

Collection Management Section

Council Liaison: Rachel E. Winston

Report Submitted by: Larissa Krayer

2021-2022 Steering Committee Roster

Position	Name	Term Start	Term End
Chair	Larissa Krayer	8/14/2021	9/1/2022
Vice Chair / Chair-Elect	Rita Johnston	8/15/2021	8/15/2022
Steering Committee Member	Helena Egbert	2/7/2022	9/1/2022
Steering Committee Member	Marcella Huggard	8/15/2021	9/1/2023
Steering Committee Member	Elizabeth Wilkinson	8/15/2021	9/1/2023
Web Liaison	Jane Gorjevsky	1/15/2022	9/1/2022

ACTIVITIES

Completed: - Organized and hosted a webinar entitled "Turning Disaster into Opportunity." Three speakers discussed how they used a disaster to evaluate collection management practices, storage design, and processing to come out strong on the other side. - Added 1 new Repository Profiles for content management systems and one for Digital Asset Management Systems. Also added an additional documentation file for ArchivesSpace. - Continued to review and fix, as needed, broken links and outdated information on the section microsite. - Organized the annual meeting with 3 speakers from diverse institution types (museum, business archive & university archive) who spoke on collection moves.

Ongoing: -Soliciting suggestions from members for programming -Soliciting additional entries for the Repository Profiles and Documentation Portal -A representative from the CM section steering committee is serving on the TS-EAS Outreach and Communications team

New: A focus on more engagement with our section, including a regular yearly webinar on rotating subjects

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

The CM section continues to discuss how we can best advocate for archives and archivists. A great discussion occurred during our Annual meeting regarding early career archivists and obstacles they face in term-projects such as collection moves. It would be great to continue conversations such as these within the list-serv or other venues. We have a representative on TS-EAS Education and Outreach, and we hope to lean into that more to encourage our membership to advocate for their needs as the standards are revised.

Goal 2: Enhancing Professional Growth

Much of our work in this area relates to our programming both in planning webinars and the SAA Annual Meeting. We also continue to solicit for and maintain the Repository Profiles and

Documentation Portal. Continuing on feedback received during our 2021 survey, the section organized a presentation on both disasters and collection moves and how these impact collection management issues such as processing and storage.

This year, we continued to solicit new Repository Profiles, including those for DAMs, which others can use to see how repositories are used in the field as they make choices about their own repository selection and use. We also made a push to collect material for the Documentation Portal, and it continues to be a free resource for archivists to view manuals and workflows created by a variety of institutions. We continue to work to be a resource for the community and be responsive to their interests and needs.

Goal 3: Advancing the Field

The section continues its partnership with TS-EAS Outreach committee to help share information and advocate for participation in standards discussion. In the coming years, more work could be done to strengthen this partnership to help advance the work of both committees.

Goal 4: Meeting Members Needs

Based on feedback from the January 2021 survey of the section, we organized two slates of speakers for a webinar in April 2022 and for our Annual Meeting to discuss topics the community was most interested in. We are continuing to facilitate communication via our e-list, both to share steering's work and to encourage membership to share needs/ask questions of each other.

ANNUAL MEETING

Number of Attendees: Approximately 70

Summary of Meeting Activities: We received an update from TS-EAS on their work updating the EAD and EAC-CPF standards. We held a brief business meeting, followed by three presentations from different types of institutions on collection moves and a Q&A with the audience.

SELF-ASSESSMENT

How would you describe the health or energy of your section? How engaged are your members?

While the list-serv sees limited engagement, when members ask questions, the community is often very responsive and willing to help. We had such a great turnout for presentation proposals for our April webinar that we were able to transition some proposals into a new topic for the Annual Meeting. Both these events were well attended and prompted some good questions/discussion from the attendees

QUESTIONS FOR COUNCIL

None at this time.