

**Society of American Archivists
Council Meeting
August 27, 2022
Boston, Massachusetts**

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 Terry Baxter called the meeting to order at 3:00 pm ET on Saturday, August 27. Present were Vice President Helen Wong Smith; Treasurer Sharmila Bhatia; Executive Committee Member Derek Mosley; Council members Krystal Appiah, Stephen Curley, Joyce Gabiola, Jasmine Jones, Dominique Luster, Tonia Sutherland, and Lydia Tang; and SAA Executive Director Jacqueline Price Osafo, Interim Publications Director Abigail Christian, Finance/Administration Director Peter Carlson, Education Director Rana Hutchinson Salzmann, and Governance Manager Felicia Owens.

I. COUNCIL BUSINESS

A. Adoption of the Agenda

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

B. Introductions

Baxter invited Council members to briefly introduce themselves and share a favorite song.

C. Conflict of Interest Forms

Price Osafo reminded all Council members to complete a conflict-of-interest statement for the 2022-2023 term and submit to staff as soon as possible.

D. Council Expectations

Baxter reviewed general information about Council policies and procedures as well as the duties of Council liaisons to component groups.

E. 2022-2023 Council Meetings Schedule

Baxter noted that the Council will maintain a quarterly meeting schedule for the 2022-2023 term. Meetings will be scheduled in November 2022, February 2023, May 2023, and August 2023 (in conjunction with the Annual Meeting). Staff will confirm exact dates soon.

II. DISCUSSION ITEMS

A. Vision for the 2022-2023 Term

Baxter shared his vision for the 2022-2023 term, noting a particular focus on the DEIA Work Plan as well as strategic planning. See the President's Message in the September/October 2022 issue of *Archival Outlook* for more information from Baxter about his vision for his Presidential term.

B. Upcoming Constitution & Bylaws Revisions

Baxter reminded the Council of the pending revisions to the constitution and bylaws, as well as the timeline and next steps for proposing and approving the revisions.

C. Debriefing on 2022 Annual Meeting

The Council briefly shared initial impressions and feedback received for the hybrid 2022 SAA Annual Meeting.

D. Other Discussion Items from Council Members

No additional discussion items were brought forward.

I. COUNCIL BUSINESS (continued)

F. Adjournment

Mosley moved adjournment, Appiah seconded, and the Council meeting was adjourned by unanimous consent at 4:09 p.m. ET on Saturday, August 27.