

# Society of American Archivists Council Meeting Chicago, IL

## Design Records Section Annual Report Prepared by: Jade Snelling and Morgan Wilson

Year: 2024-2025

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

Jade Snelling (senior co-chair), 2021-2026 [was elected as steering committee member initially; later elected as junior co-chair]

Morgan Wilson (junior co-chair), 2024-2026

Betsy Frederick-Rothwell (web liaison), 2023-2025 [is now serving as chair-elect]

Anna Reznik (steering committee member), 2024-2027

Kristin Bjork (steering committee member), 2022-2025

Tellina Liu (member-at-large), 2022-2025

Council Liaison:  
Joyce Gabiola

## 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:**

- Leadership Recruitment: A Leadership Meet-and-Greet event was held on April 10, 2025, as a social and recruitment effort to find candidates for three open steering committee positions and one junior co-chair position in the 2025 SAA Election cycle.
- By-laws Revisions: We drafted and circulated proposed revisions to the DRS Standing Rules (by-laws). The main change was to transition the leadership structure from a two-year Co-chair model (Senior/Junior Co-chair) to a three-year rotational term (Junior Chair, Chair, Immediate Past Chair) to improve continuity and align with other SAA sections. The proposed by-laws revisions were reviewed and approved by SAA for a membership-wide vote. Members voted to support this change in July, 2025.

### **Ongoing:**

- DRS Coffee Chats: A new series was launched to increase programming and section engagement. The first coffee chat was scheduled to feature a themed discussion on appraisal, where we invited the co-authors of the "Design Records Appraisal Tool" for an informal discussion. There were 20 attendees on May 1, 2025 and feedback was incredibly positive. The second event was held on July 1,

2025 and focused on preservation. There were 10 attendees. This event has continued into the new academic year.

## 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**

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### **Goal 2: Enhancing Professional Growth**

We tried to create a sense of community and communicated ways in which they can meet each other and exchange ideas, experiences, and solutions. This allows members of the section to grow in their workplace and be supported in decisions. We also believe that extending the chair term from two years to three will provide chairs with stronger professional service experience and leadership credentials.

### **Goal 3: Advancing the Field**

DRS has a very active standing committee, the Digital Design Records Committee (DDRC), that meets regularly to evaluate means of providing access to CAD drawings (EaaS, free readers), guidelines for appraisal, and facilitating donor conversations. As a section, we try to celebrate our members' research and encourage members to actively share findings with each other for mutual benefit.

### **Goal 4: Meeting Members' Needs**

We tried to increase engagement from our membership by asking for feedback on the kinds of activities they would like to be involved with. We implemented a coffee chat series to try to create a greater sense of community with broad topics meant to encourage their active participation.

## SAA ANNUAL MEETING

Number of attendees: 30

Summary of meeting activities and highlights:

- Update on section activities
- Digital Design Records Committee yearly report/presentation
- Member presentation on UX for facilities archives

## SELF-ASSESSMENT

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

The DRS Section has demonstrated strong organizational health and sustained engagement, though, as with most sections, our hope is that more members of the section will engage instead of just a few doing the heavy lifting. This year, members were active participants in governance changes. Programming attendance reflects a healthy interest, reflecting a desire for informal spaces of connection and peer support. Members continue to share research, for example Anna Reznik sharing “UX Designed for Access” at the Annual Meeting and the authors of the “Design Records Appraisal Tool”, Aliza Leventhal, Jody Thompson, Andi Altenbach, Alison Anderson, and Sarah Schubert, sharing their work. This all suggests an energized community and we hope to build on this momentum by encouraging more members to take part in leadership in future years.

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

One of the biggest recurring challenges we’ve faced is getting people to actively participate in the section. We did successfully strategize ways to incentivize engagement and make it easy for people to just show up to things. However, part of the problem is a lack of good institutional web infrastructure that allows for formal and informal types of information-sharing.

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

As mentioned in my previous answer, I would love to see additional infrastructure for member communication outside of the formal listserv/SAA Connect.

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