

I&A Steering Committee Meeting, 2018-01-10

11:00am-12:00pm PST

Call-in Procedures

Call-in Number: (641) 715-0700

Access Code: 767350

Agenda

Opening Items

- **HAPPY NEW YEAR!!!**
- In attendance: Courtney, Steve, Samantha, Rachel, Lisa
- Not in attendance: Alison, Stephanie, Hope
- Notes:

Upcoming Deadlines, Events, and Goals:

- Steering Shares
 - 1/5: Rachel! Yikes! Working on it! -- will send by 1/12
 - 1/19: Courtney
 - 1/24: Samantha
- Archivists on the Issues
 - 1/9: Catherine Peebles -- sent to Stephanie, ready to post
 - 1/30: Summer Espinoza
- Research Team Post
 - 1/25: News Team

Monthly Recap

- Steering Shares: All caught up from December

- Research teams Update
 - New Monitoring Team? (Steve)
 - https://docs.google.com/document/d/1EytoPxeBP6KgoHgDTbi5CbSqHEX_e6bN3xIBI3xHaCk/edit?usp=sharing
 - Legis* Team? (Rachel)
 - Affiliates/friends:
 - RAAC: Meeting with Mary Rubin re: Archives Design Share, hopefully discuss next week
- Reminder re: SAA's new email platform (not sure when this goes into effect)
 - **main section listserv:** archivists-issuesadv@ConnectedCommunity.org
 - **steering committee listserv:** archivists-issuesadvcmte@ConnectedCommunity.org

Updates

- Research teams (Steve & Rachel)?
- Social Media (Samantha)?
- Blog master (Stephanie)?
- Toolkit (Hope)?
 - Taking down old content, archiving it in the google drive
 - Endorsed SAA sessions; Past I&A Actions
 - Microsite has old and outdated content. Suggested to take down old content. Keep content "archived" in Section google drive.
- Recap (Courtney)?
- Liaison (Lisa)?

Action Items

- Rachel

- Figure out email
- Mid-year Steering Share post
- Get ready for first research post
- Schedule meeting with Mary Rubin from RAAC to discuss Archive Design Share
- Steve:
 - Get ready for first research post
- Lisa
- Stephanie:
- Samantha:
- Courtney:
 - Mid-year Steering Share
- Hope:
- Alison: