

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

**SAA Membership in NAANICA  
(Prepared by Nancy Beaumont)**

**BACKGROUND**

The North American Archival Network of the International Council of Archives (NAANICA) was approved as a Branch of the ICA at the 15<sup>th</sup> Session of the General Assembly in Vienna in 2004.

According to the ICA website:

**ICA Regional Branches: an introduction**

The Regional Branches are one of the most immediate benefits for ICA members. **The 13 branches cover the globe and enable ICA members in the same region to come together on matters of mutual interest.**

The branches enable members to participate in professional debates while **respecting the cultural diversity and traditions of their regions.**

Each branch has its own leadership, identity, and approach, whilst adhering to the overall ICA Mission and Aim.

An individual Branch will decide on its own priorities and sometimes deliver these in its chosen languages (as well as English and/or French or other languages). Some branches have their own secretariat and budget.

Branches undertake a diverse range of activities to meet their members needs in that region. They meet regularly, create communication networks, hold workshops and training, and deliver publications.

Furthermore, **Regional Branches are an important element in enabling ICA to deliver its Mission.** They may deliver elements of the professional programme developed by the Programme Commission and they can apply to ICA for project funding. And, of course, the International Congress every four years provides wonderful opportunities for branches to demonstrate their work, meet up and collaborate with other branches.

Branches are represented at a global level by one of the ICA vice-presidents. The VP branches is currently Setareki Tale, Government Archivist, National Archives of Fdji, Chair of PARBICA, the Pacific branch of ICA.

As an ICA member you automatically become a member of your Regional Branch on joining. Some branches, but not all, levy an additional membership fee. **To learn more about joining a branch and joining instructions click [here](#).**

**To learn more about the individual branches and see a full list of the branches click [here](#).**

Regional branches also exist for Latin America, Arab Region, Caribbean, Central Africa, East Asia, Eastern and Southern Africa, Eurasia, Europe, Pacific, Southeast Asia, South and West Asia, and West Africa.

Two NAANICA documents currently are available via the ICA website at: <http://www.ica.org/2499/about-north-american-archival-network-naanica/about-naanica.html>. These documents—the NAANICA Organizational Statement (March 2004) and Report on Activities (13 April 2010)—also are appended.

Bryan Corbett, of the University of Alberta Library Books and Records Depository, and former president of the Association of Canadian Archivists, is considered the founder of NAANICA and long has served as the organization's Coordinator, although apparently his four-year term ended at the ICA Congress in Brisbane. Corbett sent the following message to several individuals in September 2012:

**From:** Bryan Corbett [<mailto:bcorbett@ualberta.ca>]  
**Sent:** Saturday, September 22, 2012 4:45 PM  
**To:** Wayne J. Metcalfe; Shelley Sweeney; [moore144@umn.edu](mailto:moore144@umn.edu); Charbonneau Normand; Patti-Lynn Harper; [hbriston@library.ucla.edu](mailto:hbriston@library.ucla.edu); [fblouin@umich.edu](mailto:fblouin@umich.edu); [lleumas@arch-no.org](mailto:lleumas@arch-no.org); [cradovich@rockarch.org](mailto:cradovich@rockarch.org); [ddeleon@admin.nv.gov](mailto:ddeleon@admin.nv.gov); [jtaenor@archchicago.org](mailto:jtaenor@archchicago.org); Gregor Trinkaus-Randall  
**Cc:** Laura Rooney; Victoria Irons Walch; Nancy Beaumont; Aimee Felker; [dg.infoaaq@archivistes.qc.ca](mailto:dg.infoaaq@archivistes.qc.ca)  
**Subject:** NAANICA

Thank you for attending either meetings of NAANICA in San Diego or Brisbane or for one on one conversations about NAANICA. It was a pleasure talking with you.

At those times I asked those who are members of NAANICA to renew their membership and financial commitments and for prospective members for an expression of interest and a willingness to make a financial commitment to NAANICA commensurate with their interest and ability to make such a commitment.

I also asked for suggestions as to other possible new institutional, association or individual members.

Only with renewed interest and commitments and new memberships can NAANICA continue as a North American Branch of ICA. New memberships are now possible with the recent changes to the ICA Constitution approved in Brisbane.

With sufficient commitments and funding to meet the costs of representing North America on the ICA Executive Board and NAANICA at the Annual Meetings of the Society of American Archivists and the Association of Canadian Archivists (total estimated at \$6000), I will call for nominations for the position of NAANICA Coordinator (my four year term ended at Brisbane). Once nominations are completed an election will be held.

Without sufficient membership and financial commitment I will notify ICA that NAANICA will no longer be active.

Below are two documents which provide some background on NAANICA. The first is a submission I made in July to the ICA Audit Commission. The second outlines the benefits of membership in ICA and NAANICA which was sent to possible new members after a meeting at the annual conference of the Association of Canadian Archivists in June 2012.

That meeting resulted in four new members- The Provincial Archives of British Columbia, the Provincial Archives of New Brunswick, the University of Saskatchewan Archives and Simon Fraser University Archives.

As indicated in the Audit Report, the Canadian Council of Archives manages NAANICA's funds and will issue you an invoice for your financial contributions. Membership contributions can be on US or Canadian Funds.

Could I ask you to reply to this note by 22 December, 2012.

Thank you in anticipation of a favourable reply.

Sincerely  
Bryan Corbett  
NAANICA Coordinator

**Message to ICA Audit Commission:**

The North American Archival Network of ICA (NAANICA) is the North American equivalent of an ICA Branch. In 2004, after discussions with the ICA Secretariat it was decided (and approved by the ICA in Vienna in 2004) that NAANICA would be a "virtual" Branch of ICA. This meant that it would not have a regular structure of President (Chair), Secretary General etc but rather a Coordinator. It would not have regular meetings, general assemblies, and conferences.

Its members would discuss matters informally through e-mails etc. Members would meet as required to discuss joint activities, ICA issues etc. Typically it meets at the Annual General Meetings of either the Association of Canadian Archivists or the Society of American Archivists. Meetings last about 1 hour with the the Coordinator bringing members up to date with issues and seeking input on ICA matters. Because of the informal nature of the meetings, minutes are not kept nor reports issued.

Principal activities from 2009-2012 have been attempts to keep NAANICA functioning as an ICA Branch and to expand the level of member support both physically and financially.

In June a meeting was held at the annual general meeting of the Association of Canadian Archivists in an attempt to increase the number of Canadian Members both of ICA proper and NAANICA.

As similar meeting at the Society of American Archivists will be held in early August 2012.

There are no membership dues but contributions which are managed by the Canadian Council of Archives (CCA), one of its members. The money is spent to support attendance at the ICA Executive Board meetings and the ICA Congress. Financial reports are available to member and to ICA through the CCA.

Current Members of NAANICA are the following

1. Canadian Council of Archives;
2. Association of Canadian Archivists;
3. L'Association Des Archivistes du Quebec;
4. The Society of American Archivists;
5. The National Association of Government Archivists and Records Administrators;
6. The Council of State Archivists;
7. The Association of Moving Image Archivists;
8. The Association of Records Managers and Administrators;
9. The Academy of Certified Archivists;
10. The Family Research Center (formerly the Genealogical Society of Utah);
11. The Library and Archives of Canada;
12. The National Archives and Records Administration.

Should you require further information please do not hesitate to ask

### **Benefits document**

#### 1. Summary of benefits of joining ICA

- opportunity to participate in ICA - working groups
- Sections
- Branches
- participation as members in
- ICA Congresses (every 4 years)
- ICA Conferences (annually between Congresses)
- ICA Workshops and Section Conferences (the University Archivists had a conference in Edmonton in 2011).
- receive ICA professional publications
- support for International information management standards (a North American is the Chair of ICA Standards efforts).
- receipt of ICA products such as AtoM, an open source archival automation product.
- eligibility for ICA Programme Commission (PCOM) Project grants (up to 10,000 Euros in matching funding).
- eligibility for Branch project funding (if member of a Branch) (up to 5,000 Euros in matching funding)
- access to Member Only section of ICA web-site and its newsletter and Journal

#### 2. Summary of benefits of being a member of NAANICA.

- direct input into ICA decision making processes (decisions/policies/directions) through representation on the Executive Board
- receiving requests for collective input into ICA decision making processes (decisions/policies/directions)
- receiving timely news on ICA major ICA activities such as conferences, congresses and other educational opportunities.
- ability to vote for ICA Office holders as a Branch.
- access to ICA Branch funding for projects (currently matching funding of up to 5,000 Euros per project) (available only to Branch members)

- participation in the developing network of North American archival and records institutions and organizations for cooperation and collaboration on matters of North American interests
- supporting a Branch of the ICA.

Corbett typically has scheduled a one- to two-hour meeting in conjunction with the SAA Annual Meeting. For the past three years, Aimee Felker (SAA Treasurer) has attended those meetings and reported verbally at the Council meeting on the last day of the conference.

In 2011 the Executive Committee decided on behalf of the Council, in response to a request from Corbett, to make a \$250 donation to support the work of NAANICA.

In early January 2013, Corbett contacted Felker to pose two questions:

- “Do you think that SAA would be receptive to the idea of adding an ICA individual membership opportunity for, say \$30, to its membership invoice, collect the names, addresses etc from such members and forward the coordinates and money to ICA?”
- “Also do you think that SAA might be interested in a Joint or Concurrent conference with ICA in the future?”

Felker responded by clarifying contact information and notifying Corbett that a discussion of SAA’s “membership” in NAANICA is on the agenda for the January 2013 Council meeting and his questions would be posed to the Council.

### **DISCUSSION QUESTIONS:**

- Do Council members wish to pursue the idea of collecting ICA individual dues at the same time that SAA dues are collected, as suggested in Bryan Corbett’s question?
- Is the Council interested in pursuing a joint or concurrent conference with ICA in the future?
- Given the Council’s discussion of supporting a joint representative to ICA/SPA (whose chair sits on the ICA Executive Board, as do the chairs of all regional branches), to what extent does the Council wish to continue SAA’s support of NAANICA?

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## **Establishment of the North American Archival Network of the ICA (NAANICA)**

### **Organizational Statement**

The organization will be known as the North American Archival Network of the International Council of Archives (NAANICA).

Membership will be open to all North American Category A members of ICA and to all national and international archival associations based in North America.

The objectives of this virtual round table would be fourfold:

- To be a central clearinghouse of ICA information and issues to the North American archival and information management communities;
- To encourage the members to respond to ICA requests for input;
- To make ICA aware of North American information and issues;
- To represent North America in the ICA governing structure.

Members will elect an individual to serve as a North American representative to the Executive Committee of the ICA. That representative will be expected to serve for a minimum of two years.

Appropriate funding to support the work of NAANICA, including participation on the ICA Executive, would be sought as needed, but there will be no annual dues to belong to NAANICA.

Members will endeavor to meet at least once a year at the annual meeting of either the Association of Canadian Archivists or the Society of American Archivists. Other meetings will be conducted virtually.

To reflect Canada's bilingual status, information sent to the ICA by NAANICA will include documents in French. NAANICA will gladly accept any French language document that ICA deems suitable to send and will forward it to North America's French archival community.

The Association of Canadian Archivists will serve as the initial secretariat for NAANICA

*Bryan Corbett*  
Representative Group Spokesperson

## Report on Activities of the North American Archival Network of the International Council on Archives (NAANICA)

NAANICA is the North American Branch of the International Council on Archives. The following outlines NAANICA activities in the last year:

1. **Membership:** Member organizations were encouraged to maintain their membership. Only one organization did not renew that commitment. Some felt that at this time due to the current economic situation they could not make any financial contribution for NAANICA participation in ICA. Current NAANICA members are:
  - Association of Moving Image Archivists (AMIA)
  - Canadian Council of Archives (CCA)
  - Genealogical Society of Utah (GSU)
  - Academy of Certified Archivists (ACA)
  - Bureau of Canadian Archivists (BCA)
  - Association des archivists du Quebec (AAQ)
  - Society of American Archivists (SAA)
  - National Association of Government Archivists and Administrators (NAGARA)
  - Association of Records Managers and Administrators International (ARMA)
  - Council of State Archivists (COSA)
  - National Archives and Records Administration (NARA) and
  - Library and Archives of Canada (LAC)
2. **Management of Member Contributions.** The Canadian Council of Archives has agreed to manage NAANICA funds including those received from ICA for NAANICA projects if needed. To date \$3150.00 has been committed or deposited.
3. **Member Communication:** In keeping with the nature of NAANICA as a “virtual” organization, members have been communicated with by means of telephone calls and e-mails. The Coordinator has forwarded information from various list serves especially ICA-L, the list serve of the International Council on Archives, which he felt was relevant to members of NAANICA. This included information on eligibility for ICA grants available to NAANICA organizations and the Branch, announcement of conferences, and information on relevant publications and issues.

The Coordinator joined ICA President Ian Wilson in face to face meetings with representatives of 6 member organizations at the annual meeting of the Society of American Archivists in Austin, Texas in August 2009. Matters of memberships, member contributions and ICA grant opportunities were the principal subjects discussed. Thanks to ICA for funding the Coordinator’s travel and SAA for waving its conference registration fees. .
4. **Grant availability:** Information was distributed to member organizations

- concerning eligibility for ICA Branch funding. Member organizations were encouraged to identify projects which would be of benefit to North American and International archival institutions and individuals. ICA Grants of up to 5000 Euros are available to be matched by ICA Branches for projects which address some very broad strategic ICA objectives. Members did not apply for funding in 2009-2010. Members are encouraged to think about projects for 2010-11.
5. Representation on Executive Board: With the support of ICA and the National Archives of Algeria supporting NAANICA's participation, the Coordinator attended the Executive Board meeting at Tamanrasset, Algeria, from 26-30 May 2009. Thanks to Wayne Metcalfe of the Family History Center of the Genealogical Society of Utah who represented NAANICA at the Executive Board and the Conference International de la Table Ronde des Archives (CITRA) from 17-21 November 2009 in Malta. Minutes of these meetings will be sent to members when they have been approved. Information on these meetings is also available on the ICA Website [www.ica.org](http://www.ica.org) and in the ICA's Newsletter *FLASH*. The next meeting of the Executive Board will be held in South Korea in early June 2010. The agenda will be circulated for member input prior to the meeting.
  6. Participation in ICA Governance: Elections for executive positions were held in March/April 2010. While some positions were acclaimed, a vote for President and Vice-President Marketing and Promotion was held. At the time of writing, the elections results are not known. NAANICA members were polled as to their preference and the Coordinator cast NAANICA's vote in accordance with the wishes expressed by participating members.

Please address all questions concerning this report or other NAANICA matters to me at [Bryan.Corbett@Ualberta.ca](mailto:Bryan.Corbett@Ualberta.ca)

Sincerely

Bryan Corbett,  
Coordinator,  
NAANICA

13 April 2010