

Society of Ohio Archivists Council Meeting

Telephone Conference Call

Friday, February 12, 2010

Members participating : Judy Cobb, President; Louise Jones, Vice-President; Gillian Hill, Secretary; Steve Paschen, Treasurer; Christine Engels and Kim Brownlee, Council Members.

Absent: Judy Wiener and Beth Kattelman, Council Members.

President, Judy Cobb, called the meeting to order at 10:10 A.M. and thanked everyone for being present at such short notice.

Between Meeting Council Actions

There were no between meeting Council actions.

Secretary's Report

Secretary, Gillian Hill, asked for a motion to approve the minutes of the meeting of October 26, 2009, which had previously been distributed to Council by e-mail for discussion. Louise Jones made a motion to approve the minutes, which was seconded by Christine Engels and approved by all. Gill said that the previous three sets of minutes that she had sent for updating the website were not yet on it. Judy suggested that she said them again and address them to her. She would put them up. Gill said that she would send them together with the just approved October 2009 minutes.

Treasurer's Report

Treasurer, Steve Paschen, presented the Treasurer's Report for the period August 28 until October 26, 2009. The current bank account balance is \$11,867.09. *The full report is attached as an appendix.*

Committees

- Awards Committee: Louise Jones had nothing to report at this meeting.
- Education: In Council Liaison, Judy Wiener's absence, Gill reported that she and Judy W. had had a telephone conference with Jacky Johnson, the new Education Committee Chair. They had discussed the new direction of the Education Committee as the organizers of a one on one mentoring program. Judy C. said that she would look into the possibility of OHS and SOA partnering to offer webinars every couple of months on such topics as technology, communications, and marketing, for example, through the Education Committee.
- Nomination: Gillian Hill said that she and Jane Wildermuth had been working on getting a slate of possible officers for the upcoming elections. This year we will need two new Council members. The committee had approached four people who said they would be willing to run for the two positions. Steve announced that he would not run again for treasurer this year, as he is coming up for tenure and has a lot of preparation work to do. This means that we will also need a couple of names of people willing to run for his position. There followed some discussion about possible candidates. Steve said that he would be very willing to help with the transition and explain the duties to the new person.

At this point, Louise announced that she is to leave OHS next Friday. She has accepted a new position at the Historical Society of Kentucky. She had one more year to serve as Vice President

and said that she would be willing to finish out her term long distance, should it be necessary. Judy said that her position could be filled by appointment and that she had approached Judy W about it. Judy W. was due to leave Council this year, having completed her two year term, but she had indicated that she would be willing to accept the appointment as VP. Gill made a motion that Judy Weiner be appointed as the new VP to serve out Louise's term. The motion was seconded by Kim Brownlee and approved by all. Everyone wished Louise well in her new job.

Christine offered to take over the Awards committee as Louise will be leaving.

- Website: Judy said that she had been updating the wiki.
- Membership: Steve Paschen said that the current membership still currently stands at 156, including 17 student members, 118 individual memberships, 6 patrons, one sponsor, 9 institutional members, and 5 life members. He said that OHS had sent out the first membership dues request statement and some responses have started to come in. The forms and checks are being mailed to him, but he will report to Jackie Barton at OHS. OHS envelopes had been used for the mailings and the cost of the mailings will be billed to SOA. For the meantime, Steve is keeping a parallel membership database, until he feels comfortable with the new system. Christine said that she had not received a membership mailing and Steve said that he would look into it for her.

A sum of \$500.00 has been set aside for a 2010 membership brochure. OHRAB is providing the money, but it has not yet been transferred.

- *Ohio Archivist*: Beth Kattelman was unable to be on the call, but Council discussed the guidelines for the *Ohio Archivist* which Beth had provided recently. Everyone agreed that the guidelines looked fine. There were several suggestions for things that could be included in the newsletter. Judy said that she would tell Beth that the suggestion to include an institutional profile as a feature would make a good addition.
- Program--Spring Meeting 2010: Judy said that she and Louise had been working hard on this. It was agreed that the spring meeting this year would be limited to one day in order to keep costs down for attendees in view of the current economic conditions. In addition, there were really insufficient session proposals to fill a two day meeting with enough choices, and bringing in a SAA workshop with a speaker would have been prohibitively expensive. The meeting will be held on Friday, April 9 at OCLC. The registration fee will be kept very low. There will be no plenary speaker and no poster sessions, but there will be eight sessions, with two running concurrently in the four time periods. Judy said that she will get in touch with Angela regarding online registrations.

Gill asked if someone would volunteer to take the minutes at the annual business meeting as she will be unable to attend the conference. Christine offered to do so.

Program--Fall Meeting 2010: Louise said that Jackie Barton at OHS had asked whether SOA would be willing to provide an Archives track at the OAHSM meeting in the fall. The dates are to be Friday, October 1 and Saturday, October 2. It will be held in Columbus, although not at OHS. Judy will keep council posted on this proposal. She also asked to let her know if anyone might be interested in being on a conference committee for the fall 2010 and spring 2011 programs.

New Business

i) Statehood Day

Judy asked if anyone was planning to attend Statehood Day. Gill and Christine said that they would be there and Judy thanked them for representing SOA.

ii) Task Force

Judy said that she testified before the Commission on the Education and Preservation of State History on behalf of SOA. Louise explained that this joint committee is looking at institutions that receive funding from the State of Ohio to find out exactly what they do and what overlap there might be among them. The Task Force was scheduled to meet four times in this fiscal year. They met in September and January and have two more meetings to go. They are interested in getting feedback from all historical institutions. Judy wondered whether SOA would want to talk about records in Ohio and how they can be maintained. Judy said that she would post her testimony to the SOA wiki.

iii) State Archivist

Judy said that SOA had also been asked if they had any members who would like to participate in the search for a new State Archivist. She said that if we were interested in being part of the search committee to let her know, or send her any questions or concerns we might have.

Next Meeting

Judy said that she would like to hold one more brief telephone conference call before the spring meeting and will contact us with a date soon.

There being no further business, Louise made a motion, seconded by Kim, and agreed by all, to adjourn the meeting at 11:15 A.M.

Respectfully submitted,

Gillian Hill, Secretary.