

**Society of American Archivists  
Council Meeting  
May 11–13, 2016  
Chicago, Illinois**

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

Reports on Membership, Education, Publications, the Annual Meeting, and Technology appear elsewhere in the staff reports for this Council meeting (0516-VI-E). This report summarizes other Headquarters activities since November 2015.

**STRATEGIC PRIORITIES**

**Goal 1: Advocating for Archives and Archivists:** Activities addressing this goal since November have included:

- Development of a more robust destination on SAA's new website – with a navigation tab devoted to "[Advocacy](#)" – based on recommendations of the Committee on Public Awareness (COPA). There are many opportunities to grow this portion of the website with materials that members can use to help spread the good word about archives and archivists, and we're very motivated to proceed!
- Ongoing development of COPA's [ArchivesAWARE! blog](#), which now includes five posts. The blog "was established in January 2016 to create an online space where professionals and students engaged in all aspects of archival work could share their experiences of and ideas for raising public awareness of archives and the value that archives and archivists add to business, government, education, and society as a whole."
- Based on a draft created by the CoSA/NAGARA/SAA Joint Working Group on Issues and Awareness, the Council adopted a Joint Statement on Access to State and Local Records, which has been added to SAA's [Public Policy Agenda](#).
- At the suggestion of the Intellectual Property Working Group, the Executive Committee agreed to sign on to an amicus brief, filed on March 23 by the Internet Archive, in the case of Fox News Network v TVEyes Inc. on the matter of fair use. See the Electronic Frontier Foundation's [summary](#) or view the full [amicus brief](#).
- At the request of the Committee on Advocacy and Public Policy, SAA sent a letter to Gene Seroka, executive director of the Port of Los Angeles, expressing our concern about the Port's decision to close its archives and end its program to preserve the historical records in its care: "Review of the Port's website indicates that the original information about the Archives has been removed, and what remains are links to a select portion of digital images representing a small percentage of the photograph collection. The entire archives collection, estimated at 25,000 linear feet of material, includes thousands of unique photographs,

operational records, accounting ledgers, maps, engineering blueprints, promotional materials, and assorted ephemera – all of which were moved out of secure, climate-controlled storage and into non-climate-controlled warehouses. This irreplaceable history of the Port of Los Angeles is in danger of being lost forever...” We have not received a response from Mr. Seroka.

- We continued to work with the National Coalition for History to increase participation in the [Congressional History Caucus](#). The Caucus now comprises 26 members of Congress.
- And we were delighted to learn in mid-April that the ARL/SAA grant proposal to IMLS for [Mosaic II](#) – the next iteration of our very successful program to promote much-needed diversification of the profession – was funded at \$299,518!

**Goal 2: Enhancing Professional Growth:** See the Education and Publications reports for more information on activities directed to this goal.

**Goal 3: Advancing the Field:** Activities addressing this goal since November include the following:

- The work of various technical subcommittees within the Standards Committee, as well as three SAA-ACRL/RBMS joint task forces, continues.
- Plans are underway for a celebration of the 10<sup>th</sup> anniversary of the [SAA Research Forum](#) in Atlanta.
- We are anxiously awaiting word from the International Council on Archives Executive Board about a proposal that SAA submitted in late March to host a joint conference of ICA and SAA in the U.S. in 2020.
- I attended the first-ever U.S.-hosted meeting of the [ICA Section on Business Archives](#) at Coca-Cola headquarters in Atlanta, April 3-5. The meeting gave me the opportunity to meet several ICA leaders, learn a lot more about the work of corporate archivists (worldwide), and preview The World of Coke as a reception facility. (Our all-attendee reception at the Joint Annual Meeting will be held at The World of Coke and the National Center for Civil and Human Rights next door.)

**Goal 4: Meeting Members’ Needs:** The top priority for several staff members – and particularly Matt Black – since the November Council meeting has been to launch SAA’s new website, which went live on March 29. See Matt’s Technology report at 0516-VI-E-6-Tech for details – and know that this checks off a very large “box” within the Strategic Plan, Strategy 4.1., “Facilitate effective communication with and among members.” One very positive consequence of the redesign has been an uptick in the flow of information from component groups, which is now collected and readily available via the “Groups” tab in the “Blogs/Twitter/Jobs/Groups” box in the upper right corner of the home page, under the navigation bar. Feedback on the new site has been very positive. Next up, and even more daunting, is selection of and migration to a new association management software (AMS) system.

See the Strategic Plan Dashboard (0516-III-B) for a status update on other priorities within the Plan. It seems likely that the Council will spend a significant portion of the November 2016 meeting reviewing and refining the Strategic Plan.

## GOVERNANCE

- Governance Coordinator Felicia Owens drafted the minutes of the 1115 Council meeting and the 0116 Council conference call, which were adopted by the Council and [posted online](#).
- Felicia worked with Governance Manual Review Group members Pam Hackbart-Dean, Lisa Mangiafico, Tim Pyatt, and Rachel Vagts to recommend revisions in the Governance Manual appendixes (0516-II-D-GovManAppendixes).
- The staff (and particularly Peter) invested significant time in working with each other and the Treasurer and Finance Committee to prepare the Proposed FY 2017 budget (0516-IV-A). Given the earlier-than-usual scheduling of the Council meeting, the process was compressed by approximately two weeks.
- Felicia prepared materials to assist the Appointments Committee and Vice President Nance McGovern in their work. We received 204 applications in response to the Call for Volunteers. In addition, this year we initiated a broad [Call for Interns to Support SAA Appointed Groups](#) that carried the following note: “Because SAA is committed to enhancing the diversity of the organization, the profession, and the historical record, individuals who are members of historically underrepresented groups are especially encouraged to apply for an SAA appointed group internship.” Seventy individuals submitted applications and Felicia worked with appointed group chairs to make their selections from among the volunteers. She then extended to section and roundtable chairs and vice chairs the option of bringing on board an intern to assist in the work of their steering committees.
- Felicia oversaw the work of VoteNet Solutions for conduct of the 2016 SAA elections. The online ballot was live from March 14 to April 3 and the election was certified remotely by three SAA members (Steven Booth, Julie Graham, and Kaye Lanning Minchew). Just 23% of eligible members participated in the vote, compared with 24.2% in 2015.

## HEADQUARTERS OPERATIONS / HUMAN RESOURCES

- In addition to the two new staff members who joined us in October (Education Coordinator Brianne Downing and Felicia), we have very successfully filled two additional staff positions. Abigail Christian is the new Editorial/Production Coordinator (working with Teresa on publications) and Michael Santiago has replaced Jeanette Spears in the Service Center. We have enjoyed the changing dynamic as a third of the staff “turned over” within six months!
- We will be conducting staff performance appraisals after revamping our process to stimulate more robust and focused conversations – particularly with regard to supporting SAA’s Strategic Plan. Every staff member completes a written self-appraisal and meets with her or his supervisor to discuss performance, set goals for the coming year, and review job descriptions. As in the past, all salary increases in FY17 will be merit-based.

## **SAA FOUNDATION**

- The Foundation Board will hold its annual meeting in Chicago on May 9 and 10, immediately preceding the Council meeting. (A report on that meeting will be made verbally at the Council meeting, followed up by a written report.) We expect that the Foundation Board will announce the awarding of two small grants in its first grant-award cycle.
- Contributions to the Foundation in Calendar Year 2015 totaled \$54,910, of which \$24,790 may be attributed to the Annual Appeal.
- The Foundation will conduct a “day of giving” via social media in early June as a mid-year appeal for the Mosaic Scholarship Fund, and we are planning a special event at the Joint Annual Meeting to raise awareness of the Foundation and the Fund. We hope you’ll participate!

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