

Society of American Archivists
Publications Board Meeting
*ARCHIVES*RECORDS 2018 Conference*
Washington, DC | August 15, 2018

MINUTES

In attendance: Chris Prom (Chair), Jessica Ballard (incoming intern), Mary Caldera, Gordon Daines, Sarah Demb, Nicole Milano, Aaron Purcell, Colleen McFarland Rademaker, Michael Shallcross, Margery Sly, Jennie Thomas; and *ex officio* members Amy Cooper Cary (outgoing Council Liaison), Melissa Gonzales (incoming Council Liaison), Cal Lee (*American Archivist* Editor), and SAA staff members Teresa Brinati and Abigail Christian.

Unable to attend: Jessica Chapel (outgoing intern).

I. REPORTS

A. Chair of the Board – Chris Prom

- There are several projects moving through the pipeline. The revised manuscript for the essays in honor of Mark Greene is very close to being finished, as is the next Trends in Archives Practice volume, *Innovative Approaches to Outreach*, which is awaiting revisions on one of the modules. Margot Note’s manuscript is also progressing rapidly.
- Archival Futures is a new book series to be co-published by SAA and ALA that will focus more on opinion and essay-based pieces. The co-editors of the series are Bethany Anderson and Amy Cooper Cary. Consider authors to reach out to and let them know more about this opportunity.

B. SAA Council – Amy Cooper Cary

- The SAA Council endorsed [*Protocols for Native American Archival Materials*](#) and approved a statement acknowledging that the endorsement was long overdue.
- The Council also approved revisions to “[Principles and Priorities for Continuously Improving the SAA Annual Meeting](#),” which includes the intention to assess meeting structure and panels and increase presenter diversity, considering diversity in length of time in profession, institution, race, class, gender, and geographical.
- The Council approved the formation of a six-member task force to develop guidelines for vendor, sponsorships, and exhibitor relationships. Recommendations will be given in time to be considered for planning for the 2019 Annual Meeting.
- The Council provided feedback to the Task Force on Accessibility, which will revise its recommendations for submission this fall.
- The Council passed resolutions to honor Fynnette Eaton and Wilda Logan for their contributions to SAA.

C. Publishing Program – Teresa Brinati

- This has been an award-winning year for SAA’s Publishing Program, which received 5 recognitions:
 - 2018 EXCEL Award for Excellence in Nonprofit Media–Best Magazine Article for “Archival Bonds: Love and Friendship in the Archives – Part 2” by David McCartney in *Archival Outlook* (Jan./Feb. 2017);
 - 2018 SAA Waldo Gifford Leland Award for superior writing for *Moving Image and Sound Collections for Archivists* by Anthony Cocciolo (July 2017).

- 2018 SAA Fellows' Ernst Posner Award for best journal article for "Who Lives, Who Dies, Who Tells Your Story': The Use and Representation of Records in Hamilton: An American Musical" by Katherine S. Madison in *American Archivist* (Spring/Summer 2017);
 - 2018 SAA Preservation Publication Award for "The Whole Story: News Agency Photographs in Newspaper Photo Morgue Collections" by Laura McCann in *American Archivist* (Spring/Summer 2017); and
 - 2018 Association for Information Science and Technology's Bob Williams History Fund Research Paper Award for "Harold T. Pinkett and the Lonely Crusade of African American Archivists in the Twentieth Century" by Alex Poole in *American Archivist* (Fall/Winter 2017).
 - This year's [One Book, One Profession](#) selection, *Perspective on Women's Archives*, will be the topic of a Brown Bag Lunch Discussion, led by Margery Sly, on August 17.
 - The Board is resurrecting the [Archives Short Fiction Contest](#). The deadline for submissions is Oct. 31. The winning entry will receive a \$250 cash prize and publication in *Archival Outlook*. Judges are TBD.
 - This spring, the Publications Program mounted two pop-up bookstores—at the Midwest Archives Conference and NEA/A.R.T. Meeting—and both went very well. It's a key marketing opportunity to be present at these meetings and we're able to get SAA books in the hands of regional and student members who may not be SAA members. There is a tradeoff in the expenses of getting books there, but it is worth doing again if there are volunteers and location is convenient.
- D. Dictionary Working Group – Margery Sly
- The group had hoped to launch the online *Dictionary of Archives Terminology* by this meeting, but that did not happen. Now the group is considering how to go live in the next nine months, which will require better scheduling of the group's time, availability of Matt Black's time for assistance with technology, and collaboration with IDM, the system being used.
 - The group is having its first morning forum at the Annual Meeting on August 16 to demystify the process of defining words for members.
- E. *American Archivist* – Cal Lee
- The Board now conducting quarterly conference calls. Members have been working hard to further professional engagement and outreach within SAA as well as among international colleagues. Forthcoming special sections will feature music and fashion in the archives.
 - The journal has entered into a relationship with The Odum Institute for assistance in providing better statistical support. Lee continues to work out issues with PeerTrack. The journal's intern has been working on identifying "hidden content" in the backrun of the journal. The next steps will be to work with Allen Press to make this content more visible.
- F. Archival Fundamentals Series III Update
- Revised manuscripts are in progress for 4 of the 7 volumes: *Advocacy and Awareness for Archivists + Leadership and Management of Archival Programs + Providing Reference and Access Services for Archives and Manuscripts + Arranging and Describing Archives and Manuscripts*. Hopefully they will be available in time for release at next year's Annual Meeting.
 - The author for *Introducing Archives and Manuscripts* has withdrawn from writing the book. The AFSIII Series Editor Peter Wosh would like to submit a proposal for consideration by the Publications Board. His idea is to take a historical approach to

the content. There is precedence for the editor of the series to write one of the books (it has happened in predecessor series). Wosh, who is an excellent writer, has the experience and the time since retiring.

TO DO #1 (Prom): Follow-up with Peter Wosh about submitting a proposal for the AFSIII volume *Introducing Archives and Manuscripts* this fall to the Board.

G. Podcast – Nicole Milano & Colleen Rademaker

- The podcast is a collaboration between The Publications Board and *American Archivist* Editorial Board to initially feature interviews with authors. It now has a new title, *Archives in Context*, a new logo, and forthcoming music. Two episodes have been recorded already. The episodes will be about 20–25 minutes in length. The team aims to launch the podcast this fall.
- Many people have been involved in the podcast, many of whom met for their first time at their in-person meeting during this conference. The team has elected Rademaker as the project manager to help with moving the podcast along and in ensuring consistency in voice and branding despite the many content creators. Despite the delays, the team has learned a lot in getting used to the equipment, talking with interviewees, etc.

TO DO #2 (Brinati and Christian): Find and contract a sound editor for the podcast.

TO DO #3 (Brinati and Christian): Build area on website for podcast to reside.

II. ARCHIVAL FUTURES SERIES

- A. The Board brainstormed several potential authors and topics for volumes in this SAA/ALA series. Potential authors included: Mike Brennis (suggested by Mary Caldera); David McCartney and Libby Coyner, who both wrote eloquently in defense of archivists recently; Ed Summers or Bergis Jules from the Doc Now project, Ashley Farmer, author of widely shared article, “Archiving While Black;” Alex Poole; Courtney Dean; Katy Rawdon; Ashley Stevens; Elvira Arroyo Ramirez; Annie Tang; Eira Tansey, who’s working on climate change data and its relationship to archives; and Walidah Imarisha—author and speaker from the *ARCHIVES 2017* Liberated Archive Forum.

III. REVIEW OF TO-DO LIST IN MARCH 2018 MINUTES

TO DO #4 (Lee, Prom, Demb, TBD Editorial Board Member): Review and revise editorial policies and guidelines for consistency for both books and *American Archivist*. Request an *American Archivist* Editorial Board member join this team.

TO DO #5 (Prom): Follow up with Ana Rodriguez and LACCHA to determine status of the Spanish translation of *A Guide to Deeds of Gift* brochure.

TO DO #6 (Brinati): Compile and redistribute TOC or outlines for the volumes in the Archival Fundamental Series III so that the Board may become re-familiar with them.

TO DO #7 (Caldera, Milano, Rademaker, Thomas): Browse spreadsheet of SAA's education courses (sent by Brinati and Christian) and identify gaps where SAA does not have a book but might develop content for one.

TO DO #8 (Prom, Caldera, Daines): Look at Helen Wong Smith's Powerpoint from her recent workshop on cultural competency. Although Wong does not want to write a book, perhaps she might be interested in working with a "ghost author." If not consider developing a specific call for proposals on cultural competency.

TO DO #9 (Brinati and Christian): Find new hook for promoting *Controlling the Past* as relevant to current events.

TO DO #10 (Brinati and Christian): Distribute books on Amazon. Start with ebooks then make available one print book (*Moving Image and Sound Collections for Archivists*) and see how it does. The forthcoming *Creating Family Archives* would also be an ideal candidate.