

**Accessioning, Acquisitions and Appraisal Section Steering Committee Meeting
January 9, 2024**

To join the meeting: <https://unc.zoom.us/j/95101285021>

Meeting ID: 951 0128 5021

Updated meeting Zoom link: <https://yale.zoom.us/j/92201243312>

Meeting ID 922 0124 3312

In attendance: Lexy DeGraffenreid, Dawne Lucas, Bo Doub, Meg Rinn, Meaghan O’Riordan,
Regrets: Rosemary K. J. Davis, Glna Rappaport, Joyce Gabiola
Notetaker: Dawne Lucas

- I. Welcome and approval of minutes [[20231107 AgendaMinutes](#)] (<5 mins)
 - A. Approved.

- II. Upcoming deadlines and events (~5 mins)
 - A. Best practices update on 2/15. Meg will send out an email to confirm times, etc. Will send out to SAA Connect once details are confirmed. Meg will be the point person for scheduling, etc.
 - B. Session for acquisitions or appraisal in May. Send out a message to the listserv to see if anyone is interested? If so, they should contact Bo. Meaghan’s institution is getting ready to appraise out/deaccession some books and maps from their collection and can talk about that (selling them for profit). This process will be done by May. Meaghan can ask her Assistant Archivist, Sabrina Garity, to talk. Bo will be the point person for scheduling, etc. He will start reaching out to people in March.
 - C. At the next meeting, we need to figure out what we will do at the annual meeting. Will probably be about Accessioning Best Practices? Overview of what happened at the Best Practices Forum.

- III. Subcommittee reports and other projects
 - A. Website updates: made updates to abandoned property laws. [Have discussed adding a tools and resources page](#) to the microsite, but haven’t done anything yet.
 - B. Outreach subcommittee: no updates for right now
 - C. Best practices subcommittee: Writing/rewriting. Deadline for the next draft is February 2. Rosemary and Meaghan wrote Introduction. Meaghan working on Glossary. Quarterly meeting in February. Meaghan will send draft to steering committee members. Lexy’s new email address is: ld9624@princeton.edu.

- IV. [other business?]
 - A. For next meeting, add things to the [Accessioning, Acquisitions, and Appraisal Digital Toolkit Crowdsourcing document](#).

Sample from Bo: [Recommended Tools and Resources | Society of American Archivists](#)

- V. Next meeting (2 mins)
 - A. March 5, 2pm
 - B. May 7
 - C. July 9th