

The Society of American Archivists
Council Meeting Minutes
August 24, 2025
Hybrid Meeting
10:00 AM – 4:30 PM Pacific Time

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 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 Derek Mosley called the meeting to order at 10:05 AM PDT on August 24, 2025. Present were Vice President Mario Ramirez, Treasurer Denise Rayman, Executive Committee Member Krystal Appiah, Council members: Alison Clemens, Joyce Gabiola, Michelle Ganz, Selena Ortega-Chiolero, Lydia Tang, Eira Tansey, Bryan Whitledge, Jillian Cuellar, and SAA Chief Executive Officer Jacqueline Price Osafo. Other SAA staff members included: Chief Operations Officer, Cherie Newell, Chief of Training & Organizational Development, Rana Hutchinson Salzmann, Assistant Director Foundation Astoria Edwards, Assistant Director, Governance Jill Burgos, Assistant Director of Publications, Savannah Tiffany. Also present, SAA Foundation, President, Lisa Mangiafico, SAA Foundation VP, Carli Lowe, SAA Corporate Counsel, Jeremy Lewin.

Guests: Adele Frank, Gayle O'Hara, Karen Gracy, Sarah Buchanan, Zachary Tumlin, Diana Marsh, Kelley Hummingbird, Katy S, Brenda Gunn, Angel Diaz, Brittany Newberry, and Teresa Mora

I. COUNCIL BUSINESS

A. Adoption of the Agenda

President Mosley introduced the agenda with a change proposed by a Council member. The Council agreed to add an item to the Discussion portion of the agenda. (Agenda items are presented in these minutes based on the original sequencing to minimize confusion.)

(MOTION 1) To adopt the agenda with the additional discussion item.

Move

Second

Vote: APPROVED (Unanimous)

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.

C. Declare Conflicts of Interest

SAA CEO Price Osafo asked SAA Council members to disclose any conflicts of interest. Several Council members declared conflicts.

D. Meeting Management

The SAA Council reviewed meeting management protocols, including adhering to Roberts' Rules of Order and managing speaking orders, especially for virtual participants.

II. CONSENT AGENDA

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

Move

Second

Vote: APPROVED

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A. Ratify the February Council meeting minutes. ([0825-II-A-FebMin](#))

THAT the February 2025 Council meeting minutes, as drafted, be ratified.

Following this meeting, the February 2025 meeting minutes were made available on the SAA website at [0825-II-A-FebMin](#)

B. Approve the May Council meeting minutes. ([0825-II-B-MayMin](#))

THAT the May 2025 Council meeting minutes, as drafted, be approved.

Following this meeting, the May 2025 meeting minutes were made available on the SAA website at: [0825-II-B-MayMin](#)

C. Ratify Council Interim Actions ([0825-II-C-CouncilInterim](#))

THAT the following interim actions taken by the Council between May 15, 2025, to August 23, 2025, be ratified

- THAT SAA Council approves the reappointment of Carli Lowe, Elected Director of the Foundation Board of Directors term from August 2025 to August 2028.Motion, Second, APPROVED

– THAT SAA Council approves the appointment of Silvan Elliot Maxwell, Elected Director of the Foundation Board of Directors, for a term from August 2025 to August 2028. Motion, Second, APPROVED

– THAT SAA Council approves the appointment of Angela Fritz, Elected Director of the Foundation Board of Directors, for a term from August 2025 to August 2028.

D. Ratify Executive Committee Interim Actions ([0525-II-B-ExecComInterim](#))

THAT the following interim actions taken by the SAA Executive Committee between May 21, 2025, and August 23, 2025, be ratified.

SAA Executive Committee approved the statement from the SAA Statement Working Group in favor of robust appropriations for the NHPRC, a critical resource for archives. Motion, Second, APPROVED

The SAA Executive Committee approved the SAA Statements Working Group statement in support of NARA. “SAA urges members to contact their senators and representatives in support of the National Archives, the services they provide, and the records they steward. Motion, Second APPROVED

The SAA Executive Committee voted to endorse the Opposition to bill H.R.4072, the “*Protecting and Enhancing Public Access to Codes Act*” (*Pro Codes Act* Motion, Second, APPROVED

The SAA Executive committee approved three nominations to the Secretary of State for service on the Advisory Committee on Historical Diplomatic Documentation (HAC): Motion, Second, APPROVED

The SAA Executive Committee approved other nominations to the Secretary of State for service on the Advisory Committee on Historical Diplomatic Documentation (HAC): Motion, Second,

The SAA Executive Committee voted to decline a financial/sponsorship /partnership with the National Museum of American Religion. Motion, Second, APPROVED

III. Closed Executive Session

Executive Session

(MOTION 3) The Council moved into an Executive Session.

Move

Second,

Vote: APPROVED (Unanimous)

The Council reviewed and approved the dues model.

(MOTION 4) To approve the dues model that includes the eight salary bands as submitted in the presentation by SAA Treasurer, Rayman and SAA staff.

Move

Second

Vote : APPROVED

The Council discussed and approved the start date for the new dues model, effective January 1, 2026.

(MOTION 5) To start the new dues model as of January 1, 2026.

Move

Second

Vote: APPROVED

The Council reviewed and approved the FY26 Budget.

(MOTION 6) To approve the budget with the SAA Finance Committee recommendations

Move

Second

Vote: APPROVED

The Council reviewed and approved the Native American Archives Section's funding request clarification.

(MOTION 7) That the NAA Section funding previously approved by the Council be judged on a dollar basis and not on a per person basis.

Move

Second

Vote: APPROVED

(MOTION 8) To move out of Executive Session,

Move

Second

Vote: APPROVED (Unanimous)

IV. DISCUSSION ITEMS

179 A. Membership Funding and Pathways for Diverse Archives Workers Task Force (0825-
180 IV-A-MFPDA)

181
182 The Council discussed the future of the Membership Funding and Pathways for Diverse
183 Archives Task Force which was created in 2022 and voted to disband it.

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185 **(MOTION 9)** That the Membership Funding and Pathways for Diverse Archives be
186 disbanded.

187
188 **Move**
189 **Second**
190 **Vote: APPROVED**

191
192 B. Nominating Committee charge (0825-IV-B-NomCom)

193 The Council discussed and approved the SAA Nominating Committee's Standing Rules
194 updates, to suspend the current diversity statement for one year, the ongoing use of the
195 candidate assessment matrix, the continuation of voter engagement efforts, and the
196 committee's contingency planning for alternative candidates.

197
198 **(MOTION 10)** To approve the SAA Nominating Committee's form changes and
199 updated language to approve the standing rules, reinforcing committee autonomy, to
200 suspend the diversity statement for one year for collaborative review, approve ongoing
201 use of the candidate assessment matrix, support voter engagement efforts via sessions,
202 town halls, and support contingency planning for alternate candidates.

203
204 **Move**
205 **Second**
206 **Vote: APPROVED (Unanimous)**

207
208 C. Other Discussion Items by Council Members

209
210 Other discussion items included the closure of the Iowa City Research Center, and the
211 Executive Committee's Interim Actions.

212
213 **(MOTION 11)** To Ratify the Executive Committee's Interim Actions.

214
215 **Move**
216 **Second**
217 **Vote: APPROVED (Unanimous)**

218
219 **V. ACTION ITEMS**

220
221 A.1. Standards Committee: (0825-V-A-1-Standards)

The Council reviewed and approved adopting the revisions of the Standards Committee assignment of responsibility for maintenance of the *Best Practices for Volunteers in Archives* to the SAA Archives Management Section ([0825-V-A-1-Standards](#))

(MOTION 12)

To approve the assignment of the responsibility for the maintenance of the best practices for volunteers and archives to the archives management section of SAA.

Move

Second

Vote: APPROVED. (Unanimous)

A.2. Standards Committee: ([0825-V-A-2-Standards](#))

The Council reviewed and approved the Standards Committee's request to approve the *Principles in Indigenous Archival Repatriation (PINAR)* as an SAA standard.

(MOTION 13) To approve the principles in indigenous archival repatriation as an SAA standard, that maintenance of the standard is to be assigned to the archival repatriation committee, with the next revision due in 2030.

Move

Second

Vote: APPROVED (Unanimous)

A.3. Standards Committees ([0825-V-A-3-Standards](#))

The Council reviewed the Standards Committee's revision of the Archival Continuing Education Guidelines but sent the item back to the committee to resubmit the item with the changes tracked.

A.4. Standards Committee ([0825-V-A-4-Standards](#))

The Council reviewed the Standards Committee's revision of the Best Practices for Internships as a Component of Archival Education but sent the item back to the Committee to resubmit the document as an interim action with the changes tracked.

A.5. Standards Committee: ([0825-V-A-5-Standards](#))

The Council reviewed the TS-AFG subcommittee's request that SAA Council adopt the

following the TS-AFG FG charge. The Council sent it back to the subcommittee, requesting a version with tracked changes available.

B. The Committee on Ethics and Professional Conduct (0825-V-B-Ethics)

The Council reviewed the CEPC's Code of Ethics and Core Values

C. Section Health Assessment Working Group ([0825-V-C-SHAWG](#))

The Council reviewed and approved the SHAWG recommendations to pause further section transitions unless requested by the section itself through the fall of 2026.

(MOTION 14) That SAA pauses additional section transitions, mergers, and sunsetting sections, unless initiated at the request of a section leadership through fall 2026 and requirements for sections until fall 2026: to hold an annual business meeting, to submit an annual report, to maintain the section's standing rules, making updates as needed, and to be responsive to Council.

Move

Second

Vote: APPROVED (Unanimous)

Point of clarification, as part of the section's minimum standards, "Every section will have a chair and a vice-chair/chair-elect (or senior and junior co-chairs) and a minimum of two steering committee members chosen by election."

(MOTION 15) AMENDMENT TO MOTION 14 That the sections must work with their Council liaisons to simplify, clarify, and shorten the section's standing rules.

Move

Second

Vote: APPROVED (Unanimous)

VI. REPORTS

Reports are discussed by the Council only as needed and are not summarized in the minutes (except 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, please click on the [agenda](#). to review.

Please note that if there is only an oral report offered, highlights from those reports may be provided below.

A. AM250 Working Group (0825-VI-A-US250)

- B. President's Report (0826-VI-B-Prez)
- C. Vice President's Report No updates provided.

D. SAA Staff

1. The Chief Executive Officer provided updates about the following:
 - a. the SAA staff.
 - b. that the CODA convening in May was successful, but CODA may need to reconvene to complete this project
 - c. the Annual meeting attendance.
2. Operations (0825-VI-D-Ops)
3. Education (0825-VI-D-3-Education)
4. Publications (0825-VI-D-4-Pubs)

E. SAA Foundation President

The SAA Foundation President gave an update about the Foundation's fundraising activities at the annual meeting including:

- i. Trivia Night:
- ii. Professional headshots
- iii. New reception event
- iv. Silent auction

- F. Publications Editor (0825-VI-F-PubsEdit)
- G. American Archives Editor
- H. Other Reports from Council members

VII. COUNCIL BUSINESS

- A. Meeting Deliverables
- B. New Strategic Plan Deliverables
- C. Talking Points

VIII. ADJOURNMENT

(MOTION 16) The Council voted to adjourn the meeting.

Move

Second

Vote: APPROVED (Unanimous)