

July RMRT Steering Committee
July 29, 2016 at 10am Eastern
To connect to the web conference:<https://www.connectmeeting.att.com>
Meeting Number: 888-331-6674
Code: 4809076

Just phone:888-331-6674
Code: 4809076

Attendees: Alex, Brad, Eira, Hillary, Beth, Courtney

Agenda/Notes:

1. Administrivia
2. Elections - Voting closed July 22.
3. Annual Meeting - 7:30am - 9:00am on Friday, August 5
 - a. Attending: Hillary, Brad, Alex, Eira, Courtney
 - b. Notetaker for roundup (Courtney)
 - c. Combined meeting with the Local Government Records Roundtable.
 - d. Do we want Dennis Meissner, President or Nancy McGovern to stop by? No.
 - e. Bingo - We will save for next year.
 - f. Brad will put together a sign-up spreadsheet

Annual Meeting Agenda:

- Welcome (Eira and Linda)
 - Meg Phillips will introduce Laurence Brewer, Chief Records Officer for the US Government (10 minutes)
 - Michael Strom: Update on the activities of the Council of State Archivists' State Electronic Records Initiative (SERI) and the [PERTTS Portal](#) (Program for Electronic Records Training, Tools, and Standards). Beth asked him to target his update to records managers. (5-10 minutes)
 - Jackie Esposito (5 minutes)
 - New Council Liaison - Helen Smith will introduce Erin Lawrimore
 - Brief update on RMRT business (Eira) (10 minutes)
 - Brief update on LGGRT business (Linda) (10 minutes)
 - Michelle Bradley presentation (30 minutes)
 - Q&A (10 minutes)
4. Blog schedule -
https://docs.google.com/spreadsheets/d/1lcxQRGLRSjalaKcBU6d_laSR9E2_-62ZkL0JiEMLjyQ/edit#gid=0
 - a. Reviewed upcoming weeks
 - b. Send Christie any potential people to interview for the blog
 - i. Fred Grevin fgrevin@EDC.NYC
 - ii. Chief Records Officer - Laurence Brewer
 - c. Alex - series on research data management. Coordinating a series of 3-4 posts for July.

5. Status of existing projects - Subcommittee
 - a. Student Liaison/Outreach:
 - i. Eira will talk to student groups at SAA and will look for opportunities in the fall:
<https://docs.google.com/spreadsheets/d/1DWTBf1eZqW3McBx2oqv2-YdUe1IPBSv-4sG1T2mgUI/edit#gid=0>
 - b. [RM Bibliography](#) in Zotero. The Zotero Group is called SAARMRT password is Rmrt2016\$
 - i. Update on entering resources into Zotero ([spreadsheet with resources](#)).
 - ii. 23 categories now. Should we add new categories? Or change existing categories?
 - iii. Eira to help with Zotero and data cleanup. Courtney and Nick.
 - iv. Are there other SAA groups with Zotero accounts?
 - v. Criteria for removal:
 1. Not available
 2. Articles are indirectly related to RM
 - vi. Individuals go through and add those they think are good. If questionable, highlight and we will revisit.
 - c. Hangouts - Current suggestions for Hangouts.
 - i. Eira - hangout with the appraisal RT - Fall 2016
 - ii. Brad Houston, Geof Huth, Ann Marie Pryzbyla, submitted our "You may already be an RM" session - Recap in late August/September
 - iii. Open Source Tools for RM - anyone using the tools?
 - iv. NARA session on federal records laws - Here is what you need to know for archivists - with Issues and Advocacy RT - Beth will coordinate with NARA folks. Plan for July.
 - d. Education
 - i. No update. From Brad: We will put out call again after annual meeting.
 - e. Other professional organizations Liaison - ARMA/AIIM/NAGARA
 - i. No update.