

**Society of American Archivists  
Committee on Public Awareness  
Conference Call 12/05/2019, 3:00pm–4:00pm ET**

**Minutes**

- I. Roll Call
  - A. Nick Pavlik (chair), Kate Barbera, Anna Trammell, Chris Burns, Vince Lee, Sami Norling, Rachael Woody, Rachel Seale, Sarah Quigley (COPP), Teresa Brinati (SAA staff)
  
- II. November [Meeting Minutes](#)
  - A. No discussion
  
- III. Working Group updates
  - A. COPA microsite enhancements (Rachael W.)
    - 1. [2018 review of advocacy content](#)
      - a) Nick, Rachel S. and Rachael W. met to review notes and assign areas of the website.
        - (1) Nick – COPA microsite
        - (2) Rachel S. — American Archives month and Ask an archivist pages
        - (3) Rachael W. — resources and toolkits pages (not currently directly linked from the COPA microsite)
      - b) Currently drafting edits.
      - c) The working group will submit the new/revised content to SAA staff who make those changes to the website.
  
  - B. Highlighting SAA member stories, i.e., *Why do you love being an archivist?* (Anna)
    - 1. Subcommittee on this project: Kate, Lynn, Sami and Anna
    - 2. Concept: ask 10 people (currently compiling a list) that represents the diversity of archivists; promote those responses on social media channels on valentines day using a hashtag.
    - 3. Discussion: pros and cons of creating avenues for archivists to submit responses outside of social media (e.g. a google form).
      - a) Decision: Create a simple form for folks who do not want to use social media to submit their responses.
  
  - C. Promoting blog series ideas (Anna)
    - 1. [List of possible groups/sections/organizations for promoting blog series](#)
      - a) Currently drafting a list of groups (linked above).
      - b) Currently drafting a form email to send to other groups, encouraging them to promote this through their own channels. The email will be shared with COPA in advance.
      - c) Discussion: creation of a template email and divvying up responsibility among COPA members for sending it out to various groups.

- (1) Decision: Working group will draft a form email. At the next COPA meeting, members can volunteer to send it to groups they are affiliated with or have a connection to.

D. National media outreach/Press releases (Vince, Nick)

1. Backstory Radio (Kate, Lynn)
  - a) Contacted Ed Ayers of Backstory Radio about creating a show around the topic of American Archives.
  - b) Currently drafting a pitch document to share with Backstory Radio and scheduling a follow up phone call with Ayers.
2. Working group is currently reviewing the resources that have been compiled thus far, including reviewing the statements from SAA council and COPP.
3. The working group is aiming to create a series of four press releases, two in the spring and two in the summer (before the annual meeting).
  - a) Spring: two press releases on topics such as “what are archives,” “what do archivists do,” and “researcher ‘discoveries’ in the archives.”
  - b) Summer: two press releases on disaster preparedness and the 100th anniversary of the ratification of the 19th amendment
  - c) Discussion: SAA disclaimer to be included in the press releases
    - (1) Decision: Teresa will confirm if a disclaimer is necessary.
4. Discussion: compiling a list of SAA members who would be willing to serve as media contacts on behalf of the organization.
  - a) Decision: none reached

E. Archives\*Records 2020 (Nick)

1. No updates.
2. Discussion: Possibility of a pop up proposal and other events such as another storytelling workshop and a more focused on-camera media training workshop.
3. Decision: At the January COPA meeting, decide what COPA wants to pursue at SAA so that planning can begin.

IV. *ArchivesAWARE!* Blog (Rachel S.)

- A. [Calendar](#)
- B. December is scheduled; posts every week except for the week of Christmas
- C. Discussion: Scheduling additional responses and retrospectives pieces. Possibility of a There’s An Archivist For That post in January.

V. Other COPA business (All, if applicable)

- A. No updates/discussion.

VI. Standing Updates

A. Joint Working Groups

1. CoSA/NAGARA/SAA (Nancy or Nick)
  - a) No updates.

2. COPP/COPA/RAAC/I&A (Vince)
  - a) I&A is still utilizing blog series but implemented various changes, including combining several of their series. Also presented findings from the labor survey at SAA and DLF, which were summarized in a recent blog post.
  - b) COPP is assessing past events such as archives on the hill, as well as local and state advocacy classes. Also developing candidate questions for the upcoming presidential race.
  - c) RAAC established a goal to host three webinars before SAA in 2020 (topics such as education, disaster preparedness and public awareness). Also working with I&A on the advocacy design share.
  - d) Discussion: potential collaborations with these groups
    - (1) COPA could assist RAAC on the webinar series, especially on the topic of raising awareness.
    - (2) COPA should gather feedback from these groups about website updates.
  - e) To facilitate these group updates, idea was proposed to schedule an email on a monthly basis to gather agenda items; adds additional communication between the bi-yearly meetings.
  - f) For more updates see the minutes from the working group call, which are in the COPA meeting minutes folder.

B. Council (Nancy and Brenda)

1. SAA Council Meeting:
  - a) Approved standards committee recommendation for guidelines for notated music (supplement to DACS).
  - b) Approved standing rules for accessibility and disability section.
  - c) Explored providing opportunities for executive leadership education and training.
  - d) Approved archival compensation task force for two years, which will focus on identifying issues related to benefits, salary, and working conditions; studying compensation data from past and present; creating and disseminating an archival compensation survey for SAA members; and exploring the possibility of creating a standing body in SAA that will communicate with external labor bodies. These topics are relevant to COPA because they are related to advocacy.
  - e) Approved offering an incentive to employers who provide a salary range when posting a job ad with SAA.
  - f) Did not approve a recommendation to include the rights statement elements in DACS.
  - g) Discussed the status of SAA's member affinity groups (there are 46 of them)/ SAA council is aiming to ensure that sections are engaging as effectively as possible and they are considering opportunities for mergers.
  - h) Lenthly discussion on SAA's dues structure and its ties to member benefits.

- i) Reviewed SAA's statement on diversity and inclusion and proposed several changes. The statement will be open for comments sometime in January.

C. COPP (Sarah)

- 1. Currently developing questions for the 2020 candidates. 6 questions will be tied to the legislative advocacy agenda.

No other discussion. Call ended on time.

**Next call: Wednesday, January 8th, 2 PM EST**