

RAAC Steering Committee Meeting (via conference call)
Minutes
March 26, 2019
3:00 p.m. EDT (2:00 p.m. Central)

Attendance: Mary, Liz, Whitney, Michael, Kayla, Melissa, Laura, and Philip

- I. Approval of SC meeting minutes from December 18th, 2018 & January 22, 2019
 - A. Mary called for approval of the December 18, 2018 Steering Committee Minutes. Liz motioned for approval and Kayla seconded.
 - B. Mary called for approval of the January 22, 2019 Steering Committee Minutes. Kayla motioned for approval and Liz seconded.
- II. Reports from Co-Chairs (Mary & Philip)
 - A. No report.
- III. Subcommittee Reports
 - A. Advocacy (Philip)
 1. No report.
 - B. Disaster (Liz/Whitney)
 1. Transitioned from Liz to Whitney. They are updating the disaster planning and response page. They are also struggling with member engagement and they are down to 4 members.
 - C. Education (Michael)
 1. No responses by members. No report.
 - D. Grant (Laura)
 1. They are continuing to update the micro page for grants by state and they are adding missing new states.
 - E. Membership (Kayla)
 1. No report.
 - F. Public Awareness (Mary)
 1. The design share portal is on a short hiatus.
 2. Newsletter for April will go out.
 - a) It announces Michael and Whitney as new Chairs and reiterates the Member Expectations.
- IV. Joint Advocacy Working Group Report (Rachel emailed her report)
 - A. "The main item to report is that the Archives on the Hill District visit training will be available soon--later this spring."
- V. Joint Group w/ CoPP, CoPA, I&A, RAAC (Mary)
 - A. The 2nd meeting hasn't happen. No report.
- VI. IMLS Coalition Report (Philip)
 - A. No report.
- VII. NCH Report (Philip)
 - A. Question: Is the membership for the calendar year? Yes.
 - B. Question: Is it prorated? Not prorated.
 - C. We need to reevaluate for joining again for 2020.

- VIII. SAA Council Liaison (Melissa)
 - A. No official report.
 - B. There will be an archival salary forum at SAA. Melissa would like to suggest updating SAA fees by region.
 - C. Our RAAC meeting is taking place on Sunday, August 4th at noon!
 - 1. Whitney and Michael will be there. Phil is 90% sure he will be there. Kayla and Mary are unsure.
- IX. Old Business
 - A. Ad-Hoc Bylaws Committee (Mary)
 - 1. The deadline to join is April 12th.
 - B. Elections (Kayla)
 - 1. Rotating Off: Membership Chair Kayla & Grant Chair Laura.
 - 2. Nominations due May 1st.
- X. New Business
 - A. 3 year plan
 - 1. Introduced formally. We will get more into during May meeting. For May, please review the 3 year plan and come up with at least one goal (need for documentation).
 - B. RAAC Steering Committee Google Drive
 - 1. Kayla and Mary to test its permissions. It says that it is currently owned by udayton, where Kayla is currently at.

Adjourned 3:54 pm

Next Meetings:

Tuesday, May 28, 2019 3 pm - 4 pm EDT

Tuesday, July 23, 2019 3 pm - 4 pm EDT **only 1 that is not the 4th Tuesday due to Annual Meeting