

April RMRT Steering Committee
May 17, 2016 at 1pm 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: Eira, Beth, Hillary, Christie, Courtney

Agenda/Notes:

1. Administrivia
2. Elections - Please let Beth know if you would like to continue on for next year. The bylaws allow the steering committee to determine who will continue on during the transitional period. The Steering Committee terms are three years according to the bylaws. We will most likely seek someone to run for Vice Chair.
3. Annual Meeting - 7:30am - 9:00am on Friday, August 5 - Michelle Bradley
 - a. Attending: Hillary, Brad, Alex, Eira, Courtney (maybe)
 - b. Looking at finding an additional speaker to possibly talk about the records continuum.
 - c. Beth will clarify with Michelle on her topic.
 - d. Beth will ask the Local Government Roundtable about their meeting and possibly combining.
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. Archiving Personal Health Records series-Lorette Weldon- next article should be posted by 5/27.
 - d. Blog articles will be newsletter abstracts and links for our newsletter-Lorette [I should have a draft ready for your review on Monday, May 23.]
 - e. Alex - series on research data management. Coordinating a series of 3-4 posts for May.
 - f. Eira will be doing a post later this week.
5. Status of existing projects - Subcommittee
 - a. Student Liaison/Outreach:
 - i. Eira presented to CSU-Sacramento and SJSU on May 1. She got very positive feedback on the presentation.
 - ii. Eira will talk to student groups at SAA and will look for opportunities in the fall. Other groups I am in the process of contacting (slowly, don't want to get overwhelmed with trying to line up/keep track of speakers):

<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. Beth and Christie hosted the ePADD Hangout on May 4. Beth will post the links on The Schedule.
 - ii. Eira - hangout with the appraisal RT.
 - iii. Alex, Hillary SAA Session proposal - June/July??
 - iv. Brad Houston, Geof Huth, Ann Marie Pryzbyla, submitted our "You may already be an RM" session
 - v. Open Source Tools for RM - anyone using the tools?
 - vi. 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 revisit in May.
- e. Other professional organizations Liaison - ARMA/AIIM/NAGARA
 - i. No update.
- f. New project brainstorm
 - i. No update.