

**Society of American Archivists Foundation
Board of Directors Meeting
August 3, 2016
Atlanta, Georgia**

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

Activities in the SAA Foundation office since the May 2016 Board meeting have included:

- Implementation of the [Day of Giving Campaign](#) on June 20. More than 90 donors participated – 35 of them new donors! – and contributions totaled more than \$12,700, of which a bit more than \$10,300 was designated for the Mosaic Scholarship Fund. We learned a lot about implementation of this sort of social-media-based campaign and will apply those lessons going forward (e.g., for such efforts as Giving Tuesday, MayDay, and Day of Giving 2017 and beyond). Immediately before departing for *ARCHIVES*RECORDS 2016*, we mailed postcard “thank you” notes to the Day of Giving contributors. We chose this method of providing a thank you (and an amount-specific receipt) so that we could link the note—graphically—to the campaign. This, too, may serve as a model for future campaigns.
- Preparation of promotional materials and logistics for the Foundation-sponsored Rosa Parks’s Featherlite Peanut Butter Pancakes and coffee break in the *ARCHIVES*RECORDS 2016* Expo Hall on Friday, August 5, from 8:30 to 9:30 am. Promotional materials include a house ad in the print Onsite Program and a flyer for distribution from various venues (e.g., the Foundation table on Level 2, the Office Hours booth during the Foundation’s Office Hours on Thursday from 6:00 to 7:00 pm and on Friday from 8:30 to 9:30 am). Office Hours will be held in Booths 709-713.
- Preparation of the year-end financial statements. (See Agenda Item III.A.) Peter Carlson’s time throughout this period has been taken up with year-end close and preparation for the annual audit.
- Review and discussion of the action items prepared for this Board meeting: Approval of the 2016-2017 Development Plan (II-A) and Approval of Grant Processing Procedures (II-C-1) and Grant Application Process and Guidelines (II-C-2).
- Vetting of potential candidates for positions on the Board of Directors.

As always, I welcome your questions, ideas, and suggestions.