

## **SAA Description Section Annual Business Meeting**

**Date:** Monday July 10, 2024

**Time:** 1pm CST

**Format:** Virtual (WebEx)

**Length:** up to 90 minutes

This is a Webex web conference.

You can join this meeting from your computer, tablet, or smartphone.

<https://societyofamericanarchivists-316.my.webex.com/societyofamericanarchivists-316.my/j.php?MTID=m7f928e617bbb5d734389b669d66b71e4>

You can also dial in using your phone.

US: +1 650 479 3208

Meeting ID: 2557 757 6344

### **Agenda**

#### Section Business

Will Clements, outgoing Chair: Welcome and review of last year, thank members rotating off section, remind people to vote in section election. Introduce speakers. (5-10 min)

#### Updates

- SNAC - Dina Herbert (5 min)
- Council Update - Conor Casey (5 min)
- TS-DACS - Maristella Feustle (5 min)
- TS-EAS - Mary Samouelian and Karin Bredenberg (5 min)
- Q&A - Will (5-10 minutes)

#### Program: Project Management Panel

- Creating Cohesion: Processing Manuals as Tools for Project Management
  - Renae Rapp
- Checking All the (Archival) Boxes
  - Cathy Dorin-Black

- Spinning Plates at McCormick Library
  - Benn Joseph and Natalia Gutierrez-Jones
- Q&A

### Conclusion

Betts Coup, incoming Chair: Plans for upcoming year, etc... (5-10 min)

Will: meeting wrap-up