

**Electronic Records Section
Steering Committee Meeting
Minutes
June 24, 2015**

Present: Marty Gengenbach, Lawrence Giffin, Wendy Hagenmaier, Dan Noonan

Minutes:

1. Assign note-taker for meeting
 - a. Lawrence was assigned as note taker
 - b. He's doing a great job
2. Microsite
Past meeting notes are going up!
3. bloggERS! update
Get to know nominees posts and questions for candidates
4. By-laws update
 - a. Link to proposed changes posted
 - b. No response or feedback so far
 - c. Marty to confer with Matt Black
5. SAA Annual meeting session
 - a. Archivematica/Duracloud, Hydra, Preservica
 - b. Waiting to see if Seth Shaw is still interested in participating (he was originally a kind of backup)
 - c. Solicit questions/topics from the community (through blog, etc.) for presenters
6. Elections
 - a. Still have no candidates for vice-chair/chair elect
 - b. Next step
If no candidates, solicit volunteers from current Steering Committee members
7. ERS-Mentoring Program collaboration
 - a. Pop-up session is out
 - b. Poster session is still in
 - c. Request sent to get list of poster presenters to solicit. Marty to follow up
8. SAA digital preservation help-desk
Dan: Confirmation from Women's Roundtable, MDOR, SNAP
9. Wendy: Issues and Advocacy Roundtable pop-up session on Oregon issue
 - a. Conversation has begun with collaborators. They would like member(s) from ERS to participate (speaking to how to protect ourselves professionally from an e-records perspective)

- b. Lawrence graciously stepped up. Marty also showed interest.
10. Next meeting - July