

**Society of American Archivists
Council Meeting
Chicago, IL**

**Electronic Records Section: Annual Report
(Prepared by: Tyler Cline, Immediate Past Chair & Amanda Garfunkel, Chair)**

Year: 2024-2025

CURRENT ROSTER

Tyler Cline

Chair (through Sept. 2025)

Past Chair (through Sept. 2026)

Adrienne Serra

Vice-Chair (through Apr. 2025)

Steering Committee (through Sept. 2025)

Brenna Edwards

Immediate Past Chair (through Sept. 2025)

Kay Slater

Communication Liaison (through Sept. 2027)

Amanda Garfunkel

Steering Committee (through Apr. 2025)

Vice-Chair (through Sept. 2025)

Erika Hendrix

Steering Committee (through Sept. 2026)

Andrew McDonnell

Steering Committee (through Sept. 2027)

Kelly Policelli

Steering Committee (through Sept. 2026)

Kolbe Resnick

Steering Committee (through Sept. 2027)

New Members:

Lara Friedman-Shedlov

Vice-Chair (through Sept. 2026)

Doreen Dixon

Steering Committee (through Sept. 2028)

Rebecca Hastings

Steering Committee (through Sept. 2026)

Council Liaison:

TBD (2025-)

Lydia Tang (through Sept. 2025)

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:

- The committee clarified that the BloggERS Communication Liaison position is a three-year term, aligning it with ERS bylaws, and updated the role's description accordingly.
- The committee successfully managed the process of filling the ERS Chair position for 2025-2026. Following guidance from the SAA Governance Team, Amanda Garfunkel self-nominated and was confirmed by the committee to fill the role.
- The chair vacancy prompted the committee to draft and review new language for the section's standing rules to formalize procedures for filling future vacancies for Chair, Vice-Chair, and other steering committee members. An amendment to the committee standing rules was added to the annual section election ballot.
- The committee prepared and ran the annual 2025 section elections. We finalized the ballot, which included candidates for each open position and the proposed bylaw change.
- The committee explored potential joint meetings and collaborations with the Design Records Committee, the BitCurator Consortium, and DANNG (Digital Archives and Networks for North Georgia).
- The committee formally voted to support the "Ethical Action in Sponsorship and Investment" proposal and communicated this position to the SAA Council.
- After discussing the SAA "Early-Career Member" program, the committee decided against participating in the specific call, reaching a consensus that ERS Steering already welcomes and includes early-career members.
- A primary focus for the ERS Steering Committee was the planning and execution of the 2025 Annual Section Meeting. After forming a subgroup to create and distribute a poll to the ERS membership, the committee selected "Born-Digital Descriptive Practices" as the main topic for the annual meeting. Committee members were assigned key tasks to ensure the meeting's success.

Ongoing:

- Cleaning up the micro-site to make it easier for members to navigate and find information
- Retiring the resources list
- bloggERS posts and development to generate new posts that are relevant and informative to membership

New:

- The committee collaborated with the BloggERS editorial board to issue calls for posts on several topics throughout the year.
- In response to concerns about the stability of the Internet Archive, the committee discussed the long-term preservation of the WordPress blog. The BloggERS team made it a priority to export WARC files and save final drafts to a shared Google Drive. A potential migration to a new platform within the next five years was also discussed.
- The committee is exploring merging the Google Drive files and folders of the Steering Committee and the BloggERS editorial board. Both folders and files have differing creators, some with Google accounts that they may no longer have access to in order to change file and folder ownership permissions.

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

The committee endorsed the proposal on “Ethical Action in Sponsorship and Investment” put forth by Council. The need for advocacy for archives and digital preservation was made particularly clear this year as several programming and collaboration opportunities fell through due to hardships encountered in the field. The committee is committed to endorsing future proposals from Council and promoting the importance of archives to the section in line with the SAA strategic plan.

Goal 2: Enhancing Professional Growth

Content on bloggERS is aimed to disseminate information that is relevant and educational to the section membership. Posts are available freely and accessible to the public outside of the section and of SAA. The annual section meeting focused on a timely topic that supported development of archival skills and offered a forum for professional interaction.

Goal 3: Advancing the Field

The section welcomes new professionals to take part in leadership roles on the steering committee and in bloggERS which shows the commitment to supporting the development of leadership skills and participation by archivists at all stages of their careers. Future participation in the “Early Career Member” program can be considered if there is a decrease in early-member participation in leadership roles.

Goal 4: Meeting Members' Needs

The committee formed a subgroup to poll membership and identify topics of interest to discuss during the annual section meeting. Choosing programming that is relevant to the interests of the membership ensures that the committee is responsive to meeting members needs. The annual section meeting also included dedicated time for members to ask and respond to questions which

encourages participation. This year the focus was on a presentation discussing descriptive practices in electronic records. The bloggERS team has also launched a variety of new series to continually produce posts that are relevant to membership.

SAA ANNUAL MEETING

Number of attendees: 63

Link to meeting minutes: No minutes were taken

Summary of meeting activities and highlights: The annual meeting took place July 21, 2025, on the SAA virtual platform, and included several main components: a business meeting where the Steering Committee discussed the approved changes to section bylaws around vacancies and succession planning; an update from BloggERS; a presentation by invited speakers Brenna Edwards and Lara Friedman-Shedlov on their work on born-digital descriptive practices, and a roundtable discussion/Q&A session with Steering Committee members.

SELF-ASSESSMENT

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

The steering committee is both active and engaged in the work of directing the section. Member postings on the section's listserv are frequent and topical. Section membership engagement is hard to measure directly - the committee received thirteen responses to a poll about member's desired topics for the annual meeting, and annual meeting peak attendance was measured at 63 persons.

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

This year the committee explored potential partnerships and collaborations with groups such as the BitCurator Consortium, the Design Records section, and DAANG, but found it difficult to implement collaborative projects. This may be due to increased work demands for archivists across the board, changes to archives and cultural heritage institutions in the United States, as well as general fatigue and burnout.

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

Some suggestions for council would be to have more frequent visits and/or check-ins from Council liaisons at section meetings and with section Steering Committees. Sometimes it feels as though information can get lost in the shuffle and leadership is surprised with last minute requests or announcements. Additionally, more transparency on when there will be calls for funding would also be helpful. It would be nice to offer

honorarium or paid programming for section membership instead of relying on unpaid labor.

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

File management and sharing of resources has been raised as a particular difficulty between ERS sections (Steering Committee and bloggERS), as well as from committee to committee. Are there resources that SAA is aware of that can ease the process of file handoffs and management, such as a dedicated Google account?