

Margery Sly (Council member, 2007-2010)
2012 SAA Leadership Orientation & Forum

I am speaking for all my Council member predecessors and successors—a long line of good folks who attempt to make the best decisions for the health and future of the Society and who try faithfully to carry out the policies and procedures that are the result of work and best thinking of many of the best in our profession.

First the serious: EXPECTATIONS

1. We expect to build good channels of communication with you and want to hear from you about what's going on. We need to share things with you and receive feedback.

There are formal channels for communication:

a) The most important is the Council Liaison: your CL is your friend. Stay in regular communication; let your liaison know what's going on and find out what's going on in Council. If you have logistical questions or concerns, the CL is a good place to start. If s/he doesn't know the answer, s/he will know who does.

b) See the annual report requirements for your group or area of responsibility. There's a template—and Council reads those reports and discusses issues you raise.

c) Read *In the Loop*.

d) Read and post e-mails on the leadership list.

Also use less formal channels: not only vertical communication but horizontal as well—we hope you talk and work with other groups and leadership.

2. We expect you to familiarize yourself with and follow Society procedures for use of the website, voting, minimum size and leadership of groups, bylaw requirements, etc. It's all on the website and in the *Guide for SAA Leaders* (<http://files.archivists.org/governance/leaders/SAA-LeaderManual-2012.pdf>).

3. We expect you to familiarize yourself with and use the timeline in the *Guide*. It will give you an idea of important deadlines:

- Submit leadership updates within 14 days of the Annual Meeting.
- Submit an annual report within 90 days of the Annual Meeting.

4. We expect you to use the very best source of information about component group leader responsibilities, which is the *SAA Governance Manual* (www2.archivists.org/governance). It provides general information about each of your groups and areas of responsibilities as well as links to individual component group pages.

5. We expect you take some time to learn how Council and how the Society operates and learn enough about current issues to be able to interpret all of that to your membership, or to suggest ways to change them to make things work better for you.

6. We expect you to familiarize yourself with the society's Strategic Priorities and to determine ways in which your group might support SAA's efforts to achieve its strategic goals. When we ask for them—and even when we haven't—we hope you'll send us comments, suggestions, updates. The Strategic Priorities document, first developed in 2005 and revised annually based on member input, is available at www2.archivists.org/governance/strategic-priorities

7. We expect you to generate ideas, plans, and projects. Several of my favorites, because I served as Council's liaison to the Standards Committee, were standards and best practices that originated in sections and round tables. These enrich the profession and should be an important part of the work of the Society.

I'd like to close with some HOPES:

We hope you know that we have to make tough financial decisions for the Society and understand that we don't have unlimited resources.

We hope you know that we understand that you're volunteers and don't have unlimited time—because we are too.

We hope your groups will be welcoming places to new members and you will find ways to integrate those members into the life of the Society.

We hope you know how wonderful and hardworking the SAA staff is—and appreciate and thank them as much as we do.

And, most of all members of Council hope to work in partnership with you to share in the overall leadership of the Society.