

Archives Management Roundtable  
August 24, 2011  
Annual Meeting

The meeting was called to order at 5:30 pm by the Chair, Alexandra S. Gressitt.

- Following a brief welcome by, attendees were invited to introduce themselves by name and institution.
- Gressitt introduced Brenda Lawson, Council Liaison, who reported on Council activities and highlighted the upcoming annual business meeting scheduled for Saturday. Attendance was recommended and members were urged to take time prior to the meeting to review constitutional amendments and other proposed changes. Lawson explained an initiative being taken by council to review SAA's annual meeting. A task force has been created to review issues including, but not limited to, social responsibility, site selection, meeting models and accessibility. The committee which will be inviting SAA membership to participate is expected to conclude their review and report within two years. An issue under review has to do with access to electronic equipment, including microphones, by Roundtables. Roundtables work with an April deadline for their programs and limited requests for electronic/AV equipment will be considered. Lawson, who with this meeting completed her term of office, introduced the new Council Liaison, Elizabeth Kaplan.
- Gressitt introduced Larry Landis who represented the 2012 Program Committee. The 2012 theme is Beyond Borders: Annual Meeting of the Society of American Archivists, San Diego, August 6-11, 2012. Landis discussed a new session format, Lightning Talks, being tried for the first time at the 2011 meeting. Proposals are due Oct 3, 2011. For additional information and forms for submission see: [conference@archivists.org](mailto:conference@archivists.org). Roundtables may endorse only 2 proposals and endorsements are due by Oct 17.
- AMRT members present participated in a discussion of potential sessions: including management in the face of limited assets - doing more with less and communicating archives – marketing.
- Gressitt reported on various activities – support for the Accessibility Working Group and endorsement of two of seven session endorsement requests. There was general discussion concerning the identity of the AMRT as a business management focus group rather than an archival processing management group. Members of the AMRT were encouraged to be advocates for the group and its mission.
- Mott Linn reported that newsletters, including back issues, are now available at the AMRT website and that one issue of the newsletter was published this year.
- Debra Kimok and Daria D'Arienzo reported on activities of the Accessibility Work Group and shared brochures and a bibliography created by the work group. The called attention to the Accessibility Forum scheduled for Thursday, August 25, 2011 at noon.
- AMRT leadership is seeking ways to involve more RT members in leadership roles. To meet this goal, when Mott introduced the slate of officers he invited nominations from the floor for the vice chair position. Following discussion Sheryl Williams of Kansas University permitted her name to be put forward for consideration. D'Arienzo and Gressitt counted ballots and the election results: Mott Linn, Chair; Sheryl Williams, Vice Chair; Claire Galloway, Secretary, Director of the Office of Records Management and Archives for the Roman Catholic Diocese of Fort Worth,; Steering Committee members: Daria D'Arienzo, Debra Kimok, Salvador Barragan, and Alexandra S. Gressitt as immediate past president.

- Keynote presentation was by Mott Linn on **The Budgetary Importance of Building Relationships** Budgets of archives could be improved if directors knew how others have built and used relationships to assist in receiving additional funding. This discussion by Mott Linn reviewed how twenty library directors and other administrators attempted to increase funding. General discussion followed the presentation.
- In closing, Gressitt thanked those members present for the opportunity to serve as chair for 2011 and welcomed the newly elected officers to their leadership roles
- 28 people attended the Roundtable meeting.
- The meeting closed at 7:30pm

Respectfully submitted,

Alexandra S. Gressitt, Immediate past chair of AMRT