

RAAC Steering Committee Meeting (via conference call)
Minutes
September 27, 2016
12:00 p.m. EST

Present: Chinery, LeGloahec, McGillan, Rubin, Torres

I. Report from Co-Chairs

Laura Starratt from the Education Subcommittee is going to serve as RAAC's liaison to Nexus, an organization that provides leadership training.

A document was distributed to the membership regarding collaboration on a session for SAA related to regionals. No one has responded yet. Jennifer will send another message about it and include a reminder about the November 18 deadline.

Rachel Chatalbash, former RAAC Co-Chair, is the RAAC representative to the CoSA/NAGARA/SAA Joint Advocacy Working Group on Issues and Awareness. SAA's website indicates that the group "coordinates efforts and initiatives of the Council of State Archivists, the National Association of Government Archives and Records Administrators, and the Society of American Archivists in areas of common concern and action, including: 1) coordinating action to address public policy and legislative concerns for the archives profession, 2) cooperating on efforts to raise awareness of the value of archives, and 3) coordinating strategies for the preservation of and access to archival records throughout the United States, its territories, and the District of Columbia."

Kristen is still finalizing representative appointments from two regionals: Saint Louis Area Religious Archives (pending); Kansas City Area Archivists (has not returned any emails, trying to verify who is in charge). Confirmed that the Archives of Central Texas resigned.

The website will be updated as soon as Jennifer's permissions are updated from SAA.

II. 3-Year Plan and Goals documents

The 3-Year Plan was finalized and sent to the membership. A draft of the goals document went to the Steering Committee for distribution and discussion among the subcommittees. Melissa did not get feedback from her subcommittee. She will contact them individually, and if that is not successful Kristen will call them.

Mary and John did not receive the email about finalizing goals, so the deadline is extended to October 17.

Some subcommittee chairs do not have correct contact information for their subcommittee members. Kristen will send a full subcommittee roster to the Steering Committee.

Discussion of RAAC documents are where they are kept/who can access them. Kristen will send all Steering Committee members an invite to RAAC's Google folder.

III. RAAC NCH Rep update

Work began last year to raise money from regionals to fund a sustaining membership to the National Coalition for History (NCH), which gives us a seat on the NCH Policy Board. Emails went out and Rachel spent a lot of time on the phone securing commitments from enough regionals to reach the \$4000 threshold. Because of MARAC's proximity to the Washington, DC area where NCH meets, and because MARAC contributed the largest amount (\$1500), we decided RAAC's appointed rep to the Policy Board should come from MARAC. Jan Zastrow was selected as the Rep. Currently finalizing a contract outlining the Rep's responsibilities.

IV. Subcommittee reports

- Advocacy:
 - CoSA document sent to Steering Committee. Vote to approve as is. Final version will be posted on the website.
- Disaster:
 - Working on getting subcommittee members to respond to goals/tasks for finalization.
- Education:
 - Will finalize goals/tasks. Laura Starratt will be Nexus Eep and will report back to John.
- Grants:
 - Worked to confirm goals/tasks and now ready to get to work.
- Membership:
 - No report
- Public Awareness:
 - Sent goals to committee, also met with silence. Took that to mean approval. Emailed SAA tech person to get access to website to make changes.

V. Announcements

Discussion of RAAC's communications plan. Kristen will locate it and forward to the Steering Committee.

Next meetings: December 5, February 6, April 3, June 5 (all at 3:00 EST)