

**Society of American Archivists  
Committee on Public Awareness  
Conference Call 02/05/2021, 4:00pm–5:00pm ET**

**Agenda**

- I. Roll Call -Lynn Cowles, Lee Miller, Vince Lee, Rachel Winston, Chris Burns, Kate Barbera, Kristianna Chanda, Rachael Woody, Teresa Brinati
- II. Council Report (Rachel Winston)- shared link:  
<https://www2.archivists.org/news/2021/saa-council-approves-diversity-statement-guidelines-judiciary-records-issue-brief>
- III. [January Meeting Minutes](#) Rachael Woody moved to approve, Lee Miller seconded
- IV. Archives and Records 2021 - update (Kate, Rachel, Vince) -annual conference will be virtual; COPA working on joint proposal w/COPP on advocacy, submitted to programming committee; will know in March if proposal accepted; possible need to find another COPP member to work with the panel; Teresa-dates of meeting August 2-6, on 3rd, slots available if we want to put together a workshop, slots are first come, first serve; Last year, storytelling workshop virtual, charged \$40, made a small amount of money for SAA, do we want to do it again, or change to another kind of workshop?; Last two times, connected to "Finding Aid to My Soul, albeit loosely last year; Hold Finding Aid to My Soul during American Archives Month again?; Kate, Chris, Vince, team to coordinate event, Chris to send out email; How can we make our presence felt in a virtual conference? Teresa will look at feedback to see if there are any suggestions to help COPA; vendors put a lot of thought into their programming; Will SAA put together a template to help various committees?;
- V. *ArchivesAWARE!* Blog (Lee Miller)
  - A. [Calendar](#)
  - B. Other follow-ups-blog is going well, 2-3 articles recently; Rachael W's video interview received more than 400 hits; Kate on Outdoor Recreation Archive at Tufts, video interview-an archivist working with a marketing team to make the program a success; how do we distribute our blog articles to other groups; Rachel Seale would post at 1 pm CT on Tuesday, then send to announcement listserv; Vince has questions about new formatting of blog, Teresa will follow up with Matt and get back to us
- VI. Standing Updates
  - A. COPP (Sam Winn) Sam not here
  - B. Joint Working Groups
    1. CoSA/NAGARA/SAA (Vince) last call Jan 12, updates: federal budget update, all programs being funded and several are being increased; outgoing administration with draft budget, Biden administration will follow up; memo to Biden suggests improvements, including a possible WPA-type job corps for Humanities; new bylaws available for review soon; advocacy toolkit; NAGARA will be getting a new rep., committee has added 3 new members; increasing diversity;
    2. COPP/COPA/RAAC/I&A (Vince) -no updates

VII. Any Other Business

- A. #ILoveBeingAnArchivist discussion (Vince and others) find out from Anna what she used to create graphics; possibly post links to templates and hopefully others will interact with us and the templates and create content, allowing us to distribute them over a longer period of time
- B. COPA webinar proposal (Rachael, Teresa, Vince, Rachel) Rachael: COPA hosted first webinar in April, 2020; popular with colleagues, Teresa has provided some tools needed to ensure that the webinars are targeted to the correct audience, and other administrative details; Teresa- SAA is in a deficit budget, services and content has been cut, will have an idea what the rest of the fiscal year will look like, no money in the budget to remunerate speakers at this time; will include this in the updates for the next fiscal year;
  1. [Webinar policy draft](#) -outlines details for the webinar, content ownership, recording of content, intent and how it will be implemented
  2. [Webinar Proposal form](#) form created by Rachael with details that are important to making decisions on webinar topics and speakers
  3. [Scoring Rubric](#) - designed to gauge how well a proposed topic and speaker will fit within the parameters; Kate's question asks about diversity and inclusion and ensuring that the webinars are accessible to all; Rachel Winston-builds on Kate's, especially in light of the SAA Council's efforts
  4. [License to Publish](#)-based on licensing used by American Archivist for articles; make sure that the creators of content continue to own that content, licensing the SAA to use the content
- C. 2021-2024 COPA Appointments (Vince, Rachel) Rachel and Vince will meet next week to go through the list sent to Vince to select those who will be candidates for COPA

Vince will send a Doodle poll to schedule the rest of meetings for the year.

**Next call: March 2, 2021 4pm ET/3pm CST**

**Notetaker: Kristianna Chanda**