

**Society of American Archivists Foundation
Board of Directors Meeting
August 15, 2018
Washington, DC**

Written background report for discussion and possible action.
* Written report, with discussion and clarification only as needed.

*** PLEASE READ ALL MATERIALS IN ADVANCE OF THE MEETING***

WEDNESDAY, August 15 7:00 PM – 9:00 PM * Marriott Wardman Park		
I.	BOARD BUSINESS	
	A. Adoption of the Agenda (0818-SAAF-I-A-Agenda) #	Cline
	B. Acknowledge Retiring and Incoming Board Members	Cline
	C. Reference: 1. November 2017 Board Minutes (Approved December 2017) 2. SAA Foundation Bylaws	Cline
	D. Consent Agenda: 1. Board Interim Actions (0818-SAAF-I-D-1-InterimActions) #	Cline
	E. Review of SAAF Action List	Cline
II.	ACTION	
	A. Revisions to Grant Guidelines 1. Application Guidelines (0818-SAAF-II-A-1-GrantAppGuidelines) # 2. Evaluation Procedures (0818-SAAF-II-A-2-GrantEvalProc) #	Cline
	B. Election of Officers (0818-SAAF-II-B-ElectOfficers) #	Zanish-Belcher
	C. Committee Assignments (0818-SAAF-II-C-CommAssign) # 1. Development Committee 2. Finance Committee 3. Grant Review Committee 4. Nominating Committee	Cline
	D. Other Action Items from Board Members	Cline

III.	DISCUSSION	
	A. FY 2019 Budget Possible Amendments (0818-SAAF-III-A-FY19Budget) # 1. Payout Rate 2. Travel Awards Program 3. Development Committee Consultant, Work Plan	Stadel-Bevans/ Carlson
	B. Caregiver Travel Award Proposal (0818-SAAF-III-B-CaregiverTravelAward) #	Cline
	C. Allocation of Proceeds from SAA T-Shirt Sales (Verbal)	Cline
	D. 2018 Joint Annual Meeting Activities 1. SAAF Table / Office Hours 2. Handouts 3. Donor Acknowledgment	Sly/Beaumont
	E. Other Discussion Items from Board Members	Cline
IV.	REPORTS	
	A. President (0818-SAAF-IV-A-Prez) *	Cline
	B. Vice President (0818-SAAF-IV-B-VP) *	Sly
	C. Treasurer: FY18 Financials (0818-SAAF-IV-C-FinRevFY18) * [June preliminary close]	Stadel-Bevans/ Carlson
	D. Executive Director (0818-SAAF-IV-D-ExecDir) *	Beaumont
	E. Nominating Committee (0818-SAAF-IV-E-NomComm) *	Meissner
	F. Grant Review Committee (0818-SAAF-IV-F-GrantRevComm) *	Cline
	G. NDRFA Review Committee (0818-SAAF-IV-G-NDRFARevComm) *	Cline
	H. FY 2018 Donor Report 1. Gifts by Fund and Class (0818-SAAF-IV-H-1-GiftsbyFundClass) * 2. Gifts by Donor (0818-SAAF-IV-H-2-Gifts by Donor) * [CONF]	Stadel-Bevans/ Carlson
I.	BOARD BUSINESS (Continued)	
	F. 2018-2019 Conflict of Interest Forms	Beaumont
	G. Date of Next Board Meeting	Owens
	H. Adjournment	Cline