

**Society of American Archivists
Council Meeting
August 11 – 12, 2014
Washington, D.C.**

**Regional Archival Associations Consortium:
Report on Activities, 2013-2014
(Submitted by RAAC Co-chairs Rachel Chatalbash and Amanda Focke)**

Immediately following the August 2013 meeting of the regionals at SAA Annual Meeting, an official list of Regional Archival Association Consortium (RAAC) representatives was established and subscribed to the RAAC listserv, which is supported by SAA. Subsequently, the group of representatives voted on the group's name, its membership and leadership structure, and to approve its goals for the 2013-2014 year, as outlined below:

Goals:

- Select leaders for 2013-2014.
- Select and implement a communication structure for committee leadership, committee members, and their constituencies.
- Develop a 3-year plan for implementing its purpose statement, report this plan to regional and SAA leadership, and compile regional and SAA member comments for use in implementing the plan.
- Select at least one collaborative project to be completed and reported upon by July 1, 2014.

Membership Structure:

RAAC membership includes one member from each of the regional organizations identified in the list below [see Appendix 1] and two members of SAA.¹ Regional organizations select their representatives in whatever manner they choose. The SAA vice-president appoints the SAA representative. All initial members began their term in August 2013. Members serve two-year terms, except for the initial members, half of whom serve one-year terms. Initial Steering Committee members serve two- or three-year terms. Members may serve only two consecutive terms.

The Regional Archival Associations Consortium is currently composed of 43 representatives. These representatives formally elected a Steering Committee of nine representatives (three each from multistate, state, and local regionals) to lead the RAAC. Rachel Chatalbash and Amanda Focke were appointed by the Steering Committee as RAAC co-chairs. In addition to the RAAC listserv, a listserv for the Steering Committee was established.

¹ This was subsequently modified; one SAA Council member, Geof Huth, works with the RAAC.

The Steering Committee determined that the best way to begin implementing its purpose statement was to form subcommittees devoted to advocacy, disaster planning and recovery, education, grant development, and public awareness. See Appendix 2 for the purpose statements of each subcommittee. Currently each subcommittee is led by a Steering Committee member, who is assisted by a minimum of three other RAAC representatives. Beginning in 2014-2015, the Steering Committee will amend the RAAC membership criteria to require that all RAAC members belong to one of the group's subcommittees. The Steering Committee believes that RAAC can succeed only if its members are engaged and invested in its activities.

RAAC has also taken on the responsibility of annually updating SAA's [Directory of Archival Organizations in the United States and Canada](#). RAAC will periodically solicit current information about each archival regional organization's leadership, membership, and mission in order to update the directory. The directory has been successfully updated for the 2013-2014 year.

Additionally, this year RAAC established a microsite (<http://www2.archivists.org/groups/regional-archival-associations-consortium-raac>), wrote an article on the establishment of RAAC for *Archival Outlook*, and each of its subcommittee chairs has contacted the SAA component group closest to his or her area specialty to discuss short-term goals and potential shared projects. The Education subcommittee was also able to collaborate with the SAA Education Office to offer the upcoming advocacy workshop free of charge to leaders of regionals who are willing to replicate the workshop in their own regions. In addition, RAAC conducted a survey of its members to learn more about the regionals and their expectations for the group. This information was incorporated into RAAC's three-year plan and the subcommittees' goals and has helped direct their initial work.

Please see Appendix 3 for a draft of the RAAC three-year plan. This three-year plan was disseminated to all RAAC representatives for review and comment. Comments received were incorporated into the revised version attached to this report and on the RAAC website. [The RAAC Steering Committee welcomes further comments from the SAA Council.](#)

Over the course of the next few years, RAAC hopes to provide insight into the work being conducted by colleagues leading regionals throughout the nation. RAAC will create resources for members of regionals to share ideas and learn about other regionals' initiatives. On a broader scale, RAAC will foster greater awareness of the achievements of the regionals and the impact they have on our national archival landscape.

The RAAC co-chairs greatly appreciate the support that the SAA office and the Council have provided to help us form RAAC. We look forward to our continued partnership and the work ahead.

Appendix 1: Regional Archival Organizations and Representatives Belonging to RAAC

Multi-State

Conference of Inter-Mountain Archivists - Julia Stringfellow (2013-2014)
Mid-Atlantic Regional Archives Conference - John LeGloahec (2013-2015)
Midwest Archives Conference - Daria Labinsky (2013-2014)
New England Archivists - Tessa Beers (2013-2015)
Northwest Archivists, Inc. - Josh Zimmerman (2013-2014)
Society of Rocky Mountain Archivists - Tim Hawkins (2013-2016)
Society of Southwest Archivists - Amanda Focke (2013-2015)

Statewide

Association of Hawaii Archivists - Gina Vergara-Bautista (2013-2014)
Consortium of Iowa Archivists - Karen Mason (2013-2015)
Kentucky Council on Archives - Anne Ryckbost (2013-2014)
Louisiana Archives and Manuscripts Association - Michelle Riggs (2013-2015)
Maine Archives and Museums - Jessica Skwire Routhier (2013-2014)
Michigan Archival Association - Kristen Chinery (2013-2016)
New Hampshire Archives Group - Brian Burford (2013-2015)
New York Archives Conference - Barb Morley (2013-2014)
Society of Alabama Archivists - Lyn Frasier (2013-2015)
Society of California Archivists - James Eason (2013-2014)
Society of Florida Archivists - Tomaro Taylor (2013-2015)
Society of Georgia Archivists - Lynette Stoudt (2013-2015)
Society of Indiana Archivists - Anne Thomason (2013-2014)
Society of Mississippi Archivists - Jennifer Brannock (2013-2016)
Society of North Carolina Archivists - Rebecca Petersen (2013-2015)
Society of Ohio Archivists - Judith Wiener (2013-2014)
Society of Tennessee Archivists - Kathleen Smith (2013-2015)
South Carolina Archival Association - Beth Bilderback (2013-2014)

Local (City or Regional within a State)

Archivists of Central Texas - Daniel Alonzo (2013-2016)
Archivists of the Houston Area - Lee Pecht (2013-2015)
Archivists Round Table of Metropolitan New York, Inc. - Rachel Chatalbash (2013-2016)
Association of St. Louis Area Archivists - Philip Skroska (2013-2015)
Capital Area Archivists of New York - Michael Martin (2013-2014)
Central Oklahoma Archivists League - Jennifer Day (2013-2015)
Charleston Archives, Libraries and Museum Council - Kathleen Gray (2013-2014)
Chicago Area Archivists - Jessica Farrell (2013-2015)
Cleveland Archival Roundtable - Susan Miller (2013-2014)
Delaware Valley Archivists Group - Leslie O'Neill (2013-2015)
Greater New Orleans Archivists - Rachel Lyons (2013-2014)
Kansas City Area Archivists - Marcella Wiget (2013-2015)
Metro Detroit Archivists League - Casey Westerman (2013-2015)
Miami Valley Archives Roundtable - Lisa Rickey (2013-2015)
Saint Louis Area Religious Archivists - David Miros (2013-2014)
Seattle Area Archivists - Carol Shenk (2013-2014)
Southeastern Wisconsin Archives Group - Brad Houston (2013-2015)
Twin Cities Archives Round Table - Jennifer Johnson (2013-2014)

Appendix 2: Subcommittees

Advocacy Subcommittee (Tessa Beers, New England Archivists, Chair) *Description:* The role of the Advocacy Subcommittee for the Regional Archival Associations Consortium is to develop programs for local associations to advocate for archives and archivists in public forae. The committee will develop a plan for a broad-based archival advocacy program directed at resource allocators, policymakers, and other influencers. The aim of this subcommittee is to reach out to local groups to determine and share local advocacy methods and to compile them into a broad, shared resource, coordinating with SAA groups and establishing formal communication lines for getting advocacy assistance. The Advocacy subcommittee will work closely with the Public Awareness subcommittee to avoid duplication of effort where our stated goals overlap.

Public Awareness Subcommittee (Daniel Alonzo, Archivists of Central Texas, Chair) *Description:* The mission of the Public Awareness Subcommittee is to develop programs and conduct activities that enable regional archival organizations to promote themselves. The subcommittee will assist Regional Archival Associations Consortium members in promoting their regionals at the local, state and national levels and will support the development and/or coordination of promotional and outreach programs and tools for regionals. The Public Awareness subcommittee will work closely with the Advocacy subcommittee to avoid duplication of effort where our stated goals overlap.

Education Subcommittee (Jennifer Brannock, Society of Mississippi Archivists, Chair) *Description:* The Education Subcommittee of the Regional Archival Associations Consortium (RAAC) is charged with sharing information about educational efforts, encouraging collaboration and the sharing of resources. Some of the responsibilities of the subcommittee include: surveying the existing educational programs offered by RAAC members and exploring collaborative methods to promote professional development programs.

Grant Development Subcommittee (Kristen Chinery, Michigan Archival Association, Chair) *Description:* The mission of the Grant Development Subcommittee of the Regional Archival Consortium (RAAC) is to promote grant activities among its participants through collaboration and resource sharing. The subcommittee will explore a wide range of granting opportunities, including foundations, private sources, corporations, and government agencies; foster collaborative grant writing projects among RAAC participants; and assist participants in identifying appropriate grant funding sources.

Disaster Planning and Recovery Subcommittee (Tim Hawkins, Society of Rocky Mountain Archivists, Chair) *Description:* The RAAC Disaster Planning and Recovery Subcommittee will create online resources to facilitate rapid responses to emergency situations encountered by archival repositories. The Subcommittee will work with RAAC participants to provide a network of both regional and national resources that may be quickly and easily accessed. It will also recommend training exercises, such as local workshops and webinars, to aid in emergency preparedness. For an example of online resources available in the Rocky Mountain region go to: <http://www.srmarchivists.org/resources/emergency-resources/>

Regional Organizations Directory Subcommittee (Casey Westerman, Metro Detroit Archivists League, Chair) *Description:* The mission of the Regional Organizations Directory Subcommittee of the RAAC is to update and maintain the [Directory of Archival Organizations in the United States and Canada](#) page of the SAA website. The sub-committee will periodically solicit current information about each organization's leadership, membership, and mission. It is also responsible for adding new member organizations to the directory and, in the cases when an organization has become inactive, removing that group from the list.

Appendix 3: Regional Archival Associations Consortium (RAAC): 3-Year Plan

Broad goals:

- Support information exchange among the leadership of regional organizations and between the regionals and SAA.
- Encourage collaboration among the regionals and between SAA and the regionals.
- Coordinate efforts to streamline actions, reduce costs, and increase services to archivists around the nation.

Year 1 (August 2013-August 2014)

- Support information exchange among the leadership of regional organizations and between the regionals and SAA.
 - Establish listserv.
 - Create RAAC website for information sharing.
 - Update directory of regional organizations on SAA website.
- Encourage collaboration among the regionals and between SAA and the regionals.
 - Each subcommittee chair contacts the SAA component group closest to his or her area specialty to discuss short term goals and potential shared projects.
 - Write article for *Archival Outlook's* July/August issue re: the RAAC.
- Coordinate efforts to streamline actions, reduce costs, and increase services to archivists around the nation.
 - Form subcommittees--Advocacy, Education, Public Awareness, Grant Development, and Disaster Planning and Recovery--with chairs from Steering Committee and members comprised from general RAAC representatives, and establish short term goals.
 - Complete survey of RAAC members (March 2014) to further inform the short-term goals of each subcommittee.

Year 2 (August 2014-August 2015)

- Support information exchange among the leadership of regional organizations and between the regionals and SAA.
 - Maintain the RAAC listserv and website.
 - Update directory of regional organizations on SAA website.
 - Education: develop a platform to share regionals' educational PowerPoints, handouts, and ideas.
 - Grant Development: develop an online resource that will make regionals and their members aware of grant opportunities at the federal and regional level.
 - Disaster Planning and Recovery: Identify disaster planning and recovery resources in all regionals across the United States in order to create online resource.

- Encourage collaboration among the regionals and between SAA and the regionals.
 - Advocacy: Establish formal communication lines for regionals to report local advocacy issues to SAA and to ask for advocacy assistance, including coordination with the Committee on Advocacy and Public Policy.
 - Public Awareness: Write articles for various venues across the country about the RAAC and specific regionals to highlight activities and significance.
- Coordinate efforts to streamline actions, reduce costs, and increase services to archivists around the nation.
 - Build on the knowledge gained by the Year 1 member survey and take any possible actions.
 - Public Awareness: support the development and/or coordination of promotional and outreach programs and tools for regionals.

Year 3 (August 2015-August 2016)

- Support information exchange among the leadership of regional organizations and between the regionals and SAA.
 - Maintain the RAAC listserv and website.
 - Update directory of Regional Organizations on SAA website.
 - One day (or ¾ day) symposium at SAA 2015 (Wednesday preferred) dedicated to the regionals; this symposium will become a biennial event.
- Encourage collaboration among the regionals and between SAA and the regionals.
 - Advocacy: Building on the established formal communication lines, address an advocacy issue which has come out of regionals' awareness by collaborating on an article / blog post or other appropriate written form of advocacy.
- Coordinate efforts to streamline actions, reduce costs, and increase services to archivists around the nation.
 - Education: Explore the possibility of sharing a regional's educational effort with members of the other regionals, such as opening a regional's low cost webinar to other regionals.
 - Grant Development: foster collaborative grant writing projects among RAAC participants.
 - Public Awareness: support the development and/or coordination of promotional and outreach programs and tools for regionals.
 - Disaster Planning and Recovery: Based on RAAC's online resource identifying the disaster planning and recovery resources in all regionals across the United States, publish an article / blog post / listserv message for regionals to use as reminders to their memberships.