

**Society of American Archivists
Council Meeting
August 6, 2019
Austin, Texas**

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 Meredith Evans called the meeting to order at 8:01 a.m. on Tuesday, August 6. Present were Vice President/President-Elect Rachel Vagts; Treasurer Amy Fitch; Executive Committee Member Audra Eagle Yun; Council members Steven Booth, Eric Chin, Melissa Gonzales, Brenda Gunn, Petrina Jackson, Ricardo Punzalan, Mario Ramirez, and Meg Tuomala; and SAA Executive Director Nancy Beaumont, Publications Director Teresa Brinati, Finance/Administration Director Peter Carlson, Education Director Rana Hutchinson Salzman, Information Systems Administrator Matt Black, and Governance Manager Felicia Owens.

I. COUNCIL BUSINESS

A. Adoption of the Agenda

Evans introduced the agenda. Fitch moved adoption of the agenda, Tuomala seconded, and the agenda was adopted unanimously (**MOTION 1**).

B. Conflict of Interest Statements

All Council members completed conflict-of-interest statements for the 2019-2020 term.

C. Announcements

Council members and staff shared anecdotal feedback from the 2019 Joint Annual Meeting.

II. ACTION ITEMS

A. American Archivist Article

The Council reviewed comments received from various leaders, members, and attendees regarding the Council's decision to cancel the *American Archivist* Brown Bag Lunch that was scheduled for the Austin conference to discuss an upcoming article in the journal. The Council received and discussed a proposed plan from the Editor and Editorial Board that suggested a

review of various editorial processes as well as next steps for the publication of the article and related content in an upcoming issue of the *American Archivist*. The Council then approved an in-person meeting of the Editorial Board in Chicago in the fall to facilitate this work.

MOTION 2

THAT funding for an in-person meeting of the *American Archivist* Editorial Board in fall 2019 be approved.

Move: Vagts

Second: Gunn

Vote: PASSED

Support Statement: The *American Archivist* Editorial Board and the journal itself would benefit from an in-person meeting of the Board at which members would focus on reviewing and revising guidelines for authors and reviewers to ensure clear communication of expectations.

Fiscal Impact: Approximately \$10,000 to support travel, hotel rooms, meeting space, and food and beverage for a multi-day meeting of the full Editorial Board.

III. DISCUSSION ITEMS

A. Fall Council Meeting Dates, Periodic Conference Calls

The Council agreed to finalize the fall/winter meeting date as soon as possible after the 2019 Joint Annual Meeting. Evans noted that the Council will likely meet by conference call in late September or October for a regular check in.

B. Other Discussion Items from Council Members

No other discussion items were brought forward.

IV. REPORTS

Reports are discussed by the Council only as needed and generally are not summarized in the minutes (with the exception of the Executive Committee report, which details interim actions of the Executive Committee). They do, however, 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 <http://www2.archivists.org/governance/reports>.

A. Committee on Public Policy Update

Yun and Beaumont agreed to connect after the meeting to discuss questions and updates from the Committee on Public Policy.

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

No additional reports were brought forward.

I. COUNCIL BUSINESS (continued)

D. Adjournment

Punzalan moved adjournment, Tuomala seconded, and the Council meeting was adjourned by unanimous consent at 9:11 a.m. on Tuesday, August 6.