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D. Ratify February 2025 Meeting Minutes

The February 19 & 20, 2025, Board of Directors meeting minutes were available on the SAA website at <https://www2.archivists.org/groups/saa-foundation-board-of-directors/february-2025-saa-foundation-board-meeting-minutes>.

(Motion 2) Move Consent Items: Baur; Second Consent Items: Rush
Vote: PASSED

II. CALL TO ORDER & FOUNDATION BUSINESS

A. CEO Report

Price Osafo provided an update on the Society’s current advocacy efforts and the upcoming conference stats for Anaheim.

B. President Report

Mangiafico provided the Board of Directors with highlights of the meetings that occurred during the third quarter to address the current and future state of the SAA Foundation.

C. Operations Report ([0525-Foundation-II-C-Ops](#))

Edwards updated the Board of Directors on the Foundation's operational report, highlighting trends of the top-performing funds (Catalyst, NDRFA, and Mosaic)

III. MANAGING SAA FOUNDATION FINANCIAL RESOURCES

A. Development Committee: Stewardship Proposal ([via Foundation listserv](#))

Lowé provided an overview of the revised donor recognition program proposal submitted by the Development Committee.

(Motion 3)
MOVED THAT the SAA Foundation Board of Directors approve the Development Committee’s recommendation to implement a donor recognition program for two fiscal years, with an option to suspend the pilot program following a mid-point assessment by the Development Committee.

Moved & Seconded
Vote: PASSED

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B.a. Annual Meeting Activities (0525-Foundation-RAC [via Foundation listserv](#))

The Board of Directors discussed and determined which fund would be utilized to support the matching offer from RAC.

(Motion 4)

MOVED THAT the SAA Foundation uses the Catalyst Fund to match the sponsorship from the Rockefeller Archives Center to support attendance at ARCHIVES*RECORDS 2025 for federally impacted workers or workers impacted by federal grants/funds.

Moved & Seconded
Vote: PASSED

B.b. Annual Meeting Activities (0525-Foundation-Fundraising_Events [via Foundation listserv](#))

The Board of Directors discussed the Foundation’s fundraising events for before and during the 2025 ARCHIVES*RECORDS.

C. SAA Foundation Finance Committee Update

Rayman provided the Board of Directors with a quarterly update on the Finance Committee's discussions in the third quarter.

IV. PROGRAMS/IMPACTS

A. NDRFA Grant Program ([0525-Foundation-IV-A-NDRFA](#))

Carlton, Chair of the NDRFA Review Committee, provided an overview of the committee’s discussion on the disaster relief program criteria. The committee will submit recommended changes to the Board for discussion at the July 2025 meeting.

V. GOVERNANCE

A. Bylaw & Standing Rules Update

Mangiafico provided an update on the process for officer nomination and committee selection for the upcoming term.

I. CALL TO ORDER & FOUNDATION BUSINESS (CONTINUED)

E. Review of Day II – Foundation Board of Directors Meeting

130 Mangiafico discussed the agenda for the second day of the Board of Directors meeting.

131

132 **H. Adjournment**

133

134 Baur moved, and Dixon seconded a motion for adjournment. The meeting was adjourned at 1
135 p.m. CST.

136

137 **Society of American Archivists Foundation**
138 **Board of Directors Meeting**
139 **February 20, 2025**
140 **Chicago, IL (Virtual)**
141

142 *Agendas and background materials for SAA Foundation Board meetings are publicly available*
143 *via the SAA website at: [http://www2.archivists.org/groups/saa-foundation-board-of-](http://www2.archivists.org/groups/saa-foundation-board-of-directors)*
144 *[directors](http://www2.archivists.org/groups/saa-foundation-board-of-directors).*
145

146 Foundation Board President **Lisa Mangiafico** called the meeting to order at 11:05 a.m. CT on
147 May 20, 2025.
148

149 Present for the entire meeting were:

150 Elected Directors: **Carli Lowe** (SAA Foundation Vice President), **Natalie Baur**, **Jessica Chapel**,
151 **Hope Dunbar**, **Karen Meyer-Roux**, **Emily Dixon**, **S. Elliot Maxwell**, **Sarah Ponichtera**, and **Mike**
152 **Rush**

153 Society Directors: **Derek Mosley** (SAA President), Mario Rameriz (SAA Vice President), **Denise**
154 **Rayman** (SAA/SAAF Treasurer), **Krystal Appiah** (SAA Executive Committee Member), and Helen
155 Wong Smith (SAA Immediate Past President)

156 Staff: Chief Executive Officer **Jacqueline Price Osafo**, Chief Operating Officer **Cherie Newell**,
157 Assistant Director, Foundation **Astoria Edwards**, Assistant Director, Governance **Jill Burgos**.
158

159 Guest: Janet Carlton

160 Absent: Jeannie Speck-Thompson, Nicolette Lodico, and Evelyn Davis
161

162 **VI. [SAA FOUNDATION STRATEGIC PLAN](#)**

163
164 **A. Strategic Plan discussion (0525-Foundation-VI-A-SP [via Foundation Listserv](#))**
165

166 The Board of Directors discussed and approved revising the Foundation’s mission, vision, and
167 strategic plan goals.
168

169 **(Motion 6)**

170 **MOVED** THAT The SAA Foundation Board of Directors approved the recommended changes to
171 the Foundation’s mission statement “The SAA Foundation fosters the archival community by
172 providing research grants, scholarships, and recognizing excellence to enhance their work and
173 welfare, while emphasizing the fundamental role of archives in sustaining democracy,
174 supporting communities, and preserving culture”.
175

176 Moved & Seconded

177 Vote: PASSED
178

179 **(Motion 7)**

180 **MOVED** THAT The SAA Foundation Board of Directors approved the recommended changes of
181 the Foundation’s vision statement “Empowered archivists, sustainable archives, and accessible
182 collections”.

183
184 Vote: PASSED

185
186 **(Motion 8)**

187 **MOVED** THAT The SAA Foundation Board of Directors approved the recommended changes of
188 the Foundation’s strategic plan, Goal I: “Share financial resources to benefit archival
189 practitioners and the collections for which they care”; Goal II: “Expand financial resources to
190 ensure their sustainability, diversify partnerships, and fully fund our programs, and Goal III:
191 “Steward human and technological resources to promote a nimble, responsive, and engaged
192 culture of philanthropy”.

193
194 Moved & Seconded
195 Vote: PASSED

196
197 **VII. REPORTS/UPDATES**

198
199 **A. Annual Meeting Awards Committee**

200
201 Chapel provided an update from the Annual Meeting Awards Committee. The committee
202 received 45 applications, which closed on May 10th. The committee will select recipients during
203 the May 21st meeting.

204
205 **B. Other Reports/Updates from the Board of Directors**

206
207 The Board of Directors provided no additional reports or updates.

208
209 **(Motion 9)**

210 **MOVED** THAT the Board of Directors move into a private executive session.

211
212 Moved & Seconded
213 Vote: PASSED

214
215 **VII. EXECUTIVE SESSION (CLOSED)**

216
217 **A. SAA Foundation Financials: FY26 Proposed Budget ([via Foundation listserv](#))**

218
219 The Board of Directors discussed and approved the FY26 budget.

220
221 Moved & Seconded
222 Vote: PASSED

223 **B. Elected Directors and Committee Recommendation**
224 **0525-Foundation-VIII-B.1-GovernanceRec (via Foundation listserv)**
225 **0525-Foundation-VIII-B.2-CommitteeRec (via Foundation listserv)**

226
227 The Board of Directors discussed and approved the recommendations from the Governance
228 Committee for the Elected Directors who will serve a three-year term and the committee
229 members of the SAA Foundation’s Grant Review Committee, NDRFA Review Committee, and
230 Development Committee.

231
232 Moved & Seconded
233 Vote: PASSED

234
235 **C. Catalyst Grant Recipients Recommendation (via Foundation listserv)**

236
237 The Board of Directors discussed the recommendations from the Grant Review Committee for
238 the 2025 Catalyst Grant Program and approved seven proposals.

239
240 Moved & Seconded
241 Vote: PASSED

242
243 **D. Foundation Records Management**

244
245 The Board of Directors discussed the foundation’s records management practices and
246 established a clear approach for maintaining records in the future.

247
248 **E. Scenario Planning (via Foundation listserv)**

249
250 Price Osafo briefly reviews the Scenario planning document initially created by the SAA and SAA
251 Foundation leaders.

252
253 **(Motion 25)**
254 **MOVED** That the Board of Directors moves out of a private executive session.

255
256 Moved & Seconded
257 Vote: PASSED

258
259 **I. CALL TO ORDER & FOUNDATION BUSINESS (CONTINUED)**

260
261 **G. Meeting Debriefing/Next Board Meeting**

262
263 The Foundation Board briefly discussed the upcoming last Directors' meeting in July.

264
265 **H. Adjournment**

266

267 Dixon moved, and Appiah seconded a motion for adjournment. The meeting was adjourned at
268 12:56 p.m. CST.