

**Society of American Archivists
Council Meeting
August 6, 2016
Hilton Atlanta, Atlanta, Georgia**

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 Nancy McGovern called the meeting to order at 1:10 p.m. on Saturday, August 6. Present were Vice President Tanya Zanish-Belcher; Treasurer Cheryl Stadel-Bevans; Executive Committee Member Rachel Vagts; Council members Amy Cooper Cary, Courtney Chartier, Kris Kiesling, Erin Lawrimore, and Bertram Lyons; and SAA Executive Director Nancy Beaumont, Finance/Administration Director Peter Carlson, Web and IT Administrator Matt Black, and Governance Coordinator Felicia Owens. Absent were Council members Pam Hackbart-Dean, Bergis Jules, and Michelle Light.

Guests were Immediate Past President Dennis Meissner, 2017 Program Committee Chair Terry Baxter, and Laura Litwer (University of South Carolina).

I. COUNCIL BUSINESS

A. Adoption of the Agenda

McGovern introduced and the Council adopted the agenda. (**MOTION 1**)

Move: Stadel Bevans

Second: Vagts

Vote: PASSED (Unanimous)

B. Introduction of New Council Members

McGovern welcomed the newly elected Council members and introductions were made around the table. Each Council member briefly discussed what s/he was most looking forward to working on with the Council in the coming year.

II. CONSENT AGENDA

No items were considered via a Consent agenda.

III. ACTION ITEMS

No action items were brought forward.

A. Other Action Items from Council Members

No other action items were brought forward.

B. Executive Session (as needed)

The Council did not hold an executive session.

IV. DISCUSSION ITEMS

A. 2017 Program Committee Update

2017 Program Committee Chair Terry Baxter provided a brief overview of the Committee's recent actions and next steps in planning for the conference in Portland. The call for session proposals was released at the end of July and will be open through November 18, 2016. Baxter highlighted preliminary details for the new Saturday program on "Liberating the Archives," at which the Committee hopes SAA members and community leaders can collaborate and discuss important aspects of diversity and inclusion.

B. Plans for November 2016 and May 2017 Council Meetings

The November 2016 meeting will be held in Chicago from Monday, November 14, through Wednesday, November 16. McGovern and Beaumont are working to schedule a facilitator for annual review of the Strategic Plan. The Council also discussed potential dates for the May 2017 meeting.

C. Other Discussion Items from Council Members

Kiesling noted that one of her liaison groups requested a discussion list just for web liaisons to help each other with the microsites and other related questions. Staff will work on creating this new discussion list and communicating with groups to determine who they would like added.

V. REPORTS

No reports were submitted.

A. TBD

No other reports were brought forward.

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

B.1. 2016 Joint Annual Meeting Feedback

McGovern led a debriefing on the 2016 Joint Annual Meeting, asking Council members to share what they heard throughout the week.

Beaumont brought forward a sensitive Code of Conduct violation. On Saturday morning, SAA staff found a hate flyer on the ribbons table that degrading the transgender and non-binary communities and mocked the #I'llGoWithYou ribbons distributed at the table. Council members agreed that this was a violation of the Code of Conduct and must be addressed. McGovern agreed to draft a statement to be reviewed and signed by the full Council and to be sent to all members.

Black noted that all members are encouraged to complete the *ARCHIVES*RECORDS* 2016 Evaluation Form [here](#).

B.2. Try 5 Initiative

McGovern noted that she will be introducing a new initiative for her presidential year. The Try 5 Initiative aims to encourage members to try five new technical skills this year, whether that is testing a new tool, researching how a machine works, or installing new software. Members are encouraged to share their Try 5 accomplishments on social media (#Try5SAA), locally with brown bag lunches or presentations, or anywhere else within and among the SAA community. The initiative will launch in September.

I. COUNCIL BUSINESS (Continued)

C. Adjournment

Chartier moved and Stadel-Bevans seconded adjournment. The meeting was adjourned at 2:23 p.m. by unanimous consent of those present (**MOTION 2**).