

**Society of American Archivists
Council Meeting
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Report: Member Affinity Group Transition Update

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BACKGROUND

At the November 2016 Council meeting, the Council Working Group on Member Affinity Groups (Hackbart-Dean, Lawrimore, and Vagts) and SAA staff submitted a [transition work plan](#) to implement the approved changes to the member affinity group structure.

WORK PLAN UPDATES

Name Changes and System Transition

On February 17, SAA staff did a mass transition of internal systems. All roundtables were transitioned to be sections on the main SAA website, in the association management system, and on the listserv manager. Minimal issues were reported and quickly addressed. Everything is running smoothly now!

Section Logos

The graphic designer completed standardized logos at the end of April. Both a vertical and horizontal version will be available; see examples below:



Matt Black and Felicia Owens are working to organize the logos on the microsites so that current and future steering committee members will be able to easily access and download them from their microsites. They will communicate with section leaders directly with directions on how to access and use the logos once they are posted. Staff also plan to post the logo on each section's microsite to help with branding.

Governance Manual / Standing Rules

SAA staff and the Council working group on member affinity groups reviewed the Governance Manual and made necessary changes to collapse Section IX. Sections and Section X.

Roundtables. These changes were put forward to the Council at the end of April for discussion and approval. (See the proposed revisions [here](#).)

Once the Governance Manual revisions have been approved, Felicia will work with each section to transition their governing documents to standing rules. Overall, this will require only a bit of reformatting and the inclusion of language pointing to Section IX. Sections as section bylaws, procedures for elections, and the process for making amendments to their standing rules. (See the proposed language [here](#).) This will not require a vote by each section's members unless the steering committee makes further revisions to the standing rules. Felicia will work with all groups to have all standing rules posted on section microsites before the 2017 Annual Meeting.