

Society of Ohio Archivists Council Meeting

Ohio Historical Center

Monday, June 30, 2014

Attendees in Person: Judy Wiener, President; Jillian Carney, Vice-President; Gillian Hill, Secretary; Amber Bice, Andrew Harris, Suzanne Maggard, and Nathan Tallman, Council Members; Janet Carleton, Newsletter Editor; and Jenni Salamon, Ohio History Connection Liaison.

Attendee by telephone: Emily Gainer, Treasurer.

Call to Order:

President, Judy Wiener, welcomed everyone and called the meeting to order at 10:20 A.M.

Between Meeting Council Actions

- On June 1, 2014, Nathan Tallman made a motion to pay the invoices from OCLC and the Ohio Historical Connection for the SOA Spring Meeting expenses. The motion was seconded and carried.
- On June 20, 2014, Nathan Tallman made a motion to approve expenditure of up to \$150.00 to cover the catering expenses for the June 30 Council and Committee meetings. The motion was seconded and carried.

Introduction

Jillian Carney introduced Jenni Salamon who has worked for the Ohio History Connection since 2009. She is to act as the liaison between the Society and the Ohio History Connection and will help us with working through the annual review of the contract. She will also help Council members wishing to contact Ohio History Connection people.

Secretary's Report

Secretary, Gillian Hill, presented the minutes of the Annual Business Meeting held at the Spring Conference on May 16, 2014. The minutes had previously been distributed by email. Jillian Carney made a motion to approve the minutes, which was seconded by Amber Bice, and approved by all.

Treasurer's and Membership Report

Treasurer, Emily Gainer, presented the Treasurer's Report for the period May 1, 2014 to June 30, 2014. The report included conference registration receipts and a few membership subscriptions,

and expenditures mostly for scholarships and other Spring Meeting items, but also for History Day. The current balance is \$13,874.62. Emily said that she will be on maternity leave from approximately August 11 until November 3, but she will have access to her work email and will be able to conduct SOA business from home.

The full Treasurer's Report is included as an addendum to the minutes.

Emily reported that there are currently 136 SOA members—107 individual members, 4 patron members, 3 sponsor members, 12 student members, 7 institutional members, and 3 bridge members. The membership directory was updated on the SOA Wordpress website on June 20. Seventy-seven members have renewed or joined using the online database.

Committee Reports

- **Archives Month:** Liaison, Amber Bice, announced the winning image entries for this year's Archive Month poster. The theme this year is Ohio in the Depression. Nathan commented that after three serious subject themes—the Civil War in 2012, Disasters in 2013, and now the Depression for 2014, it would be great to have a happy subject for next year's Archives Month theme!

Amber said that George Bain was unable to be present this afternoon for the committee meetings, but he had mentioned that he would like some more people to join his group when they go to see legislators to advocate for history. She and Nathan, the liaison for the Advocacy committee, would like to work with George about somehow combining the two committees. Discussion followed about possible ways this goal might be accomplished.

This reminded Gillian to tell council about the CARMA (County Archivists and Records Managers Association) Legislative Committee's proposal that she is working on with several other CARMA members (some of whom are also SOA members). They have initiated a proposal to have Ohio open up all historical records over 100 years (including Probate Court records, such as adoptions, and County Home records, etc.). She said that a congressman is willing to carry the legislation if they do the background work—get support from other groups and be prepared to answer negative comments). Gill mentioned some of the groups that have given their support, such as the Ohio Genealogical Society, OHRAB, and the Ohio History Connection. The Legislative committee is continuing to collect support from other groups. She said that they are in the process of finalizing a one page summary of their proposal to share with others.

Nathan made a motion for SOA to endorse the CARMA proposal. The motion was seconded by Amber and was approved by all. Gill thanked everyone for their support. Janet asked for something for the newsletter, and Nathan suggested a press release.

- **Website / Public Information:** Liaison, Andrew Harris, said that the *I Found it in the Archives* project had been publicized on the SOA website. Gill said that the Greene County Archives has been very active in this competition. Several of their researchers have contributed essays on their discoveries, and all the staff has been having fun with it. Robin Heise, the Public Outreach archivist for Greene County, has been organizing it. Janet suggested that Greene County send a message to the SOA list serve, reminding

everyone about it and describing some of what Greene County had done. Gill said that she would ask Robin to do this.

Andrew also reported that the photographs the PIC committee had taken at the Spring Meeting had been put on Flickr, and there have been updates to the Wordpress website. There was a suggestion to put committee reports on the website too, and some discussion followed regarding the committee description and information pages, and the actual reports. Andrew agreed to work on a template for committee reports to accompany the committee information sheets.

- **Nomination:** Liaison, Gillian Hill, explained that this was a quiet time of year for the Nominating Committee, and she had nothing to report. Things would start heating up towards the end of the year when nominations for next year's Council members would be requested.
- **Newsletter:** *Ohio Archivist* editor, Janet Carleton, reported that the newsletter has been in an electronic format since the Fall of 2001 and all the issues are online, except for the very first one. She didn't realize that it was missing until she was putting all the back issues on issuu.com. Gill thought that she might have a paper copy in the boxes of secretary's papers she has kept. (Later, Nominating Committee Chair, Jane Wildermuth, who had arrived for the afternoon committee work session, thought that the WSU Archives might have a copy). It would be good to have a complete set. Janet said that it is important to have a complete history of the Society, and much of it is in the published newsletters. Some things can be found nowhere else.

Janet said that the biggest thing on her agenda right now is to find a replacement. She said that in the old days the editor remained editor until he or she burned. She felt that a three year term was a reasonable one, and it would make it easier to find a replacement if people knew that there was a term limit to the job. She thought that the time period of three years was good because it would overlap with the terms of Council members. She also thought the newsletter editor's term should begin with the calendar year, rather than after the Spring Conference. Janet had put out a call for a new editor and had received a response from two interested people. She had spoken to both of them by telephone and one dropped out of the running after finding out more about the job. There was some discussion about the requirements and duties of the job. Janet said that the editor has to work with real deadlines, not just her own, but also the deadlines of Tutti Jackson at the Ohio History Connection. Reliability was very important. There was a general consensus that Janet should offer the other candidate the editor position.

- **Educational Programming:** Liaison, Suzanne Maggard, had brought the evaluations from the Spring Meeting. They were mostly very good, but there had been a few comments that some of the sessions were too technical. Interestingly, in the past, members had requested that more technical sessions be presented. It was agreed that there was a fair representation of different types of sessions available for people. All the speakers' slides have been posted to the website. Suzanne said that preparations for the Spring Meeting had begun the previous summer. She said that we were fortunate to have had Chris Prom as the plenary speaker and thanked Nathan for recommending him. As she is now on Council, a new Educational Programming Chair is needed.

Discussion of the Spring Meeting followed. There were around 90 attendees. The consensus was that May is a good month for the meeting. MAC is in April and we need to avoid the Kent State graduation. Everyone was pleased with the number of first time attendees this year. Suzanne mentioned that other comments in the evaluations included that there was not enough networking time, and that the meeting is always in Columbus.

Janet reminded everyone that MAC would be meeting in Lexington next Spring, and that SAA will be in Cleveland in the summer of 2015, which is very exciting. Several SOA members will be involved in the preparations for those meetings, and SAA will certainly be looking for help from SOA.

- **Awards:** Liaison, Jillian Carney said that the committee chair, Devhra Bennett, is currently working with the scholarship winners to ensure they get their articles prepared for the next newsletter.
- **Advocacy:** Liaison, Nathan Tallman, said that he is still the only one on the committee. Most of what he wanted to say about advocacy was talked about during the Archives Month Committee report, but he repeated that he is anxious to get a committee organized.

Old Business

- **SOA Tables at Conferences and Give Away Items:** Emily talked more about this subject, which she had first brought up at the April Council meeting. She would like to have the SOA table at other organizations' meetings (e.g. Statehood Day, Kent State meetings, and SAA 2015 in Cleveland) standardized, with a banner and appropriate table covers. She had researched a few companies regarding purchasing such items and some giveaways. Discussion followed regarding the different things we could purchase. One company had banners on sale now. Emily was asked to submit a proposal to Council for the purchase of the needed items.
- **Fall Conference:** Jillian Carney said that we would be combining with the Local History Alliance again. The paperwork for the archival presentations was sent in time. There followed some discussion about the Ask the Archivist panel we would include again and names of several prospective panelists were mentioned. Also, the winners of the *I Found it in the Archives* contest should be present and will be asked to give a small presentation on their research.
- **OHC/SOA Contract:** Jillian said that the contract has been updated and is currently in the hands of the Ohio History Connection's Director of Outreach, Stacia Kuceyeski, for her signature. The new online method membership registration renewal is in the contract, and also OHC's review and renewal of our domain name (for which we will be billed).

New Business

- **Book Proposal:** Judy said that Jacky Johnson had asked if SOA might consider having a book to commemorate the 50th anniversary of SOA. If so, she would be interested in writing such a book. There was some discussion about the likely cost of publishing and possible funding sources, but it was decided that Judy should ask Jacky to prepare a proposal for Council. Council members were supportive of the idea, but would like more information about the project.

Adjourn

The Council business meeting was adjourned at 12:15 P.M. It was followed by delicious pizza, salad and cookies lunch. Council members were joined by some of the committee chairs and the afternoon was devoted to committee and special topics planning for the upcoming year,

Next Meeting

The next meeting of Council will take place at the Fall Conference.

Respectfully submitted,

Gillian Hill, Secretary.

**Treasurer's Report
May 1, 2014—June 30, 2014**

FISCAL YEAR 2013:

Previous Account Balance: 4/30/2014
\$14,736.01

***Current Account Balance**
\$13,874.62

Deposits
\$4,284.40

Expenditures
\$5,145.92

Interest
\$0.13

*Plus \$50.00 cash in SOA Cash Box

*Includes scholarship balance: \$171 (carry over) + \$384 (raised 2014) = \$555

Transactions – Detail

Date	Type	Memo	Amount
5/13/2014	Expenditure	Check 1781 – OHS for SOA website domain renewal	-45.85
5/16/2014	Expenditure	Check 1782 – Scholarship for Kayla Harris	-100.00
5/16/2014	Expenditure	Check 1783 – Scholarship for Jessica Malberger	-100.00
5/16/2014	Expenditure	Check 1784 – Scholarship for Rebecca Mattson	-100.00
5/16/2014	Expenditure	Check 1785 – Scholarship for Miranda Doran-Myers	-100.00
5/14/2014	Expenditure	Check 1786 – Miracle Awards, 2 Merit Award plaques	-117.00
5/16/2014	Expenditure	Check 1787 – Judy Weiner, outgoing council gifts & programming committee gifts	-195.00
5/19/2014	Income	Deposit – 1 membership (\$15) + 9 conference registrations	+415.00
5/20/2014	Expenditure	Check 1788 – Kirstin Burnette, Ohio History Day award	-100.00
5/20/2014	Expenditure	Check 1789 – Caden Sauerbrey – Ohio History Day award	-100.00
5/20/2014	Expenditure	Check 1790 – Chris Prom, conference plenary speaker travel	-599.55
5/30/2014	Interest		+0.13

6/2/2014	Expenditure	Check 1791 – OHS, conference printing, name badges, mailing	-251.34
6/2/2014	Expenditure	Check 1792 – OCLC, conference catering, table rental, service fee	-3,337.18
6/23/2014	Deposit	5 conference registrations (\$200) + 1 membership renewal (\$50) + Silent auction (\$384)	+634.00
6/23/2014	Deposit	Reimbursement from OHS online conference registration + 1 membership renewal (\$15)	+3,235.40

Annual Meeting Summary

Expenses = \$4,500.07 (does not include scholarships)

Income = \$3,820.40 (does not include silent auction/scholarships)

*Emily will be on maternity leave approximately August 11 – November 3. Will have access to work email and will be able to conduct SOA business from home (i.e. write checks for the fall conference).