

Lone Arrangers Roundtable

Council Liaison: Michele Light

Report Submitter: Rebecca Altermatt, raarchivist@gmail.com

ROSTER

Melissa Torres, Chair
Julia Corrin, Vice Chair/Chair-Elect
Rebecca Altermatt, Immediate Past Chair
Sophia Dahab, Steering Committee Member
Janet Hauck, Steering Committee Member
Mary Kenney, Steering Committee Member
Carolle Morini, Steering Committee Member
Debra Schiff, Steering Committee Member
Caitlin Stamm, Steering Committee Member
Molly Tighe, Steering Committee Member
Travis Williams, Steering Committee Member
Ashley Levine, Newsletter Editor/Web Liaison

ACTIVITIES

Completed

Ashley Levine provided an update on the communications subcommittee formed this year, and the results of the membership survey, which showed that the listserv, and some forms of social media, are the best venues to support communication between the roundtable and its members.

Ongoing

This year the Communications Subcommittee hopes to put out a newsletter. We are also soliciting from the membership for a new website editor. We endeavor every year to cultivate more active participation among the membership.

New

This year the chair and incoming chair have plans to work on strengthening the work of the communications committee and improving overall communication. We'd also like to work on getting better and more useful resources developed for disaster preparedness for small archives—we feel like with all the natural disasters and the uptick in their occurrence, it would be a good idea and useful to the membership.

STRATEGIC PLAN

Goal 1: Advocating for Archives and Archivists

We have an active listserv where we promote the sharing of information and maintain a level of collegiality for all levels of archivists. This is the most noted part of the roundtable people mention - the nonjudgmental and collegial nature of the list which allows everyone to participate. Lone arrangers have also written on the topic, presented at meetings and provided workshops.

Goal 2: Enhancing Professional Growth

At our annual business meeting during the SAA annual meeting we have a panel discussion or lighting round as we did this year on a pertinent topic. The topic is selected by the entire membership with a vote sent out via the list and speakers are members who volunteer. We try to make the presentations available for those who could not attend.

<https://drive.google.com/file/d/0B0NO3C6vs1LbNFdaejBtVW9ZR1E/view?usp=sharing>

Goal 3: Advancing the Field

Lone Arrangers participated in the Lyrasis trial for ArchivesSpace. Not only did it provide Lyrasis with a better understanding of the unique needs of lone arrangers with limited IT support, it also helped members try out ArchivesSpace and "meet" others doing the same virtually.

Goal 4: Meeting Members' Needs

We initiated a communications subcommittee to further share information amongst lone arrangers; a survey was conducted to determine the best methods for delivering information to membership. The chair actively forwards emails from SAA and other pertinent sources to the list to ensure everyone is aware of current activities and issues. and the member listserv is still the most significant part of the roundtable. Everyone is able to ask questions no matter how 'entry-level' they may seem and can ask about the same topic again - there are so many members who actively answer questions that there is always new information being shared.

ANNUAL MEETING

Number of Attendees: 110-120

Summary of Meeting Activities:

The Lone Arrangers Roundtable held its annual meeting in conjunction with that of the Society of American Archivists in Atlanta, August 3, 2016.

- Report from Council Liaison: The council has approved the plan of doing away with Roundtables and Sections and creating Affinity groups. Affinity groups will be open to all SAA members and members will now be able to join as many affinity groups as they wish. "Affinity group" is not the official term, but that is being worked on for the final draft which will be out later this year.
- Incoming President Nancy McGovern introduced herself to the membership.
- Lyrasis representative Madeline Shelton spoke about the small-archives pilot project between themselves and ArchivesSpace, using volunteers from the LART membership.
- Ashley Levine provided an update on the communications subcommittee, and the results of the membership survey, which showed that the listserv, and some forms of social media, are the best venues to support communication between the roundtable and its members.
- SAA 2017 will be held in Portland Oregon. Proposal deadline is Friday, November 18. Report from Lone Arrangers
- The leadership for the 2016-2017 lone arrangers roundtable was introduced. Julia Corrin (in attendance) was congratulated on winning the election as Vice President/Chair Elect for the group. Rebecca Altermatt was thanked for all her hard work this year as the Chair, especially in forming the communications subcommittee.

- A lightning round of new and innovative projects completed by lone arrangers was organized for the annual meeting, on the topic: Preserving in Digital Formats: Challenges and Solutions in Small Archives.

Link to Meeting Minutes:

QUESTIONS FOR COUNCIL

We are always trying to find ways to make the meetings more accessible. One of the members suggested GoToMeeting for use during the year for steering committee and subcommittee work. Also at the annual meeting perhaps some kind of skype-type app could be more available in case people want to present and cannot attend.