

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

**Report: 2012 Host Committee  
(Prepared by Ardys Kozbial, Chair)**

**BACKGROUND**

The 2012 Host Committee included members representing the diversity of repositories in the San Diego area, including academic, corporate, government, and public libraries and archives. Members of the Committee were:

Ardys Kozbial, Chair	University of California, San Diego
Eric Chin	NBCUniversal
Steven Coy	University of California, San Diego
Cristela Garcia-Spitz	University of California, San Diego
Timothy Gladson	Geothermal Resources Council
Helene Idels	Escondido Public Library
Amy Jankowski	San Diego Zoo Global
Jane Kenealy	San Diego History Center
Nancy Lenoil	California State Archives
Diane Maher	University of San Diego
Kelly McAnaney	University of California, San Diego
Stephanie Mirkin	San Diego History Center
Brandon Oswald	Island Culture Archival Support
Alan Renga	San Diego Air & Space Museum
Annie Ross	University of California, San Diego
Jeffrey Schermer	Quintiles Inc.
Kim Schwenk	University of California, San Diego
Bradley Westbrook	University of California, San Diego

**DISCUSSION**

The Host Committee was charged to work with the SAA Office in the four broad areas listed below. The Committee appreciated that the charge clearly distinguished Host Committee responsibility from SAA Office responsibility, which allowed for a smooth working relationship.

The Host Committee fulfilled its responsibilities in all areas and this report covers the highlights and innovations, with a couple of recommendations at the end.

**Suggestions for speakers, local vendors, reception venues and the like:**

- In independent conversations, the Host Committee and the SAA Office came up with the idea of using the conference hotel for the All Attendee Reception rather than the usual strategy of finding a local cultural heritage site. Host Committee thinking was that San Diego Bay would make a lovely backdrop for the reception. SAA Office thinking was that combining buses and San Diego Friday afternoon rush hour should be avoided. Both groups easily agreed on the site and it seemed to work quite well.
- The Host Committee arranged for tours or open houses at the following locations:
  - Chicano Park (murals)
  - Lambda Archives of San Diego
  - Museum of Photographic Arts, Dubois Library
  - National Association of Music Merchants Resource Center and Museum of Making Music
  - San Diego Air and Space Museum Library and Archives
  - San Diego Chinese Historical Museum
  - San Diego Zoo Global Library and Archives
  - Walking Tour along San Diego Bay
  - Wells Fargo History Museum Old Town State Park
  - Women's Museum of California

**Publicity about San Diego, including articles for *Archival Outlook* and images of San Diego for the Annual Meeting website:**

- Thank you to Jane Kenealy for leading the team of writers, editors, and copy editors who worked on the articles outlined in the Host Committee charge, ensuring that they were well-written and submitted on time.
- Thank you to Cristela Garcia-Spitz, who played tourist in her own city and supplied many of the images of San Diego that were used on the Annual Meeting website.

**Local information, such as dining and transportation guides:**

- The Host Committee had two great successes in this area, both led by Cristela Garcia-Spitz with contributions from all Committee members: the blog and the dining guide.
- The Blog (<http://saa2012sd.wordpress.com/>)
  - According to the annual report compiled by WordPress, the blog got 11,000 views in 2012 and the busiest day of the year was July 31, 2012, with 715 views. There were 53 posts and 171 pictures uploaded.
  - Beginning in March, Cristela requested at least one blog post per week, setting up a schedule that included a topic and a writer. Anyone on the Committee could post at any time, but the schedule ensured that the blog was somewhat dynamic.
- The Dining Guide

- The Rare Books and Manuscripts Section (RBMS) of the American Library Association (ALA) met in San Diego a couple of months before SAA and membership overlapped somewhat between the two host committees. They combined efforts to create a single dining guide that was used by both groups.
- The dining guide received much positive feedback on the blog, at the Annual Meeting, and in Annual Meeting evaluations.
- In order to save paper, the Host Committee made a conscious decision to post the guide on the Annual Meeting website, on the desktops of the public computers onsite, and to have a few paper copies in notebooks at the registration desk for reference.

#### **Staffing for the onsite registration desk:**

- Nancy Beaumont provided registration desk signup sheets from past annual meetings, which proved to be a helpful starting point for creating those for 2012.
- Thank you to the Host Committee for generously volunteering their time. Every shift was staffed (included those starting at 7 am), volunteers showed up on time, and last-minute changes were well-communicated and picked up by others.

#### **RECOMMENDATIONS**

1. ***Revision of the Host Committee description.*** Upon comparison, the Host Committee charge that was sent to each Committee member by the SAA President and the Host Committee description that was posted on the website didn't match. The version of the description on the website was last revised in 1992 and did not reflect current practice. The charge sent by the SAA President was closer to the reality of Host Committee work, but not quite. The 2012 Host Committee Chair volunteered to work with the SAA Office in the fall of 2012 to revise the description.

*Outcome.* The revisions to the Host Committee description proposed in fall 2012 were adopted by Council as of 12/26/2012.

2. ***Blog as communication mechanism for local information.*** The Host Committee recommends that future Host Committees use a blog or whatever current technology exists that allows for dynamic flow of information about the Annual Meeting location from the Host Committee to the membership.

#### **Diversity Statement**

Not indicated by the list of committee members and their affiliations is the diversity of points of view on the Host Committee, which led to an effort by the Committee to either reach out or consider a variety of communities in its areas of focus. As one specific example, blog post topics included house stays (for students and others on a tight budget), exercise options (yoga, running), art and music, parking advice for commuters, vegetarian and vegan food options, and announcement of the Archivists of Religious Collections Section service project.