

**Society of Ohio Archivists Council Meeting**  
**Telephone**  
**November 4, 2016**

Attendees: Jillian Carney, Lonna McKinley, Robin Heise, Mark Bloom, Betsy Hedler, Judith Wiener, Ron Davidson, Nathan Tallman

Absent: Gino Pasi, Jennifer Brancato, Sasha Griffin

**Call to Order**

President Jillian Carney called the meeting to order at 10:01 am.

**In Between Council Actions**

- 9/12/2016 -- Robin Heise made a motion to pay the \$25 fee to file our Statement of Continued Existence with the Ohio Secretary of State. Motion seconded, carried.
- 9/19/2016 -- Jillian Carney motioned to pay \$532.25 to Monks Copy Shop for printing of Archives Month posters and envelopes. Motion seconded, carried.
- 10/5/2016 -- Jillian Carney motioned to pay a \$100.00 stipend to the "I Found it in the Archives" contest winner. Motion seconded, carried.

**Minutes from Council Meeting, July 22, 2016**

Mark motioned to approve minutes from the July 22, 2016 Council meeting, as corrected over email. Motion seconded, carried.

**Treasurer's and Membership Report**

Mark reported that our account balance was \$10,836.20. We had a small credit from Ohio History Connection for an accounting error. Checks were written for our annual maintenance agreement with Ohio History Connection, Archives Month poster printing, contest prize, and fee for filling a statement of existence with the Ohio Secretary of State. See attached report.

We have 155 members, the most since 2009. This includes one new student member. The annual membership drive kicks off in 2017 and preparations are underway. Mark will look at the registration from and suggest any necessary changes to ensure we are capturing the correct information. See attached report.

**Committee Reports**

- **Public Information/Website:** Jennifer was not able to make the call or send a report. Jillian spoke to Andrew Harris, Chair of PIC/Website, and Andrew wondered if SOA would benefit from an internal calendar that lists milestones and target dates for council persons, committee chairs, and others. It would also give a birds-eye view of SOA's activities. Various options were discussed (private to council and committee chairs? Open to membership?), as well as

possible using a project management tool, such as Asana or Trello instead of Google Calendar. Jillian will ask PIC to look into this.

- **Nominating:** Judy reported that the Nominating Committee is seeking at least one additional member and will put out a call for volunteers before working on a slate of candidates. Work will begin to ramp up in December. Open positions this year include: President, Vice President, and 2 council persons. See attached report.
- **Newsletter:** Gino was unable to make the call or send a report.
- **Educational Programming:** Sasha is on maternity leave and was unable to make the call. Jillian reported that the committee meet last week and divided up tasks. The committee is preparing a call for proposals for the annual meeting. The tentative plenary speaker is Kathleen Williams of NHPRC, depending on the result of the federal budget. Ms. Williams does not want SOA to pay for anything related to her travel. If her budget is not sufficient, SOA may need to seek a sponsor. Silent auction proceeds were down this year, will want to try and ramp up this activity.
- **Awards:** Lonna reported that calls for nominations for scholarship and merit awards were put out. The committee would like to be more involved with History Day next year. See attached report.
- **Advocacy and Outreach:** Robin reported that SOA had initiated collaboration with OLHA on getting congressional representatives to join the History Caucus. Preliminary planning for regional archives crawls across the state has begun. Last year the Miami Valley Roundtable did this with moderate success. See attached report.

George Bain as asked SOA Council to endorse the History Relevance Campaign (see attached flyer). Our endorsement would include adding our logo and name to promotional materials. Judy stated that similar organization had endorsed the campaign. Lonna motioned to have SOA Council endorse the History Relevance Campaign. The motion was seconded and carried.

## Old Business

- **OLHA/SOA Joint Fall Meeting:** Jillian thanks all who participated. The formal evaluations have not been compiled yet, but informal feedback was positive.
- **SOA Records Retention Schedule:** Nathan will send out a link to a draft of a revised records retention schedule. Analog and digital record categories were combined. Nathan confirmed that OSU can take electronic records though they cannot at this time archive our website. (Internet Archive has a decent history of

our site.) Please read the draft and comment directly or bring concerns to the next council meeting.

- **National Coalition for History (NCH):** Jillian reported that NCH has officially been told that we will not be renewing at the end of this calendar year.
- **50<sup>th</sup> Anniversary Committee:** Jillian reported that the committee met via telephone this week. The committee membership includes representation from each standing committee. The committee is thinking about dedicated fundraising for the commemorations. Potential activities include reception with founding members, social media campaign -- "Tales from the Archives." Future reports on this committee will be heard during the standing committee reports. Jillian also mentioned that it might be desirable to begin a strategic planning process, so that a new plan could be unveiled at the commemoration.
- **SOA Logo Redesign:** At the April Council meeting, Gino suggested we refresh the SOA logo. Betsy has spoken to the design department and Jillian spoke with the graphic designer who asked the following questions:
  - Who is our primary audience?
    - Archivists only? Anyone?
    - No inside jokes, anyone should recognize logo
    - Should symbolize history and Ohio -- history balanced with modern digital records
  - Are there any non-negotiable colors or fonts?
    - Think about future printing costs and what reproduces in grayscale.
  - Can we collect examples of logos we dislike or like, along with why we dislike/like?
    - Send thoughts to Jillian by December 9.

## **New Business**

- **Ohio Historical Records Advisory Board Governance:** Ron reported that OHRAB has proposed changing the way in which OHRAB board membership is determined. The proposed method would have representation from various stakeholder groups/associations, such as CARMA, SOA, Ohio Genealogical Society, etc. Board seats would be assigned to the organization, who would be responsible for determining the best representative. Ron will remain on the

board for 4- 5 years and could represent SOA, but SOA should think about its own selection process. The standard term is 3 years, renewable twice.

### **Adjournment**

Ron motioned to adjourn the meeting at 11:09am. The motion was seconded and carried.

### **Upcoming Meetings**

Jillian will send out a poll for our 3<sup>rd</sup> and 4<sup>th</sup> quarterly meetings.



# Society of Ohio Archivists Committee Reports

<b>Date:</b>	October 4, 2016		
<b>Committee:</b>	Membership		
<b>Chair:</b>	Cate Putirskis		
<b>Council Liaison:</b>	Mark Bloom		
<b>Members:</b>	Bill Barrow	Kevin A. Caslow	Steve Charter
	Andrew Harris	Susan Hernandez	Toni Vanden Bos
	Kristina Richey		
<b>Mission/Summary:</b>			
<p>The Membership Committee recruits and supports new members and renewing members. Committee members identify events and/or organizations throughout the state to distribute membership literature. The committee is responsible for writing and updating membership literature, including the annual membership drive letter and the membership brochure.</p>			
<b>Goals for the Year:</b>			
<ul style="list-style-type: none"> <li>- Membership Drive 2016 - write and distribute the membership renewal letter. Communicate with OHC for distributing email blast for membership renewal notifications.</li> <li>- Keep online directory up-to-date</li> <li>- Tabling at archives, local history, or college/university events</li> <li>- Tabling or providing membership information at the SOA/OLHA conference</li> <li>- Encourage members to attend SOA events/conferences</li> </ul>			
<b>Ongoing Issues and Challenges:</b>			
<p><u>155 current SOA Members</u>            Individual = 123 members            Patron (\$30 - \$49.99) = 5 members            Sponsor (\$50 or more) = 2 members            Student = 18 members            Institutional = 7 members            Bridge = 7 members</p> <p>*The numbers above reflect those who have joined or renewed since August 2015.</p>			
<b>Accomplished Goals:</b>			
<ul style="list-style-type: none"> <li>- Cate Putirskis became the Chair of the Membership Committee</li> <li>- Online directory was updated on 10/04/2016.</li> <li>-</li> </ul>			

# Society of Ohio Archivists Committee Reports

<b>Date:</b>	October 11, 2016		
<b>Committee:</b>	Nominating		
<b>Chair:</b>	Judy Wiener		
<b>Council Liaison:</b>	Judy Wiener		
<b>Members:</b>	Gillian Hill	Jane Wildermuth	Janet Carleton
<b>Mission/Summary:</b>			
<p>The Nominating Committee annually prepares and submits a slate of candidates for vacant officer positions and Council seats. The committee is made up of one Council member and two additional SOA members appointed by the president. Committee members must serve at least one year.</p>			
<b>Goals for the Year:</b>			
<ul style="list-style-type: none"> <li>• Recruit at least one additional member to the committee.</li> <li>• Nominate slate of candidates for one president, one vice president, and and two council positions.</li> <li>• Run elections during the business meeting at the annual conference.</li> </ul>			
<b>Ongoing Issues and Challenges:</b>			
<ul style="list-style-type: none"> <li>• The nominating process can be challenging-finding enough qualified candidates to run for positions.</li> <li>• Meeting various deadlines. There are a lot of moving parts and pieces in the process.</li> <li>• Information transfer when members roll off of the committee.</li> </ul>			
<b>Accomplished Goals/Progress towards Goals:</b>			
<ul style="list-style-type: none"> <li>• Completed successful campaign for 2016.</li> <li>• Planning for work towards new slate of candidates starts in December.</li> <li>• Will send a message out to membership to gain another committee member since Janet will be running and cannot be on the committee.</li> </ul>			

## Society of Ohio Archivists Awards Committee October 2016 Report

<b>Date:</b>	October 7, 2016
<b>Committee:</b>	SOA Awards Committee
<b>Chair:</b>	Devhra BennettJones
<b>Council Liaison:</b>	Lonna McKinley
<b>Members:</b>	William C. Barrow Helen Conger Kevin Grace Jodi Kearns Glenn V. Longacre Jessica Maiberger Stephanie Soule Pamela Winchell James S. Zimmerlin
<b>Mission/Summary:</b>	
<p>The Society of Ohio Archivists Awards Committee is responsible for publicizing the availability and the standards of the SOA Merit Awards, SOA New Professional Scholarship Awards, and the SOA Student Scholarship Awards. Committee members solicit and review applications for these awards, then identify and select awardees according to the criteria set by the Society of Ohio Archivists. The Committee is also responsible for History Day involvement which includes judging for special SOA History Day Awards.</p>	
<b>Goals for the Year:</b>	
<ul style="list-style-type: none"> <li>• Publicize the availability and standards of the Merit Awards, New Professional Scholarship Awards, and Student Scholarship Awards</li> <li>• Solicit award applications</li> <li>• Review award applications</li> <li>• Identify and select awardees</li> <li>• Order SOA Merit Award Plaque</li> <li>• Present awards at the annual SOA Spring Meeting</li> <li>• Gather a team to judge nominees for the Special SOA History Day Awards at the annual State History Day Contest</li> </ul>	
<b>Ongoing Issues and Challenges:</b>	
<ul style="list-style-type: none"> <li>• The primary activity has been requesting the scholarship essays from the recipients.</li> </ul>	
<b>Accomplished Goals:</b>	
<ul style="list-style-type: none"> <li>• Last year our goal was to increase the number of Student Scholarship award applications. We increased that number by six.</li> <li>• The Committee reviewed and ranked eight award applications and submitted their recommendations to the SOA Council.</li> <li>• Requested that the committee members serve as Ohio History Day judges. I will keep Lonna posted accordingly.</li> </ul>	

## Society of Ohio Archivists Committee Reports

<b>Date:</b>	10/11/2016		
<b>Committee:</b>	Advocacy & Outreach		
<b>Chair:</b>	George Bain & Elise Kelly		
<b>Council Liaison:</b>	Ron Davidson and Robin Heise		
<b>Members:</b>	Connie Conner	Foy Scalf	Kevin Grace
	Caroline Ibbotson	Jacky Johnson	Jennie Thomas
	Elise Kelly	Pam Gochenour	Ken Grossi
	Jennifer Brancato	Natalie Fritz	Kayla Harris
	Ken Grossi	Nathan Tallman	
<b>Mission/Summary:</b>			
<p>The Advocacy and Outreach Committee is responsible for promoting advocacy in response to legislative issues that may impact archives, diversity, and the role of archives and archivists within society. The Advocacy and Outreach Committee will facilitate access to resources that will aid archivists in advocating for the profession and collections to administrators and institutional stakeholders. It also communicates news from the National Coalition for History. Additionally, the Advocacy and Outreach committee is responsible for advocating the importance of archives throughout the state of Ohio through programmatic planning such as Statehood Day, Archives Month, and the “I Found it in the Archives” contest.</p>			
<b>Goals for the Year:</b>			
<ul style="list-style-type: none"> <li>• Set up table at Ohio Statehood Day and help promote CARMA’s proposed legislative changes;</li> <li>• Actively recruit new members;</li> <li>• Increase institutional participation in Archives Month activities;</li> <li>• Increase awareness, to public and legislators, of Archives Month activities within the state;</li> <li>• Increase institutional participation in the “I Found it in the Archives” contest.</li> </ul>			
<b>Ongoing Issues and Challenges:</b>			
<ul style="list-style-type: none"> <li>• Recruiting active members;</li> <li>• Increasing institutional participation in the “I Found It In the Archives” contest;</li> <li>• Increasing institutional participation in Archives Month activities;</li> <li>• Are at work presently on recruiting a member of the Ohio delegation in Congress to join the Congressional History Caucus. We are still reaching out to the OHC Local History Office to draw in Ohio Local History Alliance member groups over time to increase our effectiveness in this goal;</li> </ul>			
<b>Accomplished Goals:</b>			
<p>In the last quarter, members of the Committee:</p> <ul style="list-style-type: none"> <li>• Initiated collaboration with the Ohio Local History Alliance for working on getting Ohio members of the House of Representatives to become members of the Congressional History Caucus.</li> <li>• Put together teaser for fall meeting for the upcoming design a t-shirt contest.</li> <li>• 2016 Archives Month posters have been mailed out.</li> <li>• Honored state-wide winner of the “I Found It In the Archives” contest winner at the fall meeting.</li> <li>• Preliminary planning under way for establishing regional archives crawls across the state in October 2017.</li> </ul>			

## HISTORY RELEVANCE CAMPAIGN

# THE VALUE OF HISTORY

## SEVEN WAYS IT IS ESSENTIAL »

### TO OURSELVES

- **IDENTITY »** History nurtures personal identity in an intercultural world. History enables people to discover their own place in the stories of their families, communities, and nation. They learn the stories of the many individuals and groups that have come before them and shaped the world in which they live. There are stories of freedom and equality, injustice and struggle, loss and achievement, and courage and triumph. Through these varied stories, they create systems of personal values that guide their approach to life and relationships with others.
- **CRITICAL SKILLS »** History teaches critical 21st century skills and independent thinking. The practice of history teaches research, judgment of the accuracy and reliability of sources, validation of facts, awareness of multiple perspectives and biases, analysis of conflicting evidence, sequencing to discern causes, synthesis to present a coherent interpretation, clear and persuasive written and oral communication, and other skills that have been identified as critical to a successful and productive life in the 21st century.

### TO OUR COMMUNITIES

- **VITAL PLACES TO LIVE AND WORK »** History lays the groundwork for strong, resilient communities. No place really becomes a community until it is wrapped in human memory: family stories, tribal traditions, civic commemorations. No place is a community until it has awareness of its history. Our connections and commitment to one another are strengthened when we share stories and experiences.

- **ECONOMIC DEVELOPMENT »** History is a catalyst for economic growth. People are drawn to communities that have preserved a strong sense of historical identity and character. Cultural heritage is a demonstrated economic asset and an essential component of any vibrant local economy, providing an infrastructure that attracts talent and enhances business development.

### TO OUR FUTURE

- **ENGAGED CITIZENS »** History helps people craft better solutions. At the heart of democracy is the practice of individuals coming together to express views and take action. By bringing history into discussions about contemporary issues, we can better understand the origins of and multiple perspectives on the challenges facing our communities and nation. This can clarify misperceptions, reveal complexities, temper volatile viewpoints, open people to new possibilities, and lead to more effective solutions for today's challenges.
- **LEADERSHIP »** History inspires local and global leaders. History provides leaders with inspiration and role models for meeting the complex challenges that face our communities, nation, and the world. It may be a parent, grandparent or distant ancestor, a local or national hero, or someone famous or someone little known. Their stories reveal how they met the challenges of their day, which can give new leaders the courage and wisdom to confront the challenges of our time.
- **LEGACY »** History, saved and preserved, is the foundation for future generations. History is crucial to preserving democracy for the future by explaining our shared past. Through the preservation of authentic, meaningful places, documents, artifacts, images, and stories, we leave a foundation upon which future Americans can build. Without the preservation of our histories, future citizens will have no grounding in what it means to be an American.

LEARN MORE » [historyrelevance.com](http://historyrelevance.com)

## THE VALUE OF HISTORY

### WHO WE ARE

The History Relevance Campaign is a group of history professionals posing questions about what makes history relevant today. The group came together in early 2013 and has held meetings, sessions, and open forums to formulate these seven principles at the American Alliance of Museums (2013), National Council on Public History (2013 and 2014), National History Day (2013), American Association for State and Local History (2013, 2014 and 2015), Idaho Heritage

Conference (2013), American Historical Association (2014), New Jersey History and Historic Preservation Conference (2014), State Historical Administrators Meeting (2013 and 2014), and the Smithsonian Affiliates Conference (2014), and the Virginia Association of Museums (2015). We thank the many conference session attendees who provided the ideas behind and wording for the seven values. These values also find expression in a framework developed by the State Historical Administrators Meeting.

### CALL TO ACTION »

We call on organizations to endorse, share, and use this statement on the value of history in contemporary life. With common agreement, commitment, and open conversation about why history is important, we believe the historical community can change the common perception that history is nice, but not essential.

Endorsing this statement in principle is an initial step. We encourage you to adapt and incorporate these ideas into projects, training materials, mission statements, websites, marketing materials, and other institutional outlets. The seven core values are not new, but we believe that their articulation with the intent to make real, measurable change across the profession and into public realms represents a fresh start for our discipline.

**TO ENDORSE»** [historyrelevance.com](http://historyrelevance.com)