L-CALM) * | Kaplan |
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| | M. 2013 Program Committee (0113-V-M-ProgComm2013) * | Dooley |
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| | N. 2012 Program Committee (0113-V-N-ProgComm2012) * | Dooley |
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| | O. 2012 Host Committee (0113-V-O-HostComm2012) * | Dooley |
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| | P. Intellectual Property Working Group (Annual Report) (0113-V-P-IPWG) * | Theimer |
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| | Q. Cultural Property Working Group (Annual Report) (0113-V-Q-CPWG) * | McCrea |
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| | R. Annual Meeting Task Force Report (Interim) (0113-V-R-AnnMtgTF) * | Dooley |
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| | S. Report of 2010 Mosaic Scholarship Recipient (0113-V-S-2010MosaicScholar) * | Light |
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| | T. Section / Roundtable Annual Reports (Compiled) (0113-V-T-AnnReports2012) * | Dooley |
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| | U. External Representatives' Reports (Compiled) (0113-V-U-ExtRepReports2012) * | Dooley |
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| | V. Other Reports from Council Members / What Are You Hearing from Members? | Dooley |
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| VI. | COUNCIL BUSINESS (11:00 am – 12:00 pm) | |
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| | A. Review of January 2013 Action List [Including Strategic Planning next steps] | Dooley |
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| | B. Review of January 2013 Talking Points | Dooley |
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| | C. Adjournment | Dooley |