

Society of Ohio Archivists Council Meeting  
Telephone  
February 7, 2017

Attendees: Jillian Carney, Lonna McKinley, Mark Bloom, Kristin Rodgers, Robin Heise, Ron Davidson, Jennifer Brancato, William Modrow, Gino Pasi, Betsy Hedler

Absent: Judith Wiener

**Call to Order**

President Jillian Carney called the meeting to order at 2:03 p.m.

**In Between Council Actions**

- 12/16/16 – Nathan Tallman motioned to award the winner of the 2016 SOA t-shirt design contest a free annual membership, story in Ohio Archivist, and a free t-shirt featuring the winning design. Motion was seconded, carried.
- 1/25/17 – Jillian Carney motioned to approve the November 4, 2016 meeting minutes. Motion seconded, carried.
- 2/1/17 – Jillian Carney motioned to appoint Kristin Rodgers as Secretary and William Modrow as Council member for the remainder of the unexpired terms of the positions vacated by Nathan Tallman and Sasha Griffin (May 2017 and May 2018 respectively). Motion seconded, carried.

**Minutes from Council Meeting, November 4, 2016**

The November 4, 2016 meeting minutes were posted to the SOA website prior to Nathan's departure. Kristin will take over for any in-between actions and will begin taking minutes at the May council meeting.

**Treasurer's and Membership Report**

Mark reported that the current account balance was \$11,343.74. Balance includes a \$100 student sponsorship for the SOA Annual Meeting from OhioNET. He also reported that he filed SOA's taxes on Friday, February 3, 2017. See attached reports.

Annual membership drive is underway. To date 55 members have renewed. Mark will forward committee interest to the chairs as he receives new members. Committee Chair, Cate Putirskis, is looking for ideas for places to set up tables at conferences or events. Any suggestions can go to Cate directly.

**Committee Reports**

- **Advocacy and Outreach:** Ron and Robin reported that the t-shirt design contest is ongoing. To date they have not received any entries. Robin will look into sending announcement to the Kent State student listserv and the Wright State Public History Program. Council discussed various options for what to do if no designs are submitted to the contest. The Archives Crawl team is currently working on which organizations might be involved and what programs each organization might offer. Committee is also talking about many more advocacy activities with the new federal legislators; such as advocating for preservation of National Endowment for the Humanities and similar programs. See attached report.

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- **Anniversary:** Jillian reported that the committee will be meeting again on Monday, February 13, 2017. A more complete report will be provided at the May meeting.
- **Awards:** Lonna reported that the committee has only received one scholarship and one merit award application. Committee will extend the nomination deadline to mid-March. Lonna has also assembled a group of judges for SOA special award at Ohio History Day. The judge team includes: Jillian Carney, Lonna McKinley, Lori Arp, George Bain, Janet Carleton, Stacey Lavender, and Sherry Goudy. Ohio History Day will be held Saturday, April 29, 2017 at Ohio Wesleyan University in Delaware, Ohio. Council members were encouraged to judge at their regional contests.
- **Educational Programming:** Jillian reported that with Sasha's departure from Council, her replacement, William Modrow, will assume the duties of the Educational Programming liaison. Committee is scheduled to meet Wednesday, February 8, 2017 to discuss session proposals and begin developing the program schedule. See attached report.
- **Newsletter:** Gino reported that on Thursday, January 12, 2017 the call for articles was sent to Council, assistant editors and committee chairs. The deadline for submissions is Friday, February 24, 2017. The issue is scheduled to be released to the membership on Monday, April 17, 2017.

Gino indicated that his term will end this fall. Following the previous recruitment schedule SOA will need to send the call for a new editor to the membership this summer. Council suggested having the call ready to put out at the annual meeting in May. Once selected the new editor and Gino would work together on the fall 2017 newsletter. Spring of 2018 would be the first independent issue for the new editor.

- **Nominating:** Jillian reported on behalf of Judy Wiener. Candidates identified for every open office: President, Vice President, Secretary and two Council positions. Final slate of candidates will be set Friday, February 10, 2017. Committee also worked with Jillian to identify two candidates, William Modrow and Kristin Rodgers, to fill the vacant Council seats. William and Kristin will serve the remainder of the unexpired terms of the vacated seats. See attached report.
- **Website/PIC:** Jennifer reported that the PIC Committee has posted to the SOA website and social media on behalf of several committees.

#### Old Business

- **Retention schedules:** Upon review there were no objections to retention schedules as drafted. Council agreed to the removal of SOA-16-26: "Online Exhibits" from the document since it is not relevant or would be included as a part of the SOA website. Council discussed ways for committee chairs to capture the activities of the committee if formal minutes are not kept. Jennifer will work with Dan Noonan at Ohio State University and Committee Chair, Andrew Harris, to find a solution for keeping a record of the SOA Facebook page in accordance with

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schedule number SOA-16-29. Jennifer will report back to Council at the May meeting. Council will revisit this topic at the May meeting.

- **SOA Logo Redesign:** Jillian and Betsy met with OHC's designer to share Council's feedback. Samples should be available by the May meeting. Jillian's research indicates the current logo was designed and adopted in the mid-1970s. There has only been one other logo which Jillian will forward to the designer. Council thought the new logo would work well as on the t-shirt if no designs are submitted.
- **OHRAB Governance:** Ron reported that there are no new updates. Item can be removed from discussion.

**New Business**

- **Council position descriptions:** Jillian reported that she will be creating position descriptions to assist with upcoming transition. She will reach out to Council members for additional information.
- **NCH -RAAC:** Jennifer shared the RAAC National Coalition for History report with Council. Council discussed having a rapid-response group for any new government proposals. Jillian suggested Advocacy and Outreach discuss this in their next committee meeting and report back at the May meeting.

**Upcoming Meetings**

Jillian will send out a Doodle poll to schedule the next meeting for the week of May 8<sup>th</sup>.

**Adjournment**

Ron motioned to adjourn the meeting at 2:59 pm. The motion was seconded and carried.