

**Society of American Archivists
Native American Archives Section
Steering Committee Meeting Minutes
January 14, 2019**

Present: Rose Buchanan; Stephen Curley; Caitlin Haynes; Jonathan Pringle; Nicole Topich

Prepared by: Julie Botnick, Volunteer

Updates:

- Case Studies: Rose
 - Brian Carpenter's case study was reviewed and sent back for revisions
 - Next scheduled group was NMAI - with shutdown and maternity leave, this is being postponed
 - Cline Library will be the next case study to be published, but on original timeline
 - A few more have signed up including Yale Indian Papers Project - **these need to be given timelines**

Planning and Discussion:

- SAAF Project
 - Dates
 - **February 1: Application is due** (3 pages: refinement of LOI)
 - May 15: Final decisions announced
 - Restructure of Project (budget)
 - Budget needs to be restructured - based on SAA feedback, but no clarification given
 - Instead of 4 web-based workshops and one in-person workshop, change over to having 5 web-based workshops
 - This leaves \$3,000 open to move around
 - How do others envision redistribution?
 - Stephen: printing, graphic design; manual/brochure to outline toolkit literature
 - Jonathan: Web delivery
 - Want to make sure webinars are provided for free or a reduced cost
 - **Stephen will reach out to iSchool at University of Arizona** to potentially be the digital hosts if there is a cost from SAA
 - **Jonathan will reach out to SHN** about hosting

- archival collections of marginalized communities while not alienating other groups
 - Caitlin will send an email from her personal gmail account once she's on maternity leave so everyone has it; please only contact her with NAAS-related emergencies!
 - Steering committee members should all have access to editing the micro-site once they've logged in
 - No Facebook page yet - pending more feedback and new admin

Other Matters:

- NAAS Minutes
 - Review and Approve minutes for public use
 - Minutes for November and December were approved
 - Citation Use Permission Protocol
 - So far, informal policy to keep people anonymous / unanimous (attributions to the committee as a whole)
 - Requests for citation might increase with increased visibility of Protocols; if you receive requests, please forward to Stephen and Caitlin for review
 - If anything needs discussion, will be taken to the steering committee
 - If there is privileged information, e.g. culturally sensitive materials or political discussions, those can be cut from the record before being posted publicly
 - If they are posted publicly, add a request that researchers reach out to NAAS before citing - use this as a teaching moment of why this method is in line with Protocols
 - **Rose will draft and distribute for review**
- AZ Archives Summit
 - Day of programming on Indigenous materials
 - 22 federally recognized tribal groups, planning committee will invite those communities to have discussions; Jennifer O'Neal will introduce the session, then there will be breakout groups where tribal members and archivists can make contact and ask questions of each other
 - Post-endorsement, will be discussion on Protocols and what they mean for the field
 - Learning opportunity for NAAS leaders to observe and take learnings into webinar project
 - **Please take notes and report back!**
- ATALM
 - **Proposals due February 1**
 - Poor timing - will be looking to propose a session in 2020
 - Any deadlines to know about for having a table, etc?

- **Stephen will reach out** to see if we can introduce NAAS, give an update about what's been going on in the last year, as a session or as another format such as a networking fair or during a lunch break