

Accessioning, Acquisitions and Appraisal Section Steering Committee Meeting November 7, 2023

To join the meeting: Join from PC, Mac, Linux, iOS or Android:

<https://psu.zoom.us/j/97706930602?pwd=V2VKOFJCeVRPNmVYUUtYVmVOOUE5UT09>

Password: 593732

In attendance: Lexy DeGraffenreid, Dawne Lucas, Bo Doub, Meg Rinn, Glna Rappaport, Meaghan O’Riordan, Joyce Gabiola

Regrets: Rosemary K. J. Davis

Notetaker: Dawne Lucas

- I. Welcome and approval of minutes [[link to previous meeting minutes](#)] (<5 mins)
 - A. Council updates from Joyce: no big council updates. Last council liaison did not share specifics about the [strategic plan \(2022-2025\)](#). This section is mentioned as part of Goal III: Advancing the field. Addressing the shortcomings of archival collecting and the presence of bias (part of DEIA workplan). Part of Standards Committee. Meaghan is trying to get someone from Accessioning Best Practices to fill the empty spot on the standards committee. Council liaison for Standards Committee is Lydia Tang. Joyce will touch base with Lydia.
 - 1.
- II. Upcoming deadlines and events (~5 mins)
 - A. Upcoming 3rd Thursday events?
 1. January or February for Best Practices update. Meaghan will contact comms sub-group. They will get in contact with Meg Rinn. Best Practices has a February 2 deadline, so after February 2 would be best. The third Thursday in February is February 15.
 2. Acquisitions or appraisal for May.
- III. Follow up on assignments (~5 mins)
 - A. [from previous meetings]
- IV. [other business?]
- V. Subcommittee reports and other projects
 - A. Website updates
 1. From a colleague: A fellow staffer found that Maryland recently passed one (ca. 2020) pertaining to museums: <https://legiscan.com/MD/text/SB88/2020>. I wanted to let you know because on the AAA section’s [Abandoned Property Project](#) page, Maryland is listed as not having such a law. If someone on steering wanted to add this to that page, that might help us point to the page and tell our legislators that literally every single one of our neighboring states has a cultural-property-related law, and we need to join that number.

How DO we update the website? Log-in information cannot be found in our drive.

Hannah Stryker (hstryker@archivists.org) Bo is the person to contact for editing permissions for the microsite. Joyce will put Lexy in touch with Hannah. Bo can help edit the site once we have permissions.

B. Outreach subcommittee

1. Triple A Talk debrief: Went pretty well. About 22 people attended. A couple of long silences, a lot of interest in digital asset management. What systems are people using, what to do in the meantime before you have a system. What are you doing to make your lives easier. Interest in having a Google Doc that people can access. Make available via the forum so people can contribute to it. Could also consider putting together a page similar to [this one](#) from the Encoded Archival Standards Section.

- C. Best practices subcommittee: Heavily revising right now. Trying to get a circulating draft for external feedback on the draft due in February. Plan is to have it ready for circulation in the spring. Will also continue to gather internal feedback, then final revision and publication, approval by Standards. Should be approved at SAA 2024. Website (accessioningbestpractices.com) is in the process of being updated. February Triple A Talk will be a good place to get the word out about this project. Can do a lot of cross-posting. Part of the IMLS grant money is earmarked for an SAA-adjacent (but not SAA-sponsored) workshop about the best practices. Will probably be scheduled for the day before education programming starts at SAA 2024?

D. What to focus on once Best Practices has concluded?

1. Update microsite with resources (discussed above)/other resource sharing (Zotero used by Best Practices, etc.)
2. Revive the blog? Good idea to “theme” solicitation of blog posts.
3. Refocus towards resources sharing

VI. Next meeting (2 mins)

- A. Tuesday, January 9 @ 2:00 p.m. Dawne will create the Zoom link.