

**Accessioning, Acquisitions and Appraisal Section Steering Committee Meeting
Wednesday, May 14, 2025**

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

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

Attendance: Dawne Lucas, Gina Rappaport, Bo Doub, Lexy deGraffenreid, Sara Ludewig, Jordan Jancosek, Joyce Gabiola

Absent: Yasmin Desouki

I. Welcome and approval of minutes

https://docs.google.com/document/d/1sLiNdjtBJaX-JC4qtPyuV9G__-aO2PzW/edit?usp=sharing&oid=103390344560193296727&rtpof=true&sd=true] (<5 mins)

II. Upcoming deadlines and events

A. Annual section meeting (7/17 @2:00 EST)

1. We will have to have a meeting to discuss the state of the profession/what this section can do to help members as it pertains to accessioning, acquisitions, and appraisal
2. The general question is: how is the current state of things impacting your work in accessioning, acquisition, and appraisal? State this during the introduction.
3. Then, we will have breakout rooms to explore specific issues such as staffing, funding, etc. under the umbrella of how it impacts accessioning, acquisitions, and appraisal.
4. Break-out room theme ideas
 - a) Institutional collecting pauses
 - b) Staffing issues (hiring freezes, etc.)
 - c) Lack of funding/grant funding
 - d) General rooms with no themes?
5. Other break-out room details
 - a) Steering Committee members could be moderators
 - b) Ask breakout rooms to come up with 3 takeaways
 - c) Takeaways could be used to inform future Triple A talks
 - d) Takeaways can be presented to SAA Council. For anything presented to Council, make sure you include recommended actions. The more details, the better.
6. Timing: 15 minutes for the business meeting/45 minutes for introduction and break out/30 minutes for getting back together and reporting out
7. We would like for another annual meeting idea to instead be a Triple A Talk in Fall 2025: Author talk from the special section of American Archivist. Focus on the authors who were not members of the Accessioning Best Practices Working Group.

- III. Subcommittee reports and other projects
 - A. Best practices subcommittee
 - 1. See Other Business (below) re: bylaws changes
 - 2. The proposed changes will automatically be part of the ballot– we don't have to do anything else
 - B. Microsite/Google Drive updates (Dawne)
 - 1. Alexa has been adding minutes to the microsite; can add other content as needed
 - 2. Links to dormant social media presences removed
 - C. Outreach subcommittee
 - 1. May Triple A talk recap (Sara)
 - a) We maxed out at a total of 125 (though tended to be between 118-123 most of the time).
 - b) Hannah Stryker's back-up is Savannah Tiffany. Can help with multi-factor authentication if Hannah is not available. Multi-factor authentication is not always necessary (Bo has never had to do it but Sara did). We're not sure why.
- IV. Other business
 - A. Nominations for 2025-2026 (Lexy)
 - 1. There is one candidate for each open position; will keep call open for another 1-2 weeks
 - 2. Sent out 3-4 calls for candidates across multiple platforms, including the AA&A list and the Accessioning Collective Slack channel.
 - 3. Candidates do not have to be SAA members in order to run, but do need to become members if elected.
 - B. Bylaws wording change (Dawne/Joyce)
 - 1. The proposed changes will automatically be part of the ballot– we don't have to do anything else.
 - C. Profession-wide town hall (Dawne)
 - 1. SAA members cannot organize an SAA-wide town hall without Council involvement.
 - 2. But, sections can organize their own programming without Council getting involved. (This is how the idea for the annual section meeting came about)
- V. Next meeting (2 mins)
 - A. Steering committee meeting: Wednesday, July 9, 3:00-4:00 EST
 - B. Annual section meeting: Thursday, July 17, 2:00-3:30 p.m. EST

