

**Society of American Archivists  
Council Conference Call  
October 6, 2017  
1:00 pm – 2:00 pm EST**

**Request to Change Name of Recorded Sound Section to Audio and  
Moving Image Section**

**(Prepared by Tre Berney with Steering Committee Approval)**

**BACKGROUND / DISCUSSION**

The Recorded Sound Section as an open forum and a section has been a vital resource for those in the archives community for years. As many institutions struggle with the complexity of audiovisual materials, shared practice and transparent problem solving are important. We seek to expand, where appropriate, the area of the group to include other time-based media.

Many members of the Recorded Sound Section often work on more than just audio materials in their daily work. As an example of this, the updates from other organizations at our annual section meeting come from the International Association of Sound and Audiovisual Archives (IASA) and the Association of Moving Image Archives (AMIA), as well as the Association for Recorded Sound Collections (ARSC). Including moving image materials into our group's focus has been a topic of discussion for a few years.

Accordingly, the Recorded Sound Section have voted to change the group's name to the Audio and Moving Image Section (AMIS). The vote took place last month on the annual ballot and was overwhelmingly approved (84% to 16%).

Also, we look to collaborate in naturally overlapping areas in visual resources and have already begun conversations on shared events and programming.

**RECOMMENDATION**

**THAT the following revisions to the Recorded Sound Section Standing Rules be approved:**

~~Recorded Sound Section Bylaws~~  
Audio and Moving Image Section

STANDING RULES

**I. NAME.** The name of the section shall be the ~~Recorded Sound Roundtable~~ Audio and Moving Image Section (AMIS).

**II. MISSION.** The mission of the section is to serve as a forum for discussing the role, needs, ~~and care~~ preservation, and management of sound recordings in audio and audiovisual archival collections.

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

#### **IV. GOVERNANCE.**

##### **A. Bylaws and Standing Rules**

These standing rules of the Audio and Moving Image 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.**

The officers of the section shall be a Chair and a Vice Chair. The Vice Chair shall be elected annually for a two-year term, serving in year one as Vice Chair and in year two as Chair.

In addition, a Steering Committee of up to six members shall be elected, each for a one-year term, and the immediate past Chair shall be included as a member of the Steering Committee.

**C. Duties of Officers.** Officers shall fulfill those responsibilities specified in Section IX. of the SAA Governance Manual.

**D. Nominations.** The Chair shall issue a call for nominations, including self-nominations, for the positions of Vice Chair and Steering Committee Members every May to all section members via the section's official email discussion list and website. A slate of candidates shall be established by the officers and announced to section members no later than June 15.

##### **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 Chair to all section members via the section's official email discussion list and website.

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

**V. 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 officers. The time and agenda shall be communicated in advance via the section's official email discussion list and website.

**VI. 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 final approval by a simple majority of voters. 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.

*Adopted by the Recorded Sound Roundtable membership on 06/2013; approved by the SAA Council on 9/30/13. Updated per the member affinity group transition approved by the Council, August 2016. Revisions adopted by the Section membership, July 2017; approved by the SAA Council, October 2017.*

**Support Statement:** Changing the name of the Recorded Sound Roundtable to the “Audio and Moving Image Section” will more accurately reflect the work of Section members and raise awareness of the challenges and complexities of working with audiovisual materials and audiovisual collections.

**Impact on Strategic Priorities:** This action will not affect SAA’s strategic priorities.

**Fiscal Impact:** This action will have minimal impact on SAA staff or finances.