Society of American Archivists  
Council Meeting Agenda  
May 7-9, 2018  
Association Forum:  
10 South Riverside Plaza, Suite 800  
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*

<table>
<thead>
<tr>
<th>MONDAY, MAY 7</th>
<th>4:00 pm – 8:00 pm</th>
<th>10 South Riverside Plaza, Suite 800 (Working Dinner)</th>
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<tbody>
<tr>
<td><strong>I. COUNCIL BUSINESS</strong></td>
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<tr>
<td><strong>A. Adoption of the Agenda</strong> (0518-I-A-Agenda)</td>
<td>Zanish-Belcher</td>
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<td><strong>B. Status of Council Action List</strong></td>
<td>Zanish-Belcher</td>
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<td><strong>II. CONSENT AGENDA</strong></td>
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<tr>
<td><strong>A. Ratify Council Interim Actions</strong> (0518-II-A-CouncilInterimActions) #</td>
<td>Kiesling</td>
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<td><strong>B. Ratify Executive Committee Interim Actions</strong> (0518-II-B-ExecCommInterimActions) #</td>
<td>Kiesling</td>
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<td><strong>C. Committee on Public Policy</strong></td>
<td>Jules</td>
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<tr>
<td>1. Issue Brief: Congressional Records as Public Records (0518-II-C-1-IssueBrief-CongRecords) #</td>
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<td><strong>D. Revise Committee on Education Description</strong> (0518-II-D-CoEDescription) #</td>
<td>Kiesling</td>
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<td><strong>E. Extend Publications Editor’s Term</strong> (0518-II-E-PubsEditorTerm) #</td>
<td>Cary</td>
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### III. STRATEGIC PLANNING

**A. Current Strategic Plan** (Reference, Adopted 1/24/14)  
(0518-III-A-StratPlanReference)  
Zanish-Belcher

**B. Review of Strategic Plan Actions and Timelines**  
(0518-III-B-StratPlanActions-Dashboard)  
Zanish-Belcher

### IV. ACTION ITEMS

**A. Proposed Fiscal Year 2019 Budget**  
1. **Introduction**  
   (0518-IV-A-1-FY19Budget-Intro)  
   Stadel-Bevans/Carlson
2. **Narratives**  
   (0518-IV-A-2-FY19Budget-Narratives-IncStatements)  
3. **Sorted by Program**  
   (0518-IV-A-3-FY19Budget-SortbyProgram)  
4. **Component Group Funding Requests** (See Governance Program)

**B. Elect Class B Members of SAA Foundation Board**  
(0518-IV-B-SAAF-Election)  
CONFIDENTIAL

**C. Independent Archivists Section: Archival Consultants Directory**  
(0518-IV-C-ArchConsultDirectory)  
Gunn

**D. Committee on Public Policy: 2018 Legislative Action Plan**  
(0518-IV-D-LegActionPlan)  
Jules

**E. Select 2018-2019 Executive Committee Member and Nominating Committee Members**  
(0518-IV-E-ExecCommElect)  
Zanish-Belcher

**F. Other Action Items from Council Members**

**G. Executive Session**  
1. Council Exemplary Service Awards/Resolutions  
   (See 0518-V-H-CouncilSvcAward for background document.)
2. Beaumont Performance Evaluation and Contract

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**TUESDAY, MAY 8**  
9:00 am – 5:00 pm  
10 South Riverside Plaza, Suite 800  
(Breakfast: On Your Own at La Quinta)  
(Lunch: In Meeting Room)  
(Dinner: Council/Staff Dinner at Pinstripes)

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### V. DISCUSSION ITEMS

**A. Principles and Priorities for Continuously Improving the SAA Annual Meeting**  
(0518-V-A-PrinciplesAnnMtg)  
Zanish-Belcher
### B. Membership Committee: Professional Development Support Survey (0518-V-B-ProfDevSupportSurvey) # Booth

### C. Options for Providing All-Archivists Discussion List (Verbal) Zanish-Belcher

### D. Policies Portal (Verbal) Zanish-Belcher

### E. Pop-Up Survey for Mid- to Late-Career Archivists (Verbal) Zanish-Belcher

### F. Best Practices for Archival Internships and Volunteers (Verbal) Zanish-Belcher

### G. Council Working Group on Diversity and Inclusion (Verbal) Chartier

### H. Council Exemplary Service Awards / Resolutions (0518-V-H-CouncilSvcAward) # Beaumont

### I. 2018 Joint Annual Meeting Activities
   1. Diversity and Inclusion Activities
   2. Council Meetings/New Council Member Orientation
   3. Leadership Orientation and Forum (Booth, Gunn, Yun)
   4. Exhibit Hall Visits
   5. Other Zanish-Belcher / Beaumont

### J. Other Discussion Items from Council Members Zanish-Belcher

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**WEDNESDAY, MAY 9**

9:00 am – 12:00 pm

10 South Riverside Plaza, Suite 800

(Breakfast: On Your Own at La Quinta)
(Lunch to Go)

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### VI. REPORTS

#### A. Executive Committee (0518-II-B-ExecCommInterimActions) * Kiesling

#### B. President (0518-VI-B-Prez) * Zanish-Belcher

#### C. Vice President / President-Elect (Verbal) Evans

#### D. Treasurer (0518-VI-D-1-FY18FinRev) * Stadel-Bevans

#### E. Staff
   1. Executive Director (0518-VI-E-1-ExecDir) * Beaumont
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<td>3.</td>
<td>Education (0518-VI-E-3-Educ) *</td>
<td>Salzmann</td>
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<td>4.</td>
<td>Publications (0518-VI-E-4-Pubs) *</td>
<td>Brinati</td>
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<td>6.</td>
<td>Technology (0518-VI-E-6-Tech) *</td>
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**F. The American Archivist Editor** (0518-VI-F-AAEditor) * Lawrimore

**G. Publications Editor** (0518-VI-G-PubsEditor) * Cary

**H. Task Force on Research/Data Evaluation** (0518-VI-H-TF-CORDE) * Kiesling

**I. Task Force to Revise Best Practices on Accessibility** (0518-VI-I-TF-Accessibility) * Gunn

**J. Task Force on Tragedy Response Initiative** (0518-VI-J-TF-TragResponse) * Booth

**K. Archivists to the Rescue! Pilot Project** (0518-VI-K-ArchRescue) * Gunn

**L. Other Reports from Council Members / What Are You Hearing from Members?** Zanish-Belcher

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### I. COUNCIL BUSINESS (continued) (11:00 am – 12:00 pm)

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<td>C.</td>
<td>Review of May 2018 Action List</td>
<td>Beaumont</td>
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<td>D.</td>
<td>Review of May 2018 Talking Points</td>
<td>Beaumont</td>
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<td>E.</td>
<td>Meeting Debriefing</td>
<td>All</td>
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<tr>
<td>F.</td>
<td>Adjournment</td>
<td>Zanish-Belcher</td>
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