Acquisitions and Appraisal Section Steering Committee Society of American Archivists

Meeting Notes: September 22, 2015

Agenda

* 2015-2016 look ahead (major deadline review & status) (Jaimie)
* Social Media Committee report (in progress & planned activities) (Bethany, Mat, and Heather)
* Web Liaison report (in progress & planned activities) (Denise)
* Bylaw Revision update (Jaimie)
* 2016 annual meeting discussion (all)
	+ Session proposals
	+ Business meeting ideas
* Guidelines on Reappraisal and Deaccessioning (Laura)
* Member Affinity Group Proposal (Jaimie)
* Announcements / new business (all)

Members present

Jaimie, Laura, Bethany, Cliff, Lily, Denise, Mat, and Marcella

Notes

Upcoming deadlines and status of current projects

* October 4 is the deadline for updates to Council
* Bylaws revisions have already been sent to Nancy Beaumont;
* Meeting minutes are dues October 25
* Meetings minutes and business meeting posted to microsite by October 30
* November 13, proposals for sessions due (does not directly impact us since the Section does not endorse proposals anymore

Social Media Committee Report

* Includes Lily (Social Media Intern), Bethany, Mat, Heather; also discussed including someone from the membership - send out an announcement to listserv and post on blog
* Twitter has been very active - over 800 followers
* Upcoming interviews for blog: Lily did interview with Adriana Cuervo at the Institute of Jazz Studies at Rutgers University
* Strategy plan for social media is due December 15 - what are some ideas for new things we can do? Heather suggested looking at the Records Management Roundtable for potential collaboration; other ideas included live tweet with another group or Google Hangout and steering committee members to write blog posts on appraisal sessions at regional conferences
* Involve a member of the Section in social media activities - come up with assignment of duties once we recruit volunteers

Web Liaison Report

* When website for SAA is changing? Don’t know yet, but Jaimie will follow up with Lisa Mangiafico
* Denise to work on consolidating some of the types of documents on site
* Will post meeting minutes to microsite - Jaimie to supply other notes from 2014-15

Bylaws Revisions

* Submitted to Nancy Beaumont, waiting to hear back

2016 Annual Meeting

* Ideas for panelists and collaborations with other groups, such as Web Archiving RT, RAO Section, Description Section, RMRT, Electronic Records Section (Jaimie will ask Web Archiving RT and ER Section first)
* World cafe idea (Cliff mentioned that the College and University Archives Section meeting did something similar a few years ago) or hypothetical scenarios similar Privacy and Confidentiality roundtable
* Send out announcement to section members to submit hypothetical situations
* Look into budget for money for prize
* Mat to make peach cobbler…

Guidelines on Reappraisal and Deaccessioning

* Feedback to on guidelines due December 15

Member Affinity Group Proposal

* Feedback will be aggregated and provided to everyone

Announcements/New Business

* Anything we can do for #AskAnArchivist - start thinking about ways to get people start asking questions and publicize
* Minutes from last meeting approved (08/20)
* Next meeting will be in November instead of January; beginning of November, Jaimie will send out Doodle Poll

The meeting adjourned at 3:54 pm CST