

**Society of American Archivists
Council Conference Call
January 17, 2018**

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

This report summarizes Headquarters activities between November 8, 2017, and January 12, 2018.

STRATEGIC PRIORITIES

Goal 1: Advocating for Archives and Archivists

- I worked with Committee on Public Policy Chair Dennis Riley and member Kathleen Roe to draft the proposed Legislative Agenda (see 0118-CC-III-A-LegAgenda).
- I have reserved spots for Dennis, Kathleen, COPP member Samantha Winn, and me to attend the National Humanities Alliance's Annual Meeting and Advocacy Day in Washington, DC, March 11-13. We will be there both to advocate for the humanities and to learn from NHA any tips that may assist the "Archives on the Hill" planning group as we prepare for that event to be held on Tuesday, August 14.
- On December 4 we issued a [letter](#) to FCC Commissioner Ajit Pai urging the FCC to preserve existing net neutrality provisions.
- On December 5 we issued an [action alert](#) urging SAA members to contact their Members of Congress in support of 1) the Historic Tax Credit and 2) protecting graduate students from tax on tuition waivers.
- Teresa Brinati and I participated in Committee on Public Awareness conference calls in November and December to discuss progress on projects within the COPA [work plan](#). Please see COPA's [ArchivesAWARE!](#) blog for excellent work being done by the Committee and guest authors to inform and inspire SAA members to participate in public awareness/advocacy initiatives.

Goal 2: Enhancing Professional Growth

- With Cal Lee's appointment as Journal Editor, the Editorial Board of *The American Archivist* will meet in Chicago from February 11 to 13 to discuss policies and procedures going forward. The Council honored Greg Hunter's six-year tenure as Journal Editor with a [Council resolution](#) on January 5.
- The Committee on Education will hold a mid-year meeting in Chicago on February 22 and 23 to discuss the ongoing development of the DAS and A&D certificate programs as well as other professional development offerings. This will be Rana's face-to-face introduction to the group.

- The Publications Board will meet in Chicago from March 4 to 6 to discuss the status of the book publishing program's projects and to strategize about areas for future growth.
- At its January 8-10 meeting in Chicago, the 2018 Joint Annual Meeting Program Committee accepted 72 sessions and 6 alternates for presentation at the August 13-18 conference in Washington, DC. As in the past few years, a separate call for proposals will be issued in the spring to fill five reserved Pop-Up (or "Birds of a Feather") slots. All proposers will be notified of the outcome of Program Committee deliberations by Monday, January 22. In the meantime, Felicia has issued the call for proposals for student paper and poster presentations and organized the work of the Student Program Subcommittee, which will be chaired by Brad Houston of the 2018 Program Committee.
- Responses to SAA's RFP for 2021, 2022, and 2023 conference sites have been sluggish, due largely to the holidays. We expect responses from several western sites by mid- to late February.

Goal 3: Advancing the Field

The Call for Participants/Presentations for the 2018 SAA Research Forum has been publicized broadly and closes on May 1, 2018.

Goal 4: Meeting Members' Needs

Although this goal encompasses many aspects of our day-to-day operations, I would point out specifically that Peter Carlson and Matt Black have worked diligently with our consultants to narrow the list of AMS providers that are most likely to meet SAA's needs. Seven staff members met with three prospective vendors and the consultants for three-hour demos on December 8, 19, and 22. Each of the three systems would advance SAA's infrastructure needs (and wants!) significantly. A second—and even more detailed—round of demos will be conducted in the next two weeks. We plan a "go-live" date of September 2018, following the Joint Annual Meeting.

We will soon be issuing a call for interns to support SAA appointed groups and sections. Many current leaders have expressed a need for intern support of worthy projects on their dockets.

GOVERNANCE

- Felicia Owens and I drafted the [minutes](#) and action lists for the 1117 Council meeting.
- Felicia prepared the volunteers and vacancies spreadsheets for 2018 so that Meredith Evans and her Appointments Committee have the information needed to do their work. The [call for volunteers](#) closes on January 19. And in follow-up to the Council's November 2017 action, Felicia issued the call for volunteers to serve on the [Tragedy Response Initiative Task Force](#); Meredith will be making those appointments soon.
- Felicia worked with the Nominating Committee and candidates to obtain candidates' bios and statements for posting on the SAA website. The 2018 [election](#) will be conducted in March.
- Staff prepared materials for the January 2018 Council conference call.

SAA FOUNDATION

Felicia and I drafted the [minutes](#) of the 1117 Foundation Board meeting. Highlights of that meeting were:

- Election to one-year terms of officers Scott Cline (President), Margery Sly (Vice President), Cheryl Stadel-Bevans (Treasurer), and Dennis Meissner (Executive Committee Member).
Approval of an increase in the maximum National Disaster Recovery Fund for Archives grant amount from \$2,000 (as established in 2006) to \$5,000.
- Inclusion of the following language in the NDRFA fund description: “Although the NDRFA is pointed toward the states, District of Columbia, and territories of the United States, under exceptional circumstances we will consider awarding grants to non-U.S. entities.”
- Creation of a standing SAAF Nominating Committee.
- Agreement to consider Zanish-Belcher’s suggestion that “travel scholarships” be awarded for the 2018 Joint Annual Meeting on a trial basis, with a pledge that she will pursue private foundation funding for future efforts. A group comprising Meissner, Gina Minks, and Becky Haglund Tousey are drafting for the Board’s consideration options for administering such a program on a trial basis in 2018.
- Agreement to seek interns to support the Foundation’s Board of Directors, Development Committee and, possibly, the Grant Review Committee.
- Appointment of Fynnette Eaton and Gina Minks to join Cheryl on the Foundation Finance Committee.
- Appointment of Janet Ceja, Wilda Logan, and Nance McGovern to join Scott on the Foundation Grant Review Committee.
- And we celebrated Fynnette’s outstanding service as the SAAF’s founding president (2012-2017).

Thanks (at least in part) to Felicia’s idea to host a “Twitter takeover” about the Foundation’s grant program in November, we received 18 letters of inquiry—compared with four in 2017. The Grant Review Committee and I reviewed and responded to the letters and encouraged 14 groups and individuals to submit full proposals for the February 1 [deadline](#).

Per the Foundation’s Development Plan, the Board and staff implemented a robust Annual Appeal campaign, including a launch on #GivingTuesday (November 28), targeted letters to six audiences (many of which were hand-notated by Board members), and publicity to all members via our “standard” electronic media. I’m delighted to report that we set new records in both fundraising (with a grand total of \$76,300, an increase of \$3,652 from 2016) and number of donors (548, an increase of 32% over 2016). More donations than ever—108—were made in honor of a colleague, mentor, or loved one. View the list of donors in the January/ February issue of *Archival Outlook*. And thank you to all who contributed!

HEADQUARTERS OPERATIONS / HUMAN RESOURCES

I hired Rana Hutchinson Salzman to serve as SAA’s Education Director, effective January 2. Rana’s orientation is ongoing. Due to health issues, Solveig De Sutter will be cutting back on her hours as Education Consultant.

Peter negotiated a very favorable new seven-year lease for our current office space, including a significant allowance for renovations.

As always, I’m happy to respond to any questions or concerns that you may have.