**Architectural Records Roundtable Annual Meeting Agenda**

**August 19, 2015**

1. Welcome and Introductions (5 minutes)
2. Business Meeting
	1. Announce new roundtable Co-Chair and Steering Committee leaders
		1. Aliza Leventhal - Co-Chair
			1. Corporate Librarian and Archivist for Sasaki Associates, an architecture, landscape architecture and planning firm based in Watertown, MA.
		2. Joanna Groberg - Steering Committee
			1. Archivist for Design and Construction at Georgetown University, Division of Facilities
	2. Website
		1. Site is live
			1. (<https://sites.google.com/site/jfwtest01/>)
			2. Call for additional volunteers for updating website
	3. Volunteers
		1. Call for AMRT and ARRT Web Liason
		2. sign up sheets for additional volunteers
3. Presentations (5 min/speaker)
	1. Tawny Ryan Nelb - brief anniversary history
	2. Joanna Groberg - brief statement about the architectural records repository managed at Georgetown University
	3. Johna Picco - Recent graduate and now works at The Filson Historical Society in Louisville, KY. At The Filson I focus predominantly on our architectural collections. In my time here I’ve processed several collections as well as worked to promote our holdings. One of those ways was by attending a local trade fair. I would like to discuss our involvement with that trade fair. We waived image use fees for a local architect in exchange for a booth at the fair, while there I was able to talk with local architects about our collections and mission.
	4. Emily Vigor - discussion of the EDA ‘s effort to add women designers to Wikipedia for Women’s History Month
		1. Mai Arbegast, Maggie Baylis, Alice Carey. The EDA participated in #wikiD, an event that coincided with International Women’s Day (March 8) to help write women designers, architects, and all those involved in the creation of the built environment into Wikipedia. We heard about the event through [ArchiteXX](http://architexx.org/), which sought to increase an internationally diverse listing of women on Wikipedia. This inaugural event was spurred by Despina Stratigakos’s Places [essay](https://placesjournal.org/article/unforgetting-women-architects-from-the-pritzker-to-wikipedia/), “Unforgetting Women Architects: From the Pritzker to Wikipedia,” which pushes for the importance of ensuring the presence of women architects in online histories – and the challenges in making this happen.
4. Standards brainstorm?
	1. What to do next with CAD/BIM task force?
		1. Aliza would like to talk for 10 minutes about what has been done and where we’d like to go
		2. brainstorming possible action items
	2. standards for born-digital records and preservation standards
	3. Outside architects to discuss standards in place (AIA)
	4. Asset managment for architectural records
		1. potential discussion topic?
5. Post-meeting
	1. Joanna Groberg discussed four documents created in 2013
		1. aia.org/digitaldocs
	2. Johna PIcco
		1. trade fair for architecture and construction to encourage firms to contribute collections
	3. CAD/BIM task force
		1. AIA document as liaison between archivists and architects
		2. need something concrete to push out to AIA members, recommendations to firms
		3. talk to Tech and Practice Group at AIA (Christine Fallon)
		4. ASLA liaison - reach out to planners, urban designers
		5. talk to software companies about open presentation - CCA doing this with AutoCAD
		6. Task Force
			1. guidelines for record creators
			2. insight into how to deal with legacy software
			3. SAA Research grants
				1. look into getting one for next year for CAD BIM task force
			4. NDSR host institution
				1. is there a good institution
			5. SAA session proposal
				1. drawn from proposals for upcoming New York conference
			6. Explore new relationships between roundtables inside and outside of SAA
				1. Katie Pierce will examine ASLA