

Society of Ohio Archivists Council Meeting

OCLC

Monday, October 26, 2009

Members participating in person: Judy Cobb, President; Louise Jones, Vice-President; Gillian Hill, Secretary; Christine Engels, and Beth Kattelman, Council Members.

Members participating via telephone conference call: Angela O'Neal, Past President; Steve Paschen, Treasurer; Kim Brownlee, and Judy Wiener, Council Members.

President, Judy Cobb, called the meeting to order at 10:20 A.M.

Between Meeting Council Actions

There were no between meeting Council actions.

Secretary's Report

Secretary, Gillian Hill, asked for a motion to approve the minutes of the Telephone Conference Call Council meetings of August 28 and September 25, which had previously been distributed to Council by e-mail for discussion. Louise Jones made a motion to approve the minutes, which was seconded by Judy Wiener and approved by all.

Treasurer's Report

Treasurer, Steve Paschen, presented the Treasurer's Report for the period August 28 until October 26, 2009. The current bank account balance is \$11,105.21. *The full report is attached as an appendix.* Louise asked Steve if he had been asked for a transfer of funds yet for the OHS posters and he replied that he had not. Louise said that she would look into this.

Committees

- Awards Committee: Louise Jones had nothing to report at this meeting.
- Education: Judy Wiener said that she had contacted the people who had made inquires about workshops and other educational programs. She had given them names of people they could contact regarding their specific needs. Kim Brownlee said that she had consulted with some people and had given some information to others. Now that the website has been changed to a wiki, Judy W will update the old information and write something about the new mentorship program. Angela suggested to Judy W that she put out a request on the list serve for a chair for the education committee.
- Nomination: Gillian Hill said that she had nothing yet to report.
- Website: Angela O'Neal demonstrated the new wiki page. Everything from the old website, including links had been transferred over. She suggested that all Council members should login and create an account for themselves with their own choice of passwords and user names. She realized that there was a lot of outdated information still online, but once they had set up accounts Council members would have the ability to update and edit their information. She asked them to contact her with any problems and said that she would get out some user help and directions soon.

Judy C requested that Council members log in this week and let her know when we had amended our committee pages. She asked Angela to thank Phil Sager on our behalf for all the work he had done with the wiki.

- **Membership:** Steve Paschen said that the current membership stands at 156, including 17 student members, 118 individual memberships, 6 patrons, one sponsor, 9 institutional members, and 5 life members. He said that he will update the membership directory this week and will upload a PDF file to the wiki.
- **Ohio Archivist:** Beth Kattelman said that the current issue is ready to go. She will upload it in the next day or so. Judy suggested that she add an announcement about the issue to the front page too. Beth said that she would still like to have some discussion about the draft guidelines she had distributed. Judy said that the guidelines would be needed with any agreement with OHS. She asked Beth to send them out again. Beth said that she would post them on the wiki, but also send an e-mail.
- **Program--Spring Meeting 2010:** Judy said that as the Fall Meeting had been cancelled they had rethought the idea of having the Spring Meeting in the northern part of the State. She, Angela, and Louise had met with some OHS people and also representatives of OHRAB and CARMA in the hope that the Spring Meeting could be a collaborative event with these other organizations in Columbus. They would like to have a big speaker and for OHRAB to do the invitation. The society would promote their continuing education grants, sponsored by the proceeds from the silent auctions, which are not just for students, but open for members facing economic difficulties in attending conferences.
- **Archives Month:** Louise said that the Archives Month posters were sent out by the end of September. As they were printed in black and white, the costs were extremely inexpensive this year, and many posters are still available. They can also be downloaded from the PDF file on the website. Council members congratulated Louise on the choice of the beautiful photograph of the steps from the Ohio River to the Rankin home, which perfectly illustrate this year's theme, "Taking a Stand: Abolition in Ohio".

Louise said that they had quite a few bad addresses. She has a student working on sorting out correct addresses. Steve said that he would like to receive the results of the work, so that his membership directory can be corrected.

Old Business

i) Agreement with the OHS

Despite the fact that this meeting of Council was advertised as an open meeting so that members of the Society could express their opinions and concerns regarding the proposed agreement with the Ohio Historical Society, no one other than Council members was in attendance, and Judy C had received no comments or inquiries by telephone or e-mail. Judy C asked Council members if they had any issues with the agreement as it currently stands. Judy W said that it has been modified based on previous comments and everyone has had a chance to see it. Moreover, it is an agreement for one year, and can be changed again, if necessary after that time period. Beth made a motion to approve the agreement. It was seconded by Christine and approved by all.

Judy C signed a clean copy of the agreement, which will be presented to the OHS for their signatures.

Beth said that she would eventually like to see something more specific in the agreement regarding the production schedule for the *Ohio Archivist*. Judy C said that she is working with Jackie Barton at the OHS and she will arrange a sit down meeting with Beth, Jackie and herself. Judy C also said that she would

arrange a meeting with Steve, Jackie and herself in the next few weeks regarding the renewal letters for membership, which should be mailed in January.

Judy W asked whether we would want to have the OHS deal with the Society's money in 2011, because, if so, we would need to consider it now as it would involve a change in the bylaws. The change would have to be voted on by the general membership at the Spring Meeting of 2010 in order to go into effect for 2011. Council decided that we would need to see how the current agreement will work before we consider making any further changes. After the first twelve months, we could consider changes that would take effect in 2012.

ii) Strategic Plan

Angela O'Neal said that she would like some input on how to move forward with the strategic plan, especially given the results of the survey regarding Goal 1, Object A, creating an endowment fund. Few members actually completed the survey, and no one purpose for the fund received overwhelming support. After some discussion, Council decided to go forward with the plan, omitting the endowment fund clause. The achievement of some of the other stated goals would get us to the place where we could look at the endowment fund possibility again later. A new draft will be put on the wiki website and also sent out by e-mail for further discussion.

Next Meeting

Judy C said that she will send out some proposed dates for a telephone conference call meeting in January 2010.

There being no further business, Louise made a motion, seconded by Beth and agreed by all, to adjourn the meeting at 11:35 A.M.

Respectfully submitted,

Gillian Hill, Secretary.