

**Society of American Archivists
Council Meeting
August 17–18, 2015
Renaissance Cleveland Hotel
Cleveland, Ohio**

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

For information about development of the education sessions for the 2015 Annual Meeting, see the Program Committee’s interim report to the January 2015 Council conference call.¹ A final report is expected for the November 2015 Council meeting. For more details about conference planning as well as progress made toward the Council-adopted “Principles and Priorities for Continuously Improving the SAA Annual Meeting,” see my report to the May 2015 Council meeting.²

Registration

As of the close of Advance registration on July 22, we had registered 1,525 “full paid” attendees (compared with 2,001 in 2014, 1,454 in 2013, and 1,349 in 2012) and 63 one-day attendees. The budgeted paid attendance at the conference is 1,700.

Exhibits/Sponsors

Thanks to the outstanding efforts of staff member Carlos Salgado, we have sold 61 booths in the Exhibit Hall for a total of more than \$103,000 in exhibits revenue. In addition, SAA is benefiting from sponsorship revenue of \$37,000 from two Silver Sponsors (Atlas Systems and Preservica) and two long-time sponsors (Hollinger Metal Edge and Preservation Technologies) and from advertising in the Preliminary and Onsite programs totaling more than \$14,000. We are grateful to our industry partners for their support, which is one factor that has enabled us to maintain our early-bird member registration fee at the same level for the past six years.

Conference Communication

Since its “go live” date of March 18, the 2015 Host Committee blog has tempted prospective attendees with all things Cleveland (with an emphasis on culture, food, and brews). Many tweets and Facebook posts have commented on the wonderful information provided in the blog. The Committee has relentlessly added to the blog every day for the

¹ <http://www2.archivists.org/sites/all/files/0115-CC-III-J-2015ProgComm.pdf>

² <http://www2.archivists.org/sites/all/files/0515-VII-E-5-AnnMtg.pdf>

past month! In addition, the Committee arranged for two service projects: 1) for Shoes and Clothes for Kids (SC4K), attendees will have the opportunity to volunteer at the SC4K facility to assist with sorting and/or to make a donation at the SC4K table in the Convention Center and 2) for the Cleveland Animal Protective League we have set up a donation box in the Registration area for items for the shelter.

We launched the mobile web version of the conference website in April with the opening of registration. As Matt notes in V-E-6-Tech, “This is our third year using Sched.org for the online schedule, and our second year offering the native app for iOS and Android. The native app is available two weeks prior to the first day of the Annual Meeting.”

We once again included on the conference registration form an opt-out option for the print Onsite Program. As last year, nearly 10% of registrants opted out and we were able to reduce our print run (and carbon footprint) accordingly.

We have continued to negotiate for lower prices for access to recorded sessions. Last year we provided MP3 files of all recorded sessions for just \$29.99 for members, \$39.99 for nonmembers (compared with \$149 for a CD of all sessions in previous years.) In 2015 we are offering the MP3 files of all recorded sessions for \$19.99 for SAA members and \$29.99 for nonmembers.

Child Care Options

For the meeting in Cleveland, 17 individuals checked the box on the registration form to ask for additional information. We made direct voice contact via phone with 11 individuals, one of whom indicated that he had checked the wrong box, one of whom said that she would not need child care center services but may need a babysitter, and 10 of whom indicated that they will not need child care on site at the conference. The remaining six attendees did not respond to two voice-mail messages (from Jeanette Spears) and one email message (from me). We made the decision on July 23 not to offer a child care center or organized co-op in Cleveland, but will respond, per SAA’s policy, to requests for reimbursement. On that day I informed (via email) each of the individuals who asked for more information and sent a similar message notifying the chair and vice chair of the Women Archivists Roundtable. We will continue to explore interest and options for future conferences.

“Affiliate” Meetings

We have seen an upswing in the number of meetings of “affiliated organizations” held in conjunction with the SAA Annual Meeting. In Cleveland we will accommodate 17 such groups, ranging from the Hydra Archivists Interest Group to the CALALM focus group. We’re delighted to see that “SAA” is a conference that is viewed as central to the profession, but are also concerned that sometime soon we likely will reach a tipping point of how many affiliate groups we are able to accommodate.

As always, I welcome your comments and questions.