

**Society of American Archivists
Council Meeting
August 13, 2018
Washington, DC**

**Report: SAA Foundation Board of Directors
(Prepared by SAAF President Scott Cline)**

It has been an honor to serve as President of the Society of American Archivists Foundation this year and to attempt, in some way, to build on the legacy of the Foundation's first president, Fynnette Eaton, who led the organization for five years.

Programs/Projects

Strategic Growth Grants. The Foundation Board awarded eight strategic growth grants for the 2018-2019 cycle, totaling \$31,023. The Foundation first awarded these grants in 2016-2017. We awarded one grant in 2016 and two grants in 2017 – and we are very excited by the recent growth in applications!

NDRFA Grants. SAA and the Society of Southwest Archivists joined forces in 2005 to establish what is now the National Disaster Recovery Fund for Archives. In response to last year's hurricanes in the Caribbean the Foundation, since November, has awarded nine grants totaling \$37,086. Grant recipients are:

- The Department of Cultural Affairs of the Autonomous Municipality of Caguas, Puerto Rico (\$1,896);
- Autonomous Municipality of Toa Baja, Puerto Rico (\$4,300);
- Galería 8 of the National Archives of Mexico (\$2,500);
- Historical Archives of the Luis Muñoz Marín Foundation, Puerto Rico (\$5,000);
- St. Thomas Historical Trust Museum, U.S. Virgin Islands (\$3,500);
- La Casa del Libro Book Museum, Puerto Rico (\$4,950);
- University of Puerto Rico at Bayamón (\$4,940);
- Government of the United States Virgin Islands Department of Planning and Natural Resources Division of Libraries, Archives, and Museums (\$5,000); and
- Library Foundation Rafael Hernández Colón, Puerto Rico (\$5,000).

Travel Award. At the November 2017 meeting, the Board approved a pilot program that provided for ten \$1,000 travel awards for SAA members to the 2018 Joint Annual Meeting. A task force comprising Dennis Meissner, Becky Haglund Tousey, and Gina Minks drafted and the Board adopted procedures for applicants and for the award decision-making process. A committee to review applications was established that included the task force members and

Council member Steven Booth, who was appointed by SAA President Tanya Zanish-Belcher. Nearly 70 SAA members applied for the Travel Award; the ten finalists were:

Dakota Cotton	Patricia Delara
Jennifer A. Follen	Darra Hofman
Joyce Joseph	Irene Lule
Pamela McClanahan	Michelle Sigiel
Jenna Stout	(Carolina) Cassie Swayze

Archival Outlook. The Foundation is gearing up its outreach efforts, including a presence in each issue of *Archival Outlook*. In the four issues published since November, *AO* has published 1) a list of donors, 2) an article about the eight strategic grants being funded, 3) a full-page announcement of the Travel Award, and 4) an article about our planned giving initiative.

Awards and Scholarships. The Foundation manages the funds required to administer SAA's dynamic awards program. This program requires little input from the Foundation Board, as the SAA Awards Committee manages the application and review processes for awards and scholarships.

Donations: The Foundation conducted two appeals during the past nine months. The year-end appeal in December elicited 138 gifts totaling \$23,254.58. The Day of Giving appeal in June raised \$12,281 from 79 donors, including a substantial match from the Foundation Board members.

Calls to Donors. The Board made a decision to make personal thank you calls to donors who give \$100 or more to the Foundation. Board President Scott Cline, Vice-President Margery Sly, and Board member Michele Pacifico have been making calls.

Governance

Budget Approval. The Board approved the Foundation budget in July 2018. Budget discussion items before the Board at the August meeting may require minor revisions to the adopted budget. These issues include a final decision on the 2018-2019 payout which will affect the amount of funding available for grants, whether we can continue the Annual Meeting Travel Awards, and possible consultant services for the Development Committee.

Nominating Committee. The Nominating Committee developed procedures for nominating Board members and set about the task of putting together a slate of four (two returning members and two new members) for election by the SAA Council. Fynnette Eaton and Gina Minks were reelected to the Board, and JoyEllen Freeman and Angelique Richardson will be seated as Class B members this August.

Committee Descriptions. I worked with the respective committee members and staff to make all Committee descriptions congruent and ensure they match the current practices and functioning of each committee. The descriptions went to the Board for discussion and vote on July 25.

Development Committee. The changes include an increase in the number of members, appointment of three members from outside the Board, and the recognition that the Committee is taking on an outreach function.

Finance Committee. The only change in this description relates to the length of terms designed to give more flexibility in appointments.

Grant Review Committee. The primary change in this description allows the President to appoint one Committee member from outside the Board.

NDRFA Committee. There was no full description of this Committee. Felicia Owens crafted the new description, which formally establishes the Foundation Treasurer as the representative from the Board to the Committee.

Conflict of Interest Policy. One of our grant applications raised a conflict of interest concern. The Board held a conference call to discuss the grant and the Foundation's COI statement. The Grant Review Committee and Foundation staff have proposed a new COI statement that the Board will vote on by the end of August.

Other/Planning

Many of the actions noted above were generated or aided by a planning meeting held in Chicago in February involving President Scott Cline, Vice-President Margery Sly, and Executive Director Nancy Beaumont. The topics discussed were wide ranging and included:

- How to select the new Travel Award winners and disperse funds to them,
- Preparing an announcement for the Travel Awards,
- Planned giving and other Development Committee issues,
- Budget priorities,
- Outreach as a role for the Development Committee,
- The Foundation Board nomination process,
- The need for slightly revised committee descriptions (especially the Development Committee and NDFRA Committee), and
- Preliminary discussion of the August meeting agenda.

A detailed report of this meeting was sent to the Foundation Board in late February.

Thank You

Speaking personally—and I believe on behalf of the Foundation Board—I am indebted to the SAA Foundation staff who have made our work so much easier than it might otherwise have been. Especially Nancy Beaumont, Felicia Owens, Peter Carlson, Abigail Christian, and Matt Black have provided excellent advice and service to the Foundation. SAA and the Foundation are, indeed, fortunate to work with and benefit from these professionals.