

SOA ANNUAL BUSINESS MEETING

OCLC– May 16, 2014

Between Meeting Council Actions

1. Lisa Rickey made a motion on 4/23/2014 to approve the minutes of the April 9 Council meeting. The motion was seconded and carried.
2. Judy Wiener made a motion on 4/23/2014 to offer two merit awards and 3 new professional scholarships. The motion was seconded and carried.
3. Judy Wiener made a motion on 4/30/2014 for Council to pay up to \$500.00 to cover the costs of a workshop for the OLHA/SOA Fall Meeting. The motion was seconded and carried.
4. Judy Wiener made a motion on 4/30/2014 for Council to spend \$195.00 for gift cards for outgoing council members and program committee volunteers. The motion was seconded and carried.
5. Emily Gainer made a motion on 5/6/2014 to pay Miracle Awards \$117.00 for 2 Merit Award plaques. The motion was seconded and carried.

Annual Meeting

1. **Welcome:** President, Judy Wiener, called the annual business meeting of the Society to order at 12:55 P.M., and welcomed everyone.
2. **Election:** In order to expedite the election, Chair of the Nominating Committee, Jane Wildermuth, gave her presentation ahead of the other committee reports. She first thanked the members of her committee—Christine Engels and Gillian Hill. She followed by saying that she had presented the slate of nominees for election to Council by January 1, as required by the bylaws. She then introduced the candidates for election:

For Treasurer, Emily Gainer

For Council (2 Seats), Jennifer Haney, Andrew Harris, Kayla Harris, and Suzanne Maggard.

The candidate statements had been published in the spring newsletter and posted to the website. Ballots were passed out to attending members.

3. **Secretary's Report:** Secretary, Gillian Hill, said that the minutes of each meeting of Council are posted to the SOA website once approved. Approval of

minutes has been speeded up somewhat as they are now dealt with by email. This way, they can be posted to the SOA website more promptly and are therefore available for members to read as soon as possible. The last meeting of Council was on April 9. Any board actions since then that have been dealt with by email have been included at the top of this page.

4. **Treasurer's Report:** Treasurer, Emily Gainer, reported a current balance of \$14,736.01. There were deposits of \$6,854.24 and expenditures of \$6,149.60 during the year. Interest in the sum of \$1.63 was received. The report was included in the conference packet. *The Treasurer's Report is added as an appendix to the minutes.*

5. **Committees**

Membership: Chair, Emily Gainer, reported a current membership of 133. There are 106 individual members, 4 patrons, 2 sponsors, 11 students, 7 institutional and 3 bridge members.

The membership directory was updated on the new SOA Wordpress site on May 13, and 76 members have renewed or joined using the online database. The membership committee has started discussing options for signs and promotional items for SOA tables at events around the state. A proposal will be completed by June 1.

Awards: Jillian Carney gave the report for the chair of the committee, Devhra Bennett, who was unable to attend the meeting. She thanked everyone who had served on the committee. This year's awards will be presented at the end of the business meeting. She also mentioned that the Society had been represented by George Bain and Charlie and Laurie Arp at the annual History Day event this year.

Public Information: Council Liaison, Lisa Rickey, gave the report as the Chair of the committee, Jennifer Long Morehart, was absent. She said that the committee had initiated and carried out several new projects since last year's Annual Conference including the creation of a Flickr page for sharing photographs of SOA events, the migration of the SOA website from a wiki format to its current Wordpress format (she thanked the Ohio Historical Society for their assistance in the migration), and the creation of listserv guidelines for the SOA listserv.

In addition, the regular responsibilities of the committee included taking photographs of the SOA 2013 Annual Conference and Fall Meeting; posting SOA event photos on Flickr; updating the SOA website, including updates for the Fall Meeting, Archives Month, the Annual Conference, and the Merit Award; maintaining the SOA Facebook page, including approving new group members and posting SOA announcements; moderating the SOA listserv; regularly maintaining the SOA Pinterest

page; maintaining the SOA LinkedIn page, including posting SOA announcements and addressing a discussion question.

Lisa expressed Jennifer's thanks to the whole committee for the hard work that made these accomplishments possible.

Newsletter: Editor, Janet Carleton, said that two issues of the *Ohio Archivist* had been successfully published as PDFs in the last year—the fall issue on September 18, 2013 (50 pages), and the spring issue on April 2, 2014 (49 pages). Janet said that she greatly appreciated the work of all the contributors and editors, and the assistance of Tutti Jackson at OHS, who is responsible for the design and layout of the newsletter. The newsletter is available online on the new SOA website and is also posted to the issuu.com platform. All the issues from 2002 through the current issues are now available both on issuu.com and the SOA website. Information for the newsletter can be sent to the feature editor, George Bain, the news editor, Lisa Rickey, or the electronic records editor, Dan Noonan. PR for the newsletter is posted to the SOA list, the SOA Facebook page, and Janet's personal Twitter account.

Janet announced that she is close to the end of her three year term as editor and is looking for a replacement.

Archives Month: Chair, George Bain, said that he has a large committee of 18 members working on the 2014 poster. The theme this year is to be a tribute to Ohio during the Great Depression. The photos submitted for the poster will be available online soon for people to look at and choose their favorites. He is hoping that people will again celebrate Archives Month with an evening of readings based on documents in Ohio archival institutions. He suggested that maybe we could get people who grew up during the Depression to talk about their experiences.

Connie Connor, Co-Chair (with Ken Grossi of Oberlin) of the new sub-committee, *I Found it in the Archives*, under the Archives Month umbrella, talked about the new project, which will draw attention to local archives' collections, and interest archives users. She said that there was a bookmark promoting the event available at the registration desk, and PR on the SOA website. The idea was initiated by SAA, and OHS was involved in it, but SAA no longer holds their contest. OHS wanted to continue it and SOA became a sponsor. This will be a statewide opportunity for people who have found something of great interest for their research in their local archives to write up a description and submit it for competition. It will start with local competitions, and the names of the winners at the local level will be submitted to the statewide competition run by OHS. The winner at the State level will receive registration, travel and lunch for the Fall SOA/OLHA Conference, and a behind the scenes

tour of the Ohio Statehouse, among other things. She encouraged participation at every level, saying that the competition would culminate during Archives Month in October.

Educational Programming: Council Liaison, Jacky Johnson, thanked the Chair of the Spring Program Committee—Suzanne Maggard—and her committee for all their hard work on the Spring Meeting. She also thanked OHS for all their support—specifically, Jillian Carney and Lily Birkhimer, then Jillian Carney and Katy Klettlinger for running the Silent Auction, Stephanie Bricking for the poster contributions, and plenary speaker Chris Prom and all the presenters.

Two new ideas this year were the table topics for the lunch period, and ribbons on badges for first time attendees, program committee members, speakers, and SOA Council members. She reminded everyone to fill out the evaluations and to give their ideas for future events.

Jacky asked first time attendees to raise their hands. There were many of them. She welcomed them and encouraged them to attend again.

Jacky said that we will again be partnering with the Ohio Local History Alliance for our Fall Meeting on October 3 and 4.

6. **Old Business:** There was no old business.

7. **New Business:**

A. Advocacy and SOA

Judy spoke on this topic as Nathan Tallman, who has headed an exploratory advocacy committee, was out of the country. As an example of the work an advocacy committee could do, he had recently organized a letter writing campaign to Paul Ryan regarding his budget proposal to cut NEH, and he serves as the SOA liaison with the National Coalition for History, which advocates for history. Any future formal Advocacy Committee would work closely with the Archives Month Committee, which is also an advocate for archives. Judy suggested that anyone interested in joining an advocacy group should contact Nathan.

B. Professional Development

Educational Programming Chair, Jacky Johnson, said that part of the job description for the Educational Programming Committee was to offer training, but the committee had been concentrating on working on the bi-annual meetings for the past few years. She asked members to let her know what they would like to see in the way of workshops, what sort of topics interested them, how far would they travel to attend a workshop, etc.

She would be pleased to have SOA offer training sessions and workshops again if there was sufficient interest.

Jacky thanked everyone for helping to bring Danna Bell to speak at last year's Fall Meeting, and then named everyone who had served on this meeting's programming committee and asked them to stand and be recognized.

C. New Newsletter Editor

Janet Carleton, the current editor of the *Ohio Archivist* described the duties of the position. The editor is an ex officio, non-voting member of Council, as the position is an appointed, not an elected one. She explained that the new editor would take over for the Spring 2015 edition, but ideally she would like him or her to start in the Fall, so that she would be able to show the new person the ropes. She encouraged those interested to contact her.

8. **Awards:** Chair, Judy Wiener introduced the scholarship winners—student scholarship winner, Miranda Doran-Myers, and the new professional scholarship winners, Kayla Harris, Jessica Malberger, and Rebecca Mattson. She then introduced the two Merit Award winners—OHRAB (the Ohio Records Advisory Board) for their support of SOA and work advocating for Ohio, and the Sandusky Library for their innovative documentary “Under the Baton: Music at Old Cedar Point”. The idea for the project grew from the discovery of sheet music in their archives that was written for the Cedar Point Resort by early Cedar Point band leaders. The project demonstrated how material held in an archives can be actively used to create original content. The Library also collaborated with other area institutions on the project, provided DVDs for other area libraries, and provided lesson plans for school children.

Janet Carleton accepted the Merit Award for OHRAB, and Ron Davidson, from the Sandusky Library, accepted the library's award. Both winners were congratulated.

President, Judy Wiener, then presented thank you gifts to the Program Committee, and to the Council members who had completed their term of office—Emily Gainer, Lisa Rickey and Jacky Johnson.

9. **Election Results:** Nominating Committee Chair, Jane Wildermuth, announced the results of the election:

Treasurer, Emily Gainer
Council, Andrew Harris and Suzanne Maggard

Jane said that it had been a close election. The winners were congratulated and she thanked all the candidates for running.

10. **Silent Auction Results:** Judy Wiener announced the winners of the Silent Auction, congratulated them, and thanked all who had contributed items for the auction. She reported that \$511.00 had been received for future student scholarships.

As there was no further business, the Annual General Meeting was adjourned at 1:45 P.M.

Respectfully submitted,

Gillian Hill, Secretary

Treasurer's Report
March 20, 2013 – April 30, 2014

YEAR-END SUMMARY 2013-2014

Previous Account Balance (3/20/2013)

\$14,029.74

Current Account Balance (4/30/2014)

\$14,736.01*

Deposits

\$6,854.24

Expenditures

\$6,149.60

Interest

\$1.63

*Plus \$50.00 cash in SOA Cash Box

*Includes scholarship balance: \$121 (carry over) + \$450 (raised 2013) = \$571

Type	Memo	Amount
<i>Income</i>	2013 Spring Conference – registrations, memberships	+3,319.50
<i>Income</i>	Memberships	+2,136.35
<i>Income</i>	SOA/OLHA meeting - SOA member registration	+948.39
Expenditure	2013 Spring Conference	-2,837.95
Expenditure	Archives Month poster printing, mailing, & envelopes	-1,046.48
Expenditure	National Coalition for History – membership 2013 & 2014	-800.00
Expenditure	SOA/OHS agreement – maintenance & supplies	-350.00
Expenditure	SOA/OLHA meeting - Lunch & travel for Dana Bell-Russell	-349.48
Expenditure	Ohio History Day awards	-202.00
Expenditure	Council & committees meeting	-85.75
Expenditure	200 membership brochures	-32.00
Expenditure	SOA web domain renewal (1 year)	-17.94
Fee & Adjustment	Bounced check from member (\$13 fee & \$15 from insufficient funds)	-28.00
Scholarship – Expend.	Scholarships - 2013 conference	-400.00
Scholarship – Income	Scholarship – 2013 conference	+450.00