

**Society of American Archivists  
Council Meeting  
August 2, 2021  
Virtual Meeting**

*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 Rachel Vagts called the meeting to order at 1:07 p.m. CT on Monday, August 2. Present were Vice President Courtney Chartier; Treasurer Amy Fitch; Executive Committee Member Melissa Gonzales; Council members Eric Chin, Stephen Curley, Petrina Jackson, Derek Mosley, Ricardo Punzalan, Mario Ramirez, and Meg Tuomala; and SAA Executive Director Jacqueline Price Osafo, outgoing Executive Director Nancy Beaumont, Finance/Administration Director Peter Carlson, Education Director Rana Hutchinson Salzmann, Information Systems Administrator Matt Black, and Governance Manager Felicia Owens.

Guests included incoming SAA Vice President/President-Elect Terry Baxter, incoming Treasurer Sharmila Bhatia, and incoming Council members Jasmine Jones, Dominique Luster, and Tonia Sutherland.

Unable to attend were Director of Publishing Teresa Brinati and Council member Rachel Winston.

## **I. COUNCIL BUSINESS**

### **A. [Adoption of the Agenda](#)**

Vagts introduced the agenda. Ramirez moved adoption of the agenda as revised, Mosley seconded, and the agenda was adopted unanimously (**MOTION 1**).

### **B. Status of Council To Do List**

Council members briefly reviewed and provided updates on the status of actions listed in this internal working document.

## **II. CONSENT AGENDA**

The following items were adopted by consent (**MOTION 2**).

**Move Consent Items:** Mosley  
**Second Consent Items:** Gonzales  
**Vote:** PASSED (unanimous)

**A. Ratify Council Interim Actions**

**THAT the following interim actions taken by the Council between June 14 and July 27, 2021, be ratified:**

- Approved the Fiscal Year 2022 Proposed Budget, as submitted by the Finance Committee and staff and modified by the Council, with revenues of \$2,200,145, expenses of \$2,242,768, and a projected net loss of \$42,623. (June 15, 2021)
- Elected the following individuals to serve as Class B members to the SAA Foundation Board: Robert Clark, Elizabeth Joffrion, Elizabeth Myers, and Gerriane Schaad for three-year terms, and re-elected Gina Minks for a two-year term. (Appendix) (June 23, 2021)
- Approved the minutes for the May 14, 17, 19, 21, 2021, and June 11, 2021, Council virtual meetings. (July 27, 2021)

**B.1. Approve Section Standing Rules Revisions: Acquisitions and Appraisal Section**

**THAT the following revisions to the Acquisitions and Appraisal Section Standing Rules be approved (additions=underline, deletions=strike through):**

**Society of American Archivists**  
**Accessioning, Acquisitions, & Appraisal Section**  
**STANDING RULES**

**I. Purpose**

The purpose of the Accessioning, Acquisitions, & Appraisal Section of the Society of American Archivists (SAA) is to provide a forum for discussion of issues and interests pertaining to the accessioning, acquisition, and appraisal of public records, private papers, and other archival or manuscript collections.

**II. Membership**

Membership in the Accessioning, Acquisitions, and Appraisal Section (Section) is open to any member of SAA in good standing.

**III. Goals and Objectives**

- To encourage active participation from archives workers performing all facets of accessioning and acquisitions work, including appraisal, selection and curatorial duties, packing and

transportation of collection materials, iterative archival description, legal and financial documentation, donor and bookseller relations, collection stabilization, and space management.

- To increase visibility within the profession for individuals and organizations performing accessioning and acquisitions work.
- To serve as a supportive and responsive community for individuals performing the complex labor and relationship maintenance required to perform accessioning and acquisitions work.
- To create, compile, and promote best practices, tools, scholarship, and other resources that can be used to improve accessioning and acquisitions work for individuals and for the profession at large.
- To support and engage with members from other SAA sections and with individuals throughout the field.

### III. Governance

A. These standing rules of the Accessioning, Acquisitions, & Appraisal Section shall serve as a supplement to the SAA Section Bylaws, which govern all SAA sections. Please refer to Section IX. Sections of the SAA Governance Manual for information on membership, section election procedures, reporting requirements, and more.

#### B. Officers

1. Officers of the Accessioning, Acquisitions, & Appraisal Section consist of a Chair, Vice Chair/Chair Elect, and Immediate Past Chair. A new Vice Chair/Chair Elect is elected each year and serves for one year as Vice Chair, succeeding automatically to the office of Chair for the subsequent year. At the end of the year of service as Chair, the incumbent serves as the Immediate Past Chair.

#### C. Duties of Officers

1. The Chair presides at meetings of the Section and the Steering Committee; with other officers, sets the Section's agenda for the year; appoints Section committees as needed; and represents the Section in its relations with SAA in general and with SAA Council and other groups within SAA. The Chair serves a one-year term.
2. The Vice Chair/Chair-Elect serves as acting Chair in the absence of the Chair; takes minutes at Section meetings; produces/oversees communications with the Section, and organizes the program in conjunction with the Steering Committee for the annual Section meeting. The Vice Chair/Chair-Elect serves a one-year term.
3. The Immediate Past Chair takes minutes at the steering committee meeting held during the SAA Annual Meeting; coordinates preparation of the annual report of Section activities from his or her service as chair and submits report to SAA by the required date; acts as Chair of the Section's Nominating Committee; and is responsible for publishing electronic ballots and announcing the results of the balloting once the results are received from the online election. The Immediate Past Chair serves a one-year term.

### IV. Steering Committee

- A. The Steering Committee is composed of seven members: the Chair, Vice-Chair/Chair-Elect, Immediate Past Chair; and four At-Large Members.
- B. At-Large Members each serve terms of two years, with two new members being elected via an online ballot system provided by the SAA staff prior to the annual meeting. Additional members may be appointed by the Section Chair in consultation with the Steering Committee if unexpired terms need to be filled. The election cycle is intentionally staggered for continuity on the steering committee.

- C. A member may be re-elected but may not serve more than two terms as an At-Large Member. If a member is filling an unexpired term, the term shall be considered a whole term if its length is more than one year.
- D. At the request of the Chair, At-Large members may serve on the Nominating Committee, assist in planning the section meeting program, serve on or chair standing or ad hoc committees, or other responsibilities as assigned.

#### IV. Election of Officers and Steering Committee

- A. Only members of SAA and the Section may be nominated to serve as officers or steering committee members. Only members of the Section may vote.
- B. The Nominating Committee consists of the Immediate Past Chair of the Section (serving as Chair of the committee) and the two At-Large Members of the Steering Committee whose terms are not expiring at the conclusion of the next annual meeting.
- C. The Nominating Committee calls for nominations at least one month prior to the SA deadline for submitting ballot information. All persons whose names are submitted to the Committee or proposed by the Committee itself shall be considered nominees if they agree to have their names placed in nomination and are members of SAA and the Section.
- D. The Nominating Committee ensures that there is at least one nominee for Vice Chair/Chair-Elect and that the number of nominees for the Steering Committee is not less than the number of positions to be filled. If there is no nominee for Vice Chair/Chair-Elect, write-ins will be accepted during the voting process. If no clear winner emerges, the chair may appoint a Vice Chair/Chair-Elect from the ranks of the Steering Committee.
- E. The Nominating Committee announces the nominees through the Section email discussion list and in other forms of communication that will reach all Section members prior to the annual meeting.
- F. Elections shall be conducted online with the assistance of the SAA staff and in accordance with guidelines for section elections as specified in [Section IX. Sections](#) of the SAA Governance Manual. Availability of the online ballot and deadline for voting shall be announced by the Section's Immediate Past Chair to all Section members via the Section's official email discussion list and website.
- G. Election winners are determined by the majority of votes cast by the deadline. The Nominating Committee verifies results and the committee chair (Immediate Past Chair of the Section) announces the results at the annual Section meeting. If an election results in a tie, the Committee conducts a runoff election at the annual Section meeting. For the benefit of those unable to attend the annual meeting, results shall also be announced via the Section email discussion list as soon as possible at or immediately after the annual meeting.
- H. Elected officers and Steering Committee members assume office by the end of the annual meeting.
- I. Vacancies in Steering Committee terms will be addressed in the following ways:
  - 1. In the case of vacancy in the office of Chair, the Vice Chair/Chair-Elect shall assume the office and duties of Chair.
  - 2. In the case of vacancy in the office of Vice Chair/Chair-Elect, the office shall remain vacant until a new Chair and Vice Chair/Chair-Elect are elected via an online ballot system provided by the SAA staff. In the interim between vacancy and election, the Chair shall assume the duties of the Vice Chair/Chair-Elect, although the Chair may ask Steering Committee members to assist in fulfilling the duties of the Vice Chair/Chair-Elect.
  - 3. In the case of vacancy in the office of Immediate Past Chair, the Steering Committee shall appoint a replacement from among its members.

4. In the case of vacancy of At-Large Members, the Section Chair in consultation with the Steering Committee shall appoint a replacement, who shall serve to the end of the unexpired term.

## **V. Web Liaison and Section Intern**

- A. The Web Liaison is appointed by the Chair and approved by the Steering Committee, and cannot be a current Steering Committee member.
  1. The Web Liaison serves three years, but the term can be renewed indefinitely until another appointee is identified and approved.
  2. The Web Liaison updates and maintains the Section's official microsite in accordance with the *Uniform Guidelines for SAA Websites and Online Communications*. This person also works collaboratively with the Section Intern and Section leadership to update and maintain any additional Section-related communication streams, including social media channels, in accordance with the *SAA Guidelines on Component Group Use of Social Media and External Websites*.
- B. The Section Intern is appointed by the Chair and approved by the Steering Committee.
  1. The Intern may be chosen from SAA's internship applications or from a separate call made by the Section leadership.
  2. The Section Intern serves one year, but the term may be renewed if another appointee is not identified or approved.
  3. The Section Intern may work collaboratively with the Steering Committee on special projects, in addition to participating in Steering Committee conference calls and/or helping with subcommittee business. Work conducted by the Section Intern should not take more than 10 hours/month and will be mutually agreed upon between the Intern and the Steering Committee.
  4. The Section Intern is encouraged but not required to attend the annual meeting.

## **VI. Subcommittees**

- A. Subcommittees may be formed by Section leadership for the development of Section projects or activities.
- B. These Subcommittees may be standing or ad hoc.
- C. Determined annually by Section leadership, Subcommittees may be open to the general Section membership; if so, two Steering Committee members will serve as Subcommittee Chairs to guide the work of the Subcommittee.

## **VII. Communications**

- A. The Section will maintain up-to-date information through the Section component group website (microsite) provided by SAA. As per the SAA Governance Manual, Section information on the website will include at a minimum: statement of purpose and current goals, standing rules, duties of Section officers, and current members and activities given in the annual report.
- B. The Section will also provide members with communications through the email discussion list provided by SAA, including messages regarding Section election nominations, election results, Steering Committee meeting minutes, and the annual report of the Section produced following the Annual Meeting that is submitted by the SAA deadline. The email discussion list may also be used throughout the year to further communicate to members about Section and SAA activities and projects.
- C. Communications may also be made by the Section through external websites and social media accounts.

- D. All communication outlets used by the Section will follow the *SAA Uniform Guidelines for SAA Websites and Online Communications*, and their management (e.g. passwords) will be held by the Steering committee to be transferred yearly (or on an as-needed basis) to incoming and ongoing officers, committee members, and Web Liaison during the annual meeting.

## IX. Meetings

- A. The Section meets once a year at the SAA Annual Meeting at the time and place scheduled by the SAA executive office. A Steering Committee meeting is usually held during the SAA Annual Meeting.
- B. The Steering Committee shall meet at least four times annually.
- C. Minutes of meetings are made available to Section members through the component group website as well as communicated through the email discussion list. See also Section VII. Communications.

## X. Amendment

- A. Any member of the Section may propose amendments to these standing rules. Proposed amendments must be submitted in writing to the Chair.
- B. Proposed amendments must be approved by a simple majority of the Steering Committee.
- C. Proposed amendments are submitted by the Section Chair to the SAA Executive Director and the Section's Council Liaison by the deadline set by SAA for review, prior to a vote by the Section membership.
- D. Voting by the membership is conducted at the same time as the annual Section election, and proposed revisions to the standing rules are included on the election ballot. Communication regarding voting on the proposed standing rules amendments shall be included in election announcements and follow election procedures (see also Section V. Election of Officers and Steering Committee). Proposed amendments to the standing rules are approved by simple majority vote of the membership.
- E. Following the vote, any adopted amendments are updated to the Section's standing rules available on the component group website as well as documented in the Section's next annual report to the SAA Council.
- F. Revisions to the Section name or mission/description must also be submitted to SAA Council for final approval.
- G. Procedures for carrying out revisions to the standing rules must be in accordance with the SAA Governance Manual.

## XI. Enactment

The standing rules were most recently updated by Section vote in 2018.  
*Updated per the [member affinity group transition](#) approved by the Council, August 2016.*

**Support Statement:** Adopting these changes to the Acquisitions and Appraisal Section Standing Rules provides an opportunity for SAA members to connect and discuss topics related to the accessioning in an established community.

**Impact on Strategic Priorities:** Adopting these changes supports goals #2.4 (Foster communities for professional interaction), #4.1 (Facilitate effective communication with and among members), and #4.2 (Create opportunities for members to participate fully in the association) of SAA's 2020-2022 Strategic Plan.

## **B.2. Approve Section Standing Rules Revisions: Archives Management Section**

**THAT the following revisions to the Archives Management Section Standing Rules be approved (additions=underline, deletions=strike through):**

### **Society of American Archivists Archives Management Section STANDING RULES**

#### **I. Name**

The name of the section shall be the Archives Management Section (heretofore referred to as “Section”).

#### **II. Mission**

The Section identifies and addresses management and leadership issues impacting archivists and archival institutions; advocates for members in management and aligned roles; and provides a forum for discussing management-related issues and concerns.

#### **III. Goals and Objectives**

**The Section’s goals and objectives are to:**

1. Support archivists in management positions and with management responsibilities.
2. Represent archivists in management positions and with management responsibilities to other SAA Sections, bodies within SAA, and aligned communities. ~~Share relevant information with Section members and SAA as a whole.~~
3. Provide a forum for Section members to share their concerns and learn from one another.
4. Encourage Section members to meet outside of the SAA Annual Meeting, including at regional conferences, informally, or virtually.
5. Encourage Section members to pursue leadership positions within SAA and research and publication projects that are of relevance to Section members.
6. Provide direction and leadership to SAA with regards to management issues and collaborate with SAA to develop and promote management training for archivists.
7. Encourage Section membership to propose management-related programs for the SAA Annual Meeting.

#### **IV. Membership**

Membership in the section shall be determined according to the guidelines established in Section IX. Sections of the SAA Governance Manual.

#### **V. Governance**

These standing rules of the Archives Management Section shall serve as a supplement to the SAA Section Bylaws, which govern all SAA sections. Please refer to Section IX. Sections of the SAA Governance Manual for information on membership, section election procedures, reporting requirements, and more.

**A. Officers and Steering Committee.** The officers of the section shall be a Chair, a Vice Chair/Chair-Elect, an Immediate Past Chair, a Secretary, and ~~a six member steering Committee~~ six at-large Steering Committee members. Officers must be SAA and Section members in good standing. All Officers and Steering Committee members begin their terms at the close of the SAA Annual Meeting.

1. Terms of Office

- a. ~~Chair, Vice Chair/Chair-Elect, Chair,~~ and Immediate Past Chair: The ~~Chair~~ individual elected Vice Chair/Chair-Elect shall serve a term of three years: the first as Vice Chair/Chair-Elect, the second as Chair, and the third as Immediate Past Chair. The close of the annual section meeting shall mark the beginning of each of these rotating one-year terms.
- b. Secretary: The Secretary shall serve a term of one year with a term limit of three years
- c. Steering Committee Members. Each Steering Committee member shall serve a term of three years.

2. Method of Selection

- a. Vice Chair/Chair-Elect: The Vice Chair/Chair-Elect shall be elected annually by the Section membership. In case of a vacancy in the office of the Vice-Chair/Chair-Elect, the Steering Committee or Nominating Committee shall conduct a special election to fill the remainder of the unexpired term.
- b. Chair: The Vice Chair/Chair-Elect becomes Chair after one year of service. In case of a vacancy in the office of the Chair, the Vice Chair/Chair-Elect shall assume that office for the remainder of the unexpired term.
- c. Immediate Past Chair: The Chair become the Immediate Past Chair after one year of service. In the case of a vacancy in the office of the Immediate Past Chair, the position will remain vacant until the current Chair becomes the Immediate Past Chair.
- d. Secretary: The Secretary is elected annually by the Section membership.
- e. Steering Committee Members: The Steering Committee ~~will be composed of six members~~ shall also consist of six at-large members with staggered terms, with two members elected annually by the Section membership.
- f. In case of a vacancy on the Steering Committee, the vacancy will be filled during the next regularly scheduled election for the remainder of the previous term.

**B. Duties of Officers.**

1. Chair: The Chair shall preside over Section meetings and over meetings of the officers and steering committee, and, with the assistance of the other section officers, direct the Section's activities.

2. Vice Chair/Chair-Elect: In the absence of the Chair, the Vice Chair/Chair-Elect shall assume the duties of the Chair. The Vice Chair/Chair-Elect will be responsible for liaising with other SAA Sections and user communities to develop and schedule Section programming.

3. Immediate Past Chair: The Immediate Past Chair, working with members of the Steering Committee, coordinates the nomination and election process and prepares a slate of candidates for elections.

**C. Duties of the Steering Committee.**



1. Provide leadership to and share information with Section members.
2. Promote and facilitate planning and execution of projects of relevance to archival managers
3. Organize Section elections and voting under the leadership of the Immediate Past Chair.
4. Solicit input from members about Section priorities and initiatives.

**D. Appointments.** Section members may be appointed to additional leadership roles (e.g., Web Liaison, etc.) by majority vote of the Officers and Steering Committee.

**E. Elections.** Elections shall be conducted online with the assistance of the SAA staff and in accordance with guidelines for section elections as specified in [Section IX. Sections](#) of the SAA Governance Manual. Availability of the online ballot and deadline for voting shall be announced by the Immediate Past Chair to all section members via the section’s official email discussion list and website.

## VII. MEETINGS.

- A. The Section shall meet once a year during SAA’s Annual Meeting. The time and agenda shall be announced via the Section’s official email discussion list and on the Section’s microsite.
- B. The Officers and the Steering Committee shall meet virtually or by phone on a regular basis.

**IX. AMENDMENTS.** To ensure alignment with SAA’s governance documents, any amendments to the Section’s standing rules should be reviewed by the Executive Director (or her/his designee) and the Section’s Council liaison by May 1, before they are put forward in a referendum for vote by the Section membership.

Proposed amendments to the section’s standing rules will appear on the Section’s annual election ballot for a final approval by a simple majority of the section’s membership. Any adopted amendments should be posted promptly to the Section’s official microsite and be noted in the Section’s next annual report to the Council. Any revisions to the Section’s name or mission/description must be submitted to the Council for final approval. For more information on amendment procedures, see [Section IX.](#) of the SAA Governance Manual.

**Support Statement:** Adopting these changes to the Archives Management Section Standing Rules provides an opportunity for SAA members to connect and discuss topics related to archives management in an established community.

**Impact on Strategic Priorities:** Adopting these changes supports goals #2.4 (Foster communities for professional interaction), #4.1 (Facilitate effective communication with and among members), and #4.2 (Create opportunities for members to participate fully in the association) of SAA’s 2020-2022 Strategic Plan

### **B.3. Approve Section Standing Rules Revisions: Design Records Section**

**THAT the following revisions to the Design Records Section Standing Rules be approved:**

**Society of American Archivists  
Design Records Section  
STANDING RULES**

- I. NAME. The name of the section shall be the Design Records Section of the Society of American Archivists.

- II. **MISSION.** The mission of the Design Records Section (DRS) of the Society of American Archivists is to support archival professionals working with design records by conducting research, setting best practices, and providing solutions related to the arrangement, description, preservation, conservation, and storage problems inherent to these specialized materials. We aim to provide an open, engaging, and inclusive forum for discussion, and we encourage all Society of American Archivists (SAA) members to reach out to our network of specialists who work at a variety of institutions.
- III. **MEMBERS.** Membership in the Section shall be determined according to the guidelines established in Section IX. of the SAA Governance Manual.
- IV. **GOVERNANCE.** These standing rules of the Design Records Section shall serve as a supplement to the SAA Section Bylaws, which govern all SAA sections. Please refer to Section IX. Sections of the SAA Governance Manual for information on membership, section election procedures, reporting requirements, and more.
- V. **OFFICERS.** The officers of the Section shall be a Senior Co-chair and a Junior Co-chair. The Junior Co-chair shall be elected annually for a two-year term, serving in year one as Junior Co-chair and in year two as Senior Co-chair.
- VI. **STEERING COMMITTEE.** In addition to the officers, a Steering Committee of three members shall be elected, each for a three-year term, with one elected in each year. A Web Liaison shall be elected and serve a two-year term. A Member-At-Large position shall be elected and serve a two-year term.
- VII. **NOMINATIONS.** The Senior Co-Chair shall issue a call for nominations, including self-nominations, for the position of Junior Co-Chair, incoming Steering Committee, and when applicable Web Liaison and Member-At-Large, every April/May to all Section members via the Section's official email discussion list and website. A slate of candidates shall be established by the Co-Chairs and announced to Section members no later than June 15.
- VIII. **ELECTIONS.** Elections shall be conducted online with the assistance of the SAA staff and in accordance with the guidelines for Section elections as specified in Section IX. of the SAA Governance Manual. Availability of the online ballot and the deadline for voting shall be announced by the Co-Chairs to all section members via the section's official email discussion list and website.
- IX. **NO NOMINATIONS FOR LEADERSHIP POSITIONS.** In the event that there are no nominations for leadership roles during the annual section elections, the current Senior Co-Chair and outgoing Steering Committee member, Web Liaison, or Member-At-Large will continue to serve a one-year term until the next annual section meeting. No person may serve as the senior leader of the section for more than three successive years. Leaders must wait a minimum of two years before serving in a leadership capacity.
- X. **VACANCIES IN OFFICE.**
  - A. In the event of an unplanned vacancy or resignation of the Senior Co-Chair, the Junior Co-Chair will assume duties for the remainder of the year and call for a nomination during the next annual election.

- B. In the event of a vacancy or resignation of the Junior Co-Chair the leaders of the section will hold a special election.
- C. In the event of a vacancy or resignation of a Steering Committee member the position will remain vacant until the next annual election.
- D. In the event of a vacancy or resignation of the Web Liaison the Junior Co-Chair shall assume responsibilities until the next annual election.
- E. In the event of a vacancy or resignation of the Member-at-Large, the position will remain open until the next annual election.

XI. DUTIES OF SECTION LEADERS. Leaders shall fulfill those responsibilities specified in Section IX. of the SAA Governance Manual. In addition, more specific duties for the DRS are outlined below:

1. Senior Co-Chair

- Meets with the Junior Co-Chair and Steering Committee periodically throughout the year and posts meeting minutes to the section listserv and microsite
- Collaborates and consults with Steering Committee regarding progress with meeting section goals
- Presides over the section meeting at the annual SAA conference
- Solicits nominations for leadership elections and announces winners and posts election results to the listserv
- Prepares Annual report to SAA

2. Junior Co-Chair

- Assists the Senior Co-Chair in carrying out the work of section business
- Assists Senior Co-Chair in scheduling meetings and maintaining section documentation
- As rising Senior Co-Chair, leads section meeting at the annual SAA conference
- Incoming Junior Co-Chair records meeting minutes at the annual SAA meeting

3. Steering Committee

- Steering Committee members help establish projects to work on through the year, and plan the annual section meeting
- Support the section Chairs in providing overall direction to the section.
- Review the status of section projects according to established schedule, and review and approve completed work prior to its distribution to section members.
- Undertake special tasks as requested.

4. Web Liaison

- The Web Liaison maintains manages the section's SAA microsite by adding and revising content as needed and posting communication on behalf of the Co- Chairs and Steering Committee
- Posts election results to the microsite

5. Member-at-Large

- Represents the interests of the Section members and provides feedback on ongoing work of Leadership

No person may serve as the senior leader of a Section for more than three successive years. Leaders must wait a minimum of two years before serving in a leadership capacity.

- XII. WEBSITE. The Section shall maintain a current website hosted by the Society of American Archivists detailing its leadership, membership, and activities and providing resources for the membership. The website will adhere to accessibility practices.
- XIII. APPOINTMENTS AND COMMITTEES. The Co-Chairs may create or dissolve committees as needed. Each committee shall have a written charge and a specified period of service. Committees shall report on their activities to section leadership and at annual Section meetings.
- XIV. MEETINGS. The Section shall hold a meeting in conjunction with the SAA Annual Meeting and may meet at other times as deemed appropriate by the Co-Chairs. The time and agenda shall be communicated in advance via the Section's official email discussion list and website.
- XV. AMENDMENTS AND PERIODIC REVIEWS. Amendments to these bylaws shall be determined by a majority vote of Section members in a referendum held in conjunction with the Section's annual election. To ensure alignment with SAA's governance documents, any amendments to the section's standing rules should be reviewed by the executive director (or her/his designee) and the section's Council liaison by May 1, before they are put forward in a referendum for vote by the section membership. Proposed amendments to the section's standing rules will appear on the section's annual election ballot for final approval by a simple majority of the section's membership. Any adopted amendments should be posted promptly to the section's official microsite and be noted in the section's next annual report to the Council. Any revisions to the section's name or mission/description must be submitted to the Council for final approval. For more information on amendment procedures, see Section IX. Sections of the SAA Governance Manual. Standing Rules shall be reviewed every three years by the Co-Chairs and presented to the Steering Committee for feedback.

**Support Statement:** Adopting these changes to the Design Records Section Standing Rules provides an opportunity for SAA members to connect and discuss topics related to design records in an established community.

**Impact on Strategic Priorities:** Adopting these changes supports goals #2.4 (Foster communities for professional interaction), #4.1 (Facilitate effective communication with and among members), and #4.2 (Create opportunities for members to participate fully in the association) of SAA's 2020-2022 Strategic Plan.

### III. STRATEGIC PLANNING

The following document was provided for reference:

- A. [Current Strategic Plan 2020-2022](#)
- B. [2020-2022 Strategic Plan Actions and Timelines](#)

### IV. ACTION ITEMS

#### A. Other Action Items from Council Members

No additional action items were brought forward.

## **B. Executive Session (As Needed)**

The Council did not convene an executive session.

## **V. DISCUSSION ITEMS**

### **A. SAA Constitution and Bylaws: Dues Referendum and Fiduciary Responsibilities**

In the Council's ongoing discussion about the membership dues structure and the current requirement for an all-member referendum to approve any changes, Price Osafo brought forward discrepancies between the SAA Constitution and Bylaws documents regarding who has the authority to change this requirement. Price Osafo recommended, and the Council agreed, to conduct a more thorough review of the documents before proceed with any changes, first by having an experience member prepare initial recommendations and then seeking advice from legal counsel. Proposed revisions and next steps will be brought forward to the Council as soon as possible.

### **B. Fellows Nomination and Selection Processes**

Chin introduced discussion questions posed by the Committee on the Selection of SAA Fellows concerning ways to increase interest and participation in the process. The Council discussed ways to make the process and requirements more inclusive, agreeing to include the Fellows nomination and selection process as an item in the upcoming Diversity, Equity, Inclusion, and Accessibility (DEIA) Work Plan.

### **C. Security Section Discussion / Future Home**

Curley shared the recent history and concerns of the Security Section Steering Committee, including a request from the current chair to consider merging the group with another SAA section. The Council discussed and agreed that security is a critically important topic for the profession and could be well matched with the Privacy and Confidentiality Section, the Archives Management Section, or the Preservation Section. Curley will connect with the Council liaisons for the aforementioned sections to determine how to proceed.

### **D. Update from DEIA Working Group**

Tuomala provided an update on the preliminary draft of the Diversity, Equity, Inclusion, and Accessibility (DEIA) Work Plan in development by the internal Council working group. During the 2021 Annual Meeting, the working group will host an open forum to review and gather feedback on the draft plan. An all-member comment period will open soon after, and another forum, open to all interested, will be held in September. Once all feedback is received, the working group will reconcile these changes, determine timelines and prioritization, and have a final draft prepared for the Council to review in the fall.

## **E. Update on Salary Requirement for SAA Job Board**

Carlson provided an update on changes to the SAA job board to require salary information on all listings. Price Osafo noted that the Terms and Conditions have been updated to note the SAA Statement on Diversity, Equity, and Inclusion and the Equal Opportunity/Non-Discrimination Policy. Carlson will manually moderate all job listings to confirm appropriate salary information is included before the listing is posted publicly to the job board. The Archival Compensation Task Force will be considering how to better capture and highlight all benefits on job listings as well as other improvements.

## **F. Review of Governance Manual by Second-Year Council Members**

Owens reminded the Council that second-year Council members are assigned to review the Governance Manual—in whole or in part—to ensure that the manual reflects current thinking and practices. The Council discussed reviewing the requirement in the Constitution and Bylaws for all all-member referendum to make changes to membership dues, as Price Osafo detailed earlier in the agenda (V.A.). The Council also suggested review the section on Fellows, Awards, and Scholarships, given the prior discussion item from the Committee on the Selection of SAA Fellows (V.B.).

## **G. Debrief on Summer 2021 Council Forum**

Gonzales provided a brief synopsis of the SAA Forum on Reopening Archives Safely, held on June 3, 2021. The panelists – Chrystal Carpenter, Aliqae Geraci, Samuel Smallidge, Sharon Streams, and Lucie Tredennick – held an engaging discussion about the various complexities and considerations for reopening an archives with COVID safety precautions. More than 215 participants were in attendance. The recording of the session is available on the SAA website at: [https://www.pathlms.com/saa/events/1996/video\\_presentations/201293](https://www.pathlms.com/saa/events/1996/video_presentations/201293).

## **H. 2021 SAA Annual Meeting**

Council members and staff provided updates on plans for a variety of Annual Meeting-related events, including the Annual Membership (Business) Meeting, the Diversity Committee Forum, the forum on the DEIA Work Plan, and virtual sponsors.

## **I. Other Discussion Items from Council Members**

No additional discussion items were brought forward.

## **VI. 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>.*

The Council reviewed, but did not discuss, the following reports:

### **A. President**

**B. Vice President/President-Elect**

**C. Treasurer**

**D.1. Staff Report: Executive Director**

**D.2. Staff Report: Membership**

**D.3. Staff Report: Education**

**D.4. Staff Report: Publications**

**E. Final Report: 2021 Nominating Committee**

**F. Report of the Representative to World Intellectual Property Organization/Standing Committee on Copyright and Related Rights (WIPO/SCCR)**

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

No additional reports were brought forward.

**I. COUNCIL BUSINESS (continued)**

**C. Meeting Debriefing**

Council members reviewed the draft list of action items stemming from the meeting.

**D. Adjournment**

Tuomala moved adjournment, Ramirez seconded, and the Council meeting was adjourned by unanimous consent at 3:00 p.m. CT on Monday, August 2.

**Society of American Archivists  
Council Exemplary Service Awards & Resolutions  
2021**

**Society of American Archivists  
Council Exemplary Service Award  
*Honoring*  
Dorothy Berry**

***WHEREAS*** Dorothy Berry has been actively involved in advocating for the increased visibility of records documenting African American life and culture, and

***WHEREAS*** while serving as the Digital Collections Program Manager at Houghton Library, Harvard University, and in the wake of the murder of George Floyd and the nationwide protests that followed, she advocated for that institution to commit to a year of digitizing only African American materials, and

***WHEREAS*** she secured support for that commitment from administrators and colleagues as a clear demonstration of how archivists can advocate for Black lives by applying their influence within their own scope of work, and

***WHEREAS*** she continues to encourage all archivists to understand and consider their own power and apply it to correcting past injustices within the already existing operations of an archival institution,

***NOW, THEREFORE BE IT RESOLVED*** that Dorothy Berry be honored with a 2021 Council Exemplary Service Award for her commitment to the preservation of and access to African American archival materials and setting an example for how all archivists can influence our own institutions to honor the legacy of marginalized communities.



**Society of American Archivists**  
**Council Exemplary Service Award**  
*Honoring*  
**The Blackivists**

**(Steven D. Booth, Tracy Drake, Raquel Flores-Clemons,  
Erin Glasco, Skyla S. Hearn, and Stacie Williams)**

***WHEREAS*** the Blackivists, a collective of Black archivists organized to prioritize Black cultural heritage preservation and memory work; and

***WHEREAS*** this collective, founded by Steven D. Booth, Tracy Drake, Raquel Flores Clemons, Erin Glasco, Skyla S. Hearn, and Stacie Williams, provides training and consultation on archival projects, both digital and analog; and

***WHEREAS*** they collaborate with organizations and individuals on archiving initiatives that inventory, document, digitize, and preserve the histories of communities of color, queer communities, working-class and under-resourced communities; religious minorities, and people with disabilities; and

***WHEREAS*** the Blackivists speak, write, create, and provide expertise on a wide variety of topics of importance to community-based archives, take a people-first approach to their work, and prioritize projects that aim to more fully document marginalized and under-documented communities; and

***WHEREAS*** in 2020 they published “Five Tips for Documenting Protests” and “Five Tips for Donating Your Materials” in response to protests against police brutality and systemic racism and documentation efforts around the COVID-19 pandemic. These recommendations prioritize the safety and agency of people and communities who are involved and affected;

***NOW, THEREFORE, BE IT RESOLVED*** that the Blackivists--Steven D. Booth, Tracy Drake, Raquel Flores-Clemons, Erin Glasco, Skyla S. Hearn, and Stacie Williams--be honored with a 2021 SAA Council Exemplary Service Award for their work toward a more inclusive historical record.

**Society of American Archivists**  
**Council Exemplary Service Award**  
*Honoring*  
**The SAA Diversity Committee**

**WHEREAS** the past year has seen an increase in race-based violence throughout the country, which led the Society to discuss and begin addressing the impact of institutional racism in archives; and

**WHEREAS** the SAA Diversity Committee facilitated two public programs to discuss and solicit feedback on the Black Lives and Archives statement issued by the Council on June 2, 2020; and

**WHEREAS** the SAA Diversity Committee, through the leadership and coordination of Kelly Wooten and Teresa Mora and with significant support from Committee members, has performed notable service to SAA by reviewing and compiling the copious feedback and insights captured during the Black Lives and Archives sessions; and

**WHEREAS** the Diversity Committee has analyzed and consolidated the listening session data into four overarching and interconnected themes: 1) Recruitment and Retention, 2) Structural Barriers within SAA, 3) Participation in and/or Offering of DEI Training, and 4) Archival Practices; and has written and submitted a comprehensive report entitled “Feedback and Recommendations Following Black Lives and Archives Forums”; and

**WHEREAS** in its report, the Diversity Committee recommended specific actions and strategies that lay the groundwork for the Society’s Diversity, Equity, Inclusion, and Accessibility (DEIA) and cultural competency work plans;

**NOW, THEREFORE, BE IT RESOLVED** that the SAA Diversity Committee, be honored with a 2021 SAA Council Exemplary Service Award for their outstanding contributions to the Society’s ongoing DEIA/cultural competency efforts.

**Society of American Archivists**  
**Council Exemplary Service Award**  
*Honoring*  
**The SAA Staff**

**(Nancy Beaumont, Matthew Black, Teresa Brinati, Peter Carlson,  
Abigail Christian, Felicia Owens, Akila Ruffin, Carlos R. Salgado,  
Rana Hutchinson Salzmann, Michael Santiago, and Lakesha Thaddis)**

***WHEREAS*** the SAA Staff transitioned to working from home seamlessly while providing stellar service to SAA leaders and members during the COVID-19 pandemic; and

***WHEREAS*** the SAA Staff successfully switched from a physical to a virtual annual meeting, including managing the technology and logistics prior to, during, and after the event; and

***WHEREAS*** the SAA Staff provided professional, friendly assistance to Council and component group leaders in planning, scheduling, and running virtual webinars, forums, and meetings;

***NOW, THEREFORE, BE IT RESOLVED*** that the SAA staff—Nancy Beaumont, Matthew Black, Teresa Brinati, Peter Carlson, Abigail Christian, Felicia Owens, Akila Ruffin, Carlos R. Salgado, Rana Hutchinson Salzmann, Michael Santiago, and Lakesha Thaddis—be honored with a 2021 SAA Council Exemplary Service Award for their outstanding work towards maintaining an efficient and productive association during the COVID-19 pandemic.

**Society of American Archivists**  
**Council Resolution**  
*Honoring*  
**Peter D. Carlson**

*WHEREAS* Peter D. Carlson has worked as the SAA Director of Finance and Administration since April 2014; and

*WHEREAS* Peter represented the SAA staff to the Executive Committee on the process of the 2021 search for a new SAA Executive Director; and

*WHEREAS* Peter organized the first steps and coached the Executive Committee in selecting an executive search firm; and

*WHEREAS* Peter screened a number of firms, reporting back to the Executive Committee with his impressions and advice; and

*WHEREAS* Peter centered the values of the SAA Council, in particular a commitment to diversity, equity, and inclusion, in this process;

*NOW, THEREFORE, BE IT RESOLVED* that Peter D. Carlson be honored with a 2021 SAA Council Resolution for informing, educating, and empowering the Executive Committee; for representing his team of coworkers with the professionalism, regard, and care for which SAA staff are known; for seamlessly embracing these additional responsibilities while also expertly managing SAA's finances and the turbulence of the coronavirus epidemic; and for modeling strong ethics and values in his contributions to the search for SAA's Executive Director.

1 December 2020

To: SAA Council  
From: SAA Members, Signatories Below  
Re: Nomination of Nancy Beaumont, SAA Executive  
Director for Honorary SAA Membership<sup>1</sup>

Since 2003 Nancy Beaumont has served as an engaged and dedicated executive director for the Society of American Archivists. As she leaves her leadership position in June 2021, we would like to convey our enthusiastic nomination of Nancy Beaumont for honorary membership in the Society of American Archivists. She is most deserving of this honor for consistently providing leadership and devoted service to the archival profession.

Nancy has amassed a wealth of accomplishments in collaboration with SAA leadership, members, and related organizations that have enabled our association to develop a firm direction, a solid financial base, significantly increased membership, and expanded programs. She leaves in her wake a substantially stronger, more vibrant organization. A brief review of some of those accomplishments would include the following:

### **Strategic planning**

- Nancy has facilitated and guided various Councils in developing and honoring strategic plans and has worked with leadership at all levels to align activities and budgets with the evolving strategic plan.

### **Diversity and Inclusion**

- Nancy has demonstrated herself to be an effective champion for diversity and inclusion goals, constantly seeking ways to build a more diverse headquarters staff, and to build the spirit of inclusion into programming and planning.
- Nancy has shone an unwavering light on the importance of the Mosaic Scholarship program and has worked to ensure that it remains effectively funded and promoted.

### **Stewardship and Fundraising**

- Nancy has persistently guided SAA in the direction of creating a culture of giving within the association. Her efforts have resulted in the robust SAA Foundation that we have today, with active programs in annual giving, legacy gifts, and timely special initiatives.

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<sup>1</sup> Honorary membership, in recognition of eminent distinction in any of the fields of the Society's objectives, may be extended to any person chosen by a two-thirds vote of the full membership of the Council following nomination by at least ten (10) individual members. Honorary membership shall be for life, and honorary members shall not be required to pay dues or other assessments. They shall have all the privileges of individual full members. The number of honorary members shall not exceed ten (10) at any one time. (SAA Governance Manual: <https://www2.archivists.org/governance/handbook/section1/constitution>)

- Nancy recently played a key role in advocating that the SAA Foundation support the establishment of the Archival Workers' Emergency Fund, which has benefited many archivists who have experienced financial struggles during the pandemic.

### **Education programming**

- Nancy's tenure has overseen a significant expansion, regularization, and formalization of continuing education offerings.
- She has directed a movement towards stronger offerings in webinars and other online education, which has benefited the education program during the current pandemic.
- She has promoted and supported initiatives leading certificate programs in both Digital Archives Specialization and Arrangement & Description.

### **Governance and Fiscal Stewardship**

- Nancy has demonstrated longstanding and consistent forcefulness and focus in building a culture of robust governance and fiscal stewardship within SAA. Recognizing the key importance of Council in maintaining a healthy organization, she has made sure that Council members act as a team, that they are grounded in principles of good governance and budgetary oversight, that they receive all the information they need to conduct regular business and make well-grounded strategic decisions, and that they always act with the well-being of SAA members as their highest goal.
- Nancy has integrated strategic planning and budgetary review into the fabric of SAA to the great benefit of the association. She constantly keeps the evolving plan in front of Council, and ensures that all SAA leaders and members are aware of SAA's key strategic directions.
- Nancy pays considerable attention to maintaining and updating the governance manual and other important governance and budget documents so that component groups engage in strong practices, operate transparently, and achieve effective outcomes for SAA members.

### **Advocacy and Awareness**

- Nancy stresses the importance of advocacy and public awareness to all SAA leaders. She has encouraged, prompted, and supported federal legislative advocacy, signing on to important policy statements from other groups, the National Coalition for History, publicity campaigns for archives, *Ask An Archivist Day*, the "I Found it in the Archives" effort, and the panoply of tools and support materials for American Archives Month.
- Nancy has collaborated and partnered with our allied professional associations on a consistent basis to provide educational content, to lobby for additional support, and to build awareness about the importance of archives work.

### **Research and Data Gathering for and about Archives**

- Nancy took a leadership role in bringing about the original A\*Census and in drafting the successful grant proposal for A\*Census 2.

- Nancy was an early advocate for pursuing what has emerged as the SAA Committee on Research, Data, and Assessment. She has long promoted data-driven evaluation and analytics as a key factor in successful professional associations.

### **Mentoring and Leadership**

- Nancy has personally mentored a generation of archives professionals in how to collaborate and has championed the organization's efforts to provide scholarships and other support for those beginning their careers. Those of us in the archives profession are deeply grateful for the support she has provided over the years.
- Nancy has also proactively supervised and mentored one of SAA's most important assets: its permanent staff, a talented and dedicated team aimed almost exclusively at achieving better outcomes for individual SAA members.

And, finally, Nancy has increased the SAA membership from two thousand to more than five thousand under her creative executive leadership. For all these reasons we are deeply in her debt and believe her worthy of being named an honorary member.

### Signatories:

Elizabeth W. Adkins, Grant Thornton LLP  
 Bethany Anderson, University of Illinois at Urbana-Champaign  
 Kimberly Anderson, University of Nevada Reno  
 April Anderson-Zorn, Illinois State University - Dr. Jo Ann Rayfield Archives  
 Kim Bailey, Self  
 Laurie A. Baty (ret.) Drug Enforcement Museum  
 Brad Bauer, New York University Abu Dhabi  
 Terry Baxter, Oregon Country Fair Archives  
 Danna C. Bell, Library of Congress  
 Edward Benoit, III, Louisiana State University  
 Cara S. Bertram, University of Illinois at Urbana-Champaign  
 Sharmila Bhatia, National Archives and Records Administration  
 Mary Biddle, Smith College Special Collections  
 Timothy S. Binkley, Berea College  
 Hillary Bober, Dallas Museum of Art  
 Chris Burns, University of Vermont  
 Janet Carleton, Ohio University  
 David W. Carmicheal, Pennsylvania State Archives  
 James F. Cartwright, retired  
 Amy Cooper Cary, Raynor Memorial Libraries, Marquette University  
 Jessica Chapel, Harvard Law School Library  
 Wesley Chenault, Cornell University  
 Eric D. Chin, NBCUniversal  
 Marlayna K. Christensen, UC San Diego  
 Tamar Chute, Ohio State University  
 Paul Conway, University of Michigan School of Information  
 Julia Corrin, Carnegie Mellon University

Jane Cross, Library of Congress  
Stephen R. Curley, National Native American Boarding School Healing Coalition  
Mark Custer, Yale University  
Gordon Daines, Brigham Young University  
Daria D'Arienzo, Meekins Archivist, Williamsburg, Massachusetts  
Susan E. Davis, Drexel University (retired)  
Sarah R. Demb, Harvard University Archives  
Carady DeSimone, Independent Contracts  
Jackie Dooley, OCLC Research (retired)  
Fynnette Eaton, Savan Group  
Jackie R. Esposito, Penn State University  
Meredith Evans, 74th President, Society of American Archivist  
David S. Ferriero, Archivist of the United States  
Rosemary Pleva Flynn, University of North Dakota  
Michelle Ganz, McDonough Innovation  
Sasha Griffin, Denison University  
Brenda Gunn, University of Virginia, Albert and Shirley Small Special Collections Library  
Pam Hackbart-Dean, University of Illinois Chicago  
Rebecca Hankins, Texas A&M University  
Daniel Hartwig, Iowa State University  
Steve Hausfeld, Nationwide  
Steven Hensen, Retired, Duke University  
Katharina Hering, German Historical Institute  
Cliff Hight, Kansas State University  
Peter B. Hirtle, Cornell University (ret.); Harvard University (ret.)  
Linda Hocking, Litchfield Historical Society  
Maggie Hoffman, Jewish Museum of Maryland  
Marcella Huggard, University of Kansas Libraries  
Eric Hung, Music of Asian America Research Center  
Virginia Hunt, Harvard University Archives, Harvard University  
Geof Huth, New York State Unified Court System  
Harrison W. Inefuku, Iowa State University  
Laura Uglean Jackson, University of Northern Colorado  
Claire Jenkins, Archdiocese of Atlanta  
Rand Jimerson, Western Washington University (retired)  
Jennifer I. Johnson, Cargill, Incorporated  
Louis Jones, Wayne State University  
Benn Joseph, Northwestern University Libraries  
Jennifer Gunter King, Emory University, Stuart A. Rose Manuscript, Archives, and Rare Book Library  
Jenny Korn, Hauser & Wirth Institute  
Mary Grace Kosta, The Congregation of the Sisters of St. Joseph in Canada  
Daria Labinsky, Jimmy Carter Presidential Library  
Jessica Lacher-Feldman, University of Rochester



Dana M. Lamparello, Northwestern University  
Bill Landis, Yale University  
Emily Lapworth, University of Nevada, Las Vegas  
Mary A. Larson, Oklahoma State University  
Erin Lawrimore, UNC Greensboro  
Kit Leary, Retired  
Christopher (Cal) Lee, University of North Carolina  
Vince Lee, University of Houston Libraries  
Nancy Zimmelman Lenoil, California State Archives (retired)  
Emilie "Lee" Gagnet Leumas, Archdiocese of New Orleans  
Michelle Light, SAA member  
JoAnna Lincoln, University of Michigan School of Information  
Mott Linn, Los Alamos National Laboratory  
Wilda D. Logan, National Archives and Records Administration (retired)  
Carli V. Lowe, San José State University  
Kathy Marquis, Wyoming State Archives  
Mark E. Martin, Louisiana State University Libraries-Special Collections  
Rebecca May, Wake Forest University  
David McCartney, University of Iowa Archives  
Donna McCrea, University of Montana  
Thomas J. McCullough, Moravian Archives, Bethlehem  
Nance McGovern, MIT  
Aprille McKay, University of Michigan Bentley Historical Library  
Dennis Meissner, Minnesota Historical Society (retired)  
Nicole J. Milano, Weill Cornell Medicine  
Leon Miller, Tulane University  
Gina L. B. Minks, Gina Minks Consulting  
Phil Mooney, The Coca-Cola Company (retired)  
Kathryn Neal, University of California, Berkeley  
Eve Neiger, Boston Public Library  
Brittany Newberry, Atlanta University Center Robert W. Woodruff Library  
Daniel Noonan, The Ohio State University  
Suzi Noruschat, University of Southern California Libraries Special Collections  
Katrina O'Brien, World of Speed Motorsports Museum  
Cheryl Oestreicher, Boise State University  
Michele F. Pacifico, Pacifico Archival Consulting  
Christina Pappous, The Walt Disney Company  
Nick Pavlik, Center for Archival Collections, Bowling Green State University  
Richard Pearce-Moses, Clayton State University (retired)  
Trudy Huskamp Peterson, Consultant  
Brandon T. Pieczko, Ruth Lilly Medical Library, Indiana University  
Sarah Pratt, Simmons University School of Library and Information Science  
Mary Jo Pugh, Retired

Colleen McFarland Rademaker, Rakow Research Library, Corning Museum of Glass  
Denise Rayman, Indiana University Purdue University Indianapolis  
Alexis Recto, Skirball Cultural Center and Museum  
Deborah A. Richards, Mount Holyoke College  
Angelique M. Richardson, Roman Catholic Archdiocese of Atlanta  
Dennis Riley, New York State Archives  
Kathleen D. Roe, New York State Archives (retired)  
Rachel M. Grove Rohrbaugh, Elizabethtown College  
Katie Rojas, The University of Texas at San Antonio  
Thomas J. Ruller, New York State Archives  
Joe Schill, Rakow Research Library, Corning Museum of Glass  
Dawn Schmitz, University of North Carolina at Charlotte  
Arlene Schmuland, University of Alaska Anchorage  
Scott W. Schwartz, Sousa Archives and Center for American Music, University of  
Illinois Urbana-Champaign  
Rachel Seale, Iowa State University  
Jamie Seemiller, Denver Public Library, Western History and Genealogy Dept.  
Rosalye Settles, U.S. Department of the Treasury, Office of the Comptroller of the Currency  
Jill Severn, Russell Library, UGA Libraries  
Jessica L. Serrao, Clemson University  
Cyndi Shein, University of Nevada, Las Vegas Libraries  
Dainan M. Skeem, Brigham Young University  
John H. Slate, Dallas Municipal Archives  
Margery N. Sly, Temple University  
Fred Stielow, Retired  
Helen Wong Smith, University of Hawai'i at Manoa  
Erin Passehl Stoddart, University of Oregon  
Carol Street, University of Kentucky  
Michelle Sweetser, Center for Archival Collections, Bowling Green State University  
Eira Tansey, University of Cincinnati Libraries  
Tomaro I. Taylor, University of South Florida Libraries  
Barbara Teague, Council of State Archivists  
Jennie Thomas, Rock & Roll Hall of Fame  
Hsiu-Ann Tom, The Amistad Research Center  
Becky Haglund Tousey, Consultant  
Anna Trammell, Pacific Lutheran University  
Karen J. Trivette, Fashion Institute of Technology-SUNY  
Margarita Vargas-Betancourt, University of Florida  
Sandra Varry, Florida State University  
Amanda F. Vasquez, NSDAR Archives  
Diane Vogt-O'Connor, Library of Congress (retired)  
Derek Webb, University of Wisconsin-Milwaukee  
Bonita L. Weddle, New York State Archives

Christine Weideman, Yale University  
Lauren White, National Archives and Records Administration  
Bryan Whitlege, Clarke Historical Library, Central Michigan University  
Eliot Wilczek, The MITRE Corporation  
JoyEllen Williams, Kennesaw State University Dept. of Museums, Archives and Rare Books  
Sherry Williams, University of Kansas (retired)  
Sam Winn, University of Arizona iSchool  
Elisabeth Wittman, Retired SAA Member  
Peter J. Wosh, New York University (retired)  
Joel Wurl, National Endowment for the Humanities (retired)  
Audra Eagle Yun, University of California, Irvine  
Christina Zamon, Georgia State University  
Tanya Zanish-Belcher, Wake Forest University  
Tamar Zeffren, JDC Archives