

Society of American Archivists Council Meeting Chicago, IL

Business Archives Section: Annual Report (Prepared by: Dave Moore)

Year: 2024-2025

Current Rosters (Include full name, position title, and term end date for each):

2024-2025

Chair – Dave Moore (term ends 2025, Past Chair term ends 2026)

Vice Chair/Chair-Elect – Alison Quirion (terms ends 2025, Chair term ends 2026, Past Chair term ends 2027)

Past Chair – Jennifer Henderson (term ends 2025)

Editor – Jennifer Steinhardt (term ends 2025)

Vice Editor/Editor-Elect – Samantha Citarella (term ends 2025, Editor term ends 2026)

Secretary – Stephanie Branas (term ends 2025)

Education Chair – Samantha Bradbeer-Stephens (term ends 2025)

Member-at-Large – Michael Bullington (term ends 2025)

2025-2026

Chair – Alison Quirion (term ends 2026, Past Chair term ends 2027)

Vice Chair/Chair-Elect – Courtney Hopkins (term ends 2026, Chair term ends 2027, Past Chair term ends 2028)

Past Chair – Dave Moore (term ends 2026)

Editor – Samantha Citarella (term ends 2026)

Vice Editor/Editor-Elect – Claire Danna (term ends 2026, Editor term ends 2027)

Secretary – Hannah Adkins (term ends 2026)

Education Chair – Catherine Acosta (term ends 2026)

Member-at-Large – Ron Oppenheim (term ends 2026)

Early Career Member – Elizabeth Standridge (term ends 2026)

Council Liaison: Lydia Tang (2024-2025), Brittany Newberry (2025-2026)

PROJECTS AND ACTIVITIES

(Please indicate all projects and activities that your component group has completed this year, continues to work on, or plans to implement in the following fiscal year.)

Completed:

Annual Meeting (from Alison Quirion, Vice Chair/Chair-Elect) –

- BAS Colloquium, repository tours, and social held during SAA annual conference in Anaheim. More details are below in the SAA Annual Meeting section.

Editorial Team (from Jennifer Steinhardt, Editor) –

- We worked to build engagement with our section through original social media content in the form of three new series: Meet the Archivists, Overheard in the Archives, and Happy/Sad Archivist. We also evaluated our platforms' reach and decided to deactivate our X account due to lack of interactions with our community.
- We started a bi-monthly webinar series called Knowledge Shares. In each hour-long session, a member from our section leads a discussion on a topic our section was interested in learning about. In the six sessions we hosted this year, we discussed moving archives, facilities management, exhibits, large/oversize collections, public access to corporate archives, and business archives on social media. We averaged over fifty attendees per session. They are not recorded to protect the privacy of those engaging in the conversation, but we posted high-level notes after each session for those unable to attend.
- We cleaned up our microsite by updating outdated pages and removing obsolete content. We also explored updating the format of our business archives directory but ran into technical issues when considering improvements to the searching process.

Education (from Samantha Bradbeer-Stephens, Education Chair) –

As the Education Chair, I've focused on:

- Building connections with archivists, records managers, and museum professionals to foster new relationships and collaborations, and expand the BAS section.
- Gathering educational resources (readings, workshops, conferences, presentations, webinars, and other continuing education opportunities) for BAS members – from finding relevant materials, evaluating their quality, and organizing them for effective use – to learn new things and develop their skills.
- Sharing positive experiences and enthusiasm on SAA Connect, social media, and/or within my network to amplify the reach of educational events and attract more attention.
- Providing support of the BAS Knowledge Share program through active engagement, participation, and promotion.
- Connecting with the Students and New Professionals (SNAP) Steering Committee and other SAA sections to gain new perspectives and create a supportive network between business archivists and those with shared interests.
- Promoting mentorship opportunities to cultivate career development and communication between BAS members with areas of expertise and other members who want to build their knowledge within those areas.

Ongoing:

- Social media series and Knowledge Shares (referenced above in Editorial Team section)
- Streamlining and updating the BAS microsite
- 2026 Annual Meeting – BAS colloquium, tour, and mixer planning

New:

- Early Career Member inclusion in Steering Committee
- 2026 Business Archives Workshop planning

SAA STRATEGIC PLAN

(Please review the current [Strategic Plan](#) and indicate below how the component group has or plans to contribute to one or more of the four main goals.)

Goal 1: Advocating for Archives and Archivists

- Business archivists tend to focus primarily on advocating for archives within their organizations. One topic that often arises when business archivists gather is that of proving the value of archives to our corporate organizations. This has been discussed during our Knowledge Shares and Annual Meeting events.

Goal 2: Enhancing Professional Growth

- Our Knowledge Shares have been a great method for discussing current issues facing BAS members. They are well attended with great participation.
- Our various in-person events prove to be a wonderful way for BAS members to network.

Goal 3: Advancing the Field

- The 2025 BAS colloquium focused on anniversary planning – it drew in attendees from outside the business archives discipline as well as students.
- We continue efforts to reach out to archivists from the wider SAA organization, students, and recent graduates to encourage interest in business archives.

Goal 4: Meeting Members' Needs

- BAS strives to meet our members' unique needs. We provide many opportunities for members to participate, both in-person and online, and this is reflected in attendance at events and engagement on the BAS message board and social media channels.

SAA ANNUAL MEETING

Summary of meeting activities and highlights:

Annual Virtual Meeting

Number of attendees: ~75

Link to meeting minutes: <https://connect.archivists.org/discussion/2025-business-archives-section-annual-meeting>

Summary of meeting activities and highlights:

The agenda covered in the meeting included:

- ICA SBA Annual Meeting
- 2026 BAS Workshop
- Section Elections – Candidates and voting deadline
- SAA Annual Meeting updates – Colloquium, tours, social, and recommended conference sessions
- Editorial team updates – social media initiatives and knowledge share sessions
- Education chair updates

Annual BAS Colloquium

Number of attendees: 99

Summary of meeting activities and highlights:

The annual BAS Colloquium was held in-person on August 24 in Anaheim. The meeting started with attendee introductions, section election results, and recap of section and conference updates previously given at the virtual annual section meeting. The remainder of the colloquium was dedicated to anniversary planning, a topic that is extremely relevant to business archivists. A panel of business archivists and archival vendors shared case studies, resources, and best

practices for archivists driving or involved in anniversary planning for their organization. After the presentation, attendees discussed anniversary planning challenges and considerations in small groups and shared their discussions with the larger group before the colloquium concluded.

In addition to the Colloquium, BAS also arranged for four business archive tours on Monday, August 25. A total of 62 section members signed up across the four tours held at Vans, Blizzard Entertainment, Walt Disney Archives, NBCUniversal Archives.

On Tuesday, August 26, BAS partnered with Iron Mountain for an end-of-day social held at Angel Stadium, providing business archivists another opportunity to network and connect with one another. Approximately 70 people attended this event.

SELF-ASSESSMENT

How would you describe the health or energy of the group, and how engaged are the members?

The BAS continues to be an extremely healthy, energetic, and engaged group. We see consistent engagement on the message board and our social media channels and great attendance and lively presentations/conversation at our online and in-person events.

Did the component group's leadership encounter any challenges in achieving its goals for the year?

Our few problems this year were mostly technical in nature, including issues with accessing our Facebook page and rethinking our plans to update the Business Archives Directory on our microsite. They were not significant blockers to our larger goals.

What suggestions do you have for the SAA Council and staff that might help address these challenges in the coming term?

None currently – technical in nature

What questions or concerns do you have for the SAA Council and staff?

None at the moment – as always, we appreciate the support from the larger SAA organization, particularly around the BAS colloquium. It was fantastic to have multiple sessions including business archivists at this year's Annual Meeting as well.