

## **Society of Ohio Archivists Council Meeting**

### **Telephone Conference Call**

**Wednesday, April 9, 2014**

Attendees: Judy Wiener, President; Jillian Carney, Vice-President; Gillian Hill, Secretary; Emily Gainer, Treasurer; Lisa Rickey, Amber Bice, Jacky Johnson, and Nathan Tallman, Council Members; and Janet Carleton, Newsletter Editor.

#### **Call to Order:**

President, Judy Wiener, welcomed everyone and called the meeting to order at 10:30 A.M.

#### **Between Meeting Council Actions**

- On January 29, 2014, Judy Wiener made a motion to pay the costs for printing and mailing the Archives Month posters. The motion was seconded and carried.
- On January 31, 2014, Emily Gainer made a motion to reimburse Jillian Carney for paying the renewal fee for our website domain name with her personal credit card. The motion was seconded and carried. Jillian was to go ahead with transferring ownership to OHS.
- On February 6, 2014, Nathan Tallman made a motion to approve the minutes of the January 17 Council meeting. The motion was seconded and carried.
- On February 10, 2014, Lisa Rickey made a motion to make the Wordpress site live as the SOA official website. The motion was seconded and carried.
- On February 26, 2014, Judy Wiener made a motion to reimburse OHS for renewing the domain name for five years (following the domain name transfer to them). The motion was seconded and carried.
- On March 19, 2014, Jillian Carney made a motion for SOA to partner with OLHA at their annual meeting in October 2014. The motion was seconded and carried.

#### **Secretary's Report**

Secretary, Gillian Hill, presented the minutes of the meeting of January 17, 2013, and reminded Council that the minutes had been approved by a Between Meeting Action on email. Lisa Rickey had posted them on the website.

#### **Treasurer's and Membership Report**

Treasurer, Emily Gainer, presented the Treasurer's Report for the period January 17, 2014 to April 9, 2014. The current balance is \$14,753.90. Emily reported that she had filed the annual 990 form to the IRS electronically on January 30, 2014. *The full Treasurer's Report is included as an addendum to the minutes.*

Emily reported that more than half the members have renewed their membership online. There are currently 126 SOA members—100 individual members, 4 patron members, 2 sponsor members, 11 student members, 6 institutional members, and 3 bridge members.

The membership directory has been updated on the new SOA Wordpress website. Emily said that Jillian Carney had worked on an SOA information table at Statehood Day on February 27. She also announced that there were some new members of her committee.

## Committee Reports

- **Archives Month:** Liaison, Amber Bice, said that she had sent Connie Connor at OHS the timeline for the *I Found it in the Archives* contest. There was some discussion about possible prizes, such as a scholarship to cover SOA membership, back scenes tours of archives facilities, gift cards, framed certificates, etc.

Judy asked whether there had been further discussions on the possible merger of the Archives Month and Advocacy committees. Amber said that she had talked to the Chair of Archives Month, George Bain, and he preferred to keep Archives Month separate, but did think that it could perhaps become a subcommittee of Advocacy. Nathan thought that this approach made sense, and he asked whether there had been any previous mergers of committees. Judy replied that the Program Committee and the Education Committee had merged. Amber will talk to George again about this possibility.

- **Website / Public Information:** Liaison, Lisa Rickey, said that the Wordpress site had gone live on March 5. There had been some minor problems with transferring PDFs, but they had been solved. She asked whether there were any questions about the Listserv policy that she had sent to Council. There were none, so Lisa made a motion that the policy be accepted. Judy seconded the motion and all approved.

Judy asked about making changes to the website. Lisa said that she, Janet, and Jillian have accounts and Judy could also get an account by contacting Jillian or Phil at OHS.

- **Nomination:** Liaison, Gillian Hill, presented the slate of officers:

Treasurer: Emily Gainer

Council Members:

Jennifer Haney (Warren County Archivist and Records Manager)

Andrew Harris (Wright State University, Digital Services)

Kayla Harris (Clinton County Archivist and Records Manager)

Suzanne Maggard University of Cincinnati)

The Treasurer and two Council members are to be elected.

Janet had included the candidates' statements in the Spring newsletter, and there will be printouts of the statements in the Spring meeting packets.

- **Educational Programming:** Liaison, Jacky Johnson, said that there had been lots of Spring Program Committee Conference calls—the most recent was yesterday. She thanked Suzanne Maggard for her great work as Chair. The online registration process was working well. There had been several items promised for the Silent Auction. The deadline is April 25. Some people would be bringing items with them on conference day. Ribbons will be used to designate Council members, the program committee members and first time attendees. Also, the tables at lunch will have topics on them for discussion

and attendees can choose a table with a topic that might interest them. The PIC was promoting the conference on all the social networks.

Jacky also commented that part of the Educational Programming job description involved offering training, but there have been no training sessions for the past three years. The committee has just been working on programming. She was concerned about professional development for members, and didn't want the Educational Programming committee to only plan conferences. Others agreed that it would be good to put on some kind of professional development workshops, however they had been tried before and had been canceled because few people signed up for them. One reason the partnering with the Alliance for Local History for our fall meeting has been good is that we have a built in audience. Nathan suggested that we hold off on this discussion until after the spring conference. Several good ideas had been suggested. Judy thought we might survey the membership to see what they might be interested in, and Nathan said that we might suggest a few topics to get a discussion started.

- **Advocacy:** Liaison, Nathan Tallman, said that he regretted that he would be unable to attend the conference in May. Jillian Carney would put an announcement about the new advocacy committee in the packets for the conference to see if we could get some volunteers to join the committee. Nathan said he would get some language to her soon. Amber said that she would talk to George Bain today about Archives Month becoming a sub-committee of Advocacy.

Nathan also mentioned the proposed Paul Ryan budget which would cut funding to the Institute of Museum and Library Sciences and the National Endowment for the Humanities. He had written to the National Coalition of History to find out whether they would send a response to this budget proposal, but had not yet heard anything back from them. There followed some discussion about the value of being in this organization, and it was decided that we would reexamine the matter in a couple of years when renewal was to be considered.

- **Newsletter:** *Ohio Archivist* editor, Janet Carleton, reported that the spring issue was published as a PDF on April 2, 2014 (a couple of days late due to OHS being busy). The fall issue will be published in mid-September, as it was last year, to enable the fall meeting to be highlighted. The issue will include a recap of the spring meeting and the awards. The deadline for submissions for the fall issue is late August. The short link to the newsletter is <http://bit.ly/SOAnewsletter>. Janet said that all five issues from her tenure as editor are available at <http://issuu.com/Societyofohioarchivists/>. She is still experimenting with finding ways to make older issues of the newsletter available, such as by digitizing them.

She also announced that we should be thinking of appointing a new editor to take over from her as she is approaching the end of her three year (six issues) self-declared term of office. She would be happy to help train a new person.

- **Awards:** Liaison, Jillian Carney said that there had been four nominations for the Merit Award, and five nominations for the Scholarship Award. The committee is reviewing the nominations right now and will make recommendations to Council soon. There will need to be about two weeks notice to get the plaques made up.

## New Business

- **Reports for the Business Meeting:** Judy asked that the committee liaisons to Council give an overview of what their committees had done over the past year.
- **SOA Tables at Conferences and Give Away Items:** Emily thought that there should be some sort of standardization of SOA tables at conferences. She asked whether we might purchase such things as table skirts and signs, and give away items, such as pens, pencils, and candy. Jillian agreed that this would be a really good idea, and that we should have something that really identifies who we are. It was mentioned that banners are quite inexpensive now. Judy said that she would support the Membership Committee and the Conference Committee coming back to Council with a proposal.
- **Contract with the Ohio Historical Society:** Emily announced that the contract with OHS is up for renewal at the end of April. Jillian will check the details with Jackie Barton at OHS and a motion to renew the contract will be dealt with by email.
- **Ohio Historical Society Announcement:** Jillian wanted to make an announcement that has not yet gone public, but as we are a stakeholder group, and it will affect our contract, she wanted to let us know now that the Ohio Historical Society will be changing its name to the Ohio History Connection. The official announcement and more information about other changes will be coming soon.
- **Fall Meeting:** There was a brief discussion about some of the plans for archival programming at the combined SOA and OLHA conference in October. Further discussions will take place by email. Several Council members had already had to leave the conference call and the scheduled time was up.

## Next Meeting

There will be a brief meeting of the new Council following the Spring Meeting.

The meeting was adjourned at 12:00 noon.

Respectfully submitted,

Gillian Hill, Secretary.