

**SOA Virtual Council Meeting**  
**03/10/2021**  
**10:00 m to 11:00 m**

**Attendees:** Betsy Hedler, Stephanie Shreffler, Janet Carleton, Amy Rohmiller, Amanda Rindler, Sherri Goudy, Jessica Heys, Rachel Bussert, Robin Heise, Matt Francis, Melissa Dalton, Adam Wanter, Jenifer Baker, Lisa Rickey, Natalie Fritz

**Welcome**

President Adam Wanter called the meeting to order at 10:03 am.

**Between-Meeting Council Actions**

- 10/27/20—Adam motioned to approve proposed updates to the Records Retention Schedule, adopt the Certificate of Records Disposal Form, and adopt the Records Disposal Procedures. Motion seconded, carried.
- 10/27/20—Lily motioned to approve the minutes from the 10/21/20 Council meeting. Motion seconded, carried.
- 10/28/20—Adam motioned that we conduct the 2021 SOA Annual Meeting virtually and waive the bylaws to hold the 2021 SOA Council Election online due to ongoing circumstances. Motion seconded, carried.
- 11/5/20—Adam motioned to approve John Dewees's nomination to the Nominating Committee. Motion seconded, carried.
- 11/9/20—Adam motioned to approve Lisa Rickey's proposed Certificate of Records Disposal dated 10/28/20, consisting of 21 folders of general financial records, membership records, and administrative files that no longer need to be maintained per the retention schedule. Motion seconded, carried.
- 12/9/20—Adam motioned to amend the SOA membership grace period so that memberships purchased on September 1 or later will be applied to the next calendar year. Motion seconded, carried.
- 1/12/21—Adam motioned to post the SAA C&U Archives Section Survey Working Group to the SOA Listserv. Motion seconded, carried.
- 1/13/21—Adam motioned to allow posting of Caregiver survey to the SOA Listserv. Motion seconded, carried.
- 1/18/21—Adam motioned to accept EPC's proposed dates of June 7 and June 8, 2021 for the annual conference. Motion seconded, carried.
- 1/19/21—Adam motioned to accept the updated Mission/Charge for the Membership and Awards Committee. Motion seconded, carried.
- 1/26/21 – Adam motioned to approve the 2021 Slate of Candidates. Motion seconded, carried.
  - 2021 Council Slate of Candidates:
    - § Jenifer Baker, Warren County Records Center & Archives
    - § Sasha Griffin, Denison University
    - § Marsha Miles, Cleveland State University
    - § Nicholas Pavlik, Bowling Green State University
  - 2021 Secretary Slate of Candidates
    - § Jen Johnson, State Library of Ohio
  - 2021 VP / President Elect Slate of Candidates
    - § Amy Rohmiller, University of Dayton

- 1/26/21 – Adam motioned to appoint Abigail Sachs as the next Editor for the Ohio Archivist. Motion seconded, carried.
- 2/11/21 Adam motioned to support Ohio History Day in the amount of \$200 to be used to sponsor the SOA History Day Awards. Motion seconded, carried.
- 2/18/21 Adam motioned that the Student/New Professional Award this year consist of up to four \$100 stipends for professional development purposes, such as buying books or attending trainings, and that awardees submit report about their experience at / with the SOA conference and how they may have used award for professional development purposes. Motion seconded, carried.
- 2/24/21 Lisa motioned to pay the attached invoice to Ohio History Connection, in the amount of \$225, which includes \$200 to sponsor the SOA Ohio History Day Awards, plus a \$25 administrative fee from Ohio History Connection. Motion seconded, carried.

## **Committee Reports**

### Treasurer

- See report for incoming payments and expenditures since last meeting, along with current balance.

### Membership & Awards

- See report for additional information.

### Marketing & Communication

- See report for additional information and stats for various outreach methods.

### Nominating

- See report for additional information.

### Newsletter

- The Spring 2021 issue is in progress, content was due to me last Friday, March 5th
- Kayla is working with the incoming editor, Abigail Sachs on this issue. The tentative publication dates are that the issue will be distributed to SOA members Friday, April 23rd and posted to the website and social media by Friday, May 7th.

### Educational Programming

- See report for additional information.
- Looking for more volunteers

### Advocacy & Outreach

- See report for additional information.
- SOA Virtual Meet-up was well attended and well received.

### BLM Task Force

- See report for additional information.
- Brainstorming resource provided. Working on putting together something for the SOA conference.

## **New Business**

- Adam motioned to hold the 2021 Election from May 5 to May 21. Motion seconded, carried.
- SOA Website Internships – Membership and Awards will draft a program proposal.
- SOA Listserv Terms of Participation – Adam will work on updating the 2014 draft and bring it to Council for comment.

## **Old Business**

- SOA Mentorship Program – awaiting an in-person meeting to discuss the specifics.

#### **Upcoming Meeting**

- Next meeting—Late May

#### **Adjournment**

Adam called the meeting to a close at 10:53.

**Treasurer's Report, Society of Ohio Archivists**  
**February 28, 2021 (FY 2020-2021)**

		<b>Checking</b>	<b>Cash Box</b>	<b>Total</b>
10/19/2020	Previous Balance	\$16,279.29	\$65.00	\$16,344.29
10/19/2020-2/28/2021	Deposits	\$443.28	\$0.00	\$443.28
10/19/2020-2/28/2021	Expenditures	\$225.00	\$0.00	\$225.00
<b>2/28/2021</b>	<b>Current Balance</b>	<b>\$16,497.57</b>	<b>\$65.00</b>	<b>\$16,562.57</b>
2/28/2021	Net Change	+\$218.28	\$0.00	+\$218.28

<b>Checking Account Transactions – Detail</b>						
<b>Date</b>	<b>Num</b>	<b>Description</b>	<b>Memo</b>	<b>Clr</b>	<b>Amount</b>	<b>Balance</b>
<b>10/19/2020</b>			<b>PREVIOUS BALANCE</b>			<b>16,279.29</b>
10/30/2020	DEP	Huntington Bank		R	0.14	
11/1/2020	DEP	Mailed Membership Dues	One membership renewal rec'd by mail	R	15.00	
11/7/2020	DEP	Ohio History Connection	Membership revenue July-Sept Invoice #20200930 (\$160.05 = \$165 minus \$4.95 for 3% merchant fee)	R	160.05	
11/30/2020	DEP	Huntington Bank	Interest	R	0.13	
12/31/2020	DEP	Huntington Bank	Interest	R	0.14	
1/31/2021	DEP	Mailed Membership Dues	Sum of all membership dues received by mail in January 2021 (4 checks/ 5 memberships)	R	110.00	
1/31/2021	DEP	Huntington Bank	Interest	R	0.14	
2/1/2021	DEP	Ohio History Connection	Membership revenue July-Sept Invoice #20201231 (\$82.55 = \$85 minus \$2.55 for 3% merchant fee)	R	82.55	
2/27/2021	1902	Ohio History Connection	History Day Awards (\$200) + \$25 service fee		(-225.00)	
2/28/2021	DEP	Mailed Membership Dues	Sum of all membership dues received by mail in February 2021 (5 checks/ 5 memberships)	R	75.00	
2/28/2021	DEP	Huntington Bank	Interest	R	0.13	
<b>2/28/2021</b>			<b>ENDING BALANCE</b>			<b>16,947.57</b>

Attachments:

- Budget accounting of income and expenses FY 2020-2021 through February 28, 2021.

Society of Ohio Archivists Budget															
Tax Year : September 1, 2020 - August 31, 2021															
	Budget Amount	9/30/2020	10/31/2020	11/30/2020	12/31/2020	1/31/2021	2/28/2021	3/31/2021	4/30/2021	5/31/2021	6/30/2021	7/31/2021	8/31/2021	Total	Budget Remaining
<b>INCOME</b>															
Membership Dues (100 members x \$15)	\$1,500.00	\$0.00	\$0.00	\$175.05	\$0.00	\$110.00	\$157.55							\$442.60	\$1,057.40
Spring Conference - Registration (100 x \$45)	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$4,500.00
Spring Conference - Sponsorship	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$200.00
Spring Conference - Silent Auction	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$100.00
Spring Conference - Mixer dues (20 X \$25)	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$500.00
Spring Conference - Workshop dues (30 x \$35)	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$1,200.00
<b>Budgeted Income Total</b>	<b>\$8,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$175.05</b>	<b>\$0.00</b>	<b>\$110.00</b>	<b>\$157.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$442.60</b>	<b>\$7,557.40</b>
Extra-Budgetary Income		\$0.14	\$0.14	\$0.13	\$0.14	\$0.14	\$0.13							\$0.82	
<b>Actual Income</b>		<b>\$0.14</b>	<b>\$0.14</b>	<b>\$175.18</b>	<b>\$0.14</b>	<b>\$110.14</b>	<b>\$157.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Actual Income So Far</b>		<b>\$0.14</b>	<b>\$0.28</b>	<b>\$175.46</b>	<b>\$175.60</b>	<b>\$285.74</b>	<b>\$443.42</b>	<b>\$443.42</b>	<b>\$443.42</b>	<b>\$443.42</b>	<b>\$443.42</b>	<b>\$443.42</b>	<b>\$443.42</b>	<b>\$443.42</b>	<b>\$443.42 Actual Income Rec'd So Far</b>
														<b>\$7,557.40 Est. Income Yet to Receive</b>	
														<b>\$8,000.82 Est. Total Annual Income</b>	
<b>EXPENSES</b>	<b>Budget Amount</b>	<b>9/30/2020</b>	<b>10/31/2020</b>	<b>11/30/2020</b>	<b>12/31/2020</b>	<b>1/31/2021</b>	<b>2/28/2021</b>	<b>3/31/2021</b>	<b>4/30/2021</b>	<b>5/31/2021</b>	<b>6/30/2021</b>	<b>7/31/2021</b>	<b>8/31/2021</b>	<b>Total</b>	<b>Budget Remaining</b>
Spring Conference - Venue / Catering	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$5,000.00
Spring Conference - Speaker	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$500.00
Spring Conference - Printing	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$200.00
Spring Conference - Mixer	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$500.00
Spring Conference - Workshop (incl. speaker fees & catering)	\$1,170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$1,170.00
Merit Award Plaques (2 x ~\$60)	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$120.00
New Professional & Student Scholarships	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	\$400.00
History Day Award	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00							\$200.00	\$0.00
Archives Month Poster	\$550.00	\$0.00	\$674.54	\$0.00	\$0.00	\$0.00	\$0.00							\$674.54	-\$124.54
Ohio History Connection support services	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00							\$25.00	\$475.00
<b>Budgeted Expenses Total</b>	<b>\$9,140.00</b>	<b>\$0.00</b>	<b>\$674.54</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$225.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$899.54</b>	<b>\$8,240.46</b>
Extra-Budgetary Expenses		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	
<b>Actual Expenses</b>		<b>\$0.00</b>	<b>\$674.54</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$225.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Actual Expenses So Far</b>		<b>\$0.00</b>	<b>\$674.54</b>	<b>\$674.54</b>	<b>\$674.54</b>	<b>\$674.54</b>	<b>\$899.54</b>	<b>\$899.54</b>	<b>\$899.54</b>	<b>\$899.54</b>	<b>\$899.54</b>	<b>\$899.54</b>	<b>\$899.54</b>	<b>\$899.54 Actual Expenses So Far</b>	
														<b>\$8,240.46 Est. Expenses Yet to Pay</b>	
														<b>\$9,264.54 Est. Total Annual Expenses</b>	
Budget Balance Planned	-\$1,140.00														
														<b>-\$456.12 Actual Income vs. Expenses</b>	
Budget Balance Planned vs. Estimated	-\$123.72													<b>-\$1,263.72 Est. Total Income vs. Expenses</b>	

# Society of Ohio Archivists Committee Reports

<b>Date:</b>	March 10, 2020		
<b>Committee:</b>	Membership & Awards Committee		
<b>Chairs:</b>	Matt Francis, Stephanie Shreffler		
<b>Council Liaison:</b>			
<b>Members:</b>	Devhra Bennett-Jones	Mark Bloom	Helen Conger
	Emily Gainer	Glenn Longacre	Masha Miles
	Cate Putirskis		
<b>Mission/Summary:</b>			
<p>The Membership &amp; Awards Committee supports and recognizes the work of SOA members. Responsibilities include the general recruitment of new members, leading the annual membership drive, soliciting and reviewing award applications for the SOA Merit Award and meeting scholarships, supporting Ohio History Day including the issuing of SOA History Day awards, special projects in support of membership goals, and responding to general membership inquiries.</p>			
<b>Goals for the Year:</b>			
<ul style="list-style-type: none"> <li>• Membership Drive 2021 - write and distribute the membership renewal letter. Communicate with OHC for distributing email blast for membership renewal notifications.</li> <li>• Follow-up on feasibility of potential mentoring program</li> <li>• Select winners of the Merit, Student/New Professional, and History Day Awards</li> <li>• Continued assessment of recent merging of the former Membership Committee and Awards Committee.</li> </ul>			
<b>Ongoing Issues and Challenges:</b>			
<p><u>New and Renewing 2021 SOA Memberships</u></p> <ul style="list-style-type: none"> <li>• As of 3/6/2021: 107</li> <li>• 2020 at approximately this time: 65</li> <li>• 2019 at approximately this time: 82</li> </ul> <p><u>SOA Mentoring Program report</u></p> <ul style="list-style-type: none"> <li>• Awaiting further requests/discussions as directed by SOA Council</li> </ul> <p><u>Awards</u></p> <ul style="list-style-type: none"> <li>• Filling out roster of History Day Awards judging team</li> </ul>			
<b>Accomplished Goals:</b>			
<ul style="list-style-type: none"> <li>• Membership renewal and reminder sent.</li> <li>• Committees merged. Updated roster and mission charge sent and approved to SOA leadership.</li> <li>• Decided on alternative award for Student/New Professional Award: a stipend for professional development</li> <li>• Publicity for the Merit and Student/New Professional Awards was sent to listservs. Reminders will be sent periodically.</li> <li>• Sent funds to History Day for the SOA Award</li> </ul>			

## Society of Ohio Archivists Committee Reports

<b>Date:</b>	March 09, 2021		
<b>Committee:</b>	Marketing and Communications		
<b>Cochairs:</b>	Janet Carleton, Ohio University (1999-, cochair 2019-2021); Amanda Rindler, Ohio History Connection (2019-, cochair 2020-2022)		
<b>Members:</b>	Emily Gainer, Cummings Center for the History of Psychology (2020-2022)	Christine Liebson, Case Western Reserve University (2020-2022)	Nick Pavlik, Bowling Green University (2017-2022)
	Jane Wildermuth, Wright State University (2019-2021)		

### Mission/Summary:

The Marketing and Communications Committee (formerly Public Information) is responsible for public relations and outreach for SOA through the process of generating content and maintaining the tools to communicate SOA information. Duties and responsibilities include updating the SOA website, maintaining social media accounts (Facebook, Flickr, LinkedIn, Pinterest, Twitter, YouTube), assisting in moderation of SOA Listserv, responding to SOA email inquiries, and documenting SOA events through photographs.

### Goals for the Year:

- Improve communications with other committee cochairs to ensure information is shared in a timely and accessible manner for posting to the website, Listserv, and social media.
- Review website for clean-up/reorganization
- Encourage SOA members to attend SOA events/conferences
- Share educational opportunities and current events affecting archives on social media
- Increase engagement on social media platforms

### Ongoing Issues and Challenges:

- Assist with publicizing events for SOA and its committees through both the SOA website and various social media channels
- Perform regular maintenance and update content on the SOA website
- Assist SOA in maintaining public relations and outreach
- Moderate the SOA Listserv and respond to SOA email inquiries

### Accomplished Goals:

- Performed regular WordPress maintenance updating plugins, broken links, etc., communicating with super admin Phil Sager when necessary
- Performed regular website content refresh and review
  - Posted 8 blog announcements.
  - Updated pages with committee information, minutes, meeting details, etc.
  - Partially completed: Linked orphan pages to main committee/event pages.
  - In progress: Merging Awards and Membership main page, updating child pages.
- Managed [YouTube](#) account to support EPC's recordings of workshop and annual meeting.
  - 9 videos which have received 463 views (lifetime), with 13 subscribers (up from 368 views / 11 subscribers last report)
- Tweeted regularly ([@ohioarchivists](#))
  - Now 887 followers (up 63 from last report).
  - Since last report, this 91-day period earned 14.8k impressions (way down from earlier reports which had included live tweeting conferences, and pandemic news).
- Maintained [Pinterest](#)
- Maintained the SOA [Facebook group](#).
  - Posted timely announcements

- Managed group membership (Currently at 339/214 active--up from 332/210 last report).
- Managed the SOA Listserv.
  - Stable with 376 members
  - Posted SOA announcements and other announcements of general interest to the Listserv.
  - Dealt with spam before it made it to the List



# Society of Ohio Archivists Committee Reports

**Date:** 3/08/2021

**Committee:** Nominating

**Chair:** Robin Heise

**Members:** John Dewees, Miriam Intrator, and Judy Wiener

## **Mission/Summary:**

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.

## **Goals for the Year:**

- Nominate a slate of candidates for Vice President/President-Elect, Secretary and one council position.
- Run virtual election prior to the 2021 Virtual Meeting.

## **Ongoing Issues and Challenges:**

- The nominating process can be challenging—finding enough qualified candidates to run for positions.

## **Accomplished Goals:**

In the last quarter, members of the Committee:

- Committee members met January 12, 2021 and via email and selected candidates for Council, one for Secretary, and one for Vice President/President-Elect.
- Slate of candidates sent to Council on January 25, 2021 for approval.
- Candidate statements submitted to Ohio Archivist staff on February 22, 2021.
- Candidates will be sent reminders to register as a member prior to annual meeting.

## Society of Ohio Archivists Committee Reports

<b>Date:</b>	March 10, 2021		
<b>Committee:</b>	<b>Educational Programming Committee</b>		
<b>Chair:</b>	Rachael Bussert, Dayton Metro Library/ Bill Modrow, Miami University		
<b>Members:</b>	Victor Fleisher, University of Akron	Betsy Hedler, OHC/SOA Liaison	
	Sherri Goudy, Independent Archivist	Jolie Braun, The Ohio State University	
	Anne Ryckbost, Xavier University		
<b>Mission/Summary:</b>			
<p>Plan the annual SOA spring (2 day) Virtual conference and professional development workshops. Activities include choosing a conference theme, solicitation and selection of session presenters, selection of plenary speaker, publication and distribution of conference announcements, collecting conference evaluations, and planning professional development workshops of interest to members. Working with the Ohio History Connection--Betsy Hedler &amp; Matt Schullek--for providing Zoom virtual software program for hosting the conference.</p>			
<b>Goals for the Year:</b>			
<ul style="list-style-type: none"> <li>- Continue to coordinate planning for the spring conference, as well as the fall joint conference with OLHA.</li> <li>- Investigate moving the Annual conference to a virtual format.</li> <li>- Work with the Ohio History Connection for technology support and to use Zoom for the conference.</li> <li>- Provide a virtual conference program free or at a reduced price to SOA members while having sessions of interest and engagement among SOA members.</li> <li>- Provide virtual networking opportunities at the 2021 Spring Meeting</li> <li>- Increase the use of social media to promote the virtual conference and interact with members during the conference.</li> <li>- Reach out to the membership to recruit new committee members.</li> </ul>			
<b>Ongoing Issues and Challenges:</b>			
<ul style="list-style-type: none"> <li>- COVID-19 continues to challenge the SOA EPC in 2021 <ul style="list-style-type: none"> <li>o The Spring Annual Meeting will be moved online with a date set for June 7-8, 2021</li> <li>o SOA EPC will continue to work with the Ohio History Connection for technology support and to use Zoom for the conference.</li> <li>o Planning virtual opportunities for members who are now facing "Zoom fatigue" and travel restrictions</li> <li>o Shifting committee membership has been an issue with several members stepping off the committee. Two new members have been recruited since the fall joint meeting with OLHA.</li> </ul> </li> </ul>			
<b>Accomplished Goals:</b>			

- Spring Annual Meeting theme and date set for June 7 and 8, 2021.
- Recruited a new committee member in February, Jolie Braun from The Ohio State University.

<b>Date:</b>	February 16, 2021		
<b>Committee:</b>	Advocacy and Outreach		
<b>Chair:</b>	Natalie Fritz and Jenifer Baker		
<b>Members:</b>	Connie Conner	Haley Antell	Jacky Johnson
	Amy Rohmiller	Ken Grossi	Matt McShane
	George Bain	Collette McDonough	Laura E. Smith
<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 promoting programmatic planning such as Statehood Day, Archives Month, digital "I Found it in the Archives" platform, Archives Passport, Archives "Crawl," MayDay, and informal archivist "meetups" around the state.</p>			
<b>Goals for the Year:</b>			
<ul style="list-style-type: none"> <li>• Actively recruit new members to committee</li> <li>• Choose Archives Month theme, hold poster contest, and distribute poster</li> <li>• Increase awareness, to public and legislators, of Archives Month activities within the state</li> <li>• Populate shared archives calendar with important dates to increase social media participation among repositories</li> <li>• Coordinate informal virtual "meetups" until in person ones are considered safe</li> <li>• Reach more repositories to encourage entries for Archives Month poster.</li> <li>• Look at coordinating statewide Archives virtual event(s) with multiple repositories.</li> </ul>			
<b>Ongoing Issues and Challenges:</b>			
<ul style="list-style-type: none"> <li>• Closures and restrictions due to COVID-19 have put plans for informal meetups on hold, but we hope to hold virtual meetups a few times throughout the year.</li> <li>• Archives Passport was not updated in 2021 due to most repositories currently having changes in hours/availability due to COVID-19 restrictions. We don't plan to gather updates this year, but we plan to work on a Google Map the maps out the Ohio repositories that can be linked with the passport.</li> <li>• First virtual meetup planned for March 3 at 3pm via Zoom.</li> </ul>			
<b>Accomplished Goals:</b>			
<ul style="list-style-type: none"> <li>• Archives Month theme is related to nature/outdoors/outdoor Ohio Tourism - we are finalizing writeup to explain theme - call for entries will go out March 1 and entries will be collected through April 2. We have a plan to make sure the call reaches more Ohio repositories. Voting will be last two weeks of April.</li> </ul>			

## Society of Ohio Archivists Committee Reports

## SOA Task Force on Social Justice and Black Lives Matter

The Task Force on Social Justice and Black Lives Matter is responsible for identifying, promoting, developing, and educating on antiracist and social justice resources, efforts, and actions for SOA Council, Committees, and Membership. The Task Force will seek to fulfill the following goals, as well as develop more as are needed:

1. Identify organizations who are and have been doing antiracist and/or social justice work nationally, regionally, and in Ohio - with an emphasis on Ohio archives, libraries, and other allied professions
2. Identify resources to educate Council and membership on antiracism and social justice - with an emphasis on application to archival and information work
3. Identify and develop sustainable ways to continually educate Council and membership on antiracism and social justice
4. Identify and develop ways SOA can make use of its platform(s) to responsibly and ethically give voice to historically marginalized voices
5. Identify and/or develop ways SOA can support antiracist and social justice initiatives, efforts, and advocacy and support historically marginalized communities
6. Identify and develop sustainable ways that Diversity, Equity, and Inclusion can be incorporated into the work of SOA Council and its Committees

Additionally, the Task Force will be guided by the following principles as it seeks to complete its mission:

1. All Black Lives Matter
2. Center blackness and historically marginalized voices
3. Be cognizant of privilege
4. Be mindful of the origins of stories
5. Incorporate/take into account the voices and opinions of BIPOC (black, indigenous, and people of color)
6. Focus on being the center of the community and not the community center
7. Create a safe and equitable space for BIPOC
8. To the extent possible, provide compensation for outside work/knowledge shared

The Task Force will be made up of the following:

1. Chair (1) - appointed by Council who will serve a term of 2 years or until the Task Force is disbanded by Council. Chair term can be renewed once, if Council approves.
2. Council Liaison (1) - selected by Council.
3. Task Force Members (approximately 6) - volunteers who step forward from general membership and who are approved by the Chair. Non-SOA members from outside professions will be eligible to join upon approval of Council.

Potential Actions:

1. New Scholarships (BIPOC and Community Archivists)
2. Community Archives resource toolkit - our own or access to
3. Intentional actions to identifying, inviting, and incorporating community archivists
  - a. And paying for their time/knowledge, whenever possible--i.e. (virtual) workshop or talk

## **Society of Ohio Archivists Committee Reports**

**Date:** 3/10/2021

**Committee:** Social Justice and BLM Task Force

**Chair:** Jessica Heys

**Council Liaison:** Sherri Goudy

### **Members:**

Devhra Bennett-Jones, Maddie Fix, Kristen Newby, Penelope Shumaker, Nicole Sutton

### **Mission/Summary:**

The Task Force on Social Justice and Black Lives Matter is responsible for identifying, promoting, developing, and educating on antiracist and social justice resources, efforts, and actions for SOA Council, Committees, and Membership.

### **Goals for the Year:**

- Ideas Council has brainstormed
- The six goals of the task force charge
- Look into possibly bringing some outside perspectives in (with Council's approval).
- Potential Actions:
  - New Scholarships (BIPOC and Community Archivists)
  - Community Archives resource toolkit – our own or access to
  - Intentional actions to identifying, inviting, and incorporating community archivists
  - And paying for their time/knowledge, whenever possible–i.e. (virtual) workshop or talk

### **Ongoing Issues and Challenges:**

- Look into how bringing outside perspectives into the Task Force might work.

### **Accomplished Goals:**

- Assemble the committee (five volunteers)

## SOA BLM Task Force

February 2021

### Notes & ideas from speaking with Sherri

- Until we meet, let's think about times to meet and how often (once a month?)
- Try for each of us to have two or three ideas to discuss for our first meeting
- Review the information on the SOA website / BLM page
  - <https://ohioarchivists.org/committees/social-justice-and-black-lives-matter-task-force/>
    - § Charge – Goals (6)
    - § Principles (8)
    - § Potential actions (3)
- Foster and be a support network for archives around the state
- Webinars to watch, share, recommend, post, etc.
- Turn talk into action / Talking into doing / Do something
- Email blasts / Social media content
- Resources
- Programming around the state
- Address regularly
- Check Google Drive
- We hope to become a confidential and central place for issues/problems/questions/concerns
- How do we reach out to and involve Black archivists in Ohio without seeming "tokenizing"?

### Some recommendations:

- Lae'I Hughes Watkins / Project STAND (Student Activism Now Documented)
  - § <https://standarchives.com/lael-hughes-watkins/>
  - § <https://standarchives.com/>
  - § <https://twitter.com/PrjctSTAND>
- Dorothy Berry, Digital Collections Program Manager, Houghton Library, Harvard U
  - § <https://www.dorothy-berry.com/>
  - § <https://www.youtube.com/watch?v=8BYWILcb7ak&feature=youtu.be&fbclid=IwAR2K5IX-NJJ89XgQrxxTuF2aoUKXWEgcO2auFFIWRf17Jnb0jeg-JnEcnz8>
  - § Exhibits / thought in Black-run archives
  - § Inclusive, imperative, staffing, opportunities, listen and learn from interns
- SAA Community Reflection on Black Lives and Archives (6/12/20)
  - [https://www.pathlms.com/saa/events/1996/video\\_presentations/162192](https://www.pathlms.com/saa/events/1996/video_presentations/162192)
  - <https://www2.archivists.org/news/2020/saa-community-reflection-on-black-lives-and-archives>

### SAA Resources / Additional Resources

- SAA Council Statement on Black Lives and Archives  
<https://www2.archivists.org/statements/saa-council-statement-on-black-lives-and-archives>
- SAA Statement on Diversity, Equity, and Inclusion

- <https://www2.archivists.org/statements/saa-statement-on-diversity-equity-and-inclusion>
- Archives for Black Lives in Philly (A4BLiP), Statement of Principles  
<https://github.com/rappel110/A4BLiP>
- DocNow: Ethical Considerations for Archiving Social Media Content Generated by Contemporary Social Movements: Challenges, Opportunities, and Recommendations  
<https://www.docnow.io/docs/docnow-whitepaper-2018.pdf>
- WITNESS: Community-Based Approaches to Archives From the Black Lives Matter Movement  
<https://blog.witness.org/2015/09/community-based-approaches-to-archives-from-the-black-lives-matter-movement/>
- A People's Archive of Police Violence in Cleveland  
<https://www.archivingpoliceviolence.org/>
  
- OHC – Local History Helps - From Statements to Actions: Diversity and Inclusion at Your Museum  
<https://www.youtube.com/watch?v=0by5YCGRDBQ&feature=youtu.be>
- Archival Silences in the Present Moment (Princeton U Humanities Council)  
<https://humanities.princeton.edu/2020/10/25/archival-silences-in-the-present-moment-video-now-available/>
- Archival Silences Working Group (Princeton U Humanities Council)  
<https://humanities.princeton.edu/humanities-council-programs/working-groups/humanities-council-working-groups/archival-silences/>
- Making Sense of the Moment: The Library's Role in Helping Us Understand Race and Racism  
<https://library.ohio.gov/services-for-libraries/library-programs-development/critical-conversations/#MakingSenseoftheMoment>
- Resources for Individual Antiracism Work  
<https://library.ohio.gov/services-for-libraries/library-programs-development/critical-conversations/#MakingSenseoftheMoment>
- BLM – <https://blacklivesmatter.com> & FB, Twitter, Instagram
- BLM Cleveland – <https://www.blmcle.org/> & FB, Twitter, Instagram
- BLM Miami Valley
- BLM in Cleveland (FB)
- BLM in Northeast Ohio (FB)

DRIP: INDY'S #BLACKLIVESMATTER STREET MURAL

[https://discovernewfields.org/calendar/drip?mc\\_cid=541409bac2&mc\\_eid=172d9c93d7](https://discovernewfields.org/calendar/drip?mc_cid=541409bac2&mc_eid=172d9c93d7)