

Society of American Archivists Description Section Meeting

Marriot, Washington 4

Washington, D.C.

August 13, 2010

DRAFT

I. Welcome and Section Reports

Section chair Erin Lawrimore opened the meeting.

A. Election results

- Joyce Chapman is the new vice chair/chair-elect
- Donnelly Lancaster Walton will return as the secretary for a two-year term.
- All other steering committee members stood and introduced themselves

B. Newsletter editor: Sarah Keen

- There were two issues this year, the winter and summer editions
- Rebecca Goldman of the blog *Derangement and Description* has started doing special edition archival comics for the newsletter
- Contact Sarah for comments, feedback, and ideas

C. Description Expo: Jerry Simmons (vice chair/chair-elect)

- Simmons thanked web liaison Janet Carleton for getting the Expo online so quickly
- This year's participants included the following institutions/projects:
 - Dwight D. Eisenhower Presidential Library / Oral Histories Online
 - American Catholic History Research Center and University Archives, Catholic University of America
 - The Digital Ford Presidential Library
 - North Carolina State University Libraries Special Collections Research Center Finding Aid Redesign
 - Northwest Digital Archives (NWDA)
 - International Holocaust Era Assets Project (National Archives and Records Administration)

II. Reports from SAA Committees, Liaisons, and Related Groups

A. SAA Council Representative: Tom Hyry

Hyry discussed three relevant topics:

- EAD Roundtable—proposed change to mission statement to be open to all standards passed this week in Council meetings
- Task Force to Develop a Statement of Core Values for Archivists—approved for member review a draft of the "Core Values of Archivists," which will go out to SAA members for feedback soon after the annual meeting
- Dues increase—Council approved the proposal for vote at the members meeting, August 14, 2010

B. 2011 Program Committee: Paige Smith

- Next year's meeting theme for Chicago is "Archives 360—Then, Now, Wow"
- Session proposals are due October 1, 2010

C. ICA Section on Professional Standards and Best Practices: Erin Lawrimore for Claire Sibille

- See attached report

D. DACS Technical Subcommittee: Erin Lawrimore

- Committee will be reconstituted in lieu of Helen Tibbo's serving as SAA President this year. Contact Helen Tibbo or the Standards Committees Co-Chairs if you are interested in serving

E. OCLC/RLG: John Chapman

- See attached report

F. DCRM-MSS: Diane Ducharme

- See attached report

G. Encoded Archival Context (EAC) Working Group: Kathy Wisser

- See attached report

H. Technical Subcommittee for Encoded Archival Description: Mike Rush

- Council approved the new subcommittee in February 2010. It's a successor group rather than a completely new subcommittee
- At their upcoming meeting Sunday, August 15, 2010, they will discuss reorganization, etc.
- They hope to set up an online comment mechanism, then they will issue a call for comments and ideas for revision to EAD
- Council also created a new group, the Schema Development Team, chaired by Daniel Pitti

I. Archivists' Toolkit/Archon/ArchivesSpace: Annie Ross

- See attached report

J. Reference and Processing Collaboration Group of RAO Section: Sarah Keen

- See attached report

K. Standards Committee: Sybil Schaefer

- Contact the Standards Committees Co-Chairs if you are interested in serving on the DACS subcommittee

III. New Business

Chair Erin Lawrimore called for any new business—there was none.

IV. Program presentation: Joyce Chapman (N.C. State University Libraries), "User Feedback and Cost/Value Analysis of Metadata Creation"

V. Chair Erin Lawrimore adjourned the meeting

Submitted

Donnelly Lancaster Walton

Section secretary

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