**AHS Phone Conference Minutes** 06/22/2017

In attendance: Eric Stoykovich (Chair), Kelly Kolar, Chair-elect (KK), Adam Mosseri (AM)

Notetaker: Eric Stoykovich

1) AHS Newsletter Editor developments – ES and AM discussed the schedule for releasing the first ‘issue’ of *Archival History News*. It seems to be on schedule for late August/early September. ES mentioned that he has encouraged the idea that the AHN co-editors establish contact with a cohort of ‘editorial consultants,’ who can be called upon to conduct blind reviews of particularly complex or foreign-language-related external submissions to the newsletter. AM will reach out to several individuals who might be willing to serve in this capacity. AM has been working steadily on as many as four templates in WordPress, which will serve as mockups to display different functionalities. Examples which AM has been utilizing include four SAA committee websites: two of these have been built as actual websites and two have been built as blogs. ES and AM agree to work out the formatting and stylistic guidelines for prospective authors by Monday June 26. By 6/28, the author submission guidelines are released to the public. AM asked several questions: (1) How much photography should be included in the *AHN* website? WordPress allows a limited number of stock photographs; however, there is a website that offers public domain images for free re-use (<https://unsplash.com/search/archive>).  (2) Should the side panel in the WordPress template have the latest AHN newsletters? Will it be useful to include hyperlinks to the AHS meeting minutes? ES and KK agreed to critique the WordPress templates which AM has mocked-up for testing in anticipation of receiving assistance from a SAA student intern, to be selected by the time of the annual meeting. *AHN* received its first written submission from a member of the public, as of

2) SAA 2017 - Program for Annual Meeting in Portland and Lunch Planning – KK indicated that she and Volodymyr Chumachenko would be sending their papers/presentations to the moderator (Dr. Leah Goldman, Reed College) about ten days ahead of the Annual Meeting on July 26. This advanced planning will allow for more critical reading of the papers/presentations and time for Goldman to prepare comments.

KK also said that she is finding it difficult to obtain images of Russian archives from the distant past, for use on the SAA microsite as a complement to the Annual Meeting panel on Russian archives. Though KK located a photograph of Russian archivists in training school during the 1930s, she is unsure about copyright permissions for Russian materials. KK will look into Russian copyright policies through an academic colleague who may be more familiar with those issues.

3) AHS Leadership Election Schedule is on track (ES)

                       June 26 (Monday) - election opens through SurveyMonkey (sent by SAA headquarters)

                       Each voter has a unique link to the ballot.

                       July 10 - last day of election

                       by July 17, the Steering Committee should hear about the election results. It is up to the AHS Chair to release information about the winners.

4) Archival History Award Committee – KK and ES discussed whether to postpone the formal creation and awarding of the archival history section award. KK asked ES if SAA leaders had any more information about fundraising or guidance for funding sources. ES replied that an email from Council Rep. Erin Lawrimore suggested that SAA Council placed “no restrictions on raising funds among the section's membership for the award or for an ad-free Wordpress site….As long as leadership is strongly backing the fundraising efforts and members are contributing, there is no limit to the amount of a gift.” Still, KK and ES thought that there were too many lingering questions and not enough time to review articles in time for an award ceremony at the Portland meeting. Thus, KK and ES decided to postpone the award, and the Archival History Award Committee was formally disbanded. After KK takes over as Chair, a new committee may be formed to review nominations (or otherwise decide) on a possible award. The discussions about the award this year have laid groundwork for future award decisions.

5) Pre-1900 Bibliography Update – KK hopes that one of the new Steering Committee members has subject-area expertise which will allow for the growth of a more geographically comprehensive bibliography. KK continues to receive Russian entries for the pre-1900 bibliography. KK discussed possible next steps for continuing work on the bibliography.

    Post-1900 Bibliography Update – ES will circulate a list of new inclusions and will update the bibliography in time for the Annual Meeting.

6) Research the 30-year history of the Archival History Roundtable, 1986-2016 (ES)

    - Recovered 1987 AHRT newsletter – Past Chair Greg Bradsher found a copy of the February 1987 AHRT newsletter, which he has sent to the University of Wisconsin-Milwaukee archives for preservation with the SAA archives. ES is hoping to receive a digital copy of this issue of the AHRT newsletter from UWM, for watermarking, redaction, and inclusion on the AHS microsite.

    - The questionnaire has been sent to 6 living past chairs; 3 responses have been received so far – ES will send questionnaire to more recent AHRT chairs (those who served between 2001-2013)

7) Transition of Twitter/Social Media – TZ is preparing to turn over control of the social media efforts to a new member of the Steering Committee. Once the leadership election has been completed, ES and KK will seek a volunteer from among the upcoming year’s steering committee to take over the responsibilities which TZ has so ably managed. Then, TZ will be able to reach out to the new social media leader. Thanks and appreciation are due for Tamar Zeffren’s work on the steering committee, 2016-2017!