**Date: August 20, 2015**

**Name of Section/Roundtable: Architectural Records Roundtable**

**Officers**

**Co Chairs:** Emily Vigor, Aliza Leventhal

**Steering Committee:** Joanna Groberg, Suzanne Noruschat, Wendy Hagenmaier, Tim Walsh

**Report from annual meeting:**

Number of attendees: 36

Election results:

Aliza Leventhal

Junior Co-Chair, 2015-2017

Archivist

Sasaki Associates

Joanna Groberg

Steering Committee Member, 2015-2018

Archivist, Design and Construction

Georgetown University

Tim Walsh

Archivist, Digital Archives

Canadian Centre for Architecture

Web Liaison

Summary of meeting activities:

The Architectural Records Roundtable meeting consisted of a business meeting where the co-chairs presented election results, presented the development of an auxiliary website space, and brainstormed the best ways to explore standards for born-digital architectural records over the next year. The remainder of the meeting consisted of several brief presentations from members on topics of interest, including a celebration of the 25th anniversary of the Architectural Records Roundtable.

**Completed projects/activities:**

Continue to support and, as necessary, help steer the CAD/BIM Task Force’s work to research, innovate, and publish solutions for preserving born-digital architectural records.

**Ongoing projects/activities:**

Continue to build and support the development of the auxiliary website space with blog postings, a discussion forum, and updates on SAA happenings.

**New projects/activities:**

The Architectural Records Roundtable is devoting much of its energy to addressing digital records issues; an initiative the CAD/BIM Taskforce is spearheading. After surveying the larger Roundtable membership for interest to actively participate in research and guidelines drafting, the CAD/BIM Taskforce developed a first set of initiatives to investigate and address the difficulties with CAD/BIM records. These tasks include:

* Survey repositories with born-digital architectural holdings to determine what file formats institutions have, what software they are using to view them, and what (if any) preservation actions they are taking.
* Create a shared resource listing commonly encountered CAD file formats and software that is available for viewing and transforming them.
* Gathering of sample files to submit to the UK National Archives to be added to PRONOM for their file format database
* Develop a lobbying strategy and international partnerships to jointly lobby software vendors for open preservation licenses to software.
* Reach out to non-archivist groups that are also working on CAD preservation (such as LOTAR) to share knowledge.

These efforts are predominantly focused on preserving older technology/software, though we expect to expand the focus of this working group to tackle issues related to researching trends/future technology and software used by design disciplines, as well as engaging design professionals to establish proactive partnerships with records creators.

Several of the initiatives are presently underway, beginning with building international (Canada and United Kingdom) counterparts and hopefully formal partnerships. With about 20 Roundtable members contributing to these efforts, we expect to have significant progress to share in the coming year. Most notably, the outcome from the survey of repositories and initial conversations with software vendors will shape further efforts.

**Initiatives associated with the 2014-2018 Strategic Plan:**

Continue to cultivate partnerships with other key SAA selections and roundtable. These alliances will enable us to better serve the needs of our increasingly diverse members. Many of our members are responsible for collections other than architectural records and spend only a fraction of their time preserving architectural collections, so it will be crucial to provide integrated, well-rounded professional development opportunities, resources, and networks.

Establish alliances with architectural records partners outside of SAA (includes: Society of Architectural Historians, American Institute of Architects (AIA), Committee for the Preservation of Architectural Records (COPAR), the Architecture Section of the Art Library Society of North America (ARLIS), Association of Architecture School Librarians (AASL), and the International Confederation of Architectural Museums (ICAM).

**Questions/concerns for Council attention:**

The Architectural Records Roundtable is concerned over the Council proposal to turn all sections and roundtables into affinity groups. As a smaller group, we run the risk of being terminated if we can not maintain the proper percentage of members. The possibility of non-members being excluded from the SAA supported listserv would greatly deter our ability to reach out to one another and share relevant knowledge just as the field is working to properly preserve and provide access to complex digital design records. Our business meeting is an extremely important component of the annual meeting as well, and losing SAA’s support to congregate in a conference space would be a great lose.