

## **Acquisitions & Appraisal Section Steering Committee Meeting 7/1/2021 3pm EST**

To join the meeting:

<https://princeton.zoom.us/j/3532508197?pwd=RU1NNFA2dWRHTzZxZWxkVkdEb3g4dz09>

Password: 222359

*Present: Alexis, Christian, Sarah, Jamie, Suzi, Aaron, Meaghan*

### I. Approval of minutes from [5/6/2021](#)

Suzie moved and Sarah seconded. Approved unanimously.

### II. Annual Meeting July 19th 4pm EST

The program is set. Below is the outline of the business meeting. Alexis will create slides. Alexis will lead the meeting and hand it off to the speakers for the program. Christian said someone from council might want to make announcements. Alexis will send meeting invite to the listserv. Reports are due after the annual meeting.

#### A. Business Meeting

##### 1. Overview of Year

Alexis will provide the overview

##### 2. Election Results

Christian will provide election results

##### 3. Changes to Section Name

Meaghan will discuss the addition of Accessioning and the best practices working group

#### B. Program on TCO

### II. Elections

Aaron added election info to wordpress and will share election info with the listserv. Christian noted we have many good candidates. The election closes July 14 and we will have election results the following day.

### III. Updates

#### A. Outreach Subcommittee

Nine attended the Third Thursday discussion. Jamie did a great job leading the discussion and providing structure. All agreed the quality of the discussions and blog posts have been good this year.

#### B. Best Practices Subcommittee

No update.

#### C. Accessioning Best Practices

The leaders subgroup had a great meeting. Next meeting is scheduled for July 22. Suzi asked if any of the work Meaghan is doing with Rosemary could be incorporated into the work of the Best Practices Subcommittee, as it proved difficult to collect DEI policies this year as planned. Meaghan said the review of Accessioning best practices could be a project for this subcommittee.

Other updates: We discussed the transfer of the gmail credentials to the incoming Outreach member. Jamie suggested we update wordpress to reflect the individual's email address rather than a generic one that we have to transfer every year. Jamie also suggested we create a document that outlines all actions that need to occur during the changeover of committee members. Everyone agreed this would be an important document to create. Soon after the annual meeting, Sarah will schedule a meeting with all new committee members.

IV. Next Meeting is Annual Meeting on July 19 from 4 to 5:30pm EST