

**Society of American Archivists Foundation  
Board of Directors Meeting**

**November 2, 2023  
Hybrid Meeting (Chicago, IL)  
9:30 am – 4:00 pm CT**

# Written background report for discussion and possible action.

\* Written report, with discussion and clarification only as needed.

**\* PLEASE READ ALL MATERIALS IN ADVANCE OF THE MEETING\***

<b>I.</b>	<b>BOARD BUSINESS (5 min)</b>	
	A. Adoption of the Agenda ( <a href="#">1123-SAAF-I-A-Agenda</a> ) #	Mangiafico
	B. Reference: <ul style="list-style-type: none"> <li>a. <a href="#">Board Meeting Minutes</a></li> <li>b. <a href="#">SAA Foundation Bylaws</a></li> </ul>	Mangiafico
	C. Acknowledge Conflicts of Interest	Price Osafo
<b>II.</b>	<b>CONSENT (5 min)</b>	
	A. Approve May 2023 Board Meeting Minutes ( <a href="#">1123-SAAF-II-A-Approve0523Minutes</a> ) #	Mangiafico
	B. Approve June 2023 Board Meeting Minutes ( <a href="#">1123-SAAF-II-B-Approve0623Minutes</a> ) #	Mangiafico
<b>III.</b>	<b>FY24 Proposed Budget (120 MIN)</b>	
	A. Discuss and approve the <a href="#">SAA Foundation FY24 Proposed Budget &amp; March Financials</a>	Bhatia Newell
<b>IV.</b>	<b>DISCUSSION (90 min)</b>	
	A. Seeking External Funding ( <a href="#">1123-SAAF-IV-A-Fund</a> )	Mangiafico
	B. Rebranding Strategic Growth Fund	Myers
	C. ARCHIVES*RECORDS 2024 <ul style="list-style-type: none"> <li>1. FY24 Theme</li> <li>2. Fundraising Initiatives during the conference <ul style="list-style-type: none"> <li>i. Ideas for Reception</li> <li>ii. Silent Auction (Preservation Section)</li> <li>iii. Professional Headshots (idea)</li> <li>iv. Other revenue-generating ideas</li> </ul> </li> <li>3. Increasing visibility <ul style="list-style-type: none"> <li>i. SAA Foundation Strategic Growth Grant Forum</li> </ul> </li> </ul>	Mangiafico Price Osafo Edwards

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	<ul style="list-style-type: none"> <li>ii. SAA Annual Membership Meeting Presentation</li> <li>iii. SAA &amp; SAA Foundation Awards Presentation</li> <li>iv. SAA Foundation Information Desk</li> </ul>	
	D. Other Discussion Items from Board Members	Mangiafico
<b>V.</b>	<b>ACTION (60 min)</b>	
	A. Governance Working Group ( <a href="#">1123-SAAF-V-B-GWG</a> )	Clark
	B. Communication Committee (sunset) ( <a href="#">1123-SAAF-V-B-Com</a> )	Edwards
	C. Other Action Items from Board Members	Mangiafico
<b>I.</b>	<b>BOARD BUSINESS (continued)</b>	
	D. Adjournment	Mangiafico

**Society of American Archivists Foundation  
Board of Directors Meeting**

**November 3, 2023  
Hybrid Meeting (Chicago, IL)  
9:30 am – 1:00 pm CT**

# Written background report for discussion and possible action.

\* Written report, with discussion and clarification only as needed.

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<b>I.</b>	<b>BOARD BUSINESS (Continued) (30 Min)</b>	
	E. Adoption of Agenda	Mangiafico
<b>VI.</b>	<b>STRATEGIC INITIATIVES (120 MIN)</b>	
	A. Review <a href="#">SAA Foundation Strategic Plan (1123-SAAF-V-A-StratPlanUpdated0723)</a>	Mangiafico
<b>VII.</b>	<b>REPORTS (60 MIN)</b>	
	A. President	Mangiafico
	B. Development Committee ( <a href="#">1123-SAAF-VII-B-Dev</a> )	Myers
	C. Chief Executive Office	Price Osafo
	D. Gift Report ( <a href="#">1123-SAAF-VII- D-GiftSum</a> ) *	Bhatia
	E. Grant Review Committee ( <a href="#">1123-SAAF-VII-E-GRC</a> ) *	Joffrion
	F. Annual Meeting Award Committee ( <a href="#">1123-SAAF-VII-F-AMAC</a> ) *	Chapel
	G. Nominating Committee	Clark
	H. NDRFA Review Committee	Bhatia
<b>X.</b>	<b>BOARD BUSINESS (Continued) (10 MIN)</b>	
	F. Meeting Debriefing / Next Board Meeting	Mangiafico
	G. Review Board To-Do-List (Internal Working Document)	Edwards
	H. Adjournment	Mangiafico