

**Society of American Archivists
Council Meeting
July 29, 2017
Oregon Convention Center
Portland, Oregon**

Agendas and background materials for SAA Council meetings are publicly available via the SAA website at: <http://www2.archivists.org/governance/reports>. Each Council meeting agenda comprises Consent Items, Action Items, Discussion Items, and Reports, and the number/letter in the minutes (e.g., II.A.) corresponds to an item listed on the agenda. The minutes summarize actions taken and the outcomes of discussions. Reports generally are not summarized in the minutes but provide a wealth of information about the work of appointed and component groups and the staff. To view the reports—and all other background materials—see the SAA website.

President Tanya Zanish-Belcher called the meeting to order at 7:34 a.m. on Saturday, July 29. Present were Vice President Meredith Evans; Treasurer Cheryl Stadel-Bevans; Executive Committee Member Kris Kiesling; Council members Steven Booth, Amy Cooper Cary, Courtney Chartier, Brenda Gunn, Bergis Jules, Erin Lawrimore, Bertram Lyons, and Audra Eagle Yun; and SAA Executive Director Nancy Beaumont, Director of Education Kara Adams, Finance/Administration Director Peter Carlson, Web and IT Administrator Matt Black, and Governance Coordinator Felicia Owens.

I. COUNCIL BUSINESS

A. Adoption of the Agenda

Zanish-Belcher introduced the agenda. Kiesling moved its adoption, Evans seconded, and the Council unanimously adopted the agenda (**MOTION 1**).

B. Introduction of New Council Members

Zanish-Belcher welcomed the newly elected Council members and introductions were made around the table.

C. Conflict-of-Interest Statements

All Council members completed Conflict-of-Interest Statements for the 2017-2018 term.

D. Announcements

Zanish-Belcher provided the Council with an introductory overview of various initiatives for the coming year and her communication plan to share regular, frequent, and informative statements with the SAA membership throughout the year.

II. CONSENT AGENDA

No items were considered via a Consent agenda.

III. ACTION ITEMS

A. Component Group Funding Request Form Revisions

Cooper Cary and Stadel-Bevans presented further revisions to the Component Group Funding Request Form, as discussed at the July 24 Council meeting. After further discussion revealed ongoing concerns, the Council decided to hold this item for more detailed consideration at its November 2017 meeting.

B. Other Action Items from Council Members

No other action items were brought forward.

C. Executive Session (as needed)

The Council held a brief executive session so that Beaumont could share an update on the situation in Texas as related to the 2019 Annual Meeting.

IV. DISCUSSION ITEMS

A. Mega Issue Topic Possibilities

Zanish-Belcher reminded the Council that she will be send out a survey soon to determine the Mega Issue topic for the Council's November meeting.

B. Plans for Periodic Conference Calls, November 2017 and May 2018 Council Meetings

The Council discussed having periodic conference calls between meetings, starting in September, and reviewed the dates for the November Council meeting in Chicago.

C. Other Discussion Items from Council Members

No other discussion items were brought forward.

V. REPORTS

A. TBD

No reports were submitted.

B. Other Reports from Council Members / What Are You Hearing from Members?

The Council shared the various positive feedback they heard throughout the week about Portland, the convention center, and responses to the statement on the 2019 Annual Meeting in Texas.

I. COUNCIL BUSINESS (Continued)

C. Adjournment

Stadel-Bevans moved and Gunn seconded adjournment. The meeting was adjourned at 8:41 a.m. by unanimous consent.