

SOA ANNUAL BUSINESS MEETING

OCLC – May 9, 2008

Between Meeting Council Actions

1. Ron Davidson made a motion for SOA to sign a resolution in support of PAHR (Preserving the American Historical Record Act). The motion was seconded and carried.
2. Katy Klettlinger made a motion to offer two students stipend scholarships this year to enable them to attend the Spring Meeting. One would be for a student outside of Central Ohio for \$150.00, plus registration, and one for a student in Central Ohio to cover the cost of registration only. The motion was seconded and carried.
3. Vic Fleischer made a motion to accept the nomination of Roland Baumann for the annual Merit Award. The motion was seconded and carried.
4. Angela O'Neal made a motion that we award the student stipend for someone outside Central Ohio to Carol Hollier and to two students within Central Ohio, Emily Lane Fargo and Jake Kallgren, as there was a tie. The motion was seconded and carried.

Annual Meeting

1. **Welcome and Introduction of Candidates:** President, Angela O'Neal, opened the annual business meeting of the Society at 12:30 P.M. by welcoming everyone. She then asked Gillian Hill, Council Liaison for the Nominating Committee, to introduce the candidates for election.

For Treasurer: Steve Paschen, Kent State University

For Council (2 seats): Kim Brownlee, University of Toledo; Judy Wiener, The Ohio State University; and Lynda Kachurek, Wright State University.

Gillian thanked Jane Wildermuth, the Chair of the Nominating Committee, who was unable to attend today's meeting, and Deanna Ulvestad, the third member of the Nominating Committee. The ballots were passed out and collected.

2. **Treasurer's Report:** Treasurer, Steve Paschen, reported a current account balance of \$10,913.11. *The full report is attached to these minutes as an appendix.*
3. **Secretary's Report:** Secretary, Gillian Hill, reminded the membership that minutes are posted to the SOA website and are accessible to all. The most recent

minutes on the website currently are those from last year's Annual Business Meeting, which took place on May 3, 2007.

4. **Committee Reports:**

- **Program Committee:** Angela O'Neal and Judy Cobb headed the Program Committee for the meeting, and thanked all those who had assisted them.
- **Archives Month Committee:** Committee Chair, Louise Jones, announced that the theme of this year's Archives Month is to be Elections. She said that the focus would be on the election process, rather than campaigning, and that the call would go out shortly for Archives Month poster images. She would be asking for images from collections of papers and artifacts that document the election process, such as registration cards, ballots, ballot boxes, etc. Archives Month activities for institutions could include talks and presentations on election related collections, for example.
- **Education Committee:** Education Committee liaison to Council, Katy Klettlinger, spoke, in the absence of Chair, Charlie Arp. She asked for those interested in the work of this committee to sign up as members and also asked for any suggestions others might have to revamp or change some of the workshops.
- **Membership Committee:** Chair, Steve Paschen, announced that Council had voted to move from a fiscal year to a calendar year for memberships. Membership billing for 2008 had taken place in January. By May, 114 members had paid their dues, and 57 members would be receiving a second invoice. There had been 30 new members in the past year, and there are currently eleven student members. The membership committee intends to target non-member practitioners in the coming year, and will include presentations to student chapters.
- **Ohio Archivist:** Editor, Beth Kattelman, reported that she is currently publishing two full issues and one abbreviated issue each year. One full issue is published in the summer, which contains the Spring Meeting information. The other full issue is published in the winter, and contains information about the Fall Workshop. The abbreviated issue is published in the spring, prior to the Annual Spring Meeting, and contains information about candidates for the election, and other information pertaining to the upcoming meeting.
- **Website:** Website Committee Chair, Vic Fleischer, reported that committee members George Bain and Janet Carleton had reviewed the entire SOA website and had made suggestions for changes and updates to numerous pages. Vic said that he had made the changes and sent them on to Phil Sager at OHS who had put them online. He commented that a few things had not been updated, specifically mentioning some minutes that had included information that needed to be kept private until after this meeting. He assured the membership that those minutes

would be put online very soon. Vic asked the membership to review the mentor and internship program pages and to let him know of any changes or amendments that need to be made. He announced that SOA now has a Facebook page and thanked Janet Carleton for creating it. He said that Council had instructed him to take down the SOA blog as no one was contributing to it. He closed by thanking Phil Sager, Janet Carleton, and George Bain for all their hard work and assistance in keeping the website up and running, and up to date.

5. **New Business**

- **History Day:** Angela O’Neal said that on April 25, almost 600 students from across Ohio came to Columbus State Community College to participate in the 2008 History Day. These students had already qualified at the school and regional level, and top projects in each category were selected to represent Ohio and National History Day in June. Students competed in several categories: paper, website, documentary, performance and exhibit at the Junior (6-8 grades) and the Senior (9-12 grades) level. All projects related to this year’s theme: *Conflict and Compromise in History*. Also, several students competed in the Youth Exhibit Division for 4th and 5th grades. Judges from SOA were Charlie Arp, Amy Dawson, Laurie Gemmill, Beth Kattleman, and Lucy Putnam. Angela noted that National History Day in Ohio only happens each year because of the work of staff, volunteers, parents, teachers and students. She especially thanked those archivists who had worked with the students at the research stage. She said that she had seen more students using archival records than ever before, which was evidence that archivists somewhere were taking time out of their busy days to help students discover history. She thanked everyone involved for the time and patience they had given to make this program happen. Angela then announced the winners of the SOA Award. As there had been so many strong entries in the Junior Division this year, two Junior entries had been chosen. The winners were:
 - 1) **Julia McDaniel and Rachel Farrow, Genoa Middle School, Westerville.** “The American Legacy: Freedom, Opportunity and Self-Betrayal.” Julia and Rachel used the Toyo Suyemoto collection from the OSU Rare Books and Manuscripts Library for their project on Japanese internment camps. They read the diaries and letters in the collection and then contacted Ms. Suyemoto, a retired OSU librarian, and interviewed her for their project.
 - 2) **Anirudh Dasarathy, Birchwood School, Cleveland.** “Korematsu v. United States: A Conflict between National Security and the Rights of the Japanese Americans.” Anirudh used photographs from the Cleveland Public Library and government documents from the National Archives and Records Administration for his documentary on the Korematsu case.
- **Proposed Amendment to the Constitution and Bylaws:** Secretary, Gillian Hill, introduced the proposed amendment to the Constitution and Bylaws. Before

reading the amendment, she said that it had been proposed, seconded and carried at the Council meeting of July 30, 2007 in an attempt to provide continuity in leadership and the benefit of past experience in Council business. The proposed amendment is included in item 6 under Officers and Government:

*The officers of the society shall be president, vice president, secretary and treasurer. The president and vice president shall be elected for terms of two years at the same meeting. The secretary and treasurer shall be elected at alternate meetings for terms of two years. **The immediate past president may serve on Council in ex officio (non-voting) status for a period of two years immediately following his/her term of office.** The president and vice president shall not serve consecutive terms. In case of a vacancy in the presidency, the vice president shall assume that office and hold it for the remainder of the term. If either the president or vice president positions need to be filled anytime during the term due to resignation, the successor may run for another term of office held immediately following the first term, if he/she so desires. The secretary and treasurer may serve unlimited terms.*

The proposed amendment to the constitution and bylaws was approved by a majority of the full membership in attendance.

- **Awards:** Awards Committee Chair, Vic Fleischer, introduced the SOA Merit Award. There was one merit award winner this year – Roland H. Baumann of the Oberlin College Archives. Vic presented the award to Roland, who was nominated for raising over \$530,000 for the Richard and Priscilla Stevenson Hunt Endowment Fund for Preservation and Digital Access for the Oberlin College Archives.
- **Scholarship Winners:** Angela introduced the winners of the student scholarship for 2008 – Carol Hollier, Emily Layne Fargo, and Jake Kallgren.
- **Resolution to Honor George Bain:** Angela presented long time member, George Bain, who has recently retired from the Mahn Center for Archives and Special Collections at Ohio University, with a resolution that read as follows:

Whereas George Bain has been a longstanding, dedicated, and much respected member of the Society of Ohio Archivists and the archival community, and

Whereas George Bain has been an ardent and active supporter of, and tireless advocate for, Archives Week and History Day in Ohio, contributing both his time and himself to the ongoing need for archival outreach and awareness to the broader community, and

Whereas, through his personal interactions with both archivists and non-archivists, George has taught and mentored countless individuals about the importance of archives and of being an archivist, and

Whereas, through these and other innumerable other actions on behalf of archives and archivists, George has furthered the mission of the Society of Ohio Archivists “to exchange information, coordinate activities, and improve professional competence in Ohio’s archives and manuscript repositories”

Therefore, be it resolved that the Council of the Society of Ohio Archivists, on behalf of its membership, offers George Bain, upon his retirement from the archival profession, its appreciation for his years of dedicated service; respect for his unwavering commitment; and genuine thanks for his personal and professional commitment to the archival community.

- **MAC’s Archie Motley Award**: George Bain presented the following proposal:

Proposal for SOA to Support Diversity during its 40th Anniversary Year

Whereas the Society of American Archivists (SAA) has announced it will develop plans for a program to challenge the archival profession to foster greater diversity in the profession through the creation of graduate-education scholarships for minority students, and

Whereas the Midwest Archives Conference already has the Archie Motley Scholarship program as one—if not the only—such fund in the USA, and

Whereas the Society of Ohio Archivists (SOA) has an interest in supporting such endeavors and has reason to celebrate itself in a special fashion during its 40th anniversary this year,

Be it resolved that SOA contribute \$400.00 as part of its 40th anniversary observance to the MAC’s Archie Motley Fund in order to enhance that organization’s support for graduate-level scholarships for minority students, and

Be it further resolved that SOA invites individual members who wish to add to this contribution in the name of SOA with personal funds be given the opportunity to do so within a 60 day period.

Submitted by George Bain, May 2008

A motion was made to approve the proposal by Shannon Michalak, and it was seconded by Ron Davidson. The Archie Motley Scholarship Fund was explained in more detail, and SOA’s financial situation and the ability to make such a donation was discussed. The motion was put to the vote and was carried, with two objections. George also gave a personal check for \$100.00 to be included with the contribution from SOA, bringing the total donation to \$500.00.

6. Election Results

Gillian announced the results of the election: Steve Paschen was elected to serve another term as Treasurer, and the two people elected to Council were Kim Brownlee and Judy Wiener. The winners were congratulated and all who volunteered to serve were thanked for their participation.

Following the announcements of the winners of the Silent Auction, the business meeting was adjourned at 1:35 P.M.

Respectfully submitted,

Gillian Hill, Secretary

Treasurer's Report

January 11, 2008 – May 9, 2008

FISCAL YEAR 2008:

FISCAL YEAR 2007:

Account Balance: 1/11/08

\$8,536.50

***Current Account Balance**

\$10,913.11

Last Year Account Balance

\$9,508.52

Deposits

\$5,025.37

Last Year Deposits

\$6,791.30

Expenditures

\$2,651.32

Last Year Expenditures

\$4,262.98

Interest

\$7.89

Fees

\$5.33

*Plus \$50.00 cash in SOA Cash Box

Treasurer's Report

January 11, 2008 – May 9, 2008

Transactions – Detail

Date	Reference Number	Type	Memo	Amount
01/17/2008	22963852	DEPOSIT		+5.00
01/29/2008	22963853	DEPOSIT		+40.00
01/30/2008	1676	Check	Ohio Historical Society	-348.00
01/31/2008		INTEREST PAYMENT		+2.81
02/06/2008	1677	Check	USPS postage	-43.00
02/11/2008	22963854	DEPOSIT		+45.00
02/13/2008	1678	Check	Allegra Printing	-1,804.00
02/14/2008	22963926	DEPOSIT		+75.00
02/15/2008	22963927	DEPOSIT		+215.00
02/19/2008	22963928	DEPOSIT		+250.00
02/20/2008	1679	Check	Charles Arp	-131.72
02/22/2008	26780325	DEPOSIT		+185.00
02/26/2008	26780326	DEPOSIT		+150.00
02/29/2008		INTEREST PAYMENT		+2.02
03/03/2008	26780327	DEPOSIT		+140.00
03/07/2008	26780328	DEPOSIT		+120.00
03/11/2008	26588270	DEPOSIT		+90.00
03/17/2008	1891669730	Deposited Items Fee		-3.51
03/19/2008	26588271	DEPOSIT		+125.00
03/27/2008	26588272	DEPOSIT		+75.00
03/31/2008		INTEREST PAYMENT		+1.48
04/07/2008	26588279	DEPOSIT		+370.00
04/08/2008	1680	Check	Charles Arp	-124.60
04/11/2008	26588273	DEPOSIT		+2,850.37
04/15/2008	1891669730	Deposited Items Fee		-1.82
04/18/2008	26588274	DEPOSIT		+245.00
04/30/2008		INTEREST PAYMENT		+1.58
05/01/2008	1682	Check		-100.00
05/02/2008	1681	Check		-100.00
05/05/2008	26588275	DEPOSIT		+15.00
05/06/2008	26588276	DEPOSIT		+30.00