

SAA Membership Committee Meeting
Aug 2, 2016 3:00-5:00 PM Atlanta, GA
Meeting Minutes

In attendance:

- Bertram Lyons, chair
- Kate Dundon, vice chair/chair elect
- Matthew Gorzalski, incoming vice chair
- Gabrielle Spiers, committee member
- Michael Zaidman, committee member
- Michelle Sweetser, committee member
- Claire Jenkins, committee member
- Tommy Brown, incoming member
- Rachel Vagts, council liaison
- Nancy Beaumont, Executive Director, SAA
- Carlos Salgado, SAA

Members absent:

- Diane Pugh, committee member
- Laura Starr, incoming member
- Jennifer Motszko, incoming member
- Tywana Whorley, ex-officio (Chair, Diversity Committee)

Guests present:

- Scott Schwartz, Former Chair, Key Contact

Past Business

- The 2015 annual meeting minutes were approved.
- There are four openings for subcommittee co-chair positions: Key contact (1), Career development (2), Navigator (1)
- There are three incoming members to the Membership Committee: Tommy Brown, Jennifer Motszko, and Laura Starr
- Claire Jenkins is rotating off Key Contacts
- Tywana Whorley is rotating off Diversity, and Holly Smith rotating on for a 1 year term.

Review of Annual Meeting – Sponsored Events & Subcommittee Meetings

- New Member/First Timer/Mentoring Program meet-and-greet event: all Membership Committee members are required to attend, as well as Council. It is important to remind Membership committee members that they must attend. Next year, we should invite subcommittee members as well.
- If we continue to host the Mentoring program meet-and-greet, it should be at a different time and place than the New Member/First Timer event.

Discussion Points

- Racheile Ricklefs has been appointed to serve as an intern for the Membership Committee for one year. Ideas for a charge were discussed, including joining the Career Development Subcommittee to possibly evaluate past use statistics, providing support to the Committee on Education with their resource kit project, and the possibility of SAA office projects related to membership. She should be added to the listserv and roster, and included on committee conference calls.
- Nancy noted that if the governing structure of the committee isn't working well, we can propose a restructuring.
- Committee on Education survey report on resource kit was disseminated to the committee. It would be good if Membership could have a liaison with the project or formally connect career development with the project. The newly redesigned website offers places to host such a resource- it is okay to test out, and experiment in this space. This kit could be part of a "benefits of belonging" section.
- Dues increase reminder
- Directive from council (Rachel Vagts): collect information from SAA members about perceived barriers to participating in SAA and share this out to the general membership. This supports Strategic plan goal 4.2: create opportunities for members to participate fully in the organization. Addressing barriers is part of this. How do we tackle this? How do we frame the inquiry in a way that is not a survey? Discussion points:
 - There are practical barriers for institutional member involvement
 - Informally survey members at annual meeting. Ask, what do you do to be active in SAA? Agreed to ask this informally, and share responses with the committee.
- Membership Figures report
 - 99 fewer members this year
 - New ID level (\$90,000+) with new members
 - The part-time ID level went down, so did ID 3

Subcommittee Reports

- Mentoring Program Subcommittee (Michael Zaidman, Gabrielle Spiers, co-chairs)

- Mentoring program will produce a couple of blog posts on successful mentoring experiences (such as on SNAP blog).
- May want to look into formally recognizing repeat mentors in some way, such as creating a Mentoring Award.
- Career Development Subcommittee (Matt Gorzalski, chair)
- Navigator Program Subcommittee (Kate Dundon, chair)
- Key Contact Subcommittee (Claire Jenkins, Michelle Sweetser, co-chairs)
 - Takeaways: members still want it to exist, but they want it to be a more meaningful experience. There is a concern that their work isn't effective when new members don't respond.
 - Recommendations:
 - Regional/local meetups. This connects with the idea of better aligning districts with regional associations.
 - Repeated regular contact
 - Better training for new KCs
 - More customization of first contact. KCs should read reports on new member and customize their emails.
 - More effective communication of feedback to DR
 - New format of new member report from SAA should contain as much info as possible
 - KCs need to steer new members to Mentoring Program, Navigator Program, and Career Center
 - Next steps: continue on with program with some concrete changes, including better training. Reassess after three years to see if changes are effective.
 - Claire will stay on in an advisory role.

Position Assignments

- Tommy Brown was appointed co-chair of Key Contact
- Jennifer Motszko and Laura Starr were tentatively appointed co-chairs of Career Development Subcommittee
- Diane Pugh was tentatively appointed chair of Navigator Program Subcommittee
- Matthew Gorzalski will serve as an advisor to Career Development
- Claire Jenkins will serve as an advisor to Key Contacts