**AHRT Phone Conference Minutes** 05/25/2017

In attendance: Eric Stoykovich (Chair), Jenny Mitchell (JM), Ciaran Trace (CT), Erin Lawrimore (EL, for first third), Chair-elect Kelly Kolar (KK, joined halfway through), and co-editor *AHN* Adam Mosseri (AM)

Notetaker: Eric Stoykovich

1. **SAA Council News** - EL reported that the transition of roundtables to sections has been largely completed on the SAA website. Changes to the language of bylaws which still refer to ‘roundtables’ will be forthcoming this summer. ES asked EL about the terminological changes issued by SAA Council which converted section “bylaws” to “standing rules.” EL suggested that the new standing rules for sections would allow for greater flexibility, as the standing rules may be changed more easily by section leaders.

These are the changes made by the SAA Council to the AHS section ~~Bylaws~~ Standing Rules. The AHS Chair and Vice-Chair were first made aware of these changes on May 10, 2017 via email:

**III.          GOVERNANCE.**

1. These standing rules of the Archival History Section shall serve as a supplement to the SAA Section Bylaws, which govern all SAA sections. Please refer to Section IX. Sections of the SAA Governance Manual for information on membership, section election procedures, reporting requirements, and more.
2. **Elections.** Elections shall be conducted online with the assistance of the SAA staff and in accordance with the guidelines for section elections as specified in Section IX. of the SAA Governance Manual. Availability of the online ballot and the deadline for voting shall be announced by the Chair to all section members via the section’s official email discussion list and website.

~~Officers and Steering Committee members for the year in which these bylaws first take effect shall be elected during the annual meeting of the section. In subsequent years, if a vacancy exists for an elected position, an election to fill that vacancy may be held during the annual meeting.  Elections conducted at the annual meeting shall be determined by a majority vote of members present at the section’s business meeting. Membership shall be determined by the conference attendee’s voting member name badge as provided by the SAA staff.~~

~~New leadership assumes office at the conclusion of the SAA annual meeting.~~

**VII.         AMENDMENTS.**  ~~Amendments to these bylaws shall be determined by a majority vote of section members in a referendum held in conjunction with the section’s annual election. Once adopted, new or revised bylaws shall be submitted for approval by the SAA Council to ensure that they become part of the permanent record as a component of Council meeting minutes~~. To ensure alignment with SAA’s governance documents, any amendments to the section’s standing rules should be reviewed by the executive director (or her/his designee) and the section’s Council liaison by May 1, before they are put forward in a referendum for vote by the section membership. Proposed amendments to the section’s standing rules will appear on the section’s annual election ballot for a final approval by a simple majority of the section’s membership. Any adopted amendments should be posted promptly to the section’s microsite and be noted in the section’s next annual report to the Council. Any revisions to the section’s name or mission/description must be submitted to the Council for final approval. For more information on amendment procedures, see Section IX. Sections of the SAA Governance Manual.

1. **Update on SAA Council May meeting decision - proposal for new Archival History Award** -

EL described that the SAA Council decided at the May council meeting not to approve the AHS section proposal to create a new Archival History Award to be administered by the SAA Awards Committee. EL discussed the rationales for not creating a new award: the Council thought that there were already a lot of awards administered by the 120-person Awards Committee and that the Leland Award has received few entries for the past couple of years. In fact, three of the SAA awards this year received zero submissions.

Instead, two alternatives were proposed: (1) broaden the Waldo G. Leland Award to include journal articles, right now “periodicals are not eligible,” or (2) the AHS could create its own ‘section award’ to be administered “however it worked best,” thereby giving the section leeway in how to solicit submissions, put together a judging subcommittee, and hand out a certificate with the new AHS logo at the annual meeting. Apparently, an award stipend could not be awarded by the section.

ES asked whether AHS could have a designated judge on the Leland Award, if it were to be broadened to include journal articles. In response, EL noted that only one SAA award has such a designated representative from a section -- the Archivists and Archives of Color Roundtable has a diversity travel award in which one member from the section's steering committee is able to help judge the award entrants. However, that section is allowed this privilege because they created the award originally and raised money for the stipend, prior to the SAA Council taking over the administration of the award. EL said that AHS could follow the same model - create a section award and then hope that SAA Awards picks it up at some point in the future. JM indicated that she served as a designated representative for the Coker award while a member of the Description Section steering committee.

After EL departed the call, CT, JM and ES agreed that of the option of creating an independent AHS section award would be preferable than attempting to alter the language in the Leland Award to accommodate archival history journal articles. In an email exchange between ES and KK, Vice-Chair KK agreed with this idea of creating a section award. Questions remain, including whether the section can award anything more than just a paper certificate, perhaps a gift certificate redeemable at the SAA bookstore? What are the parameters of a section using crowdfunding to raise money? CT pointed out that the monetary amounts given to the Leland prize varied significantly from that given to the Pease award.

1. **Twitter/Social Media** – TZ postponed this update until next month.
2. **Research the 30-year history of the Archival History Roundtable, 1986-2016** – ES commented on three developments. (1) There are discrepancies in the dates and names of past chairs provided by the SAA membership database at SAA headquarters in Chicago AND those available on the screenshots of archived webpages of the AHRT available through Internet Archive. These latter were compiled by archivists at the University of Wisconsin-Milwaukee archives, who advised ES to trust more strongly the names and dates provided by the SAA membership database. CT recommended publishing the list to the listserv or microsite to see whether members can verify or clarify particular pieces of information related to the identity of past chairs. (2) ES prepared a questionnaire, which CT edited, to obtain information from past chairs of the AHRT (starting with those 1987-2000) to compile a history of the roundtable, in part to celebrate its first 30 years of existence. ES will circulate the questionnaire in the week of June 1. (3) ES mentioned that the February 13, 1987, edition of the AHRT newsletter was not found in the SAA archives at the University of Wisconsin at Milwaukee. On May 29, ES placed a call to the AHS members on the AHS listserv in order to locate a copy of the 1987 newsletter.
3. **AHS Newsletter Editor developments** (AM and ES)

ES informed the steering committee about the steps which he and AM were taking to create the WordPress newsletter and content. First, ES reported that SAA is set to release the internship position in June. CT commented that iSchool students will have left for the summer by that time; ES agreed to circulate the call for SAA interns, particularly to attract students of CT and KK. Second, ES mentioned that AM would be making some WordPress templates using the free version of WordPress, in advance of the expected arrival of the intern to the project by August. ES and AM also suggested that the section should consider paying the $36.00 annually to obtain an upgrade on the WordPress platform, which would include a url without “wordpress”, no WordPress advertisements, an email account attached to the WordPress website, and more memory (6 GB instead of 3 GB with the free website). KK asked about how money to pay for this annual web service fee could be raised; ES agreed to ask Erin about fundraising options for the section. AM raised the issue of how uploading of content would occur in WordPress, and how interoperable the format of the content needed to be.

**Proposed Schedule for the Release of *Archival History News* by August**:

 May 26-29  -  establish a Google account for use by newsletter editors to compile contributions from AHS members and the general public

 June 1   -   put out call for newsletter contributors; continue to write and edit material for the newsletter

 July 1-30   -   SAA Council will announce the selection of the student intern to work on the newsletter on behalf of AHS

 August 15-30   start WordPress website - launch the newsletter!

1. **SAA 2017 - Program for Annual Meeting in Portland** – KK reiterated that she and Dr. Volodymyr Chumachenko of Kansas State University will present on the early Soviet archives and the post-Soviet period. KK will investigate possible moderators who are Russian/Soviet history experts in the Oregon area. ES will moderate the panel if no local moderators are found in time. ES will draft a tentative program schedule.
2. **Bibliography Update** – KK will report on this subject next month. ES mentioned that he will circulate a list of new additions to the post-1900 bibliography for inclusion in a revised edition this summer. ES also mentioned that he would like some member of the steering committee (an individual who is continuing on the steering committee after July) to take over the job of maintaining the GoogleDoc which has the revisions for the post-1900 bibliography.



1. **Call for Nominations! - leadership election** - deadline May 31 – ES solicited interest from current members of the steering committee to ensure the possibility of some continuity in section leadership.