



**SAA Foundation
Board of Directors Meeting**

**November 20, 2025
Hybrid Meeting (Chicago, IL)
9:00 am – 4:00 pm (CST)**

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***

I.	CALL TO ORDER & FOUNDATION BUSINESS	(9 am – 9:05 am)
	A. Adoption of the Agenda	Mangiafico
	B. Reference: a. Board Meeting Minutes b. SAA Foundation Bylaws	Mangiafico
	C. Acknowledge Conflicts of Interest	Price Osafo
	D. Ratify July 2025 Board Meeting Minutes (https://www2.archivists.org/groups/saa-foundation-board-of-directors/july-2025-saa-foundation-board-meeting-minutes)	Mangiafico
II.	GENERAL REPORTS	(9:05 am – 9:35 am)
10 min	A. CEO Report	Price Osafo
10 min	B. President Report	Mangiafico
10 min	C. Operations Report (1125-II-C-Ops)	Edwards
III.	MANAGING SAA FOUNDATION FINANCIAL RESOURCES	(9:35 am–10:50 am)
60 min	A. SAA Foundation Financial & Orientation (via Board Listserv)	Newell, Rayman
15 min	B. Finance Committee Update	Rayman
	Break 10:50 am – 11 am	
IV.	PROGRAMS/IMPACTS	(11:00 am–11:15 am)
15 min	A. NDRFA Review Committee (1125-IV-A-NDRFA)	Rayman, Yamashita
V.	GOVERNANCE	(11:15 am–12:15 pm)
60 min	A. Board Directors' Involvement with Fundraising	Lowe



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	Lunch Break (12:15 pm – 1:15 pm)	
V.	GOVERNANCE	(1:15 pm – 1:45 pm)
30 min	A. Board Directors' Involvement with Fundraising	Lowe
VI.	STRATEGIC PLAN	(1:45 pm – 2:30 pm)
60 min	A. SAA Foundation Strategic Plan	Mangiafico
	Break 2:30 am – 2:45 pm	
VII	REPORTS/UPDATES	
30 min	A. Annual Meeting Activities 2026	Lowe
	B. Other Reports/Updates from the Board of Directors	Board Directors
I.	CALL TO ORDER & FOUNDATION BUSINESS	
	E. Review of Day II – Foundation Board of Directors Meeting	Mangiafico
	F. Adjournment	Mangiafico



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VII.	DIRECTOR TRAINING [CLOSED SESSION]	(9:00 am–11:30 am)
150 min	Board Training	Mangiafico
VI.	STRATEGIC PLAN	(11:30 am – 12:00 pm)
30 min	B. SAA Foundation Strategic Plan	Mangiafico
	Lunch Break (12:00 pm – 1:00 pm)	
I.	Call to Order & Foundation Business	
	G. Meeting Debriefing / Next Board Meeting	Mangiafico
	H. Adjournment	Mangiafico