

**Society of American Archivists  
Council Meeting  
January 23 – 26, 2014  
Chicago, Illinois**

**Executive Director's Report  
(Prepared by Nancy Beaumont)**

Reports on Membership, Education, Publications, the Annual Meeting, Technology, and Progress Toward Council-Adopted Recommendations of the Communications Task Force appear elsewhere in the staff reports for this Council meeting (0114-VII-E). This report summarizes other Headquarters activities since August 2013.

**Strategic Planning:** I worked with a Council subgroup (Bell, Roe, Light, and Mangiafico) to review and recommend revisions in the Actions associated with the Strategic Plan 2013 – 2018. (See 0114-V-B-StratPlanActions.)

**Mosaic Program:** Rene and I worked with Mark Puente and Anna Stewart of the Association of Research Libraries to organize the efforts of the Mosaic Program Advisory Group and the Mosaic Program Selection Committee, to identify and get commitments from host institutions, and to publicize the selection of the 2013-2015 Mosaic Program participants.<sup>1</sup> We will be working closely with them on the content and logistics of a symposium for Mosaic Program participants to be held in conjunction with the 2014 Joint Annual Meeting.

**Advocacy and Public Awareness Activities**

- I worked closely with Committee on Advocacy and Public Policy Chair Frank Boles to edit the draft issue briefs at 0114-VI-B-IssueBriefs.
- I participated in deliberations and discussions as a member of the National Coalition for History Policy Board. (For a review of the NCH's work in 2013, see my representative report at 0114-VII-S-ExtRepReports2013.)
- Teresa, Anne, and I drafted a work plan for launch this spring of a "junior edition" of the *I Found It In The Archives!* campaign, which we hope to tie to National History Day and American Archives Month. The idea for this came from several members who contacted the office about making the campaign applicable to younger people (i.e., students).

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<sup>1</sup> <http://www2.archivists.org/news/2013/2013-2015-mosaic-program-participants-named>

## **Governance**

- René drafted and I reviewed the minutes of the August Council meetings, which were sent to the Council on September 23 and approved on October 7.
- René and/or I provided staff support for the 11 online actions and discussions of the Executive Committee and the 17 online actions and discussions of the full Council, as summarized in the Executive Committee report at 0114-VII-A-ExecComm.
- I completed review of and comment on 24 sets of Roundtable bylaws and prepared an action item for Council approval (on September 28, 2013).
- René (with Carlos) ensured that the online Governance Manual was revised to reflect all Council-adopted changes based on the work of the second-year Council members.
- With René, Tom, and Matt, I provided staff support to the 2014 Program Committee, which met in Chicago November 15-17.
- I provided orientation materials to the 2014 Host Committee (including the newly adopted description of the Committee) and conferred with the co-chairs about the committee's responsibilities and tasks.

## **SAA Foundation**

- I worked with Danna, Foundation President Fynnette Eaton, and Foundation Board members Mark Duffy and Carla Summers to draft materials for the 2013 Foundation Annual Appeal and complete the list management, production, and mailing of communications. The Annual Appeal had netted approximately \$35,000 (from November 1 through December 31), compared with \$14,380 by year-end 2012 and \$18,590 by year-end 2011. Outstanding efforts on the part of several Board members who hand-signed and notated targeted letters!
- I solicited on the Association Foundation Group listserv recommendations for development consultants to work with the SAA Foundation. I have completed three interviews in our search for a development consultant to work with us; three or four remain.
- I posted a call for volunteers for Foundation Board positions and worked with the Foundation Board to make its recommendations to the Council for election of five Class B members of the Board. Their terms begin in January 2014.
- I worked with Foundation President Fynnette Eaton to develop an agenda and materials for the January 22 – 23, 2014, Foundation Board meeting.

As always, I'm happy to respond to any questions or comments.