

**Society of American Archivists Foundation**  
**Board of Directors Meeting**  
**April 20, 2021**  
**Virtual Meeting**

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

Foundation Board President Margery Sly called the meeting to order at 1:04 pm CT on Tuesday, April 20. Present for the entire meeting were Class A members Rachel Vagts (SAA President), Courtney Chartier (SAA Vice President), Amy Fitch (SAA and SAAF Treasurer), Melissa Gonzales (SAA Executive Committee Member), and Meredith Evans (SAA Immediate Past President); Class B members Sharmila Bhatia (SAAF Vice President), Fynnette Eaton, Michele Hagen (early-career member), Wilda Logan, Lisa Mangiafico, Dennis Meissner (SAAF Executive Committee Member), Gina Minks, and Michele Pacifico; and Executive Director Nancy Beaumont, Finance/Administration Director Peter Carlson, and Governance Manager Felicia Owens.

Absent were Class B members Scott Cline, Angelique Richardson, and JoyEllen Williams.

## **I. BOARD BUSINESS**

### **A. Adoption of the Agenda**

Sly introduced the agenda. Bhatia moved for adoption as presented, Eaton seconded, and the Board adopted the agenda unanimously. **(MOTION 1)**

### **B.1. November 2020 Board Minutes**

Sly noted that the November 2020 meeting minutes were adopted by online vote of the Foundation Board on December 14, 2020, and posted on the SAA website immediately. SAA members were notified of availability of the minutes via *In The Loop*, the website, and social media.

### **B.2. Bylaws**

Sly noted that the Bylaws were included in the meeting materials for reference purposes.

### **C. Board To Do List**

Board members briefly reviewed the status of actions listed in this internal working document. No updates were made.

## **II. CONSENT**

The following items were adopted by consent (**MOTION 2**).

**Move Consent Items:** Vagts

**Second Consent Items:** Minks

**Vote:** PASSED (unanimous)

#### **A. Board Interim Actions**

**THAT the following interim actions taken by the Foundation Board between December 14, 2020, and April 9, 2021, be ratified:**

- Approved the [minutes](#) of the November 11, 2020, Board meeting. (December 14, 2020)
- Approved changing the name of the SAA Foundation “Travel Award” to the “Annual Meeting Award,” to allow greater flexibility in light of future virtual and hybrid meetings. (Appendix A) (April 5, 2021)
- Agreed to contract with Schultz & Williams to provide development consulting services for a three- to four-month period needed to fulfill proposal requirements. (Appendix B) (April 9, 2021)

### **III. ACTION**

#### **A. Approve 2021 Strategic Growth Grants**

Sly introduced recommendations from the Grant Review Committee to fund six proposals for projects to be conducted in the 2021 cycle. Although the Board-approved budget for grants in FY21 is \$21,300, the Review Committee believes that all six proposals are worthy of funding and thus recommends that the Board approve an expenditure of \$24,325, or \$3,025 more than the budgeted amount. The Board reviewed and agreed with the review committee’s recommendations.

#### **MOTION 3a**

**THAT the proposal entitled “Stories of Survival: Digitizing Oral Histories in the Michael D’Orso Collection on the Rosewood Massacre,” as submitted by the Old Dominion University Libraries Special Collections and University Archives for grant funding in the 2021 cycle, be funded in the amount of \$2,275.**

**Support Statement:** The proposal aligns with the SAA Foundation’s mission and goals, is consistent with SAA strategic priorities, and reflects a worthy project of potential benefit to the profession.

**Fiscal Impact:** \$2,275.

#### **MOTION 3b**

**THAT the proposal entitled “A Survey of Archival Revolutions: Transitional Moments and Paradigmatic Shifts,” as submitted by Brenda Gunn and Steven Booth for grant funding in the 2021 cycle, be funded in the amount of \$3,850.**

**Support Statement:** The proposal aligns with the SAA Foundation’s mission and goals, is consistent with SAA’s strategic priorities, and reflects a worthy project of potential benefit to the profession.

**Fiscal Impact:** \$3,850.

### **MOTION 3c**

**THAT the proposal entitled “Arrangement and Description of the Video TropicoSur Collection,” as submitted by Natalie Baur and El Colegio de México for funding in the 2021 cycle, be funded in the amount of \$5,000.**

**Support Statement:** The proposal aligns with the SAA Foundation’s mission and goals, is consistent with SAA’s strategic priorities, and reflects a worthy project of potential benefit to the profession.

**Fiscal Impact:** \$5,000.

### **MOTION 3d**

**THAT the proposal entitled “Caption Pre-2020 Recorded SAA Education Trainings,” as submitted by Dr. Lydia Tang for grant funding in the 2021 cycle, be funded in the amount of \$3,200.**

**Support Statement:** The proposal aligns with the SAA Foundation’s mission and goals, is consistent with SAA’s strategic priorities, and reflects a worthy project of potential benefit to the profession.

**Fiscal Impact:** \$3,200.

### **MOTION 3e**

**THAT the proposal entitled “Addressing Harm as an Archival Imperative,” as submitted by Joyce Gabiola and Lambda Archives of San Diego for grant funding in the 2021 cycle, be funded in the amount of \$5,000.**

**Support Statement:** The proposal aligns with the SAA Foundation’s mission and goals, is consistent with SAA’s strategic priorities, and reflects a worthy project of potential benefit to the profession.

**Fiscal Impact:** \$5,000. The proposer understands that the maximum amount permitted in this grant program is \$5,000, and indicated that they will make adjustments in their plan of work to accommodate the lesser amount.

### **MOTION 3f**

**THAT the proposal entitled “Chicago Dance History Project Archive Preservation,” as submitted by Executive Director Maggy Fouche for grant funding in the 2021 cycle, be funded in the amount of \$5,000.**

**Support Statement:** The proposal aligns with the SAA Foundation’s mission and goals, is consistent with SAA’s strategic priorities, and reflects a worthy project of potential benefit to the profession.

**Fiscal Impact:** \$5,000.

**Move:** Pacifico

**Second:** Bhatia

**Vote:** PASSED (unanimous)

### **B. 2021 Annual Meeting Awards**

The Board discussed how the Annual Meeting Awards should be adjusted to best accommodate the 2021 Annual Meeting being held virtually. The Board agreed to allocate \$6,000 for Annual Meeting Awards to the 2021 conference, as was done for the 2020 virtual conference. The Board agreed to suspend the usual review process for the award and provide complimentary registration to all qualified applicants until the full \$6,000 is expended.

### **MOTION 4**

**THAT \$6,000 be included in the FY 2022 Foundation budget to provide support for the Annual Meeting Award.**

**Move:** Meissner

**Second:** Logan

**Vote:** PASSED (unanimous)

**Support Statement:** The Foundation Annual Meeting Award provides important and necessary support for individuals who may not be able to attend the SAA Annual Meeting without it, particularly given the toll taken on archives workers by the COVID-19 pandemic. The amount allocated for attendance at the 2021 virtual Annual Meeting will cover registration fees for 122 applicants.

**Fiscal Impact:** Amount to be budgeted in FY 2022.

### **MOTION 5**

**THAT the Annual Meeting Award review process be suspended for the 2021 cycle, given the number of applications and awards expected for a virtual conference for which only registration support is provided.**

**Move:** Bhatia

**Second:** Minks

**Vote:** PASSED (unanimous)

**Support Statement:** The usual review process is more appropriately implemented for in-person conferences for which eligibility criteria are more explicit and expenditures are higher per recipient. For the virtual conference, the streamlined process will allow the Foundation to provide more awards to more individuals while allowing the review committee members and staff to allocate their effort to other tasks.

**Fiscal Impact:** No impact on direct expense, but significant reduction in volunteer and staff time to support.

### **C. Other Action Items from Board Members**

No other action items were brought forward.

## **IV. DISCUSSION**

### **A. Future of Archival Workers Emergency Fund**

Staff members provided information from legal counsel about IRS regulations for 501(c)3 organizations and charitable giving. The Board discussed the various restrictions and possible options and agreed to extend the Archival Workers Emergency Fund on a temporary basis through December 2021. Sly will appoint a task force to review the IRS information and legal counsel's opinion further; develop a recommendation about AWEF specifically; and also consider options for SAA Foundation involvement in addressing the issue(s) of archives workers' precarity.

### **MOTION 6**

**THAT the Archival Workers Emergency Fund be extended through December 31, 2021.**

**Move:** Meissner

**Second:** Minks

**Vote:** PASSED (unanimous)

**Support Statement:** As the pandemic continues and cases are spiking across the country, archivists are still in critical need of support. Extension of the AWEF through December 31 will ensure that immediate needs are met and that the Board has adequate time to consider next steps for future support.

**Fiscal Impact:** Continued staff time to support logistics and accounting, as well as potential to affect donation efforts for other Foundation funds.

### **B. Development Consultant: Introduction and Orientation**

Sly confirmed that SAA has come to an agreement with development consultant Schultz & Williams, the principles of which would like to meet with the Board in May to begin information gathering. Sly will follow up by email to schedule a date and time.

#### **D. Other Discussion Items from Board Members**

No other discussion items were brought forward.

### **V. Reports**

#### **A. President**

Due to time constraints, the President did not present a verbal report.

#### **B. Vice President / Development Committee**

Due to time constraints, the Vice President did not present a verbal report.

#### **C. Treasurer (Financial Report)**

The Board reviewed, but did not discuss, this report.

#### **D. Executive Director**

Due to time constraints, the Executive Director did not present a verbal report. She will provide an update via the discussion list.

#### **E. SAA Foundation Nominating Committee**

Meissner briefly noted that the Nominating Committee created a formal process for seeking new Board member volunteers. The form closed on April 15, and they received seven applications for four open positions. The Committee is evaluating now and will prepare a final recommendation for the Board's approval.

### **I. BOARD BUSINESS (Continued)**

#### **C. Date of Next Board Meeting**

Sly noted that the next Board meeting is scheduled for Tuesday, June 15, from 1:00 to 2:30 pm CT. Staff will connect with Schultz & Williams to schedule a meeting with the full Board in late May.

#### **D. Adjournment**

Bhatia moved adjournment, Chartier seconded, and the meeting was adjourned at 2:30 pm CT.