

RAAC Steering Committee Meeting (via Zoom)
Minutes
May 5, 2020
3:00 p.m. EDT (2:00 p.m. Central)

Attendance: Whitney Miller, Michael Law, Mary Rubin, Cathy Miller, Melissa Gonzalez

- I. Approval of SC meeting minutes from January 29th, 2020
 - A. Mary motioned to approve the minutes. Cathy seconded.
- II. Reports from Co-Chairs (Mary & Michael)
 - A. No reports.
- III. Subcommittee Reports
 - A. Advocacy (Cathy, welcome!)
 1. Mary suggested transferring Advocacy Protocol to RAAC email/drive.
 - B. Disaster (Whitney)
 1. Most people are locked out of offices and she expects to hear more when we return to normal. She's been collecting responses around COVID-19 and plans to put them on the website.
 2. Open to stepping up into Co-Chair if there is a need.
 - C. Education (Michael)
 1. No buy-in from members to hold an education symposium.
 2. However there is a need for resources that cover how to create a virtual conference.
 - a) Goal: Facilitate communication between regionals that are planning for a virtual conference
 - b) Goal: Host a Zoom Town Hall about planning a virtual conference
 - (1) Potential organizations that can help (already held virtual conferences): National Conference for Public History, Medical Library/Archives
 - (2) Identify individuals that are currently working towards a virtual conference
 - (a) Listserv email!
 - (3) Ask those that have already if they are willing to participate
 - D. Grant (Unfilled, No Report)
 1. No Report.
 - E. Membership (Unfilled, Report by Mary)
 1. Membership is now open. I'm currently processing memberships. Of the 15 lapsed members, 8 responded.
 - F. Public Awareness (Mary)
 1. Mary needs to publicize that membership is open.
 - a) Delete option limited. Individuals will need to contact Felicia Owens at fowens@archivists.org.
 2. I&A has not been in contact.
- IV. Joint Advocacy Working Group Report (Rachel)

- A. The Joint Working Group is going to be discussing its leadership structure and its representatives from the four organizations at its next meeting. Does anyone have any thoughts on that? Also, if there are thoughts on who is best positioned to represent RAAC on the Joint Working Group besides Rachel.
 - B. We would like to keep RAACs participation in the Joint Working Group with Rachel representing RAAC. Possibly once Cathy Miller gets settled into the Advocacy Chair role, she may be able to relieve Rachel next year.
- V. Joint Group w/ CoPP, CoPA, I&A, RAAC (Michael)
 - A. Cathy is prepped to go forward.
- VI. NCH Report (Mary)
 - A. No Report.
- VII. SAA Council Liaison (Melissa)
 - A. SAA cancelled in-person meeting. Many travel budgets have been frozen. Some individuals have been furloughed. Some aren't comfortable travelling. Council is looking into the platforms. More news forthcoming.
- VIII. Old Business
 - A. Future of RAAC
 - 1. Due to COVID-19, we anticipate that low participation should be considered normal.
 - 2. Going forward, we still want to do a membership drive and consider sponsorship for a reception once things return to normal.
 - 3. What do members want out of RAAC? What do members get out of RAAC? Survey responses from the 2019 Annual Meeting should be reviewed.
- IX. New Business
 - A. Elections
 - 1. Zero responses. Michael to follow up with specifics about the three positions (Grants, Membership, Public Awareness).
 - 2. Co-chair should be limited to people who are active or previous representatives. The remaining chairs should be a part of their regional organization.
 - B. General Meeting (Virtual)
 - 1. What platform is SAA using? Mary has access to Zoom.
 - C. Meeting to be held in June. Look out for a doodle poll!

Next Meetings:

Tuesday, July 7th, 2020 3 pm - 4 pm EDT