

45 **C. Acknowledge Conflicts of Interest**

46
47 No conflict of interest was declared

48
49 **D. Ratify Meeting Minutes**

50
51 Following this meeting, the **November 2025** Board of Directors meeting minutes were available
52 on the SAA website at https://www2.archivists.org/groups/16869/group_minutes.

53
54 **(Motion 2)** Moved Consent Items; Second Consent Items.
55 Vote: PASSED

56
57 **II. CALL TO ORDER & FOUNDATION BUSINESS**

58
59 **A. CEO Report (0226-Foundation-II-A-CEO)**

60
61 Price Osafo provided a written report for review; no discussion or questions were raised.

62
63 **B. President Report**

64
65 Mangiafico provided the Board of Directors with highlights of the meetings that occurred
66 during the second quarter, including bi-weekly meetings with leadership and the development
67 of the agenda for the February meeting.

68
69 **C. Operations Report (0226-Foundation-II-C-Ops)**

70
71 Edwards updated the Board of Directors on the Foundation’s contribution trends, noting strong
72 mid-year performance. Highlighting the success of the end-of-year appeal, an increase in
73 overall contributions compared to prior fiscal years at the same point in time, and the current
74 average gift amount of \$91.63, with FY26 contributions and Catalyst Fund totals tracking ahead
75 of previous fiscal years.

76
77 **III. MANAGING SAA FOUNDATION FINANCIAL RESOURCES**

78
79 **A. SAA Foundation Financial & FY24 Audit (via Board listserv)**

80
81 The Board of Directors received an update on the Foundation’s financial and audit status,
82 including confirmation that the FY24 audit is complete, and the balance sheet is considered
83 clean. Newell reported ongoing improvements to financial systems, including tools to
84 strengthen revenue tracking, internal controls, and receipt capture, along with continued work
85 to align contribution data with accounting records and to complete the Foundation’s separate
86 QuickBooks setup.

87

88 **B. Finance Committee Update**

89

90 Rayman reported that the SAA & Foundation Finance Committee is developing a formal
91 investment strategy, including guidance on maintaining an appropriate balance between cash
92 holdings and invested funds within a moderate risk framework. The Committee will also
93 conduct its review of the proposed FY27 budget before the Foundation’s May meeting and
94 prepare a budget recommendation for consideration by the Board of Directors.

95

96 **C. Development Committee: Annual Meeting**

97

98 Lowe provided an update on planning for fundraising activities at the upcoming Annual
99 Meeting. The Board expressed support for continuing successful initiatives, including the Non-
100 Archivist fundraising event, the Trivia Night fundraiser, and the conference headshot initiative,
101 which has demonstrated strong member value. Board members and Staff will continue
102 coordinating with local partners, sponsors, and the conference venue to finalize logistics and
103 ensure a successful set of fundraising activities for attendees.

104

105 **D. Fundraising sub-task update**

106

107 Lowe provided an update on fundraising subtasks, including ongoing prospect research to
108 identify potential donors and prepare a prioritized outreach list. The accompanying “Making
109 the Ask” effort will support personalized donor engagement once that list is complete. The
110 Board also discussed strengthening communications through email and social media, supported
111 by sustained content such as grant recipient stories and Board directors' reflections.

112

113 **I. CALL TO ORDER & FOUNDATION BUSINESS (CONTINUED)**

114

115 **E. Review of Day II – Foundation Board of Directors Meeting**

116

117 Mangiafico discussed the agenda for the second day of the Board of Directors meeting; the
118 meeting was adjourned at 3:10 p.m. CT.

119

120

121

122 **Society of American Archivists Foundation**
123 **Board of Directors Meeting**
124 **February 24, 2026**
125 **Chicago, IL (Virtual)**
126

127 ***Agendas and background materials for SAA Foundation Board meetings are publicly available***
128 ***via the SAA website at: <http://www2.archivists.org/groups/saa-foundation-board-of-directors>.***
129

130 Foundation Board President **Lisa Mangiafico** called the meeting to order at 1:00 p.m. CT on
131 February 24, 2026.

132 Present for the entire meeting were:

133 Elected Directors: **Carli Lowe** (SAA Foundation Vice President), **Hope Dunbar**, **Nicolette Lodico**,
134 **Karen Meyer-Roux**, **Emily Dixon**, **Mike Rush**, **Jeannie Speck-Thompson**, and **Sarah Ponichtera**.
135

136 Society Directors: **Derek Mosley** (SAA President), **Brenda Gunn** (SAA Vice President), **Denise**
137 **Rayman** (SAA & SAA Foundation Treasurer), and **Selena Ortega-Chiolero** (SAA Executive
138 Committee Member)
139

140 Staff: Chief Executive Officer **Jacqueline Price Osafo**, Chief Operating Officer **Cherie Newell**,
141 Director, Governance **Astoria Edwards**, Manager, Governance **Jill Burgos**.
142

143 Late: Hope Dunbar, Sarah Ponichtera, and Jeannie Speck-Thompson

144 Absent: Silvan Elliot Maxwell, Angela Fritz
145

146
147 **IV. PROGRAMS/IMPACTS**
148

149 **A. Grant Review Committee**

150 Lodico reported that the Grant Review Committee has seen strong activity this cycle, with the
151 Catalyst Grant program receiving 39 submissions. The Opportunity Grants program also
152 completed its first full year of implementation, and the first award of 2026 was issued to the
153 Digital Museum of the History of Japanese in New York.

154 **V. GOVERNANCE**
155

156 **A. Governance Committee: Standing Rules ([0226-Foundation-V-A-GovCom](#))**
157

158 The Board of Directors discussed and approved the standing rules of the Governance
159 Committee. Dixon reported that the Committee continues its work to formalize and strengthen
160 its structure and processes. Also, provided an update on the current nominations cycle, noting
161 that the application period for self-nominations closes on February 28. Looking ahead, the
162 Governance Committee is developing improvements for next year to more clearly outline the
163 responsibilities and expectations of Board service and to enhance the clarity and completeness

164 of all application materials. These updates aim to support a more transparent, accessible, and
165 well-supported nominations process in future cycles.

166

167 **(Motion 3)** Move: Governance Committee; Second: Governance Committee.

168 Vote: PASSED

169

170 **B. Partnering with SAA Foundation ([via Board Listserv](#))**

171

172 Mangiafico led a structured discussion on partnering with the SAA Foundation. The Board
173 considered key questions related to the purpose of awards, long-term sustainability of the
174 Catalyst Fund, and the need for more coordinated review and renewal processes for smaller
175 awards.

176

177 **C. Making the Ask**

178

179 The Board revisited the “Making the Ask” training, during which Directors shared their personal
180 “why” statements. These reflections will support the development of a library of authentic
181 messages to strengthen future appeals and outreach efforts.

182

183 **V. [SAA FOUNDATION STRATEGIC PLAN](#)**

184

185 **A. SAA Foundation Strategic Plan ([via Board Listserv](#))**

186

187 The Board of Directors reviewed the current strategic plan, focusing on FY26 initiatives, and
188 discussed overall progress toward the Foundation’s strategic goals. This discussion will help
189 guide planning for the remainder of the fiscal year and inform preparation for FY27.

190

191 **V. REPORTS/UPDATES**

192

193 **A. Other Reports/Updates from the Board of Directors**

194

195 The Board of Directors provided no additional reports or updates.

196

197 **I. CALL TO ORDER & FOUNDATION BUSINESS (CONTINUED)**

198

199 **G. Meeting Debriefing/Next Board Meeting**

200

201 The Foundation Board briefly reflected the highlights from the meeting and made suggestions
202 for improving future virtual Board meetings.

203

204 **H. Adjournment**

205

206 Rush moved, and Dixon seconded a motion for adjournment. The meeting was adjourned at
207 3:16 p.m. CST.
208