

**Society of American Archivists**  
**Publications Board Meeting**  
**Conference Call | August 20, 2020**

**MINUTES**

**In attendance:** Stacie Williams (chair), Amy Cooper Cary, J. Gordon Daines, Sarah Demb, Dana Lamparello, Monika Lehman, Nicole Milano, and Colleen McFarland Rademaker; outgoing members Grace Moran (early-career member) and Aaron Purcell; incoming members Terry Baxter, Katherine Fisher (early-career member), and Cyndi Shein; *ex officio* members Melissa Gonzales (Council Liaison) and Cal Lee (*American Archivist* Editor); and SAA staff Teresa Brinati and Abigail Christian.

**I. Welcome and Introductions (Williams):** Thank you to those who are cycling off for their service! During their terms, Aaron Purcell has provided critical feedback on proposals and Grace Moran assisted with transcription for the publication *“All Shook Up”* and compiled marketing sources to connect with archival educators. And welcome to new members Terry Baxter, Cyndi Shein, and early-career member Katherine Fisher. We look forward to your service!

**II. Reports**

- A. Chair of the Board (Williams):** Williams was able to attend several virtual meetings in hopes of connecting with potential authors and has begun several conversations with people who attended the Write Away Forum. *Archival Accessioning* is moving forward, and Williams is looking to connect with an illustrator of color through Sixty Inches from the Center to work on the book in a first attempt to bring inclusion into all levels of the editorial process.
- B. SAA Council (Gonzalez):** The SAA Council has approved revisions to the Core Values and Code of Ethics; these will be reviewed on a more regular schedule with space for member comment. The Council has agreed to pursue or support several actions, such as requiring a diversity statement as part of application materials. The Council is also pleased to announce its selection of Amy Cooper Cary as the next Editor of *American Archivist*. Other Council actions can be found [here](#).
- C. Publishing Program (Brinati):**
- a. This year, more than 280 members contributed content to SAA’s publications program, including books, case studies series, articles in *American Archivist* and *Archival Outlook*, and blogs like *ArchivesAWARE!* and *Off the Record*. Thank you for your work!
  - b. SAA published 7 new titles in the preceding year, including the first three volumes in the Archival Fundamentals Series III (*Leading and Managing Archives and Manuscripts Programs* edited by Peter Gottlieb & David W. Carmicheal, *Arranging and Describing Archives and Manuscripts* by Dennis Meissner, and *Advocacy and Awareness for Archivists* by K. Roe), *Archival Values: Essays in Honor of Mark A. Greene* edited by Mary Caldera & Christine Weideman, *Defining a Discipline: Archival Research in the 21<sup>st</sup> Century—Essays in Honor of Richard J. Cox* edited by Jeannette A. Bastian & Elizabeth Yakel, *A Matter of Facts: The Value of Evidence in an Information*

*Age* by Laura A. Millar, and SAA's first foray into consumer publications—*Creating Family Archives* by Margot Note. The latter was also the first book SAA has sold on Amazon, and since December when it debuted, has moved nearly 1,400 copies, which made it our number one seller. Thanks to all of the new titles, the book publishing program's contribution to SAA's bottom line has significantly increased this year. There was also an increase in ebook sales this past spring, perhaps due to the nature of the pandemic. Ebook sales traditionally have had a negligible factor in the program's revenue, but this year it made a good contribution. Ebooks on arrangement and description had the highest sales.

- c. The spring the Dictionary Working Group launched the new online *Dictionary of Archives Terminology*. Already, it's one of the most trafficked areas of the website. The working group received a Council Exemplary Service Award for its contribution.
- d. The first quarter of the fiscal year will see 7 more titles released. *"All Shook Up": The Archival Legacy of Terry Cook* edited by Tom Nesmith, Greg Bak, and Joan Schwartz and *Advancing Preservation of Archives and Manuscripts* by Elizabeth Joffrion and Michele Cloonan are already published; *Engagement in the Digital Era* edited by Nicole Milano and Chris Prom and *Reference and Access for Archives and Manuscripts* by Cheryl Oestreicher will be released shortly; *Making Your Tools Work for You: An Introduction to Systems Integration for the Archival Enterprise* by Max Eckard, *Archival Description of Notated Music, A Supplement to "Describing Archives: A Content Standard"* prepared by MLA's Working Group for Archival Description of Music Materials and *DACS 2019* should complete production in September.
- e. The publishing program's presence at the SAA/CoSA virtual conference *ARCHIVES\*RECORDS 2020* included a successful "Write Away Forum on SAA Publishing Opportunities" (with a record attendance for the event of 360 people), a virtual conference book sale, and an appeal to presenters to consider submitting their presentations for publication consideration in *American Archivist*, *Archival Outlook*, or as a book proposal.

#### **D. Project Updates (Brinati and Various Shepherds):**

- a. *Archival Accessioning* by Audra Yun: The manuscript was just approved and has moved into copyediting. Projected to be available in 2021.
- b. *Archival Virtue* by Scott Cline is being revised; a new draft will be ready in December 2020.
- c. *Managing Business Archives*: Peer reviews of the initial manuscript were compiled and dispatched to the editor at the end of July.
- d. *Museum Archives*: Editors of this volume are working on a revised manuscript to submit this fall after incorporating peer review feedback. This is a multi-author work with many contributors.
- e. *Born-Digital Design Records*: Awaiting a final peer review which is due this month.
- f. *Selecting and Appraising Archives and Manuscripts* and *Introduction to Archives and Manuscripts*: The last two volumes in the AFS III series are in the process of being written.
- g. *Archival and Special Collections Facilities*: Awaiting more info from the Technical Subcommittee on Archival Facilities Guidelines (TS-AFG) regarding the status of the manuscript for the revised edition of the book originally published in 2009 by SAA.

- E. Archival Futures Series (Cary):** The pandemic has slowed progress, but several authors are in the process of revising proposals to resubmit. The editors received a good response to the series after the Write Away Forum and have followed up on conversations. SAA's publishing program overall has done a great job of crafting books on archival practice, but this series is trying to have a broader perspective on how archives impact people and society, so shifting the perspectives of potential authors is still a challenge. A Board member asked for guidance when reviewing proposals since they vary so much, and Cary said the series hopes to cover both social commentary/critique and more creative endeavors. Still, if a proposal does not seem rigorous enough or will not hold appeal to the archives community, Board members should indicate such in their review. As the series is copublished with ALA, it does have a broader audience, so proposals need to consider how the book will matter to a general public as well as archivists. But creativity still should be rigorous.
- F. American Archivist (Lee):** The next issue of the journal has entered production; it will be in print. The Spring/Summer 2021 issue will be digital-only. This year, the pool of peer reviewers has significantly expanded, manuscript submissions have increased, and the keyword classification system is being evaluated and reworked. Lee is completing his term as editor at the end of December and is working with Cary who will become the next editor on January 1, 2021.
- G. Archives in Context Podcast (Milano & Rademaker):**
- a. Season 4 released on August 11 and features 7 excellent interviews. The podcast has a diverse group of interviewees and have branched beyond SAA publications. The team welcomes suggestions for future subjects. As one of the co-hosts is on parental leave, the team is looking for a substitute co-host to work with Milano. Let the team know if you know of someone.
  - b. The podcast is in its third year. It began as a response to a member survey about SAA's publications, in which the Board realized there was a disconnect in members asking for content already that the program already has. The podcast is a way to connect with members in a nontraditional format and cosponsored by *American Archivist* and Committee on Public Awareness.

### III. Discussion Items

**A. One Book, One Profession: Selecting a Title for 2020–2021**

Williams proposed and several members supported the selection of Laura Millar's *A Matter of Facts* as its main themes on evidence are very timely; the book is thought-provoking, making for good discussion; and the sales of the book could benefit from more marketing. In planning for the annual brown bag lunch, October could be a good month for the event as it is American Archives Month, which is public-facing, and this book is also tied into public awareness of what archives can do. Will need a discussion facilitator for the event; suggestions welcome.

**TO DO #1 (Brinati and Christian):** Reach out to copublisher ALA and to author Laura Millar to let them know *A Matter of Facts* is the 2020/2021 selection for SAA's One Book, One Profession reading initiative. Invite Millar to draft study guide questions. Add OBOP branding to the book. Add section on the website for this year's initiative. Work with the Board to plan virtual book discussions via Zoom.

**B. Book Publishing Forum**

Following the success of the “Write Away Forum on SAA Publishing Opportunities,” plans are afoot to hold a series of Zoom forums focused on a specific publishing outlet (e.g., journal, magazine, books). Each event would feature the respective editor along with board members, and authors. October would be a good month to plan for the book publishing (including Archival Futures Series) event.

**TO DO #2 (Williams, Cary, Brinati, and Christian):** Schedule and plan Zoom event in October on book publishing.

**C. Editor Interviews of Authors/Editors of New Books**

Williams would like to plan a series of interviews with new authors—to celebrate as book launches and raise awareness about the books. Zoom would work well as a platform; participants can send in questions beforehand in addition to using the chat for a Q&A. The Q&A aspect really distinguishes these events from the podcast form. Board members who served as shepherd for a book could conduct or help facilitate the interview, if they wanted.

**D. Prospective Opportunities with American Historical Association**

AHA just hired a new editor for its journal, *American Historical Review*, who happens to work at the University of Chicago with Williams. They are discussing potential plans for SAA and AHA members to publish together and to amplify the work of archivists. More to come.

**TO DO #3 (Brinati & Christian):** Send Publications Board a Doodle poll to schedule next meeting.