

I&A Steering Committee
2016 October 4
Conference Call

A. Highlights of the Last Month

- (a) General note on Facebook and Twitter; Daria can post at her discretion.
- (b) Steering Committee blog posts and the I&A Google Calendar are both up and working well.
- (c) Email issues have been corrected (some people weren't getting them).
- (d) Our SAA rep, Bertram Lyons, will try to participate in future calls. He approves of the Archives Design Share portal idea.

B. Upcoming Deadlines, Events, and Goals

- (a) Stephanie's first Steering Share (Oct. 12)
- (b) Email with five questions sent out
- (c) I&A email update (Oct. 7) to include: blog post by Rachel Mattson about police body cameras. It was decided to make it two blog posts, one Oct. 7 and one Oct. 14.
- (d) The call for research teams (Oct. 21), looking for 5-6 people per team. Legislator might be split into two. Past research team members should let us know if they want to stay on by Oct. 21.
- (e) I&A email update (Oct. 21), featuring new blog post by Stephanie
- (f) Call for interns (Oct. 7), candidates to be discussed via email thread
- (g) I&A email update (Nov. 4), featuring new blog post by Laurel
- (h) Archivists on the Issues: Call for submission of applications for regular bloggers. Make sure that people are pointed to the guidelines on the Wordpress site when we put out the call. Length: 750-1000 words. They will be responsible for three blog posts over the course of a year. The call will ask them to suggest a couple topics they are interested in, why they think those would they be good for the blog, and provide a writing sample.

C. Individual Duties of Steering Committee Members

- (a) Social Media (Daria): regular posts to FB and Twitter
- (b) Blog Coordinator (Stephanie): making sure everything goes out on regular intervals, managing deadlines, reaching out to new voices that would be appropriate for the blog. She had been in touch with Christine

(c) Toolkit Maintenance (Laurel): What do we want to tackle? Potential projects? She will be looking at history-related websites and other sources for examples and samples of advocacy letters from other sources to give people ideas.

(d) Intern Supervision (Rachel): soliciting interns (Oct. 7)

(e) Monthly Email (Rachael): Add topics to calendar

(f) Research Teams: Alison will take Professional Associations, and Hope will take Legislator. What will we do with the Legislator information (what are the goals for the data)? It was decided that Hope would bring it up during the Joint Committee Meeting at the end of October. We discussed ALA Library Legislative Day and whether there were partnership opportunities for creating something similar.

(g) Archive Design Share was discussed.