

SAA Architectural Records Roundtable Annual Report, 2007-2008

Mission/Purpose

The Architectural Records Roundtable (ARR) provides a forum for members to discuss issues related to access and management of architectural records and related fields. It continues to play an active and vital role in creating opportunities for archivists to meet and discuss special topics of interest and exchange ideas, in addition to providing an avenue for professional networking. It is our pleasure to report on the activities of the ARR during August 2007-July 2008. Through our members' additional professional affiliations, the ARR enjoys informal liaisons with ICAM/NA, ARLIS/NA, AASL, and SAH. ARR hosts an email distribution list through SAA.

Report from Annual Meeting, 2008

Number of Attendees: 42

Election results: David Read moved from chair elect to chair for 2008-2009.
Todd Kosmerick was elected vice-chair/chair-elect 2008-2009.
Kate Rogge was elected Web Master. 2008-2010

Annual Meeting Minutes

Society of American Archivists
Architectural Records Roundtable Report from 2008 Annual Meeting
August 27, 2008, 1:00-3:00 PM Hilton Hotel, San Francisco, CA
Attendees: 42

I.SAA Council Liaison Report by Diane Vogt O'Connor

Vogt O'Conner highlighted below SAA Council business, Full SAA Council report:
<http://www.archivists.org/governance/minutes/min0808.asp>

MOTION 3: Passed
THAT the SAA Council, in response to recommendations in the Investments Comparative Data Report (August 2008), create an Investment Committee composed of the SAA Treasurer, Executive Director, Finance Director, and three SAA members;

MOTION 5: Passed
THAT the SAA Council award two \$5,000 Minority Student Scholarships per year, budget permitting;

MOTION 12: Passed
THAT a Forum on the *Protocols for Native American Archival Materials* take place at the 2009, 2010, and 2011 SAA Annual Meetings;

MOTION 13: Passed
THAT the SAA Council direct the Education Committee to explore the desirability and feasibility of developing and implementing an accreditation program in graduate archival education, that the Committee conduct a broad-based survey to obtain member input into the question, and that it provide a preliminary report with recommendations to the Council at its May/June 2009 meeting.

MOTION 17: PASSED

THAT all current members of the Website Working Group be thanked for their service, the term of which has now expired;
THAT the President identify a new group of members, according to the particular practical knowledge required, and invite them to serve on the Website Working Group for 2008-2009;

MOTION 19: PASSED

THAT the SAA Council creates a standing subcommittee of its second-year members to review and revise the Council Handbook, taking as its charge both identifying long-needed updates and ensuring that new Council actions are reflected quickly in the relevant Handbook sections.

II. Outgoing Chair Report by outgoing chair Mattie Sink

-Membership: as of August 18, 2008, 57 members

-Review of listserv questions from previous year.

Appraising Architectural models was discussed:

Many firms photograph and destroy Models.

Metal Edge has boxes for Models.

NC State Archives are building shelves for models over flat files.

-There was a Discussion on recommended architectural collections appraisers.

ARR members Laura Tatum and Waverly Lowell indicated that they have worked successfully with Roger Wicker. Wickers contact information:

Turtle Island Book Shop 3032 Claremont Ave. Berkeley, CA 94705. P:
Roger A. Wicker Tel: (510) 655-3413. Fax: (510) 655-4238. Email:
RWturtleisland@aol.com

Other appraisers/lists noted:

Virginia: <http://spec.lib.vt.edu/Appraisals.htm>;

Texas: <http://www.lib.utexas.edu/apl/aaa/giving.html>;

Chicago area: Wilbert Hasbrouck;

New York area: Ken Beech;

It was suggested that list of appraisers be added to the ARR website.

III. Incoming Chair David Read report on ARR website

<http://www.archivists.org/saagroups/archtec/http://www.archivists.org/saagroups/archtec/>

-Discussion included the noting that this website is the inaugural site of the ARR and the result of the hard work of Kathryn Pierce, a student in the LIS program at UT Austin.

Discussion touched on what the site should be. Suggestion included the website should house roundtable meeting minutes, annual reports, collection appraisers list.

IV. 2008 ARR-specific SAA conference events highlighted

-Wednesday, August 27, 9:30-11:30 a.m.: Open House, Environmental

-Design Archives, UC-Berkeley. 11 people attended. Waverly Lowell was thanks for hosting this event.

-Friday, August 29th: 8:50-11:30 a.m.: Tours: 8:50 AM-11:30 AM. San Francisco Museum of Modern Art and new Federal Building. Dayna Holz was thanked for arranging these tours.

-Friday, August 29th: 12:00 noon - 2:00 PM Visual Material Section meeting.

-Saturday, August 30th: 8:00-9:00 AM: ARR-endorsed session: Pre-Custodial Intervention: Let them do the Damn Work? Kevin Glick, Laura Tatum, Daniel Hartwig. Yale University.

V. Call for Proposals SAA 2009

-The 73rd Annual Meeting of the Society of American Archivists will be in Austin, Texas, August 23-31, 2008. Theme is "Sustainable Archives" Members are invited to participate in development of the meeting by:

- 1) proposing sessions that will be Business of interest to the profession or
- 2) volunteering to share your own knowledge and expertise as a presenter.

Session proposals for SAA 2009 due October 8, 2008.

VI. Old Business/Continuing Projects

-Update on AIA's American Architects Authority Database Project by Nancy Hadley.

Encoded using EAC (Encoded Archival Context) XML standard.

Links to holdings. 56,000 names 54,000 architects.

Hadley called for information on Architectural holdings at archival institutions.

Hadley indicated the she will take "anything."

-Future of AIA archives and library.

-Joint task force looking to make recommendations at what to do with all collections including library

-Bruce Lavery of Athenaeum of Philadelphia Letter suggested ARR to send a to the letter board of AIA stressing importance of AIA and AFF collections. Lavery volunteered to make first pass at letter.

VII. New business/New Projects

-ARR Member/Participant roster and continuance of SAA ARR Member Directory discussion led by Mattie Sink.

Roundtable is exploring ways to get on official roster with assistance from SAA technical contact Brian Doyle.

It was noted that is necessary to signed up as ARR member each time you renew SAA membership in order to be listed as official member.

It was noted that official membership is important as there has been a discussion in SAA council regarding many roundtables falling below the minimum requirement of 50 members.

It was recommended that each member check their ARR membership status via the SAA website or ask Brian Doyle of SAA for assistance in confirming your ARR membership to switch you over.

It was agreed that ARR will no longer keep our own membership list. The official ARR member list will be maintained centrally by SAA.

-Records Management Roundtable SAA Records management Project discussion led by David Read.

Allison Langmead of the Records Management roundtable indicated the existence of SAA retention schedule for groups existed.

-There was a question about whether SAA listservs were being archived?

-Read indicated that collecting and transferring the records of the ARR would be a high priority for the ARR in 2009.

-Report on International Council on Archives (ICA) Section on Architectural Records by Annemarie Van Roessel, ICA Board Member.

Agenda for 2009 annual conference is still being worked on.

Van Roessel noted the gau:di conference: Governance, Architecture, Urbanism: a Democratic Interaction” in Paris in 2009 may be of interest to ARR members:

<http://www.gaudi-programme.eu/en/productions/>

-Read asked that meeting participants go around and give brief introductions.

-Waverly Lowell spoke on the following topics:

Getty Foundation has stopped giving grant for archival projects at this time. They are revisiting their priorities and programs.

Architectural records are most useful when focused at the project level. Waverly asked to please consider this approach when digitizing records for individual projects. Try to resist the item level approach for metadata and use the concept of a complex object. A good example of this is:

<http://content.cdlib.org/view?docId=tf8k40079x&doc.view=items&brand=oac>

Lowell Suggested that in the future the group returns to an earlier format in which the Annual ARR meetings included some business, some round table, and a presentation.

-Read agreed that it would make sense in the coming years to limit the business meeting to 30 minutes and allot an hour for a speaker or group work.

-A discussion then took place regarding EAD. Elements of this discussion included: When to use a standard and when to not use a standard; Challenging ourselves, inclusion in consortial projects, whether the use of EAD supports the profession and allows finding aids to be crawled; and whether searching with Google is good enough for research.

-Other related topics discussed:

What should we be using for technical standards?

IFC?

Use of DACS

The chair of the DACS working group gave examples of EAD for a specific format of materials. A survey showed that ARR members are using DACS for architectural records.

It was noted that MARC is still being used to describe architectural records.

There was a discussion on Greene/Messier Less processing more produce in relation to using standard series.

There was a discussion on large format scanning and a survey on the topic was distributed by Nora Murphy.

VIII. ARR Election Results

-David Read moved from chair elect to chair for 2008-2009

-Todd Kosmerick was elected vice-chair/chair-elect 2008-2009

-Kate Rogge was elected Web Master. 2008-2010

The membership thanked outgoing Senior Co-Chair Mattie Sink for her excellent work during her two years of service.

Submitted by David Read SAA, ARR Chair