MDOS Steering Committee Meeting Minutes

2022 January 26, 2:00-3:00 PM ET

Agenda

1. Interim Steering Committee member
2. Discussion topics/questions for a focus group
   a. Establish a subcommittee to draft preliminary questions and logistics
3. Updates on Newsletter Project
4. Annual section meeting (began discussions in Feb. of last year)
5. SAA Strategic Plan Dashboard Feedback sessions (Jan 27 3pm CT and Feb 2, 2pm CT)

Attendance

Present

- Adolph, Bailey (Early Career Member, 2021-2022)
- Bailey-Tomecek, Christy (Social Media Coordinator, 2020-2023)*
- Friedman-Shedlov, Lara (Co-Chair, 2021-2023)
- Johnson, Randi (Member, 2020-2023)
- Murphy, Edwina (Member, 2021-2024)
- Searcy, Rachel (Member, 2019-2022)
- Serrao, Jessica (Web Liaison, 2019-2022)
- Shallcross, Mike (Co-chair, 2020-2022)

*Minute-taker

Absent

- Gutiérrez-Jones, Natalia (Education Coordinator, 2019-2022)

Minutes

- Interim Steering Committee member
  - Mike spoke to a possible member, but she was no longer interested.
  - Bailey Adolph was suggested to take the interim position.
- Bailey agreed and will assume the remainder of Clayton’s term.

- Discussion topics/questions for a focus group [Google doc link redacted]
  - Group purpose: what is the focus/future of MDOS? Our niche versus other SAA groups (e.g. Electronic Records)
  - Establish a subcommittee to draft preliminary questions and logistics?
    - MDOS agreed to create a subcommittee that will set the method and scheduling of the focus groups.
    - Members: Mike Shallcross, Jessica Serrao, Edwina Murphy
    - Mike will send out call by email and will schedule a subcommittee meeting
    - Convene focus groups around the annual meeting time?
  - Could we find out from SAA who are the long-standing members to get their perspective? They’d have the most experience with previous efforts by the section/roundtable.
  - SAA has several pots of money for sections to utilize. Funds could help incentivize participation (e.g. offering gift cards).
  - Compensation in general: The steering committee agreed we should.
  - Are we missing women participants because of discomfort with digital archives/impact of sexism?
  - Set up a parking lot document about creating engagement, including specifically engaging women (e.g. a webinar).
  - Could be a good topic for a joint session with the Women Archivists Section.

- Updates on Newsletter Project
  - Natalia sent out the mini newsletter.
  - Further ideas about engagement
    - Blog instead of newsletter as it would be more casual. However, upkeep has been an issue.
    - Social media takeover–have someone take over the MDOS Twitter account
    - More Twitter engagement!
    - Should MDOS have an Instagram account? People tend to use it.
    - Do people use Twitter? Mixed responses.
    - Check how other sections are doing with their Twitter and see how they are engaging.
  - This could be something to discuss within the focus groups.
    - Facebook - Archivist Think Tank group is very busy.
    - What are younger/new professionals going to find first?
    - Natalia, Bailey, and Christy will meet to discuss engagement further.

- Annual section meeting (began discussions in Feb. of last year)
  - Preliminary plans to work with the Web Archives section from last FY, but discussion from focus group part of the agenda suggests Women Archivists might be good to partner with.
  - Get in contact with the Web Archivists and Women Archivists section to gauge interest and perhaps all three sections can hold the session together.
Mike and Lara will coordinate getting in contact with them.

**SAA Strategic Plan Dashboard Feedback** sessions (Jan 27 3pm CT and Feb 2, 2pm CT)
- Email went out on SAA Leader’s List about the Dashboard.
- They’d like someone from each section to attend.
- Edwina can go on the 27th and send a follow up email.

**Action Items**

- Mike will speak to Felicia Owens about cementing Bailey’s interim member status
- Mike, Jessica, and Edwina will meet as a subcommittee regarding the focus group
- Natalia, Bailey, and Christy will meet to discuss more social media and other digital engagement
- Mike and Lara will get into contact with the Web Archivists and Women Archivists sections about holding a joint session at SAA
- Edwina will attend the Strategic Plan Dashboard Feedback session on January 27th