

**Accessioning, Acquisitions & Appraisal Section Steering Committee Meeting**  
**Wednesday, May 24, 3-3:45 p.m. [EDT]**

<https://yale.zoom.us/j/95862546990?pwd=a3lTn2EyV2doMGlCYWpNWnNMeGVDUT09&from=addon>

Password: 470454

**Present:** Lexy, Rose, Meg, Sarah

Notetaker: Meg

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- I. Welcome
- II. Approval of minutes
  - A. Sarah moves to approve, seconded by Lexy
- III. Joint section meeting update
  - A. Joint section meeting
    1. Is a go!
    2. Program will Electronic Resource section
    3. [https://docs.google.com/document/d/13k9nqmue6yGQvJhp\\_f3nT9N-HJ3LDR9MTGO5ETzcbUc/edit#heading=h.n0wer2royzy5](https://docs.google.com/document/d/13k9nqmue6yGQvJhp_f3nT9N-HJ3LDR9MTGO5ETzcbUc/edit#heading=h.n0wer2royzy5) Planning doc
    4. 3 people doing 4 presentations about overlap between accessioning and appraisal and how born digital intertwines them
    5. After presentations we will have 15 minutes for q&a and then we will have a joint session meeting
    6. Breakout groups - let members intermingle! We will go first, ER will go second. Then time and space for questions.
    7. This will take our full hour and a half
    8. What WILL we be discussing?
      - a) Best Practices update
  - B. Section Meeting report
- IV. Subcommittee reports
  - A. Outreach subcommittee
    1. Third Thursday event update
      - a) Tamar is not here but last event went well!
      - b) 125 attendees, 3 very good presentations about collection moves
      - c) Recording happened! (Unclear if it has been sent out or not?)
      - d) August 17th - Management!
        - (1) Rose has gotten a few people
        - (2) Instead of presentations, this is more conversational.
        - (3) Moderated discussion
        - (4) Emphasis on new management and how to make it work
        - (5) Katie Rojas, University of Virginia; Sarah Patton, Nevada Historical Society; need 1 more person
  - B. Best Practices subcommittee (Meaghan)
    1. ALL of the updates

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### DATE TIME (timezone)

Insert ZOOM link when day/time finalized

2. May 1-5 in Rhode island
3. 32 people in the working group, 31 were able to attend
4. Funded by IMLS allowed for the high attendance numbers
5. Feedback survey has returned good feelings
6. Maureen Cresci Callahan and Rachel Searcy gave a technical writing primer
7. Poll group round where people got to share their MOST burning questions, top five categories resulted in 5 tables staffed by subgroup leaders and have discussions
8. This lead to developing new structure for the final document and ideas about new elements to add to the doc
9. Audra Eagle Yun lead group through a structure liberating exercise to think about next steps
10. Tour at Brown
11. Eve Neiger led group in visual writing workshop
12. We have a sub-sub group working on accession record guidelines that was warmly received and encouraged Hot Takes about accession record fields
13. Subgroup leaders met last Friday, May 19
14. Email will be going out with next steps in the near future
15. We will have a full combined first draft by Sept. 1 (note all 5 subgroups all had individuals)
16. Final product will happen after that,
17. That draft will be submitted to SAA for feedback and eventual approval
18. Meeting in person had a measurable impact on this.
19. We have 1 more year of IMLS funding
20. Plan to have a public forum adjacent to next year's SAA
21. Tote bags were acknowledged and praised in the feedback.

### V. Election update

- A. We are in good shape
- B. Nominations
  1. 4 individuals - 1 is running for vice chair/chair elect
  2. 3 others are running for member at large positions, possibly 1 more person.
  3. Nothing will be empty!
  4. Expect third week of June for election info

### VI. Section Meeting slides

- A. For our meeting in July:
  1. Started a draft slide
  2. [https://docs.google.com/presentation/d/1eUcKoM\\_Fmow-8E7ARXZmYX5Q9DQMR9KTKXOU1JlvzSs/edit#slide=id.g2486c08cd08\\_025](https://docs.google.com/presentation/d/1eUcKoM_Fmow-8E7ARXZmYX5Q9DQMR9KTKXOU1JlvzSs/edit#slide=id.g2486c08cd08_025) See here
  3. Best Practices to be own slide? (probably yes.)

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4. Look through minutes to make sure we're not forgetting anything significant
5. Ask people what they want to see next year - open question to the floor
6. We will NOT have election results at the time of the meeting
7. Include a voting reminder!

### VII. Next meeting

- A. ~~Wednesday, July 26, 3-3:45 p.m. [EDT] --> this might be preempted by our official section meeting for SAA -~~ **CORRECT**. Cancel this meeting.