

RAAC Steering Committee Conference Call Meeting, Monday, January 12, 2015, 4:00 Eastern: Meeting Minutes

Present: Rachel Chatalbash, Amanda Focke, Jennifer Brannock, Lynette Stoudt, Daniel Alonzo, Casey Westerman, Kristen Chinery

Absent: Tim Hawkins

Minutes:

1. NEA/Tessa Beers is no longer serving on the Steering Committee.
2. Criteria for RAAC membership discussed, prompted by email from Chicago Collections Consortium. Membership will be limited to regionals comprised of archivists, not institutions. Amanda Focke and Lynette Stoudt will draft a membership statement for the Steering Committee's review and publication on the RAAC microsite.
3. Rachel Chatalbash spent time the past two months matching RAAC representatives with subcommittee volunteer spots. All RAAC representatives are now assigned to a subcommittee. In the future this role may need to be assigned to a steering committee member other than a co-chair.
4. RAAC's SAA session proposal was accepted for Cleveland 2015. Rachel Chatalbash will forward the proposal to the Steering Committee.
5. Amanda updated the Steering Committee on her work with the Coalition to Advance Learning in Archives, Libraries and Museums (<http://coalitiontoadvancelearning.org/>).
Coalition purpose:
The purpose of the Coalition is to work in deliberate coordination across organizational boundaries to **devise and strengthen sustainable Continuing Education and Professional Development (CE/PD) programs** that will transform the library, archives, and museum workforce in ways that lead to measureable impact on our nation's communities.

The Coalition is starting with a specially created webinar on Project Management aimed at archives, libraries and museums, to be offered as a 2-part webinar on Feb. 5 and 19. Registration is free. Amanda's role during the webinar will be serving a back-up moderator. Prior to the webinar, all Coalition members are asking their contacts to help advertise the webinar. RAAC members have responded by sharing the webinar info with their regional groups, and there are now over 250 registrants.

The Coalition will has monthly meetings via WebEx, with an in-person meeting taking place in Washington DC in March.

6. Subcommittee chairs updated the Steering Committee on their progress toward their goals, as outlined on the RAAC website:

<http://www2.archivists.org/groups/regional-archival-associations-consortium-raac/2014-2016-goals>

1. Advocacy/Rachel Chatalbash: Rachel has assumed the duties of Advocacy subcommittee Chair. She will contact Advocacy subcommittee members in the next week to begin work.

2. Education/Jennifer Brannock: The subcommittee is currently gathering documents for the education document repository.

3. Public Awareness/Daniel Alonzo: The subcommittee continues to post on Facebook and is developing a list of regionals with publications. The subcommittee will draft an article on RAAC for regional newsletters and listservs before summer.

4. Grants Development/ Kristen Chinery: the subcommittee continues to work on gathering granting resources on the state level. The list of grant opportunities will be available to post on the website by the end of the membership year. Kristen and Rachel provided support to Collection Match to develop a project proposal solicitation email for the regionals since the last Steering Committee meeting. Kristen will follow up with Collection Match regarding their progress.

5. Directory of Regionals/Casey Westerman: Casey has continued to update the directory. He has created a list of archival consortiums, which he will send to Rachel before the next meeting. Rachel will contact the SAA office regarding the list.

6. Website/Lynette Stoudt: Lynette has provided significant support for membership updates this fall. She continues to update the microsite and will update the site's navigations to include a section on current goals.

7. Rachel and Amanda to send out email to RAAC listserv on progress before the end of January.

8. Rachel and Amanda will follow up with Tim Hawkins regarding his subcommittee's progress.

9. Rachel will outline potential issues with membership rules prior to the next Steering Committee meeting.

Next meeting scheduled for March 9, 2015 at 4:00.