

## Society of Ohio Archivists Council Meeting

### Ohio Historical Society

Wednesday, November 9, 2011

Attendees: Christine Engels, President; Judy Wiener, Vice-President; Gillian Hill, Secretary; Emily Lockhart, Treasurer; Rachel Bilokonsky, Lonna McKinley and Jillian Carney, Council Members; and Beth Kattelman, Newsletter Editor.

#### Call to Order:

President, Christine Engels, called the meeting to order at 10:00 A.M.

#### Between Meeting Council Actions

- Judy Wiener made a motion that SOA co-sponsor their Fall Workshop with Lyasis to present “Staying on TRAC: Digital Preservation Implications and solutions for Cultural Heritage Institutions.” Lonna McKinley seconded the motion and all approved.

#### Secretary’s Report

Secretary, Gillian Hill, asked for a motion to approve the minutes of the electronic mail meeting of August 1, 2011. Judy Wiener made a motion to approve, seconded by Rachel Bilokonsky, and approved by all.

#### Treasurer’s and Membership Report

Treasurer, Emily Lockhart, presented the Treasurer’s Report for the period August 1 to November 9, 2011. The current bank account balance was \$14,473.38. Emily said that she had just received the registration money from the spring conference from the Ohio Historical Society. She also announced that OHRAB had tripled their sponsorship of Archives Month, 2011 to \$1,500.00. *The full report is attached as an appendix.* Emily also reported that there were now 144 current members. The membership directory was updated on the wiki on October 26, 2011.

#### Committees

- Archives Month: Lonna McKinley presented the report. The theme for this year’s Archives Month was “Buckeyes in the Civil War” in recognition of the sesquicentennial of the beginning of the Civil War in 1861. There was a short turnaround time, but a sub-committee (Jillian Carney, Jeremy Feador and Lonna McKinley) worked on selecting the images and developing the design. With budgetary assistance from OHRAB, 1000 copies were printed and distributed to members, local history groups and other interested people. Information about Archives Month was posted on the wiki. The committee (Chair, George Bain, and Jeremy Feador, Lonna McKinley, Angela O’Neal, Kimberly Brownlee, Jillian Carney, and Kevin Grace) would like to increase the program and see this as a challenge for the coming year.

Beth Kattelman officially commended the committee for their great work on Archives Month with so little notice, and specifically for the great poster they produced. Tutti Jackson, of OHS was also thanked for her valuable assistance in getting everything together.

Some discussion followed on the number of posters for past years that are still available, particularly for 2007. It was agreed by those present that after all attempts had been made to get posters to those interested, and after retaining a few for OHS, the surplus should be recycled.

The War of 1812 was suggested as a theme for next year's Archives Month poster.

- Website / Public Information: Rachel Bilokonsky reported that the wiki has been updated to include this year's Archives Month information, and that images of some of the posters for years that had been missing have been added. She also said that she would like to have other images for the wiki, such as from previous spring meetings. Gill offered to look up some photographs from old newsletters and such. Jillian Carney suggested that we link the SOA Facebook page to the wiki. Other social media should also be investigated to get out the word about the Society and its activities, using as many avenues as possible.
- Nomination: Gill said that she would be contacting Jane Wildermuth soon about the nominating committee and the positions needed for next year. Lonna and Jillian will be rotating off Council, and we will also need nominations for Treasurer.
- Awards: Judy Wiener said that she would be putting a committee together soon and they would be asking for nominations.
- Newsletter: *Ohio Archivist*: Beth said that she was officially handing over the editor position to Janet Carleton today, although Janet had been unable to attend this meeting. Beth will continue to help with the transition process. Everyone thanked her for her wonderful work in her years as editor and wished her well in the future. Beth said that she would continue to be active in SOA. She said that the collaboration with OHS has worked extremely well and has been very beneficial for the production of the newsletter.
- Education / Program: Jillian Carney said that the education committee would be sending out a survey to members asking what they would like to see from the committee.

Jillian also announced that there had been only 25 participants at the Fall Meeting. It had been competing with a similar program offered by Ohio Links a few weeks later. Rachel said that she had attended both programs and said that Ohio Links had taken a different approach. She had enjoyed both programs, and thought that SOA's collaboration with other organizations to put on a workshop was a good idea.

### **Old/New Business**

- Spring 2012 Annual Meeting: After some discussion, it was decided that the spring meeting should be held in Columbus, as usual. Christine said that she would ask Judy Cobb about the possibility of using OCLC as the location. They have a good space and good parking. It was decided that the spring meeting should be a one day affair again next year. That seemed to work well for people. A chair and a committee will be needed. Names of people who had expressed an interest in working on the committee were mentioned, and Jillian will contact them. Beth also offered to help on the committee. The new chair and committee will be asked to come up with the theme, and the date will probably be in April or early May. The dates of other related organizations' scheduled meetings will be taken into account.
- Education / Program: Gill made a motion to merge the education and program committees, which had first been suggested as a possibility in May, 2010. Lonna seconded the motion, and it was approved by all. The new committee will be called Educational Programming.
- Fall Meeting, 2012: Christine announced that MAC would be holding their Fall Program in Cincinnati next year. The theme is Teachers using Primary Sources. She asked Council whether there was interest in combining with them. Jillian made a motion that SOA co-sponsor the MAC Fall Meeting. The motion was seconded by Emily and approved by all. Christine said that the reception will be held at the Lloyd Library in Cincinnati.

- Unemployed and under employed archivists in Ohio: Christine asked if anyone had ideas as to how we could help such people in this economy. Beth thought that it might be a good idea to have a panel discussion at the spring meeting including having some unemployed or under employed archivists as speakers. Emily suggested revamping the mentorship program, with assistance on how to do resumes and how to prepare for interviews. Lonna suggested that we also start a discussion group on Facebook. It was agreed that this could be started after the holidays.

Judy made a motion to institute a bridge membership at a reduced membership of \$10.00 in an effort to help people who can no longer receive the student rate, but have not yet become employed. Lonna seconded the motion, and it was approved by all. The new bridge membership will begin with the membership drive for 2012.

It was also suggested that some help pages could be added to the wiki. Information about mentorships and internships, and a place to answer questions was suggested.

As there was no further business, Rachel made a motion to adjourn the meeting at 11:35 A.M. The motion was seconded by Judy and approved by all.

Respectfully submitted,

Gillian Hill, Secretary.