June RMRT Steering Committee
June 28, 2016 at 2pm 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: Beth, Lorette, Eira, Christie, Brad, Hillary, Courtney

Agenda/Notes:

1. Administrivia

2. Elections - July. Beth is on the ballot for Chair.

3. Annual Meeting - 7:30am - 9:00am on Friday, August 5
    a. Attending: Hillary, Brad, Alex, Eira, Courtney
    b. Asked Local Government Roundtable if they would like to combine meetings. There is a new roundtable chair and Beth is waiting to hear back.

   Annual Meeting Agenda:
    - Welcome (Eira)
    - 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)
    - Beth will ask Laurence Brewer to stop in. (10 minutes)
    - Brief update on Roundtable business (Beth could put together talking points) (10 minutes)
    - Michelle Bradley presentation (45 minutes)
    - Q&A (15 minutes)

4. Blog schedule -
   https://docs.google.com/spreadsheets/d/1IcxQRGLRSjaIaKcBU6d_IaSR9E2_-62ZkL0JiEMLjyQ/edit#gid=0
    a. Reviewed upcoming weeks
    b. Lorette continues the series on the Personal Health Records Librarian- will post by COB 6/29
    c. Send Christie any potential people to interview for the blog
        i. Fred Grevin fgrevin@EDC.NYC
        ii. Chief Records Officer - Laurence Brewer
    d. 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/1DWTBf1eZqW3McBx2oqvx2-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.