

Issues and Advocacy Roundtable Conference Call
October 17, 2015
4:00 P.M. EST

AGENDA

1. Filling Webmaster position
 - a. Shawn cycled off; someone on the steering committee has to fill that role (not chair or co-chair)
 - i. Christine is up for doing social media but not familiar with Drupal (Drupal skills may not be needed)
 - ii. What is the workload? Is it appropriate for one person to do it?
 1. Yes, probably one person should handle, and it's likely not too much work:
 - a. News updates
 - b. Posting to Facebook page and Twitter
 - iii. Christine volunteered! Sarah will send passwords to Christine
 - iv. Good idea to focus on Twitter for outreach platform
 - v. We can all help with updates, as needed
 - vi. Going forward, maybe the Website Editor will be an elected position?
 - vii. What is appropriate to post?
 1. Stories related to advocacy
 2. Outreach activities that archives are doing
 - a. National History Day
 3. Try to keep it factual in cases of possible controversy? (ties into our lack of defined ways/workflow to respond to issues)
2. Proposed changes to our By-laws
 - a. Sarah would like to make changes, based on her experience with difficulties in filling steering committee vacancies/
 - b. Proposed changes:
 - i. Codify number of members
 1. Bylaws already say 6-8 members (including the Chair and Vice-Chair and the Website Editor)
 2. Seems to be a consensus that this is a good number
 - ii. Set up structured terms
 1. Set up initial structure of varying terms and then it will work going forward
 2. Gabrielle talked about first or second year steering committee member label

- iii. Propose term limits
 - 1. Good idea to encourage more people to participate by instituting term limits
 - 2. Two-year term and then a two-year break between service: no more than four years of service in a row
 - iv. Christine suggested that working more publicly (providing the general membership with more periodic updates, etc.) may encourage more volunteers. Solicitation of volunteers for task forces as needed may also increase participation from members.
3. Discussion of Strategic Principles/Core Values
- a. Discussion of Diversity section in Core Values: looks good
 - b. What should this document be titled?
 - c. Sarah will send this out to the membership for comment
4. Planning for Advocacy Tool-kit Phase 2
- a. Toolkit feedback Sarah has received has been very positive
 - b. Council has asked CAPP to do a similar project, not realizing that we were in the middle of doing this ourselves
 - c. At some point, this tool might get funneled up to be used by SAA
 - d. To add to the toolkit:
 - i. Contact information for RAAC
 - ii. Templates that could be re-used? Maybe the examples that are here already are the templates
 - iii. Should we each review a section to make sure it's useful?
 - iv. Should we provide more context about the resources listed?
 - v. More publicity would be helpful
 - vi. Start by identifying gaps and identifying context (the kind of metadata that would be useful)
 - vii. Next steps: Everyone assess the tool kit as is and we will discuss our thoughts and create a roadmap for phase 2 in January
5. Be on the lookout for the annual report that Sarah will write in the next month
6. Jeremy Brett and Jasmine Jones are working on another survey about advocacy and outreach, focused primarily on library schools and how they teach advocacy and outreach and have asked that the Roundtable continue to sponsor the work
- a. "sponsor" just means be associated with the work they are doing
 - b. Sarah agreed that the Roundtable can continue to sponsor their work