## Agenda Item I.A.

**Society of American Archivists**  
**Council Meeting Agenda**  
**May 22 – 24, 2014**  
**SAA Headquarters, Chicago, Illinois**

# Written background report for discussion and possible action.
* Written report, with discussion and clarification only as needed.

* PLEASE READ ALL MATERIALS IN ADVANCE OF THE MEETING*

### Council Meeting Agenda

**Thursday, May 22**  
**5:00 pm – 9:00 PM**  
**17 North State Street, Room 820**  
**Working Dinner, 5:00 – 6:00 pm**

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<tr>
<th>I. COUNCIL BUSINESS</th>
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<tbody>
<tr>
<td>A. Adoption of the Agenda <em>(0514-I-A-Agenda)</em> #</td>
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<tr>
<td>C. Review of Council Action List</td>
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<tr>
<th>II. STRATEGIC PLANNING</th>
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<tr>
<td>A. Status of Strategic Plan Activities <em>(Reference)</em> <em>(0514-II-A-StratPlanDashboard)</em> *</td>
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<th>III. CONSENT AGENDA</th>
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<tr>
<td>A. Standards Committee: Procedures for Review and Approval of an SAA-Developed Standard <em>(0514-III-A-Stds- Procedures)</em> #</td>
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<td>B. TBD</td>
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<td>C. TBD</td>
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**Friday, May 23**  
**8:00 am – 5:00 pm**
IV. MEGA ISSUE DISCUSSION: DIVERSITY

V. ACTION ITEMS

A. Proposed FY 2015 Budget
   1. (0514-V-A-1-FY15Budget-SortbyProgram) #
   2. (0514-V-A-2-FY15Budget-SortbyDocType) #
   3. (0514-V-A-3-FY15Budget-StratActivitiesOverview) #

B. Advocacy Agenda Issue Briefs
   1. Presidential Records Act (0514-V-B-1-IssueBrief-PRA) #
   2. Freedom of Information Act (0514-V-B-2-IssueBrief-FOIA) #
   3. Orphan Works (0514-V-B-3-IssueBrief-OrphanWorks) #
   4. Copyright Act Section 108 (0514-V-B-4-IssueBrief-Section108) #

2nd C. Committee on Education: Creation of Arrangement and Description Curriculum (0514-V-C-A&DCurriculum) #

D. Revise Committee on Ethics and Professional Conduct Description (0514-V-D-CEPC) #

2nd E. Revise Diversity Committee Description (0514-V-E-DivComm) #

F. Revise Journal Editorial Board Description (0514-V-F-AAEdBoard) #

G. SAA Records Retention Policy/Schedule (0514-V-G-SAARecords) #

H. Select 2014 – 2015 Executive Committee Member and Nominating Committee Members (0513-V-H-ExecCommSelect)

I. Other Action Items from Council Members

J. Executive Session
   1. Performance Evaluation: The American Archivist Editor (0514-V-J-1-AAEditorEval) (Confidential) #
   2. Council Exemplary Service Award(s) (0514-V-J-2-ExempSvcAward) (Confidential) #

VI. DISCUSSION ITEMS
A. **Code of Conduct for SAA Annual Meetings, SAA-Sponsored Events, and Online SAA Spaces** (0514-VI-A-CodeofConduct) # Baxter/ Mangiafico/ Beaumont

B. **DRAFT Best Practices for Volunteers in Archives** (0514-VI-B-BestPractVolunteers) # Light/Smith/ TZB

C. **Feasibility of Moving “Winter” Council Meeting to November** Bell/ Beaumont

D. **Annual Meeting Planning**
   1. **Meeting of Regional Archival Organizations**
   2. **Leadership Orientation and Forum**
   3. **New Member/First-Timer Orientation and Forum**
      Huth Mangiafico Baxter

E. **Other Discussion Items**

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**SATURDAY, MAY 24**
8:00 am – 12:00 pm
17 North State Street, Room 820

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**VII. REPORTS**

A. **Executive Committee** (0514-VII-A-ExecComm) * Landis

B. **President** (0514-VII-B-Prez) * Bell

C. **Vice President/President-Elect** (0514-VII-C-VP) * Roe

2nd D. **Treasurer** Duffy
      YTD Financials (0514-VII-D-FinRevFY14) *

E. **Staff**

   1. Executive Director (0514-VII-E-1-ExecDir) * Beaumont
   2nd 3. Education (0514-VII-E-3-Educ) * De Sutter
       4. Publications (0514-VII-E-4-Pubs) * Brinati
   6. Technology (0514-VII-E-6-Tech) * Black

F. **American Archivist Editor** (0514-VII-F-AAEditor) * Pyatt
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<td><strong>G. Publications Editor</strong> <em>(0514-VII-G-PubsEditor)</em></td>
<td>Light</td>
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<td><strong>H. Committee on Education Annual Report</strong> <em>(0514-VII-H-Educ)</em></td>
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<td><strong>2nd I. Task Force on Member Affinity Groups (Interim Report)</strong> <em>(0514-VII-I-MembAffinityGroupTF)</em></td>
<td>Bell</td>
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<td><strong>J. Representative to National Historical Publications and Records Commission</strong> <em>(0514-VII-J-NHPRC-Rep)</em></td>
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<td><strong>K. Representative to ICA Section on Professional Associations</strong> <em>(0514-VII-K-ICASPA-Rep)</em></td>
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<tr>
<td><strong>L. Other Reports from Council Members / What Are You Hearing from Members?</strong></td>
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**VIII. COUNCIL BUSINESS**

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<tr>
<td><strong>A. Review of May 2014 Action Items</strong></td>
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<td><strong>B. Review of May 2014 Talking Points</strong></td>
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<td><strong>C. Adjournment</strong></td>
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