

## Society of Ohio Archivists Council Meeting

**Monday, July 30, 2007, Online Computer Library Center (OCLC), Columbus**

Members Present: Angela O'Neal, President; Jane Wildermuth, Past President; Vic Fleischer, Vice-President; Gillian Hill, Secretary; Steve Paschen, Treasurer; Katy Klettlinger, Ron Davidson, Erik Mayer, and Judy Cobb, Council members. Absent: Beth Kattelman, Editor, *Ohio Archivist*.

President, Angela O'Neal, called the meeting to order at 10:10 A.M, and welcomed everyone.

### **Between Meeting Council Actions**

There have been no actions by Council since the last meeting.

### **Secretary's Report**

Secretary, Gillian Hill, presented the minutes of the February Council meeting and the May Annual Business Meeting. Judy made a motion to approve the February minutes, seconded by Steve, and Katy made a motion to approve the May minutes, seconded by Erik. Both motions carried.

### **Treasurer's Report**

Treasurer, Steve Paschen, presented the Treasurer's Report. The current account balance is \$9,191.18. There will be more revenue to come from the Spring meeting that has not yet been received. *The full report is attached as an appendix.*

### **Committee Reports**

#### i) Archives Month

Angela reported for Chair, Louise Jones. The topic for this year, which for the first time will last for the entire month of October, rather than just one week, is Reunions. This is not limited to family reunions, but to all types of reunions. The posters should be finished in August and help will be needed for mailing them in mid-September.

#### ii) Awards Committee

Angela said that three awards had been given this year and that work for next year will begin by mid-January.

#### iii) Education Committee

Erik Mayer said that he had spoken to Chair, Charlie Arp, recently, and Charlie is willing to do an Archives 101 workshop in conjunction with the Fall Meeting.

#### iv) Website Committee

Chair, Vic Fleischer, said that he hasn't yet updated the website since the elections. He will get the contact information from the new council members first.

Angela said that she had invited Jane Wildermuth, the immediate past president to the meeting and thought that we should give some consideration to including the past president on Council. Everyone agreed that it would be valuable for the rest of Council to have the benefit of the past president's experience and to provide continuity in leadership. Gill made a motion that Council approve the addition of the past

president to the SOA Council as an ex officio member. The motion was seconded by Erik and was carried unanimously. Gill offered to write up the language needed to amend the bylaws before the next meeting of Council. We can then bring the proposition to the entire membership at the next annual business meeting.

v) Program Committee

Spring 2007—Co-Chair, Judy Cobb, presented a draft report of the meeting. She and Judy Weiner, the other co-chair, have been working on the final budget, but are still waiting for some final figures from the hotel. The final Program Committee report will be sent out soon, and it looked as if SOA will receive almost \$3,000.00 in profits.

Angela said that the overall evaluations were good and others expressed feelings that the conference had been successful.

Fall 2007—Jane said that she had not received further information from Michigan and it looked unlikely that we would have a joint meeting with them. She said that it would still be a good idea to have a meeting in the north western part of the state, if possible. After some discussion, it was decided that the theme of the meeting would be Web 2.0 technology, copyright, and Creative Commons licenses. Erik will co-chair the Program Committee, and Ron Davidson will co-chair the Local Arrangements Committee. Their co-chairs will be non-Council members, and they will start work on making contacts. Possible dates were discussed. It was agreed that the latter part of October, which is Archives Month, would be ideal, if possible.

Further discussion involved the possibility of Archives 101 to be presented as a pre-conference workshop, or to have it run at the same time as the other sessions. OHRAB has made \$750.00 available for this workshop.

vi) Membership Committee

Chair, Steve Paschen, gave his report. He said that there are 158 current members. Janet Carleton continues to contact new members—by e-mail nowadays, rather than regular mail. Steve said that he would like to increase institutional membership, and plans to contact non-archival institutions that have some relationship to archival matters. We might be able to attract them with the Archives 101 workshop. Katy Klettlinger says that there is a growing interest in SOA membership among students and she has some ideas regarding increasing their attendance.

vii) *Ohio Archivist*

In the absence of the editor, Beth Kattelman, Angela said that Beth was planning to include post conference material in the next edition of the *Ohio Archivist*. Angela will ask Beth to wait for the final report of the Program Committee in a few weeks.

viii) Bylaws Committee

The Bylaws committee will continue for a while. Gill will work on providing wording for the amendment to include the past president on Council.

**Old Business**

i) History Day

Angela said that there had been over 75 entries for the SOA awards. Laurie Gemmill and George Bain helped judge and two awards were presented. She will send more information via e-mail.

ii) Statehood Day

Angela said that State Archivist, Jelain Chubb, wished to thank all those SOA members who had participated in Statehood Day—March 1. As a result of many efforts, funding for the State Archives Program has been substantially increased this year.

### **New Business**

i) George Bain

Long time SOA member, George Bain, will be retiring very soon. Angela mentioned his years of service to the society, specifically his work for Archives Week and for History Day, and asked for suggestions on how we should recognize him. Gill made a motion, seconded by Katy that SOA have a resolution recognizing George's work for SOA, which was passed unanimously. Angela and Judy will work on the language.

ii) Retreat

The last time that SOA held a strategic planning retreat was in 1993. All agreed that it was time to hold another. There was discussion as to whether this should take place in conjunction with the Fall Meeting this year, possibly the day after the regular sessions. The Program Committee will make further arrangements after a date has been settled.

iii) New Council Liaisons to Standing Committees

The liaisons were assigned as follows:

Archives Week—Angela O'Neal  
Awards—Vic Fleischer  
Education—Katy Klettlinger  
Membership—Steve Paschen  
Nominating—Gillian Hill  
Program—Eric Mayer  
Website—Vic Fleischer

Jane Wildermuth will work with Gill on the Nominating Committee and Judy Cobb will work with Vic on the Awards Committee.

Angela asked the Council liaisons to write up a paragraph describing the work of their committee(s) to be included in the membership brochure.

iv) Next Meeting

The date for the next meeting will be on hold until dates for the Fall Meeting have been settled.

There being no further business, a motion was made to adjourn the meeting by Judy, seconded by Katy and approved by all at 12 noon.

Respectfully submitted,

Gillian Hill, Secretary.