

Accessioning, Acquisitions & Appraisal Section Steering Committee Meeting
9/29/2020 2pm eastern

To join the meeting:

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

Passcode: 222359

Present: Alexis, Sarah, Elizabeth, Aaron, Meaghan, Rosemary, Rose

I. Introductions

- New members present include: Rosemary (incoming Vice Chair) and Rose (who has decided to serve on the Outreach subcommittee)

II. Approval of minutes

- Alexis moved and Meaghan seconded. Approved unanimously.

III. Review of annual meeting

- Generally positive responses from all present; attendees seemed engaged.

IV. Annual report – additional questions for the group

- a. How would you describe the health or energy of your section? How engaged are your members?**
 - Relatively engaged membership with noticeably more member-initiated feedback and conversations compared to other's experience with SAA sections
- b. What forms of communication work best for your section members? (For example: email listserv, conference calls, in-person meetings)**
 - Listserv seems most reliable venue for membership communication
 - Facebook engagement is low (and often reflects leadership engagement not broader membership)
- c. SAA is exploring programming and topical affinities between sections ([learn more here](#)). Does your section share issues or scope overlap with other sections? If so, which sections?**
 - Some overlap with Description and Collection Management, particularly since accessioning is now going to be a more formal part of the section's focus
- d. If your section were to be part of an umbrella of affiliation with other sections, how would you describe the overarching theme of that umbrella?**

- This section's foci are broad and impactful enough that it doesn't clearly fit underneath the umbrella of any other section

e. Do you have any concerns or questions about the potential for your section to merge or affiliate?

- Strong feelings that affiliation with other relevant sections could be beneficial, but merging wouldn't be appropriate.

V. Subcommittee reports

f. Outreach subcommittee

i. Gmail account management

- Incoming member of the outreach committee will use their own email address going forward to eliminate complications of multi-user gmail

ii. Microsite updates

- No immediate changes identified beyond section title and standing rules (addressed below)

g. Best Practices subcommittee (Meaghan)

i. Best Practices for Archival Accessioning Working Group (Meaghan/Rosemary)

- Group broke ground in Summer 2021 with first full-group meeting happening in October 2021
- Community compact, code of conduct, README, and goals/milestone documentation has been created
- Group members will read "History of Accessioning" chapter from Audra Eagle Yun's *Archival Accessioning* book

VI. Planning for 2021-2022

a. General

- Meaghan says that while our events/output have been well-received, there is an air of preaching to the choir-ism; suggests that we make a more concerted effort to bring more folks into the conversation
 - Possible opportunities to collaborate with SAA and non-SAA entities (esp. RBMS)
- Once section title and standing rules are approved in re: addition of accessioning, would be nice to have an official statement + some programming/blog post/output specifically

geared towards this topic to solidify the section as a resource/community for folks performing accessioning

- Would be great to hear from accessioning archivists in the field to gauge their needs, triumphs, and so on

b. Update on Accessioning and standing rules

- Felicia said that the title change + standing rules would be reviewed in the August SAA Council meeting but have not heard any official word
- Once change is confirmed, SAA will assist with updating microsite and section leadership can identify other things to update (Twitter, FB, etc.)

VII. Next meeting

- Meeting will happen in November 2021