

**Society of American Archivists  
Council Meeting  
August 12 – 13, 2013  
New Orleans, Louisiana**

**Executive Director's Report  
(Prepared by Nancy Beaumont)**

Reports on Membership, Education, Publications, and the Annual Meeting appear elsewhere in the staff reports for this meeting. This report summarizes other Headquarters activities since the May 2013 Council meeting.

**STRATEGIC PLAN**

Our work during this period focused on compiling and editing the Council's round-robin review and refinement of the draft Actions to support the newly adopted Strategic Plan 2013-2018 and publicizing broadly the call for member comments. Just two members commented on the draft Actions in advance of the Thursday, August 15, Strategic Plan Forum at the Joint Annual Meeting. See those comments on the SAA website (<http://www2.archivists.org/governance/strategic-plan/2013-2018/actions>) and at Agenda Item 0813-1-V-C-StratPlanActions-MemberComments. This is a rather dramatic fall-off in member participation since we received more than 24 pages of comments on the "high-level" aspects of the plan (i.e., goals, strategies, and sample tactics) in April. However, many of those earlier comments were incorporated into the draft Actions.

In addition, we continued work on the major initiatives associated with SAA's previous strategic priorities:

**Technology**

- With the DAS Subcommittee, we continued development of the DAS curriculum and certificate program, including new offerings, new course exams, and the first comprehensive examination (to be offered on Wednesday, August 14, in conjunction with the Joint Annual Meeting).
- We launched the new conference webpage and web-based mobile app to enhance member communication and facilitate networking at the Annual Meeting.
- Matt Black continues to work on streamlining the integration of our current association management software system (MemberMax) with our Drupal-based content management system. We are mindful of the final recommendations of the Annual Meeting Task Force (Agenda Item 0513-V-B-AMTF-Final) and the

Communications Task Force (Agenda Item 0813-1-III-B-CommTF) and are including them in our staff discussions of enhancing website functionality and design.

## **Diversity**

- Work progressed on setting up the infrastructure to support the ARL/SAA Mosaic Program grant funded by the Institute of Museum and Library Services: Danna Bell-Russel appointed five members to the Mosaic Program Advisory Group and five members to the Mosaic Program Selection Committee and ARL issued the call for applications, which are due by August 28.
- We are aware that there is some confusion about the IMLS-funded Mosaic Program opportunities and the current Mosaic Scholarships funded through the SAA Foundation. We will be working to clarify our messages about these two programs – and how they may merge in the future.
- Speaking of the Mosaic Scholarships (and other diversity-related awards): This year we had 12 nominations for the Josephine Forman Scholarship (with one awardee), 21 nominations for the Harold T. Pinkett Minority Student Award (with two awardees), and 23 nominations for the Mosaic Scholarship (with two awardees). In addition, there were four nominations for the Diversity Award established by the Council in 2011.
- A subgroup of the SAA Diversity Committee prepared a call for diversity case studies that illustrate 1) diversity in the archival record and 2) unique efforts to collect and document a variety of individuals, groups, and organizations. The case studies will be made available on SAA's website so that archivists, other information professionals, teachers, and communities can use them as resources and references.

## **Public Awareness/Advocacy**

- Misty Hurley, winner of the 2012-2013 *I Found It In The Archives!* contest, will be recognized at the *ARCHIVES 2013* Opening Plenary on Thursday, August 15. We are looking at options for moving forward with materials to support *I Found It In The Archives!* and American Archives Month.
- On the advocacy front, we responded to a number of calls for support on public policy issues (largely involving signing on to letters prepared by coalition partners and issuing calls to our members to write to Congress on behalf of federal funding for the National Historical Publications Commission and the National Endowment for the Humanities; see Executive Committee report at 0813-1-VI-A-ExecComm for details) as well as to an invitation to comment on NARA's draft strategic plan (see <http://www2.archivists.org/news/2013/saa-comments-on-nara-draft-strategic-plan>).

## **GOVERNANCE**

- René Mueller and I drafted the 0513 Council meeting minutes and prepared materials for the 0813-1 Council meeting.
- René devoted a significant amount of time during this period to providing support to the Council team assigned to review and recommend revisions to the Governance Manual (second-year members Terry Baxter, Beth Kaplan, and Bill Landis). As you know, the Council adopted the revised Manual in late July. It will be posted to the SAA website as soon as possible after the Joint Annual Meeting.
- Matt and I devoted a significant amount of time during this period to reviewing newly required roundtable bylaws (for some 21 groups, my task) and conducting online elections (with bylaws referendums as needed) for some 39 roundtables and sections (Matt's task). We will be looking at ways to improve communication in order to enhance compliance with deadlines, as this task has become very daunting. The Council may expect to receive in September an "omnibus" action item to approve roundtable bylaws following adoption by roundtables' members either online or at the Joint Annual Meeting.
- I prepared and distributed on August 1 general orientation materials for incoming Council members. We will conduct an in-person orientation for new Council members on Monday, August 12, from noon to 2:00 pm.

## **HEADQUARTERS OPERATIONS**

- Tom Jurczak prepared all materials (i.e., some 75 reports) for review by the auditors and worked with them during their four-day on-site audit in mid-July.
- Tom completed the fiscal year close and set up the system for the FY 14 budget.
- In consultation with the Executive Committee on August 1, we have added a part-time staff position to assist Solveig De Sutter in ensuring the sustainability of the DAS curriculum and certificate program as well as our many other professional development offerings.
- With Tom, I prepared the agenda and financial materials for the Annual Membership Meeting.
- I prepared my "state of the association" report for the Annual Membership Meeting on Saturday, August 17.

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