



40 C. Approved the minutes from the May 1–2 Council meeting. Those minutes are now  
41 available on the SAA website: [https://www2.archivists.org/sites/all/files/FY24\\_0524-](https://www2.archivists.org/sites/all/files/FY24_0524-Council-Minutes-Approved.pdf)  
42 [Council-Minutes-Approved.pdf](https://www2.archivists.org/sites/all/files/FY24_0524-Council-Minutes-Approved.pdf)  
43

44 That the SAA Council approved the Consent Agenda interim action. (MOTION 2)  
45 Move: Ganz; Second: Bhatia; Vote: PASSED

46  
47 **III. EXECUTIVE SESSION (CLOSED)**  
48

49 **IV. ACTION ITEMS**

50  
51 **A. Financials (FY25 Proposed Budget)**

52 i. [0824-IV-A Financials](#)  
53 ii. FY25 Budget - Newell reminded participants that SAA operates on a fiscal year spanning July 1  
54 to June 30. Ideally, the FY25 budget would have been approved in May but due to circumstances  
55 the budget needs to be passed at the Fall meeting. There is a forecasted net gain for the upcoming  
56 year. There will also be an audit of SAA’s financial records this fall. Several Council members  
57 discussed the need to fund section financial requests but also, that if SAA cannot grant those  
58 funding requests, section members should not expend time completing lengthy forms. We  
59 should seriously consider the whole administrative process. The Finance Committee should be  
60 asked to conduct research on how sections can raise their own income to utilize for their  
61 proposed projects.

62  
63 III. SAA is moving a funding allocation from a proposed Foresight initiative to hiring  
64 facilitator to assist with strategic planning. (\$15,000.00) The SAA Career Services  
65 revenue was up 10% in FY24.

66  
67 SAA needs to evaluate its current membership model. SAA has not increased its  
68 dues since 2015 (more details about this are available on page 41 of the report above).  
69

70 iv. Clemens made a motion to include \$300.00 in the budget to support the  
71 mentoring subcommittee’s need for CART captioning (total accessibility related  
72 accommodation). (MOTION 3) Move; Clemens; Second: Tang; Vote PASSED  
73

74 v. The entire FY25 Proposed budget approval process. (MOTION 4) Move; Bhatia;  
75 Second; Ganz; Vote PASSED  
76

77 **12:45PM Lunch adjournment**  
78 **1:00PM Reconvene**

79  
80 **V DISCUSSION ITEMS**

81  
82 A. 2024 Archives Records (Price Osafo)

- 83 i. Registration – 1772 in-person, 415 virtual. SAA is getting close to getting back to pre-  
84 pandemic numbers.
- 85 ii. Future meeting sites – SAA is asking for feedback from attendees and members about  
86 potential sites after 2025. Suggestions include New Orleans, Denver, and Portland.
- 87 iii. Price Osafo reminded Council members of their key role in thanking exhibitors in the  
88 exhibition hall. Each council member has been assigned a group of exhibitors on the  
89 distributed list to talk to and thank.
- 90 B. Section Health Assessment Working Group
- 91 i. Approved the recommendation from the Section Health Assessment Working Group  
92 to pause the transition of the Archival Educators Section that this section be granted  
93 a 1year extension to meet governance compliance (ending prior to the spring 2025  
94 Council meeting).
- 95 ii. Approved the recommendation by Council members to establish an official working  
96 Group for the Section Health Assessment Working Group (MOTION 5) Move; Ganz;  
97 Second; Tang; Vote PASSED
- 98 C. Awards Committee This season, the Awards Committee (and its subcommittees)  
99 encountered three broad categories of issues: too few nominees for certain awards,  
100 ambiguity around subcommittee rosters, and unclear language regarding eligibility and  
101 requirements.
- 102
- 103 To that end the Awards Committee is asking the Council to consider five revisions to  
104 various awards.
- 105
- 106 Approved the recommendations by the Awards Committee to update the standing rules  
107 and individual award criteria for the following: Waldo Gifford Leland Award, Harold T.  
108 Pinkett Student of Color Award, Preservation Publication Award, Distinguished Service  
109 Award, and Mark A. Greene Emerging Leader Award. (MOTION 6) Move; Tang; Second;  
110 Clemens; Vote; PASSED
- 111
- 112 D. Childcare Referral @ SAA Events Tayloe NS Wong led an extremely complicated discussion  
113 about SAA providing childcare referrals at in-person events. Bhatia made a motion THAT  
114 Council is to investigate and develop a caregiver referral process to be included in FY26 SAA  
115 budget due by February 2025. (MOTION 7) Move; Bhatia; Second; Appiah; Vote PASSED  
116
- 117 E. SAA Liaison Assignments Appiah informed the Council that the Council member to section  
118 assignments have been completed.
- 119
- 120 F. Introduction to meeting management tools Taylor and Burgos Taylor introduced the  
121 Community Agreement during the closed session. Burgos introduced the Dectiion Tree  
122 Model. Council made some suggestions about the format.
- 123

124 **VI STRATEGIC PLANNING**

- 125 A. **2023-2025 Strategic Plan Actions and Timelines** (Reference, Adopted April 2022) ([0524-VI-](#)  
126 [A-StratPlanDashboard](#)) \*  
127 a. SAA Strategic Plan, FY 23-25 ([Reference, Adopted April 2022](#))  
128 b. Work Plan on Diversity, Equity, Inclusion, and Accessibility ([Reference, Adopted](#)  
129 [November 2021](#))  
130

## 131 VII REPORTS

132 *Reports are discussed by the Council only as needed and are not summarized in the minutes*  
133 *(except the Executive Committee report, which details interim actions of the Executive*  
134 *Committee). They do, however, provide a wealth of information about the work of appointed*  
135 *and component groups and the staff. To view the reports—and all other background*  
136 *materials—see <http://www2.archivists.org/governance/reports>.*

- 137 A. President Wong Smith  
138 B. Vice President / President-Elect, Taylor  
139 C. Chief Executive Officer, Price Osafo  
140 D. Membership, Newell  
141 E. Education, Salzman  
142 F. Publications, Tiffany  
143 G. Operations, Newell  
144 H. Foundation President, Mangiafico  
145 I. Publications Editor, Baxter  
146 J. American Archivists Editor, Gabiola  
147 K. SAA Rep: WIPO Report Price Osafo  
148

## 149 VII. Council Business Continued

- 150 A. Meeting Debrief by Wong Smith  
151 B. Next meeting, November 18<sup>th</sup> - 20<sup>th</sup>  
152 C. The Council meeting was adjourned by unanimous consent at 2:00 p.m. CST on  
153 August 14, 2024.  
154

## 155 NOTES:

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