

Society of American Archivists
***American Archivist* Editorial Board Meeting**
Conference Call | May 7, 2020

MINUTES

In attendance: Cal Lee (Chair), Bethany Anderson (Reviews Editor), Sumayya Ahmed, Carrie Daniels, Katharina Hering, Josh Schneider, Heather Soyka, Karen Trivette, Alison Trulock; *ex officio* members Mario Ramirez (Council Liaison) and Stacie Williams (Publications Editor); and SAA staff Nancy Beaumont, Teresa Brinati, and Abigail Christian.

Unable to attend: Adriana Cuervo, Benjamin Goldman, and Shadrack Katuu.

- I. Welcome:** Editorial Board members introduce themselves to Stacie Williams, the new Publications Editor for SAA.
- II. Issue Updates (Lee):** The Fall/Winter 2019 is online and includes a new front matter file that features the masthead and larger version of the cover. Because of the COVID-19 public health crisis, the print edition has been delayed for distribution and may co-mail with 83.1 (Spring/Summer 2020) in June. SAA staff will keep the Board informed as we re-evaluate in June. Issue 83.1 is in production to be released digitally in May. Five articles have been accepted for Issue 83.2 (Fall/Winter 2020).
- III. Peer Review Participation by Editorial Board (Lee):** When Editorial Board members have been unable to take on articles for review, it's not always clear to the Editor when they are available again. This raises the question of how can Board members better share availability. Trivette suggested a shared calendar. Soyka suggested an opt-in process in which the Editor shares articles ready for peer review for members to volunteer for articles. Some combination of opting in and asking specific members may be helpful to get articles peer-reviewed in a timely manner and still make sure there is a breadth of Board participation across the year.
- IV. Editor Search Process (Soyka):** The Search Committee members received ten applications for Editor. The committee will gather at the end of May to decide which candidates will move forward to the interview process. In June/July, the Board will be invited to talk with the candidates, so members should think of questions to ask. More details to come. The committee hopes to conclude search by end of July.
- V. Proposal for a Strategy to Address Professional Mediation, Facilitation and Conflict Management (Anderson, Hering):** Anderson and Hering asked the Board if they had any more concerns before submitting this proposal to the agenda for the next Council meeting. Williams will first review to see if the Publications Board has anything to add. Ramirez is available to review and help strengthen proposal before submitting it as well. Beaumont recommends that the Board include a fleshed out description of the proposed group which will help to streamline the process.
- VI. Early Career Member/Hidden Content Project (Brinati):** The Board has asked for an early-career member or two to work on the Hidden Content project (spreadsheet attached) to make materials in *American Archivist* more visible. Hering has volunteered to serve as advisor on the

project. Once we hear who has been appointed to serve in this capacity, we'll let the Board know.

VII. Annual Meeting Update (Beaumont): *ARCHIVES*RECORDS 2020* is going virtual. Few details are definite right now other than the conference dates. The Program Committee and Council are looking at formats. Beaumont welcomes all ideas about vendors, examples of best practices or well executed online conferences as well as lessons from conferences that weren't as strong. The Board should think about how it'd like to hold a forum for article discussion or any other activities. They do not necessarily have to happen during the conference dates, but could be spread out over time.