

August RMRT Steering Committee
August 30, 2016 at 1pm Eastern
To connect to the web conference:<https://www.connectmeeting.att.com>
Meeting Number: 888-331-6674
Code: 4809076

Just phone:888-331-6674
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Attendees: Hillary, Eira, Beth, Jessika, Alex, Courtney

Agenda/Notes:

1. Administrivia
2. Annual Meeting - Summary
 - a. Next year - Bingo!
 - b. Contact Terry Baxter for speakers ideas
3. Annual Report - Beth will put together draft. SC will review on Wednesday and Beth will submit on Thursday.
4. Blog schedule -
https://docs.google.com/spreadsheets/d/1IcxQRGLRSjIaKcBU6d_laSR9E2_-62ZkL0JiEMLjyQ/edit#gid=0
 - a. Reviewed upcoming weeks
 - b. Send Jessika any potential people to interview for the blog
 - i. Fred Grevin fgrevin@EDC.NYC
 - ii. Chief Records Officer - Laurence Brewer
5. Status of existing projects - Subcommittee
 - a. Student Liaison/Outreach:
 - i. Eira will talk to student groups at SAA and will look for opportunities in the fall:
<https://docs.google.com/spreadsheets/d/1DWTBf1eZqW3McBx2oqvX2-YdUe1IPBSv-4sG1T2mgUI/edit#gid=0>
 - ii. Eira has a feeler out to SAA student chapter at Pratt.
 - b. [RM Bibliography](#) in Zotero. The Zotero Group is called SAARMRT password is Rmrt2016\$
 - i. Shared with the RMRT at the annual meeting.
 - ii. Update on entering resources into Zotero ([spreadsheet with resources](#)).
 - iii. 23 categories now. Should we add new categories? Or change existing categories?
 - iv. Are there other SAA groups with Zotero accounts?
 - v. Individuals go through and add those they think are good. If questionable, highlight and we will revisit.
 - c. Hangouts - Current suggestions for Hangouts.
 - i. Eira - hangout with the appraisal RT - Fall 2016
 - ii. Brad Houston, Geof Huth, Ann Marie Pryzbyla, submitted our "You may already be an RM" session - Recap in September

- iii. Open Source Tools for RM
(<https://www.archives.gov/records-mgmt/prmd/open-source-tools-for-records-mgmt-report.pdf>) - Jessika using ArchivesSpace, Eira using tools for accessioning, Plan for November/December
- iv. NARA session on federal records laws - Here is what you need to know for archivists - with Issues and Advocacy RT - Beth will coordinate with NARA folks. Plan for October.
- d. Education
 - i. No update. From Brad: We will put out call again after annual meeting.
- e. Other professional organizations Liaison - ARMA/AIIM/NAGARA
 - i. No update.