**AHS Phone Conference Minutes** 02/16/2017

In attendance: Eric Stoykovich (Chair), Kelly A. Kolar (Vice Chair, KK), Jenny Mitchell (JM, joined halfway), Ciaran Trace (CT)

Notetaker: Eric Stoykovich

1)   **Twitter/Social Media** (TZ, reported via email) - The Archival History Twitter account gained 5 new followers since our call on January 19. No updates or further correspondence from the Publications Working Group about whether they wish to continue their participation. It may be that this request is too open-ended, without any concrete developments (e.g. a potential candidate for newsletter editor) that PWG members can respond to. TZ plans to follow up with them after an editor has (hopefully) been installed. TZ will retweet (and possibly send to the listserv) the call for an editor on a scheduled basis over the next few weeks.

2)   **Publications Working Group** - Governance of Newsletter Editing - ES, CT, and KK discussed the prioritization of other ‘recommended action items’ offered in the Publications Working Group’s final report (of Dec. 2016). While reaching out to Chris Prom and the SAA Publications Board (recommendation #4) could be fruitful, KK suggested delaying until after the editor(s) and possibly a student intern to assist the new AHS newsletter had been selected. CT recommended approaching editors of related newsletters and journals, including the editor of the National Archives’ *Prologue*, to establish relationships (recommendation #5). CT offered to assemble a list of journals and editors, and to draft a letter to be sent to such editors; CT will share the draft language with the steering committee.

CT proposed placing copies of the older version of the AHRT newsletter (possibly dating from 1987-2001) on the SAA-AHS microsite, which could then be linked to the new newsletter’s WordPress website. ES agreed to re-contact the Univ. of Wisconsin-Milwaukee archives to ask for digital scans of the back issues. ES also agreed to place a link to the SAA archives on the SAA-AHS microsite.

KK recommended that, along with ensuring a constant stream of new content, the AHS newsletter editor(s) should make pre-existing content, from across the web, more accessible. CT suggested that the newsletter editor(s), in conjunction with the AHS steering committee, could develop a guidebook/manual to working as the editor(s), instructing them to reach out to SAA sections once a year and reach out to other journal editors twice a year, for instance.

3)   **SAA 2017 - Section Program** (Wed. July 26, 2:30-3:45pm) for Annual Meeting in Portland – KK described her efforts to bring together a panel on Soviet and Ukrainian archives. KK plans to present a history paper, along with one (and possibly two) other scholars, on the timely subject. KK wrote a short description for use in the SAA 2017 conference program. ES sent out the language to the steering committee for review, and then submitted the description and A/V requests to SAA Council on 2/26/2017. KK will know more about the composition of the panel in March, but a slot of at least 45 minutes will be allotted for the panel at the 2017 AHS section meeting (to be held Wednesday July 26, 2017, 2:30PM-3:45PM. Another portion of the section meeting will be devoted to updating the members on the activities of the past year and discussing the planning of publications infrastructure, in light of the Publications Working Group’s final report.

4)   **Bibliography Update** – KK asked if the international archival history bibliography (IAHB) instructions on the AHS microsite should be updated now that the microsite will be switched the group from a roundtable to a section. As these bibliography instructions will remain current, ES recommends that KK could update the title of that particular document to reflect the new name of the section. KK also asked whether a target release date should be finalized; ES suggested that July would be good to set as a date when a beta version of the IAHB, to coincide with the SAA annual meeting.

5)   **Research the 30-year history of the Archival History Roundtable, 1986-2016** – ES will draft a letter to be sent to previous chairs of the roundtable to see if they would like to answer written interview questions about their previous experiences as chairs of the roundtable. ES will share this draft letter with the steering committee.

ES will reach out to the University of Wisconsin-Milwaukee archives to ask for digital scans of all of the previous editions of the Archival History Roundtable newsletter. ES will ask whether these scans can be uploaded to the SAA microsite as is, or with some modification to protect the privacy of the original recipients of the paper form of the newsletters.

6)   **Update: Best Archival History Article Prize** - ES circulated revised language for review by the entire steering committee. On 2/27, ES submitted the funding request form and the award description to Nancy Beaumont, SAA Executive Director, with cc: Erin Lawrimore (council liaison) for consideration by the SAA Council.

7)   **New Business –** On 2/15, TZ sent out a call for AHS newsletter editor(s) to the listserv and social media. There have been a few preliminary responses. TZ has offered to send out the call for editors to the listserv and the social media accounts a second time -- in early March. Hopefully, by the end of March, more information about potential candidates will have been assembled for review by the AHS steering committee.