

**Society of American Archivists**  
**COUNCIL MEETING MINUTES**  
**June 4 – 7, 2007**  
**Chicago, Illinois**

President Elizabeth Adkins called the meeting to order at 5:30 pm on Monday, June 4. Present: Vice President/President-Elect Mark Greene, Treasurer Ann Russell, Executive Committee member Peter Gottlieb, and Council members Mark Duffy, Aimee Felker, Rebecca Hankins, Leon Miller, Ben Primer, Carla Summers, Sheryl Williams, and Nancy Zimmelman. Also present were Frank Boles, who will assume the position of Vice President/President-Elect for 2007-2008; Margery Sly, who will become a Council member in August 2007; SAA Executive Director Nancy Beaumont; Publishing Director Teresa Brinati; Education Director Solveig DeSutter; Member and Technical Services Director Brian Doyle; and Finance/Administration Director Tom Jurczak. Lee White, Executive Director of the National Coalition for History, joined the group from 10:30 am to 1:00 pm on Wednesday, June 6.

**I. COUNCIL BUSINESS**

**A. Adoption of the Agenda**

Gottlieb presented proposed changes to the agenda, per an Executive Committee discussion earlier in the day. Felker moved and Greene seconded adoption of the agenda as amended. PASSED.

**B. Approval of the January and March 2007 Conference Call Minutes**

Gottlieb moved and Felker seconded approval of the January and March 2007 Council conference call meeting minutes. PASSED.

**C. Review of the January – March 2007 “To-Do List”**

Council members reviewed the items listed on the January – March 2007 “To-Do List” and provided updates on completed and incomplete items.

**II. REPORTS**

**A. Report of the Executive Committee**

Gottlieb reported on a number of items that the Executive Committee had addressed on behalf of the Council since the November 2006 Council meeting, including the following:

- Approved statements on US copyright law, Section 108 subsections(i), (d), (e) and (g2), regarding duplication of non-textual archival materials, inter-library loan, and access to unlicensed digital materials in archives. These statements were submitted to the Section 108 Study Group for its public roundtable in Chicago on January 31. Bill Maher represented SAA at that meeting.
- Approved increasing SAA’s dues contribution to the International Conference on Archives from 200 to 1,000 Euros over a five-year period, contingent on availability of SAA funds and on ICA following through on commitments to improve its budgeting and planning processes.
- Reviewed the announcement of a contract between NARA and Footnote.com for digitizing National Archives holdings.
- Approved a revised charge for the SAA Awards Committee that highlights the Committee’s role in seeking award nominations proactively.
- Approved a letter to the *New York Times* advocating the preservation of and access to Theodore Kaczynski’s letters. The letter was printed in the Sunday, January 28, edition.
- With assistance from Zimmelman and the chair and vice-chair of the Manuscripts Repository Section, reviewed a request from a concerned individual regarding the self-liquidation of the Museum of Russian Culture (San Francisco) and the apparent removal of museum collections from the country.
- Approved a motion for SAA to join the National Security Archive and other organizations in petitioning for the release of the full transcript of the grand jury proceedings in the Julius and Ethel Rosenberg case.

- Approved a letter to the director of the Library of Congress expressing concern about reduced funding for the National Digital Information Infrastructure Preservation Program.
- Approved a motion to include funding in SAA's FY 2008 budget for the President's participation in an October 2007 ICA conference in Madrid on professional archival associations.
- Forwarded to the Reference, Access, and Outreach Section and the Government Archives Section a request to review the National Archives' announced increase in fees for reproductions and, based on their feedback, submitted the following public comment: "We find it difficult to comment on the proposed rules because the notice does not provide a sufficiently detailed explanation for the increases. For example, the proposed rules refer to fee or cost studies, but do not provide details about how the studies were conducted. Because so much of NARA's decision making has been based on these studies, we respectfully request public access to the studies and to NARA's analysis of them. The proposed changes should be backed up by justifications or formulas that explain how and why it is more expensive to complete a task and why the current pricing prevents NARA from recovering its basic costs."
- Approved sending a letter to Archivist of the United States Allen Weinstein expressing SAA's concern about NARA's reduction in reading room hours due to budget cuts and stating, "We strongly urge that you consider restoring reading room hours in such a way that the public will have some reasonable access during evenings and weekends."
- Agreed to sign a letter from OpenTheGovernment.org opposing a proposed amendment to the espionage statutes, sponsored by Senator Kyl (AZ), that would criminalize dissemination of broad swathes of information concerning counterterrorism programs in the United States.
- Approved sending letters from SAA to a federal district court and to the Archivist of the US requesting the maintenance and preservation of a complete set of the transcripts of court proceedings on Guantanamo detainees. The Executive Committee also approved SAA signing on to similar letters from OpenTheGovernment.org to Weinstein and US Attorney General Alberto Gonzalez.
- Approved the donation of \$1,000 to the David Sarnoff Library and Archives to assist with disaster recovery as a result of flooding caused by an April 2007 nor'easter.
- Approved donation of recent publications from the SAA catalog to the Iraq National Library and Archives. (Donation is pending capacity of the Library and Archives to receive a shipment.)

## **B. President's Report**

Adkins reported on a variety of items not included in the Executive Committee report, such as the following:

- SAA's participation in a Congressional hearing about Executive Order 13233, and careful monitoring of the status of discussions about the Presidential Records Act.
- Submission of a letter to Smithsonian Secretary Lawrence Small requesting clarification of a recent agreement with Corbis to digitize the Smithsonian's images.
- Submission of written testimony to the House Appropriations Committee Subcommittee on Financial Services and General Government about the importance of full funding for the National Historical Publications and Records Commission.
- Submission of letters to the Israeli and Lebanese ambassadors to the United States, and to the Palestinian Authority Observer to the United Nations, requesting clarification of the circumstances involved in the destruction of the Nablus municipal archives.
- The status of planning for a plenary speaker for the 2007 Annual Meeting.
- Recent appointments to several task forces.
- A brief review of the work done for "Access to Archives: The Japanese and American Practices," a conference held in Tokyo in early May that was funded by an SAA-administered grant from the Japan-U.S. Friendship Commission.
- Her recent visits to SAA student chapters at the University of Michigan, Wayne State University, and the University of Wisconsin at Madison.
- Ongoing discussions with the leaders of ARMA International about areas in which SAA might collaborate with that group.

## **C. Vice President's Report**

Greene reported on progress made in identifying a repository to house the A&A List Archives (1993-2006) and in development of a draft legal transfer or donation document. In addition, he noted his recent appointments to the 2008 Program Committee, emphasizing the breadth of the profession represented by the diverse group of members.

## **D. Treasurer's Report**

Russell presented a financial review for July 1, 2006, to March 31, 2007, noting that SAA's workshop and publishing operations continue to provide significant benefit to registrants and purchasers and that membership continues to grow modestly, resulting in a positive financial situation for the Society. DC 2006 revenues did not meet budget projections, however, and she and the staff will be vigilant for the remainder of the year to ensure that overall budget projections are met.

## **E. Staff Reports**

**1. Executive Director:** Beaumont's written report provided updates on advocacy efforts, governance matters, headquarters operations, and the status of six grants that SAA is administering. In addition, she noted progress on activities related to addressing SAA's strategic priorities in the areas of technology, diversity, and public awareness.

**2. Membership:** Doyle's written report provided an update on membership statistics, including growth rates by dues category. SAA's total membership was 4,809 as of the end of April.

**3. Education:** De Sutter's written report provided an update on the status of 2006-2007 education programs, noting that 55 face-to-face workshops have served 1,408 registrants; that approximately 1,000 people at 181 sites participated in SAA's online real-time web seminar on Basic Electronic Records; and that 10 new program topics were introduced in FY07 and ten more new programs are in development.

**4. Publications:** Brinati's written report provided an update on the status of 2006-2007 publishing projects, including the publication in March of three new books: *Archives and Justice: A South African Perspective* by Verne Harris, *Planning New and Remodeled Archival Facilities* by Tom Wilsted, and *Film Preservation: Competing Definitions of Value, Use, and Practice* by Karen Gracy. Nineteen publishing projects, including both how-to manuals and advanced texts, are in development.

**5. Annual Meeting:** Beaumont's written report reviewed the status of planning for ARCHIVES / CHICAGO 2007 and noted that, at 14 weeks out from the meeting, full-paid registrations totaled 162 and full-student registrations totaled 22. The Preliminary Program went "live" on the conference website on April 6 and was sent via bulk mail on April 30 to all members of SAA, to nonmember attendees of DC 2006 and New Orleans 2005, and to 480 former members in Illinois and surrounding states.

**6. Association Management Software System:** Doyle's written report reviewed the status of the transition to MemberMax, SAA's new association management software system, as well as the conversion to a new accounting package. He noted that although the migration has gone relatively smoothly, SAA remains in a transition period that is likely to last through early winter 2007. The work to be done includes the following: reformatting invoices and system-generated notices, recreating a host of reporting functions and/or procedures, configuring the new AMS web modules (ie, those modules that are database driven), reconfiguring and integrating the AMS with Lyris ListManager (the list server), and investigating and configuring use of an electronic polling feature.

## **F. Diversity Committee**

Diversity Committee Liaison Lee Miller noted that the Diversity Committee did not hold its budgeted mid-year meeting.

## **G. American Archivist Editor**

*American Archivist* Editor Mary Jo Pugh noted in a written report that the focus of the Editorial Board for the past nine months has been to research and recommend to the Council options for publishing the journal online. (See agenda item IV.B.) In addition, she provided the following statistics about receipt and review of manuscripts from August 2006 to May 2007: 38 papers submitted, 9 papers accepted (some pending revisions), 11 papers currently under review, and 18 papers rejected.

## **H. Editor, Print and Electronic Publications**

Peter Wosh, appointed by the Council in March to serve a three-year term as Editor, Print and Electronic Publications, reported the highlights of the Publications Board meeting in early March, including the following: 1) the Board will meet in conjunction with the Journal Editorial Board in March 2008 to consider development of electronic publications in a more coordinated and association-wide context; 2) in light of SAA's strategic priorities, the Board has accelerated the start of work on a basic text on Electronic Records Management and a book on Archives in the Digital Age and has issued RFPs for special readers on advocacy and diversity; 3) in the interest of managing the publishing program in a transparent manner, the Board will "experiment" with soliciting authors by issuing requests for proposals; and 4) the Board plans to issue an RFP in August 2007 for a comprehensive history of SAA to be published in conjunction with the Society's 75th anniversary in 2011.

He also noted that several current projects appear to be near completion, including *College and University Archives Reader*, *Legal Manual*, and *Archival Internship Manual*.

## **I. Committee on Education**

Council Liaison Nancy Zimmelman presented the written report of the Committee on Education Subcommittee on Continuing Education, which had met in February to 1) reach consensus on grouping existing programs in the SAA curriculum to correlate with the Archival Continuing Education (ACE) Guidelines, 2) identify gaps in the curriculum, 3) discuss possible alignment (via instructors/developers) of courses with the grouping, 4) rank suggestions in order of importance, 5) assign possible formats to additions, and 6) recommend additions that might be done in collaboration with other organizations.

## **J. Standards Committee Working Groups**

**DACS Working Group:** Working Group Chair Bill Landis provided a written update that included a roster of current members and a summary of the group's first conference call discussion on May 3. The group's focus before August 2007 will be to: 1) establish an official DACS information and communication web presence, 2) develop a plan and timeline for carrying out a formal review of DACS on a five-year cycle beginning in 2009, 3) follow up with the modern manuscript cataloging community on a desire to have some unique title transcription rules that were contained in *Archives, Personal Papers, and Manuscripts* (precursor to DACS) carried forward as an addendum to DACS, and 4) develop a formal outreach plan for various format- and repository-based sections and roundtables within SAA to ensure ongoing communication with the Working Group about needs related to DACS implementation, interpretation, and education.

**Encoded Archival Context Working Group:** Working Group Chair Katherine Wisser provided a written update that included a roster of current members and an update on the status of a funding proposal to the Delmas Foundation. No word on funding has been received from Delmas.

## **K. Archival Facilities Guidelines Development Group**

Co-chairs Tom Wilsted and Michele Pacifico provided a written update on the status of the group, which is charged to develop a guideline/standard on building archival facilities. SAA was awarded an unrestricted gift of \$15,000 from Spacesaver Corporation to support the work of the group as well as online and/or print production of the guidelines. At a March 29-30 meeting, group members reviewed an initial outline and chapter headings and assigned responsibility for various sections of the guidelines. The group will meet again on August 29 in conjunction with the SAA Annual Meeting, and will be available at 1:00 pm on that date to hear comments from SAA members and others who wish to discuss its work.

## **L. Revisions in Section/Roundtable Policies**

Council members reviewed a document that reflected all new policies and procedures associated with section and roundtable governance. The document had been shared with Section and Roundtable leaders (via the Leader List) in late May. All changes will be incorporated into the online Council Handbook by mid-June.

## **M. Task Force on Dues**

Russell noted that the key messages in support of a Council-proposed dues increase were summarized in her article in the March/April issue of *Archival Outlook*. In early May, she posted a message to the SAA Leader List requesting leaders' feedback and support for the increase. To date, four members had responded with comments and questions.

## **N. Joint Task Force on PAHR Advocacy**

Primer updated the Council on the status of discussions about the Partnership for the American Historical Record, an initiative for which SAA is partnering with the Council of State Archivists and the National Association of Government Archives and Records Administrators to establish a formula-based grants program for use in preserving records at the state and local level. He noted that the group has met via conference call three times to discuss strategies for moving the initiative forward.

## **O. Task Force on Access to Public Records**

This agenda item was deleted, as no update was available.

## **P. Task Force on Trusted Archival Preservation Repositories**

Felker noted that the task force will meet in mid-June to develop a proposal for Council consideration for an SAA-sponsored program that defines a "trusted archival preservation repository." A final report is due to the Council in August, and that report may include a recommendation to seek external (eg, NHPRC) funding for the program.

## **Q. Task Force on Online Balloting**

Williams noted that the task force had met via conference call with one company specializing in online balloting services but that, given significant constraints on staff resources and the need to proceed on a timely basis with the 2007 election process, the process had been completed using a “hybrid” approach approved by the Council in January (ie, sending the ballot, nomination form, and return envelope via first-class mail and posting the candidates’ statements on the SAA website). Although the process resulted in faster and more efficient delivery of ballots, it did not result in an increase in participation. (In fact, the percentage of ballots cast in proportion to the number of ballots mailed declined slightly, from 29.3% in 2006 to 24.9% in 2007.) Anecdotal evidence indicates that certain groups of members benefited from the change. Given the decline in participation, the task force will continue pursuing its charge by exploring additional online balloting options and preparing a recommendation for Council members’ consideration in the early fall.

#### **R. Task Force on Council Handbook**

Adkins noted that the task force, which is charged to review the Council Handbook in its entirety and identify revisions, had agreed to restructure the Handbook to create three major sections: 1) Constitution and Bylaws, 2) Governance and Structure, and 3) Policies and Procedures. The information contained in several of the appendixes will be moved to other portions of the SAA website (eg, SAA staff chart, leadership history, history of SAA, Code of Ethics for Archivists). The group hopes to complete revisions to the Handbook by April 2008.

### **III. STRATEGY SESSION**

Zimmelman (chair of the Task Force on Technology Best Practices), Miller (chair of the Task Force on Diversity Brochure), and Gottlieb (chair of the Task Force on American Archives Month) provided updates on the status of the approved activities associated with each of SAA’s strategic priorities. In addition, the Council briefly discussed the “Radar Screen” of strategic priorities reviewed the list of “mega-issues” established in November 2006; and agreed to add a day of strategic planning to the August 2007 Council meeting, pending the availability of strategic planning facilitator Jim Dalton. Discussions of standards setting in relation to strategic planning and measures for progress and evaluation will be deferred until after that planning session.

### **IV. ACTION ITEMS**

#### **A. Review/Approve Proposed FY08 Budget**

Russell and the staff reviewed and answered questions about the proposed FY2008 budget, as presented to the Council in program planning and consolidated financial documents. The group passed a series of motions associated with specific line items, concluding with a motion requiring Russell and the staff to make such cuts as necessary (approximately 2%) to achieve a projected net gain/loss of \$0. Council members agreed that the Executive Committee would review and approve the final budget totals. The specific motions passed were the following:

- That a portion of the FY2007 net gain be allocated to covering the total cost of digitizing the *American Archivist* back file, mounting the back file, and purchasing the necessary hardware to house the archives in house, contingent on the total FY07 net gain. [Moved by Greene, seconded by Williams.]
- That expenses associated with providing food and beverage in the ARCHIVES / CHICAGO 2007 exhibit hall be cut by \$20,000. [Moved by Greene, seconded by Felker.]
- That the budgeted expenses for the 2008 Annual Meeting in San Francisco be increased by \$15,000 to cover the costs associated with the Program Committee meeting. [Moved by Greene, seconded by Summers.]
- That the Governance budget be increased by \$8,000 to support Council members’ attendance (room, meals, any airline change fees incurred) at an additional one-day meeting in August 2007 to discuss strategic planning. [Moved by Greene, seconded by Williams.]
- That the General and Administrative budget be increased by \$3,635 to fund a mid-year meeting of the Foundation Fundraising Committee. [Moved by Summers, seconded by Duffy.]
- That the Governance budget be increased by \$3,230 to support staff travel to a February meeting of the Council in Washington, DC. [Moved by Williams, seconded by Hankins.]

- That the Membership budget income be increased to reflect additional revenue of \$30,000 associated with implementation of the proposed dues increase in January 2008. [Moved by Williams, seconded by Greene.]
- That the personnel costs associated with managing the Special Funds (\$12,644) be transferred to the General and Administrative cost center so that they can be accounted for more easily in the future. [Moved by Duffy, seconded by Primer.]

#### **B. *American Archivist* Online Proposal**

##### **MOTION 1**

**THAT SAA contract with MetaPress, a division of EBSCO, for hosting and content uploading services for the online version of the *American Archivist*, for an estimated cost of \$9,300 for a three-year contract.**

Moved by Greene, seconded by Williams; PASSED (unanimously).

##### **MOTION 2**

**THAT SAA implement a three-year embargo on free public access to *American Archivist* articles, limiting free access to articles in the most recent three volumes to SAA members and journal subscribers.**

Moved by Gottlieb, seconded by Russell; PASSED (unanimously).

##### **MOTION 3**

**THAT SAA adopt the “Cornell Model” – which asserts SAA’s copyright ownership for article content and the right to make a digital facsimile version of the journal online – for handling copyright of already-published *American Archivist* content; and**

**THAT the Intellectual Property Working Group be charged to draft language for this statement to appear in *American Archivist*.**

Moved by Greene, seconded by Gottlieb; PASSED (unanimously).

#### **C. ARMA/SAA Joint Committee Mission/Activities**

##### **MOTION 4**

**THAT the SAA Council recommend to the ARMA International board of directors that the Joint ARMA/SAA Committee be disbanded with thanks, and**

**THAT the SAA president explore other options for future cooperation with ARMA International.**

Moved by Greene, seconded by Summers; PASSED (Primer opposed, Felker abstaining).

#### **D. Section/Roundtable Annual Report Items/Question**

Council members reviewed items brought forth for Council consideration via the Section and Roundtable annual reporting form. Council members will respond to their assigned groups based on the discussion.

#### **E. Retention/Disposition Schedule for Archives and Archivists List (2006 - )**

Greene presented background on the Council discussions regarding the archives of the Archives and Archivists List from 1993 to 2006 and proposed the following motion.

##### **MOTION 5**

**THAT the SAA Council adopt as policy that when SAA’s current software for managing the Archives & Archivists List becomes obsolete and must be replaced, the accumulated archives of the List from 2006 to the replacement date be offered to the repository that accepts the 1993-2006 archives, and that this method of disposing of the list archives be continued into the future each time SAA’s software changes; and**

**THAT should the repository that accepted prior transfers decline subsequent transfers, the matter be brought back to the Council for consideration. [amendment]**

**Support Statement:** SAA's current list management software can maintain the post-2006 archives of the Archives & Archivists List with negligible cost so long as that software is active. Once the current software becomes inactive, SAA will dispose of the post-2006 list archives in the same manner as the 1993-2006 archives, namely transferring it for conversion, maintenance, and access to a digital repository. By adopting such an approach and process, SAA will ensure consistent disposition of and access to those portions of the list archives no longer supported by SAA's current list management software.

Moved by Felker, seconded by Zimmelman; amendment (underlined) proposed by Hankins; PASSED as amended.

#### **F. Create Task Force on Access to Non-Public Records**

Duffy led a brief discussion of this agenda item, which concluded with a decision to revisit at a later meeting the question of creating a statement on access to non-public records.

#### **G. Revision of ACRL/SAA Joint Statement on Access to Original Research Materials**

The Reference, Access, and Outreach Section had submitted a discussion item addressing a draft revision of the ACRL/SAA Joint Statement on Access to Original Research Materials. Council members expressed concern about the way in which the revision and consultation processes were handled, and Adkins agreed to contact the ACRL president for more information.

#### **H. Task Force on Council Liaisons**

A small task force chaired by Williams was charged to review the process for assigning Council liaisons and recommend improvements in the process.

#### **MOTION 6**

**THAT the following process be used in making liaison assignments of Council members to sections, roundtables, and committees:**

- **The Council member who is elected to the Executive Committee makes liaison assignments.**
- **The process of assigning liaisons to committees and boards is separate from the process of assigning liaisons to sections and roundtables.**
- **Each Council member is assigned to be a liaison to at least one committee or board. This liaison responsibility remains in place for the duration of the Council member's tenure on the Council.**
- **Incoming Council members assume the committee/board assignments of outgoing Council members.**
- **Council members are assigned liaison responsibilities with sections and roundtables each year based on the Council member's interests and with attention paid to balance in assignments. This means that some liaison assignments may not change from year to year, while others may change depending on the judgment of the Executive Committee member who makes the assignments.**

**Support Statement:** The process outlined has the advantages of providing for liaison continuity with boards and committees, ensuring that all Council members have the opportunity to serve as liaisons with a combination of committees and sections/roundtables, and providing for matching of Council members' expertise with liaison assignments.

Moved by Miller, seconded by Duffy; PASSED (Primer opposed, no abstentions).

#### **I. Elect Executive Committee Member**

By ballot of those Council members who do not serve as an officer, Carla Summers was elected to serve on the Executive Committee in 2007-2008. Ben Primer and Sherry Williams, the two second-year Council members who were eligible for the Executive Committee position but were not elected, will serve on the SAA Nominating Committee.

### **V. DISCUSSION ITEMS**

#### **A. 2007 Annual Meeting Events**

Council members discussed the agendas for events to take place during ARCHIVES / CHICAGO 2007, including the Leadership Orientation and Forum and the Annual Membership Meeting. The Membership Meeting agenda will include two proposals from the Council for changes in the Constitution and Bylaws, one related to institutional membership (see August 5, 2006, minutes) and the other related to a dues increase (see November 2007 minutes).

#### **B. Advocacy**

Lee White, executive director of the National Coalition for History (NCH), joined the group for a discussion of the status of various projects and legislation (Partnership for the American Historical Record, NHPRC funding and reauthorization, the Presidential Records Act) and of ways of enhancing SAA's advocacy efforts via the NCH office and other means.

### **C. Council Awards**

Council members discussed possible recipients of a Council Exemplary Service Award.

#### **MOTION 7**

**THAT Victoria Irons Walch be given the Council Exemplary Service Award in 2007 for her outstanding contributions to the profession in her role as principal investigator of the A\*CENSUS survey project and for her ongoing work with the Council of State Archivists' Emergency Preparedness Initiative.**

Moved by Gottlieb, seconded by Williams; PASSED (unanimously).

#### **MOTION 8**

**THAT Trudy Huskamp Peterson be given the Council Exemplary Service Award in 2007 for her outstanding representation of SAA and the American archival profession to the International Council on Archives and the Japan-U.S. Friendship Commission.**

Moved by Greene, seconded by Felker; PASSED (unanimously).

### **VI. COUNCIL BUSINESS**

Council members met in executive session with Beaumont to conduct her annual performance appraisal.

### **VII. SPECIAL FUNDS (FOUNDATION) BOARD**

The meeting of the Special Funds Board of Directors was convened at 9:10 am on Thursday, June 7.

#### **A. Discussion of Disaster Relief Donations**

The group considered the question of converting the SSA/SAA Emergency Disaster Assistance Fund from a targeted fund to assist those affected by hurricanes Katrina and Rita to a more general disaster assistance fund. Such a transfer would require agreement by the Society of Southwest Archivists (SSA) and some level of approval from donors to the fund. Council members agreed that the staff should investigate legal and accounting issues and that the Executive Committee should conduct a conference call with appropriate SSA representatives to develop recommendations for appointments, naming, and scope of the fund.

### **VIII. COUNCIL BUSINESS**

#### **A. Additional Business or Strategic Planning Items**

There were no additional business or strategic planning items.

#### **B. Review of June 2007 "To Do" List**

Council members reviewed and refined the draft June 2007 "To-Do" List.

#### **C. Conversation with Beaumont (Executive Session)**

The Council then met in executive session with Beaumont to provide feedback and perspectives on the Council meeting.

#### **MOTION 9**

**THAT all newly elected officers and Council members be invited to attend and participate fully in Council discussions that take place between their election and their seating on the Council; and**

**THAT they be invited to participate in Council executive sessions, except those dealing with staff performance issues and other matters decided in advance by the Executive Committee.**

Moved by Greene, seconded by Gottlieb; PASSED [7 in favor, 4 opposed].

#### **D. Adjournment**

Greene moved and Williams seconded adjournment of the meeting. PASSED.

*Approved by the SAA Council on August 28, 2007.*