

44 **C. Acknowledge Conflicts of Interest**

45
46 No conflict of interest was declared

47
48 **D. Ratify Meeting Minutes**

49
50 The July 2025 Board of Directors meeting minutes are available on the SAA website at
51 https://www2.archivists.org/groups/16869/group_minutes.

52
53 **(Motion 2)** Move Consent Items: Maxwell; Second Consent Items: Meyer-Roux.
54 Vote: PASSED

55
56 **II. CALL TO ORDER & FOUNDATION BUSINESS**

57
58 **A. CEO Report**

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60 The Chief Executive Officer, Price Osafo reported that the Assistant Director of Publications
61 position has been filled and provided an update on the outcome of the IMLS Grant.

62
63 **B. President Report**

64
65 The Foundation President, Mangiafico emphasized succession planning, compliance
66 responsibilities, and active board engagement in fundraising, previewing upcoming training to
67 build capacity.

68
69 **C. Operations Report ([1125-II-C-Ops](#))**

70
71 Edwards reported contributions increased by 18.3%, with FY25 total giving, reaching \$47,000.
72 Growth was driven by Catalyst and Mosaic Fund campaigns, though the Foundation continues
73 to distribute more than it raises, highlighting the need for expanded strategies.

74
75 **III. MANAGING SAA FOUNDATION FINANCIAL RESOURCES**

76
77 **A. SAA Foundation Financial & Orientation ([via Board Listserv](#))**

78
79 The Foundation's Treasurer, Rayman, and Chief Operating Officer, Newell, reviewed financial
80 structure, audit progress, and reconciliation processes between SAA and the Foundation. Noted
81 improvements in reporting systems and plan to finalize investment and reserve policies.

82 **B. Finance Committee Update**

83
84 The Foundation's Treasurer, Rayman, updated the Board on the Finance Committee's charge,
85 including investment policy development, ESG considerations, audit oversight, and budget
86 planning.

87

88 **IV. PROGRAMS/IMPACTS**

89
90 **A. NDRFA Review Committee ([1125-IV-A-NDRFA](#))**

91 The Board approved updates to the NDRFA grant guidelines, including allowing a second
92 application for the same disaster (up to a total of \$10,000), requiring a report between grants,
93 and ensuring application flexibility with clear limits. The NDRFA Review Committee was tasked
94 with drafting revised guidelines for the Board for review and approval.

95 **V. GOVERNANCE**

96
97 **A. Board Directors’ Involvement with Fundraising**

98
99 The Board reaffirmed its commitment to fundraising, encouraging directors to engage in donor
100 outreach, stewardship, and advocacy. Training and accountability measures will support these
101 efforts

102
103 **V. STRATEGIC PLAN**

104
105 **A. [SAA Foundation Strategic Plan](#)**

106
107 The Board reviewed progress on the Foundation’s strategic goals, focusing on expanding
108 financial resources, strengthening fundraising capacity, and improving governance. Key
109 priorities include planned giving, donor recognition, recurring campaigns, and enhanced board
110 training to support sustainability and growth.

111
112 **V. REPORTS/UPDATES**

113
114 **A. Annual Meeting Activities 2026**

115
116 The Board reviewed plans for the 2026 Annual Meeting fundraising activities, including Trivia
117 Night, Silent Auction, and Mosaic Fund headshots. Emphasis was placed on cost control,
118 volunteer support, and expanding outreach to local communities.

119
120 **B. Other Reports/Updates from the Board of Directors**

121
122 The Board of Directors provided no additional reports or updates.

123
124 **I. CALL TO ORDER & FOUNDATION BUSINESS (CONTINUED)**

125
126 **E. Review of Day II – Foundation Board of Directors Meeting**

127
128 Mangiafico discussed the agenda for the second day of the Board of Directors meeting.

129

130
131

132 **Society of American Archivists Foundation**
133 **Board of Directors Meeting**
134 **November 21, 2025**
135 **Chicago, IL (Virtual)**
136

137 *Agendas and background materials for SAA Foundation Board meetings are publicly available*
138 *via the SAA website at: <http://www2.archivists.org/groups/saa-foundation-board-of-directors>.*
139

140 Foundation Board President **Lisa Mangiafico** called the meeting to order at 9:00 p.m. CT on
141 November 21, 2025.
142

143 Present for the entire meeting were:

144 Elected Directors: **Carli Lowe** (SAA Foundation Vice President), **Nicolette Lodico**, **Karen Meyer-**
145 **Roux**, **Emily Dixon**, **Mike Rush**, **Jeannie Speck-Thompson**, **Sarah Ponichtera**, **Silvan Elliot**
146 **Maxwell**, and **Angela Fritz**.

147 Society Directors: **Derek Mosley** (SAA President), **Brenda Gunn** (SAA Vice President), **Denise**
148 **Raymann** (SAA/SAAF Treasurer), and **Selena Ortega-Chiolero** (SAA Executive Committee
149 Member)

150 Staff: Chief Executive Officer **Jacqueline Price Osafo**, Chief Operating Officer **Cherie Newell**,
151 Director, Governance **Astoria Edwards**, Manager, Governance **Jill Burgos**.
152

153 Guests: Erica Cheslock

154 Absent: Hope Dunbar
155

156 **VII. DIRECTOR TRAINING**

157 **A. Board Training**

158 The Board participated in fundraising training, focused on building confidence and practical
159 skills for donor engagement.
160

161 **V. STRATEGIC PLAN**

162 **A. SAA Foundation Strategic Plan**

163 The Board continued its discussions from Day I, focusing on strategic planning priorities,
164 including building fundraising capacity, strengthening governance, and advancing initiatives to
165 support sustainability and growth.
166

167 **I. CALL TO ORDER & FOUNDATION BUSINESS (CONTINUED)**

168 **G. Meeting Debriefing/Next Board Meeting**

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170
171
172
173
174

175 The Foundation Board briefly reflected on the highlights from the meeting and made
176 suggestions for improving future virtual Board meetings.

177

178 **H. Adjournment**

179

180 Mosley moved, and Rush seconded a motion for adjournment. The meeting was adjourned at
181 12:46 p.m. CST.