

Regional Archival Associations Consortium
Steering Committee Meeting
November 19, 2021, 11:30-12:30 ET
[Google Meet](#)

Attendees: Courtney Bailey, Jeremy Brett, Kyna Herzinger, Cathy Miller, Kathy Smith, Jasmine Jones

1. SAA Council updates
 - a. <https://www2.archivists.org/groups/saa-council/november-10-12-2021-council-meeting-agenda>
 - b. Strategic plan 2023-25
 - i. Hoping to connect with groups about their possible roles
 - c. Approved DEIA work plan
 - d. Reviewed section annual reports
 - e. [Call for appointments](#)
2. NARA group meeting reports
 - a. Archival Associations + NARA
 - i. Common work included DEI and strategic planning
 - ii. Agreed advocacy work is needed both for issues and for funding/support
 - b. NARA + Civil Society Groups
 - i. [NARA's reopening plan](#)
 - ii. Work of National Declassification Center has been somewhat slowed by teleworking but they've benefited from the opportunity to cross-train employees
 - iii. Information Security Oversight Office is expecting a new executive order on classification
 - iv. NARA's plans for America 250 will build on the themes of the fragility and resilience of democracy
 - v. Agencies who were already making strides toward fully electronic fared much better with their recordkeeping during COVID teleworking
 - vi. NARA Chief Records Officer is considering a bulletin that would expand Capstone to other electronic messages/apps
3. Other member reports
 - a. Joint Working Group on Issues and Awareness
 - i. Preserving America's Historical Records Act
 - ii. NAGARA finalizing statement on chain of custody for election records
 - iii. Budget for NARA, NHPRC
 - iv. CoSA draft on qualities for next AOTUS
 - b. Advocacy
 - i. Met with committee members in October
 - ii. Looking to survey results to inform work
4. Planning for next 2 months
 - a. Brainstorming sessions/coffee chats

- i. Should geographical or numerical size of organization influence get-togethers?
 - ii. Possible topics
 - 1. Member engagement -- January
 - 2. Virtual meeting planning
 - 3. Publications
 - 4. Advocacy
- b. Speakers list (see [MAC example](#))
 - i. Fee
 - ii. Expertise and previous presentations
 - iii. Topics
 - iv. In-person vs. virtual
 - v. Contact info
 - vi. Target audience
 - vii. Length
 - viii. Use Google Form to collect data
 - ix. Provide access through locked spreadsheet
 - x. Steering Committee can verify info annually
- c. Listserv spotlights
 - i. Approach orgs with 10 questions to answer (maybe only answer 3+)
 - 1. History
 - 2. Key contributions
 - 3. [MetaArchive](#) could provide model
 - ii. Maybe begin with orgs that responded to survey
 - iii. Post to both listserv and Facebook