Society of American Archivists  
Architectural Records Roundtable  
Annual Meeting 2011

Location: Chicago Hyatt Regency Hotel, Wrigley Room  
Date: 24 August 2011  
Time: 3:15-5:15 p.m.

Minutes

Co-Chairs: Keli Rylance and Linda Sellars  
Attendees: 34 signed in

Call to order and welcome. Keli Rylance called the meeting to order and welcomed attendees.

Roundtable membership. Keli reported that the Roundtable has 317 members and 370 on the listserv. The listserv has been promoted to other groups, such as Archives and Archivists list (A&A), Art Libraries Society Discussion list (ARLIS-L), International Council on Archives list (ICAL), American Society of Landscape Architects list, Association of Architectural School Librarians list (AASL-L), and EXLIBRIS-L.

Officer election results. Keli reported that Sherrie Bowser, Project Archivist, International Archive of Women in Architecture at Virginia Tech was elected co-chair.

ARR website migration. Kate Rogge migrated the Roundtable’s website to Drupal. Keli asked members to look at the website and provide feedback.

Session proposals.

Last year’s endorsements

- It’s Gotta Be Easy! Born-Digital Architectural Records and Moving Forward with CAD and EBM Preservation was not accepted.
- Design for the Next Larger Context: Exposing Architectural Collections for the Broadest Use was accepted.

Endorsement process for SAA 2010 “Beyond Borders.” Keli encouraged members to submit proposals for the 2012 meeting. Proposals submitted for Roundtable endorsement should be sent to Linda Sellars at the same time they are sent to the Program Committee.

SAA Council representative Donna McCrea encouraged members to come to the annual business meeting at 11:30 Saturday morning. Important issues will be discussed and voted on. Among these is a proposed amendment to SAA by-laws that would change the method of voting. A Task Force on Annual Meetings will also be announced and discussed.

SAA Program Committee member Mark Shelstad announced that the deadline for submitting session proposals for the 2012 annual meeting will be October 3. Proposals for lightning talks will be considered this year.
**Discussion.** Attendees were asked to introduce themselves by giving their name, institution, what they collect, and at least one achievement or challenge they face.

Todd Kosmerick reported on North Carolina State University’s *Beaux Arts to Modernism* project, an LSTA-funded project that digitized more than 8000 architectural drawings and 500 still images relating to buildings in North Carolina.

Emily Walters reported on the *Changing the Landscape* project at North Carolina State University. Funded by the Council on Library and Information Resources, the Changing the Landscape project has applied efficient processing techniques to architectural collections at NC State.

Other issues raised during the discussion included:
- Born digital material
- Outreach
- Architects as archivists
- Selection and appraisal
- Need suggestions for training resources
- Digitization
- Restricted access to plans of buildings in schools
- Architectural records in institutional archives
- Deaccessioning
- Needs of different users—students, facilities staff, architects, historic preservationists
- Drawings of federal buildings available for decades now to be found and restricted?
- Preservation and transfer of CAD and RIM files
- Access to records of student projects, especially those submitted online to institutional repositories
- Copyright and releases for student work
- Oral history
- Digital preservation
- Off-site storage
- Collection management

**Ideas for sessions**
- Digitization—architectural drawings online, metadata restrictions, ethical and copyright issues
- MPLP
- MPLP and digitization
- CAD—joint session with other roundtables?
  - Proprietary software
  - 3-D, graphic
  - Digital Objects roundtable, Visual Material roundtable