AHRT Phone Conference Minutes

6/14/2016

*In attendance: Alison Clemens, Kelly Kolar, Lorraine Madway, Robert Riter, Eric Stoykovich, Helen Wong Smith*

1. Groups proposal debrief from HWS
	1. Comments welcome until July; a decision will be made in August in Atlanta
	2. **Alison will send the proposal out to general AHRT membership**
	3. Helen will attend August meeting and will introduce our new Council liaison
	4. **Alison will ask Helen about names – will we still be called AHRT? Must we be called the Archival History Group, or is there some flexibility here?**
	5. **Alison will confirm that our bylaws are in accordance with the SAA template**
2. Publication working group/subcommittee update from RR
	1. RR update on publication group
		1. Three members have replied in the affirmative
		2. Robert has been doing a lot of the pre-work with the scan, etc.
		3. Robert proposes convening the group now and beginning based on the data he’s gathered
		4. Robert is happy to continue on the working group next year
		5. **Robert will convene the group**
	2. RR report of scan of SAA committees and RTs and ALA/ACRL organizations on what kinds of publications they have (spreadsheet distributed via email)
		1. 75% or so have a publication of some kind
		2. Several have hybrid publications, of both a blog and a newsletter
		3. Majority of newsletters posted directly on microsites in PDF
3. Bibliographies
	1. Discussion of sharing out bibliographies participation
		1. **Kelly will send the guidelines and bibliographies to AHRT, IAART leadership, and the Archival Educators RT; she’ll send the Steering Committee a draft and will then send out first to AHRT, and then the other groups**
4. SAA 2016 session
	1. Advertising
		1. Society of Georgia Archivists
		2. History departments (e.g. Emory)
		3. MLK Center
		4. Atlanta History Center
		5. Atlanta University Center
		6. Clayton State
		7. Other regional organizations?: <http://www2.archivists.org/assoc-orgs/directory#.VvrmcfkrLDc>
		8. Tweet it out; target specific groups that we think would be interested
			1. **Eric will share the promotional material he’s shared thus far**
			2. Lorraine suggested maybe sending promotional material to department administrators
	2. **Alison and Eric will work to set a pre-meeting time – either 5:00 or 5:30 prior to the meeting. All are welcome to join, and we’ll confirm a time**
	3. We’ll also meet for dinner after the meeting
	4. Agenda (90 min.)
		1. Welcome and introductions (~5 min.)
		2. Announcements (~10 min.)
		3. Presentations (~60 min. – ES will confirm this length and have the papers by the end of June)
		4. Discussion of prospective AHRT publication (~15 min.)
		5. Closing/open networking and discussion of projects until 7:30 p.m.
5. AHRT quick start guide drafted by AC
	1. Guide is on the microsite
6. Discussion of adding photograph to the AHRT microsite to add visual interest (postponed)
	1. Review ideas in Google document: <https://docs.google.com/document/d/1dsQZcQPZv0PmcDojomG8-U3gRSOMzkKtZuDnQ_-yC54/edit?usp=sharing>
7. Nominations
	1. **Alison will send the ballot to Felicia and post to the microsite**