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**The Society of American Archivists  
Council Meeting Minutes  
May 12, 2025  
Virtual Meeting  
11:00 am – 3:00 pm Central Time**

*Agendas and background materials for SAA Council meetings are publicly available via the SAA website at: <http://www2.archivists.org/governance/reports>. Each Council meeting agenda comprises Consent Items, Action Items, Discussion Items, and Reports, and the number/letter in the minutes (e.g., II.A.) corresponds to an item listed on the agenda. The minutes summarize actions taken and the outcomes of discussions. Reports are not summarized in the minutes but provide a wealth of information about the work of appointed and component groups and the staff. To view the reports—and all other background materials—see the SAA website*

President Derek Mosley called the meeting to order at 11:02 AM CDT on May 12, 2025. Present were Vice President Mario Ramirez, Treasurer Denise Rayman, Executive Committee Member Krystal Appiah, Council members: Alison Clemens, Joyce Gabiola, Michelle Ganz, Selena Ortega-Chiolero, Lydia Tang, Eira Tansey, Bryan Whittedge, Jillian Cuellar, and SAA Chief Executive Officer Jacqualine Price Osafo. Other SAA staff members included: Chief Operations Officer, Cherie Newell; Chief of Training & Organizational Development, Rana Hutchinson Salzman; Assistant Director of Foundation, Astoria Edwards; Assistant Director of Governance, Jill Burgos; Assistant Director of Publications, Savannah Tiffany. Also present was Lisa Mangiafico, President of the SAA Foundation.

Guests: Adele Frank, Gayle O'Hara, Karen Gracy, Sarah Buchanan, and Zachary Tumlin

## **I. COUNCIL BUSINESS**

### **A. Adoption of the Agenda**

The agenda was introduced, and the Council agreed to reorder several items on the agenda to enhance the meeting's efficiency. (Agenda items are presented in these minutes based on the original sequencing to minimize confusion.

**(MOTION 1)** Move to adopt the agenda, Second. Vote APPROVED

### **B. Status of Council To-Do List**

The Council updated the [Council To-Do List](#) (via SAA Connect).

### **C. Declare Conflicts of Interest**

There were no conflicts of interest among the SAA Council Members.

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**D. Meeting Management**

The SAA Council reviewed meeting management protocols, including adhering to Roberts Rules of Order and managing speaking orders, especially for virtual participants.

**II. CONSENT AGENDA**

The following items were adopted by the consent agenda (**MOTION 2**)

**That the SAA Council approved all the Consent Agenda items for interim action.**

**Move, Second, Vote: APPROVED**

A. Ratify Council Interim Actions ([0525-II-A-CouncilInterim](#))

THAT the following interim actions taken by the Council between February 13, 2025, to April 28, 2025, be ratified:

- SAA Council approves the recommendation by the SAA Executive Committee to expand the benefits to federal workers to provide one year of SAA membership for archivists and repository workers impacted by the termination of federal jobs.
- The SAA Council approves the recommendation by the Executive Committee to provide one year of SAA membership for workers impacted by the cancelation of federal grants/funds.
- The SAA Council approves section led town hall meetings to support membership proposed and membership driven initiatives.
- The SAA Council approves a discounted registration rate for federal workers who have recently been terminated.
- The SAA Council approves the funding request by the SAA Diversity Committee that funding be included in SAA's FY 2026 budget to support up to two speakers at the Diversity Forum.
- The SAA Council approves the funding request by the SAA Membership Committee to be included in SAA's FY 2026 budget to support the annual cost of Appointlet and Meeting Take Aways for membership. \
- SAA Council approves the funding request by the SAA Native American Archives Section that funding be included in SAA's FY 2026 budget to support SAA Annual Meeting travel scholarships and SAA memberships for Tribal archivists and memory workers.

- 95 – SAA Council approves a statement on the media reports concerning records  
96 destruction. Furthermore, SAA supports all federal staff in their effort to uphold  
97 the rules and statutes governing the management of records and archives.  
98  
99 – The SAA Council approves the recommendation by the Executive Committee to  
100 provide one year of SAA membership for the Federal, Archives Workers, and  
101 Records Managers impacted by budget cuts.  
102  
103 – The Council ratified that the EC approved the posting of the SAA Fellows' petition  
104 that states, “SAA Fellows responded to the dismissal of AOTUS  
105

106 B. Ratify Executive Committee Interim Actions ([0525-II-B-ExecComInterim](#))  
107

108 THAT the following interim actions taken by the Executive Committee between February  
109 13, 2025, to April 28, 2025, be ratified:  
110

- 111 – The SAA Executive Committee did not endorse a letter in support of [Senator Ron](#)  
112 [Wyden’s February 25, 2025, letter](#) urging the Federal Trade Commission to  
113 protect consumers in the digital marketplace.  
114  
115 – The SAA Executive Committee approved distributing the “American Association  
116 for State and Local History (AASLH) which detailed the launch of new research  
117 initiatives to better understand who works at history organizations, how they are  
118 compensated, and how they feel about their work.  
119  
120 – The SAA Executive committee endorsed the [AHA statement](#).  
121  
122 – The SAA Executive Committee signed onto a statement “NHA Statement on  
123 Threats to the [NEH](#).”  
124

125 **III. DISCUSSION ITEMS**  
126

127 A. SAA ARCHIVES\* RECORDS 2025 (August 24 – 27; Anaheim, CA)  
128

129 Price Osafo provided logistical updates, the exhibitor registration rate, and that the SAA  
130 Council meeting is scheduled for August 24, 2025, please register online.  
131

132 B. DIVERSITY COMMITTEE DISCUSSION ([0525-III-B-Diversity](#))  
133

134 A Council member provided the Council with an overview of the Diversity Committee’s  
135 concerns regarding DEIA issues. The Council discussed how its efforts should appear  
136 and will ensure that DEIA efforts are applicable across the organization.  
137

138 C. Reinstatement of the SAA Secretary Position ([0525-III-C-SecrtyPos](#))  
139

140 Another Council member led a discussion recommending that the SAA Council reinstate  
141 the position of Secretary to support the Council's administrative needs and ensure  
142 timely, informed governance. The Council requested specific role duties and further  
143 information.

144  
145

146  
147 D. Governance Manual ([0525-III-D-1-GovMan](#)) and ([0525-III-D-2-GovMan](#))  
148

149 The Governance Manual subcommittee, informed the Council that the edit team based  
150 their recommendations on the fact that the *Governance Manual*, had not been updated  
151 since 1991. Some organizational updates also needed to be included along with broader  
152 societal changes that have happened during this *Governance Manual's* life that we felt  
153 required updating.

154

155 **(MOTION 3)** That the Council approves all recommended changes to the  
156 *Governance Manual*.

157

158 **Move, Second, Vote APPROVED**

159

160 E. OTHER DISCUSSION ITEMS

161

162 The importance of sustainable funding for indigenous peoples was discussed.

163

164 **(MOTION 4)** To approve that the SAA Finance Committee continues the three-year  
165 funding plan to enable tribal archivists and memory workers to attend the SAA  
166 annual meeting and to obtain SAA membership.

167

168 **Move, Second, Vote APPROVED**

169

#### 170 IV. ACTION ITEMS

171

172 A. Graduate Archival Education Subcommittee; Revise committee charge ([0525-IV-A-](#)  
173 [GAES](#))

174

175 A representative from GAES recommended to the Council to approve the proposed  
176 revisions to its charge. Additional questions were asked by Council members concerns  
177 and the Council liaison was asked to communicate the suggestions back to the group for  
178 further review.

179

180

181 B. Membership Committee: Revise committee charge ([0525-IV-B-MembCom](#))

182

183 An overview of the changes to the membership committee's standings rules was  
184 provided..

185

186 **(MOTION 5)** That the Council approve the rewritten SAA Membership Committee  
187 charge as included in Appendix 1, and specifically that they approve the request  
188 to increase the number of Membership Committee members from 6 to 9- 10.

189  
190 **Move Second, Vote APPROVED**

191  
192 C. TS-GRD Request for an extension ([0525-IV-C-TS-GRD](#))

193  
194 The recommendation from the TS-GRD for an extension for the 2025-2026 term was  
195 presented.

196  
197 **(MOTION 6)** That the SAA Council extend the TS-GRD charge to run through the  
198 end of 2025 – 2026 year.

199  
200 **Move, Second, Vote APPROVED**

201  
202 D. Standards Committee ([0525-IV-D-Standards](#))

203  
204 The Standards Committee assignment of responsibility was presented. The Standards  
205 Committee wants to move the Standardized Holdings to the Collection Management  
206 Section.

207  
208 **(MOTION 7)** That the SAA Council approve the assignment of responsibility for  
209 maintenance of the Guidelines for Standardized Holdings Counts and Measures  
210 for Archival Repositories and Special Collections Libraries to the Collection  
211 Management Section of SAA

212  
213 **Move, Second, Vote APPROVED**

214  
215 E. Other Action Items

216  
217 An overview of the Statements Working Group's recommendation to amplify the ALA  
218 statement about the firing of Dr. Hayden was provided.

219  
220 **(MOTION 8)** That the Council agrees to the Statement Working Group's  
221 recommendation to amplify [the ALA statement on the firing of Dr Carla Hayden](#).  
222 Post the statement on the announcements list, the website, and in the next SAA  
223 Connect newsletter.

224  
225 **Move, Second, Vote APPROVED**

## 226 227 **V. REPORTS**

228  
229 Reports are discussed by the Council only as needed and are not summarized in the  
230 minutes (except the Executive Committee report, which details interim actions of the  
231 Executive Committee). They do, however, provide a wealth of information about the work  
232 of appointed and component groups and the staff. To view the reports—and all other  
233 background materials, please click on the [agenda](#). to review.

234  
235 Please note, if there was only an oral report offered, highlights from those reports are  
236 provided below.

237  
238 C. Staff Reports

239  
240 The SAA CEO reported about the SAA well attended advocacy webinar, "Raising Your  
241 Voce for Archives," the IMLS grant and CORDA convening which occurred on May 1 and  
242 May 2, 2025, the staff participating in the Alliance collaboration group, and the relationship  
243 with the Association of Canadian Archivists.  
244

245 D. SAA Foundation

246  
247 The SAA Foundation president advised that the Foundation Board of Directors meeting  
248 was the following week. Mangiafico reported that the Foundation will be updating its  
249 strategic plan, a review of the Foundation's budget, a review of the Foundation's basic  
250 goals and the Foundation's activities at ARCHIVES\*RECORDS 2025.  
251

252

253 G. Reports from Council Members

254  
255 A Council member said that there were some comments about the cost of the virtual  
256 annual meeting costs being the same as in-person cost. Responses included equity, and  
257 the extra costs that in-person attendees incur.  
258

259 **(MOTION 9): That the Council go into an executive session Move, Second, Vote**  
260 **APPROVED**

261

262 **VI. EXECUTIVE SESSION (CLOSED)**

263

264 The Council conducted a publications discussion, discussed the Exemplary Service  
265 Awards Resolution, voted on which 3<sup>rd</sup> member would serve on the 2025-2026 SAA  
266 Executive Committee, and discussed SAA Council records management.

267 **Meeting Adjourned at 4:02 PM Central time**

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The Society of American Archivists  
Council Meeting Minutes  
May 15, 2025  
Virtual  
Chicago, IL

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President Derek Mosley called the meeting to order at 11:02 AM CDT on May 15, 2025. Present were Vice President Mario Ramirez, Treasurer Denise Rayman, Executive Committee Member Krystal Appiah, Council members: Alison Clemens, Joyce Gabiola, Michelle Ganz, Selena Ortega-Chiolero, Lydia Tang, Eira Tansey, Bryan Whitledge, Jillian Cuellar; and SAA Chief Executive Officer Jacqueline Price Osafo. SAA staff included: Chief Operations Officer, Cherie Newell, Chief of Training & Organizational Development, Rana Hutchinson Salzmann, Assistant Director Foundation Astoria Edwards. Assistant Director, Governance, Jill Burgos

Guests: None

**VI. EXECUTIVE SESSION continued (CLOSED)**

The Council discussed advocacy efforts and postponed the bylaws discussion until the August Council meeting. The Council then moved into an in-depth financial discussion. Following this discussion, the Council reviewed the strategic plan and asked all Council liaisons to advise their groups that the current strategic plan was ending, and that they needed to conclude the activities related to this plan.

**VIII. COUNCIL BUSINESS**

Mosley reviewed the meeting deliverables and asked the Council members to submit talking point suggestions and additions.

**(MOTION 15) Move to leave the executive session, Second, Vote APPROVED**

**(MOTION 16) Move to adjourn, Second, Vote APPROVED**