

**Accessioning, Acquisitions, & Appraisal Section Steering Committee Meeting  
11/30/2021 4pm eastern**

To join the meeting:

<https://princeton.zoom.us/my/triplea?pwd=RU1NNFA2dWRHTzZxZWxkVkdEb3g4dz09>

Passcode: 222359

*Present: Alexis, Sarah, Meaghan, Aaron, Rose, Tamar*

I. Approval of minutes

Rose moved, Alexis seconded. Approved unanimously.

II. Update on standing rules and name change

Felicia said the changes to the standing rules were approved. We are officially Accessioning, Acquisitions, & Appraisal! Felicia said it will take some time to update the microsite, which SAA will complete for us. We will need to update Facebook and Twitter ourselves when the microsite is updated. Felicia did not provide a timeline for this, but Sarah will check periodically and ping Felicia if needed before our next meeting.

III. Subcommittee reports

a. Outreach subcommittee

Outreach created and distributed a survey to solicit feedback from section members. Subcommittee minutes and survey results are available in the Outreach Subcommittee folder. Of the 22 responses received so far, data shows SAA Listserv most used platform, with Facebook a close second. Most responses came from archivists in academic settings. Section members surveyed are most interested in discussing appraisal, reappraisal, deaccessioning, and retrospective and digital appraisals. They are not interested in discussing COVID. Many showed interest in leading or co-leading sessions. Incoming steering committee members will create blog posts that will touch on the section's name change and other topics.

b. Best Practices subcommittee

Subgroups have all met. Next Monday (Dec. 6) Meaghan and Rosemary's leadership group will meet to create the agenda for the next full working group meeting. They will also discuss the definition of accessioning Meaghan and Rosemary created. They want to ensure everyone is working from the same definition. The group is considering whether or not to submit a proposal to SAA for 2022. They want to keep SAA members outside of the section updated on the work being done.

#### IV. Other updates

No other updates.

#### V. Next meeting

Sarah will send doodle poll for a January meeting.