

**Society of American Archivists
Council Meeting
May 12–13, 2020
Virtual Meeting**

**Staff Report: Annual Meeting
(Prepared by Nancy Beaumont)**

Up until March 6, plans for *ARCHIVES*RECORDS 2020: Creating Our Future*, the Joint Annual Meeting of SAA and CoSA in Chicago, August 3-8, were proceeding as usual. Activities included the following:

Program Development

The 2020 Program Committee adopted the now-familiar schedule for [program proposal submission](#) to allow ample time for collaboration and proposal development. Proposers were encouraged to use an informal spreadsheet to connect with others when developing proposals. At its January 9 to 11 meeting in Chicago the committee evaluated 170 session proposals and 40 poster proposals (compared with 169 session and 26 poster proposals in 2019). See “[Come to Chicago and Create Our Future!](#)” by 2020 co-chairs Jillian Cuellar (SAA), Jennifer Meehan (SAA), and Tom Ruller (CoSA) in the March/April issue of *Archival Outlook*, which provides a brief overview of the work of the Program Committee.

From January to March, the SAA staff was in regular communication with speakers to ensure that we have the most up-to-date information for posting on the conference website and that the speakers have the information and materials they need to plan for their presentations. As previously reported, we fielded a brief survey of our 350+ speakers in mid-April to determine their capacity and willingness to present virtually should the face-to-face conference have to be shifted to a hybrid or virtual meeting.

Exhibit, Sponsorship, and Advertising Support

As in recent years we have relied primarily on email communication and website postings to promote exhibiting and sponsorships, but also made a more concerted effort to personally contact prospects and to make use of the connections of our CoSA partners. Exhibit and sponsorship revenue to date totals \$73,000 (compared with \$115,900 in 2019, \$140,920 in 2018, \$107,100 in 2017, \$89,100 in 2016, and \$124,900 in 2015). Advertising revenue collected for the onsite program and website totals \$1,500 (compared with \$4,300 in 2019, \$2,900 in 2018, \$5,600 in 2017, \$7,530 in 2016, and \$13,700 in 2015).

Exploring Options in Light of COVID-19

As the Council is aware, our conference-related activities since early March have focused on working with legal counsel to review all existing contracts and leading discussions with the Hilton Chicago and Hilton Worldwide Sales to determine the hotel's readiness to host the Joint Annual Meeting in early August. Pending a decision, as of May 1 we have not yet launched the conference website or registration. We have also used this time to educate ourselves about the wide range of hybrid and virtual conference options that our colleagues in associations and other types of organizations have implemented or are exploring.

As always, I'm happy to respond to questions or concerns.