

May RMRT Steering Committee

June 11 at 3pm EDT

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

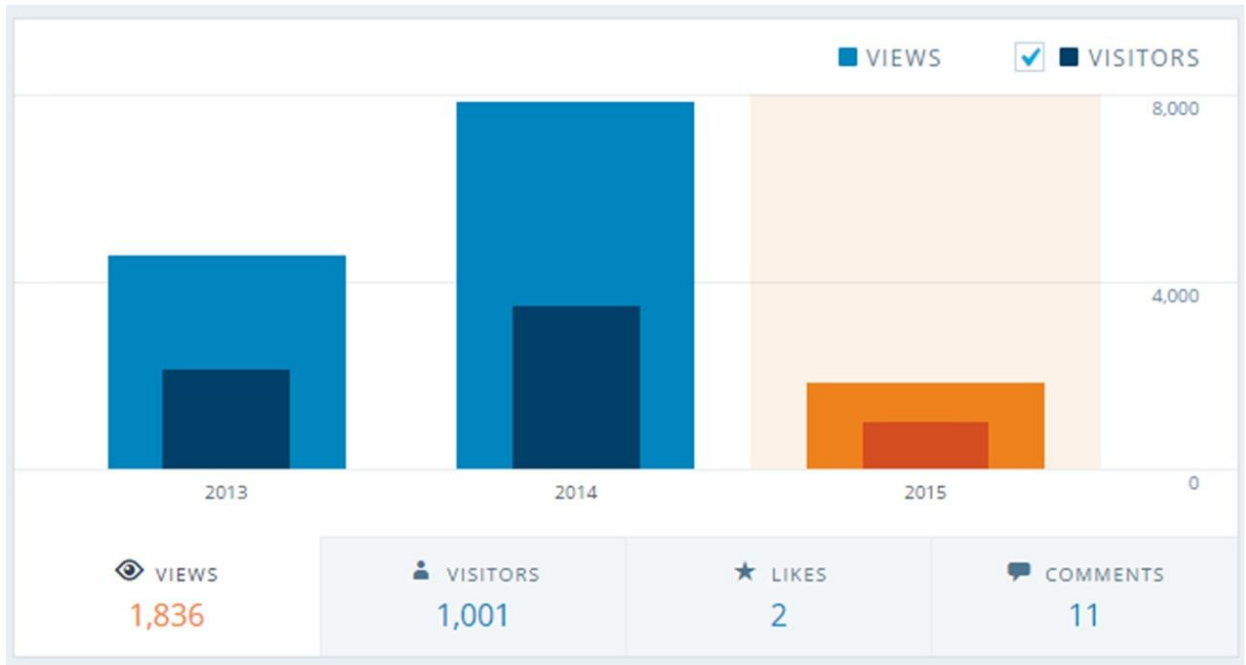
**Attendees:**

Beth Cron, Lorette Weldon, Christie Peterson, Eira Tansey

**Agenda:**

1. Administrivia
  - a. Do we see any need to revise *Best Practices for Working with Archives Employees with Physical Disabilities* and *Best Practices for Working with Archives Researchers with Physical Disabilities*. We “co-owns” these two standards with the Archives Management Roundtable. The date of publication for both of these standards is August 1, 2010, and there is no review date scheduled.
    - i. We will revisit these standards and see if they need
  - b. Facebook letter with Web Archiving Roundtable
  - c. Tuesday or Thursday afternoons at 2pm EDT?
2. Election for next year - Nominations
  - a. Beth put out a call to steering committee to find out who wants to run again.
  - b. The deadline is June 11 to submit nominations.
  - c. 2 nominations received so far for 3 positions.
3. Bylaws changes -
  - a. Received notification that SAA Council approved the bylaws changes.
  - b. Beth posted the results and bylaws on the microsite. Beth will send out a notification to members with the updated bylaws.
4. Newsletter per year
  - a. Old Format
    - i. Summer 2013: 174 views
    - ii. Fall 2013:/ Winter 2014: 196  
**1. Total: 370**
    - iii. Spring 2014:157 views
    - iv. Summer 2014: 95 views
    - v. Fall 2014: 172 views  
**1. Total: 424**
  - b. New Format (Abstract Style)
    - i. Winter 2015 : 184 views

- c. Blog per year
  - i. 2013: 4, 495 views
  - ii. 2014: 7, 826 views
  - iii. 2015: 1,836 views



- 5. Annual meeting (Eira, Beth)
  - a. Unconference - How to solicit ideas. We could set up a google spreadsheet (send to list and blog) 2 months ahead of time. Remind 1 month out. Who wants to present?
  - b. Pop-up Meeting - Skype meeting on June 22:
    - i. The leadership of the Issues & Advocacy Roundtable has been following the situation at University of Oregon with concerned attention. We wanted to reach out to you to see if you would be interested in partnering on a proposal for a Pop-Up Session about the situation for the 2015 Annual Meeting (the call for Pop-Up Sessions will be distributed soon). The aim of the Pop-Up Session would be to facilitate a productive discussion about how archivists could be empowered to protect themselves and their archives from similar situations, through policies, procedures, advocacy, and other efforts.
    - ii. Eira will be representing RMRT as a public university records manager
  
- 6. Blog schedule -
  - [https://docs.google.com/spreadsheets/d/1lcxQRGLRSjlaKcBU6d\\_laSR9E2\\_-62ZkL0JiEMLjyQ/edit#gid=0](https://docs.google.com/spreadsheets/d/1lcxQRGLRSjlaKcBU6d_laSR9E2_-62ZkL0JiEMLjyQ/edit#gid=0)
  - a. Review upcoming weeks
  
- 7. Status of existing projects - Subcommittee
  - a. RM Bibliography
  - b. Education

- i. Brad to send a message to the RMRT membership soliciting desires for education and volunteers for new webinar content.
- ii. [RMRT Liaisons for webinars](#) - Ask Brad to explain the role of liaison and assign steering committee members.
  - 1. E-Records/ERMS implementation: Beth
  - 2. Records Management in College/University settings:
  - 3. Legal and Compliance Issues in Records Management:
  - 4. RM Advocacy/Outreach:
- c. Student Liaison/Outreach: Looking at dates for SNAPchat on Twitter
  - i. Eira can follow up with Susan Kline who is currently organizing some SNAPchats
- d. Other professional organizations Liaison - ARMA/AIIM
- e. New project brainstorm