**Acquisitions and Appraisal Section Steering Committee Meeting**

Thursday, September 29, 2016 (1–2pm Pacific/3–4pm Central/4–5pm Eastern)

Minutes

Attending: Bethany, Denise, Heather, Jaimie, Julie, Marcella, Cliff

* 2016-2017 major deadline review
  + October 18 - call for Council agenda items: there were no items for us to ask to be on agenda
  + November 18 - Session proposals due: Bethany will notify section of shared spreadsheet to encourage proposals in the next couple of weeks
* Social Media Subcommittee report (Lily, Heather, and Bethany)
  + Plans for Third Thursday Twitter chats
    - General appraisal discussion (October 20, 7pm Eastern); appraising research data (December)
    - Steering Committee to brainstorm prompts for first Third Thursday—questions included defining appraisal, who performs appraisal, how do you balance donor expectations, and more
    - Other topics for future chats—brainstorm topics included appraising records outside your area of expertise (born digital, A/V, different record types), something related to #try5SAA and tools to use to appraise
  + Potential interview with Documenting the Now project (Cliff)—contact has occurred, but no response yet
  + Other topics for interviews and blog content—topics could include appraising A/V materials or reappraisal
  + Other ways we can support #try5SAA and #SAAincludes initiatives
* Collaboration with other groups (see list of SAA roundtables and sections Twitter accounts)—privacy and confidentiality roundtable was of great interest in member survey, could be blog candidates or shared meeting topic
* Best Practices Subcommittee (Marcella and Julie)—blog post about seeking collection development policies to create space for people to share; subcommittee has created a short survey to solicit responses in November related to collection development policies, create a space on microsite for project, *Archival Outlook* article by Mark Greene on Abandoned Property Project is available and should be shared via social media also
* Intern (Bethany)—Kira Baker has accepted the opportunity and will start in early October
* Web Liaison report (Denise)—the Abandoned Property Project webpage will finish being updated soon
* Bylaws revisions approval (Bethany)—all approvals have occurred and SAA may use it as a model for other sections, no need to review this year
* 2017 annual meeting (session proposals due November 18)—possibly work with privacy and confidentiality roundtable for our section program
* Announcements/New business
  + #AskAnArchivist on October 5—section participation on Twitter likely will occur with Lily and Kira, if we tweet anything appraisal-related that day we should use #appraisethis
  + Scheduling next meeting—sometime in December, Bethany will send out poll soon