

Membership Committee
Conference Call
Oct. 11, 2012

Participants: Elizabeth Scott, Alison Stankrauff, Erik Moore, Teresa Mora, Bert Lyons, Larissa Woo, Brian Doyle, Terry Baxter, Kate Dundon, Nancy Beaumont

Excused: Salvador Barragan; Rebecca Hankins, Bergis Jules

Annual Meeting Minutes Approved with spelling correction to Bergis Jules name

Council related activities

- Analysis of Member Survey. Individual members of council have taken parts of the member survey and are preparing brief papers outlining the major issues and providing some action steps. Council member Tanya Zanish-Belcher, a former chair of Membership, asked for input from former Membership chairs Adriana Cuervo and Rachel Vagts, and Liz. They have drafted a paper that includes our current actions on certain points. Terry Baxter reported that he is working on the comments at the end, and there will likely be some areas that will concern membership. Nancy reported that all needed comments to Council by Oct. 15.
- SNAP and Student member needs. Nancy reported on the Council response to proposals from SNAP regarding dues and membership categories. The Finance Committee is looking at the dues proposal we first heard about at our August meeting. It includes a request for graduated payments and the ability to use the bridge rate more than 1x. Finance Committee will report to Council at the January meeting.
- Nancy will take over as our staff liaison. At this point it is unclear how Brian's position will be used. Larissa has already had some communication regarding KC reports, and Brian assured Teresa that he transferred ownership of the Mentoring folder as well.

Ongoing initiatives

- Mentoring. Teresa reported the committee has a new Co-Chair, Alison Stankrauff, and three additional members. They have 9 unmatched protégés and three unmatched mentors. They have a conference call scheduled for the end of the month. Liz recently began mentoring, and Bert reported that he has done it for a number of years, although he finds it works best when he is nearby. But it is a good thing that everyone should consider.
- Navigator program. Liz has drafted a letter to see how the committee can begin to be more involved in the program. It is unclear if we will have a formal committee or if we will need a volunteer to assist in the matching. Liz will send the letter to both Karen Morse and the current chairs of WAR. Terry is liaison to WAR as well, if we need any help with facilitation.
- Website. The website and basic recordkeeping need some attention. There is conflicting information on line, and minutes and reports are rarely available. Brian has located many items and there were some ideas as to where to find others. Erik, who has experience with Drupal, has volunteered to work on this for the coming year.

New Initiatives

- Member Benefits presentation. After applauding Kate for her work on this, we discussed where it might fit into both the website and the renewal process. There is a likely place for it on the site, and SAA has a YouTube Channel that will be relatively easy to embed where needed. YouTube doesn't allow online editing, so the product should be finished before embedding anywhere. It also might be possible to include the presentation as part of the renewal communications. It is also possible Council will have some ideas for uses, as Liz mentioned it as a part of the analysis of the member benefits. Brian will supply a PowerPoint template that uses the correct color scheme. Liz will work with Kate as needed. We need to get edits to Kate by Nov. 1, and Dec. 1 will be our deadline for completion.

Action items

- Edits and recommendations to Kate by Nov. 1.
- Fix colors and logos
- Upgrade quality through YouTube site
- Presentation completed by Dec. 1.

Professional development subcommittee. Larissa and Bert will work on this. One goal will be to make sure that the online and onsite career centers support one another. As it seems that current focus is mostly on new archivists, another goal is to develop more resources for midcareer archivists and information for outside groups who may want to hire an archivist. Brian will assist other staff people in setting up a microsite for this subcommittee in the next few days. The microsite will not include minutes and reports, but will include content on the areas above, as well as others if possible. We also discussed possible locations for the new microsite.

Action items

- Work plan/Charge
- Identify other potential members
- Report progress for inclusion in Annual report.