

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

**Discussion of SAA Constitution and Bylaws:  
Dues Referendum and Fiduciary Responsibilities**  
(Prepared by SAA President Rachel Vagts and  
Executive Director Jacqueline Price Osafo)

**BACKGROUND**

At the May 2021 virtual meeting, the Council agreed to identify a timeline to address membership dues changes. See the May 2021 (0521) minutes, specifically May 19 item V.A., for more information.<sup>1</sup>

**DISCUSSION**

Bylaws and Constitution changes require input from many stakeholders, including benchmarking data from other associations. While this process is labor-intensive, association best practices support the review of Bylaws and the Constitution. So that the Society and members have a clear understanding of said documents, the timing of this endeavor is essential as we consider an evaluation of membership dues changes.

The SAA Council holds a fiduciary responsibility to act in the best interest of Society. The Bylaws and Constitution represent the foundation of the Society, and a thorough review of these documents is essential to the well-being of SAA, as well as a practical and straight-forward approach to any future dues changes.

The first phase of this strategy is to ensure the SAA Bylaws and Constitution are in sync. The Executive Director will seek a member who has extensive experience and knowledge of said documents to prepare initial recommendations. These recommendations will be shared with the Council for review before seeking outside legal counsel. A list of prioritized changes and timelines for action will be presented to the Council for discussion.

**QUESTIONS**

The President and Executive Director welcome the Council's thoughts and feedback as we proceed with reviewing the SAA Constitution and Bylaws.

---

<sup>1</sup> [https://www2.archivists.org/sites/all/files/0521-Council-Minutes\\_AsApproved072721.pdf](https://www2.archivists.org/sites/all/files/0521-Council-Minutes_AsApproved072721.pdf)