

Accessioning, Acquisitions and Appraisal Section Steering Committee Meeting
Wednesday, November 13, 2024

3:00-4:00 p.m. EST

To join the meeting: <https://unc.zoom.us/j/98585333495>

Attendance: Dawne Lucas, Yasmin Desouki, Lexy deGraffenreid, Bo Doub, Gina Rappaport, Sara Ludewig

Absent: Joyce Gabiola, Jordan Jancosek

- I. Welcome and approval of minutes
<https://docs.google.com/document/d/1RivtApYq-vsVXBMgY1M-SnfqDz72DxoYJrXtaos0ewl/edit?usp=sharing>] (<5 mins)
- II. Upcoming deadlines and events (~5 mins)
 - A. No scheduled section events
- III. Follow up on assignments (~5 mins)
 - A. October Triple A talk recap (Bo)
 - B. February Triple A talk on donor relations (Gina)
 1. Gina has put together a bibliography, but not a lot of literature
 2. Can reach out to the Accessioning slack channel and AA&A listserv once we've determined a date and time,
 3. February 19 @ 1:00
 - a) Zoom calendar
 - b) Draft announcement to steering committee
 - c) Send registration page information to Hannah Stryker
 - d) Send out request for participants to SAA Connect/Accessioning Slack channel
 - e) Bo will share information to the Google Drive
 - C. Social media presence (Jordan)
 - D. Website updates (Dawne)
- IV. Subcommittee reports and other projects
 - A. Website updates (Dawne)
 1. Dawne has contacted Joyce Gabiola about issues with SAA Connect/Google Drive
 2. Dawne has list of needed updates
(<https://docs.google.com/document/d/1BbcS2i36BTRVeaZyUeSNwiEDxXRhMD0sIQlpZ8eJZFE/edit?usp=sharing>)
 3. Dawne has made very minor updates
 4. Recommended Tools and Resources Page from October Triple A talk:
https://docs.google.com/spreadsheets/d/1nO9sqktT9XazxmawLZIYducPnO-wlrW7ivmr_zn82Z0/edit?gid=0#gid=0
 5. Add link to Accessioning Best Practices once approved.

- B. Outreach subcommittee
 - 1. October Triple A talk recap (Bo)
 - 2. May Triple A talk (Sara)
- C. Best practices subcommittee
 - 1. Accessioning Best Practices update (Jordan)
 - a) LdG: Being discussed (and hopefully approved!) at the Nov 18-19 meeting by Council ([November 18-19, 2024: Council Meeting | Society of American Archivists](#))

- V. Other business
 - A. Nominations for 2025-2026 (Lexy)
 - 1. Ask in April

- VI. Next meeting (2 mins)
 - A. Wednesday, January 8, 3:00-4:00 p.m. EST [<https://unc.zoom.us/j/98585333495>]