

SOA Council Meeting

January 30, 2023

1 PM to 2 PM

Call in: Zoom Meeting

Attendees: Collette McDonough, Devhra BennettJones, Melissa Dalton, Amy Rohmiller, Adam Wanter, Janet Carleton, Sasha Kim, Emily Gainer, Jennifer Long Morehart, Nick Pavlik, Sule Holder, Jessica Heys, Brittany Hays, Jen Johnson

Regrets: Matt Francis, Stephanie Shreffler, Sherri Goudy

1. Welcome

- a. Meeting called to order by Amy Rohmiller at 1:01pm

2. Minutes - 12-12-22 Minutes for review

- a. Amy Rohmiller motions to approve December minutes, Sasha Kim seconds, motion carries

3. Committee Reports

a. Treasurer

- i. Brittany Hays - No new updates though I am getting fees (membership renewals) by mail

b. Membership & Awards

- i. Jennifer Long Morehart - One scholarship application has been received already, working on membership drive and working on procedures for membership dues waiver procedures

c. Marketing & Communication

- i. Janet Carleton - Getting word out on various happenings in the new year re membership and upcoming meeting

d. Nominating

- i. Sherri Goudy stepping down, Marsha Miles will fill role for now
- ii. Amy Rohmiller - nominating slate of officers to run in next election (see report and notes below for names and roles)

e. Newsletter

- i. Jessica Heys - Looking for trainee for news and notes, call will be sent out today
- ii. Content for newsletter due to Jessica by February 17th, she will send out reminder
- iii. Call for assistant editor will also go out through MCC

f. Educational Programming

- i. Adam Wanter - conference submission period has closed, looks like there are a good amount. Portal will remain open for a few days just in case, not an official extension
- ii. Registration fees need to be approved by Council
- iii. Amy Rohmiller - who are featured speakers?

- 1. Adam Wanter - not confirmed, will be releasing names once they are

g. Advocacy & Outreach

- i. First meeting of the year coming up soon, report shared at next meeting

h. Strategic Planning

- i. Amy Rohmiller - the committee has reached out to 2 potential facilitators to help finish the plan, they will be submitting written proposals. They both think they can do it and our

budget is reasonable for the work. Committee is meeting next week to decide which to move forward with.

- ii. We'd like to have something to present to the membership at the annual meeting
- i. BLM Task Force
 - i. Devhra BennettJones - mission statement is composed, will be archives focused and continue to focus on JEDAI values and actions
 - ii. Crucial conversations at annual meeting

4. New Business

a. Hardship fees discussion

- i. Amy Rohmiller - is it a request to waive dues?
- ii. Jennifer Long Morehart - request is to waive fees for the individual who requested it
- iii. Sasha Kim - do we have a policy in place? Is there a precedent for doing this? Are we financially able to support it?
 - 1. Amy Rohmiller - no not right now, this would be the first time we have been talking about it since 2020
 - 2. Adam Wanter - yes we can afford it
 - 3. Amy Rohmiller - it doesn't cost money just reduces income
 - 4. Janet Carleton - we have the bridge rate, would this person be subscribed at bridge rate but fee is waived? Would we expand the definition of the category to include it?
 - a. Melissa Dalton - we discussed changing the wording to 'underemployed'
 - 5. Sasha Kim - do we have a feeling of how many times a person can apply for it or other guidelines?
 - 6. Adam Wanter - hardship was borne out of immediate response to pandemic
 - 7. Amy Rohmiller - SAA has something like this based on sliding scale
 - 8. Jennifer Long Morehart - we are exploring more of this, how much do we want to get into people's business, it's important to keep the info confidential
 - 9. Sasha Kim - did the request come after we made the announcement about the dues increase?
 - a. Jennifer Long Morehart - came in mid-January after membership notices
 - 10. Janet Carleton - SAA guidelines : "\$55 for "bridge-rate" the Bridge Rate—available to renewing current members who are unemployed—may be exercised in two, nonconsecutive, years."
<https://www2.archivists.org/membership/all-dues-categories>
 - 11. Sasha Kim - this is something we should sustain as long as we can, maybe with a cap, it makes sense to have subsidized or opportunity for free membership to someone who is struggling
 - 12. Amy Rohmiller - this is a 2 part discussion
 - a. How would we like to handle this request in front of us now
 - i. Jennifer Long Morehart - no opinion on this right now
 - ii. Sasha Kim - do you need approval from Council?
 - iii. Jen Johnson - can we make a general motion without naming folks?
 - 1. Amy Rohmiller - yes do we want to do that now or wait (I am ok with waiving)
 - iv. Amy Rohmiller - motion to waive dues of individual who applied for hardship program, Melissa Dalton seconds, motion carries

- b. How will we handle future requests (to be discussed after M&A proposal is presented to Council)
 - b. Slate of candidates for 2023 election
 - i. Melissa Dalton - statements need to be submitted to newsletter, and their memberships need to be up to date as well
 - 1. Kristen Newby - Council member
 - 2. Shelby Beatty - Secretary
 - 3. Matt Francis - Vice President
 - 4. Jessica Heys - Newsletter editor
 - ii. Jessica Heys - does this role get nominated every year?
 - 1. Amy Rohmiller - this is because you were appointed to fill remainder of term, normally it's not every year
 - iii. Melissa Dalton motions that we approve this slate of candidates for election, Sasha Kim seconds, motion carries
 - iv. Melissa Dalton - we'll move forward to get candidate statements and keep everyone updated
 - v. Janet Carleton - are we going to have online voting again?
 - 1. Melissa Dalton & Amy Rohmiller - yes that is the plan
 - c. Conference registration fee discussion
 - i. Registration proposal
 - ii. Adam Wanter - breakdown included in doc - \$45 was the former fee, bumped up slightly. Member discount has been increased to \$10 up from \$5 to increase the value of membership. Added a lunch vs no lunch option as well. Virtual option added, all new, work in progress based on how much virtual programming there ends up being. Virtual attendance would have access to about 75% of conference content 3 sessions each Thursday and Friday plus featured speakers, missing out on only 3 sessions . Draft schedule right now is 3 concurrent sessions and only one of each would be streamed, similar to if you are there in person and can only bodily attend one at a time. 60 people attending in person will break even. We didn't discuss this but have thought about providing speaker fee, might be a good idea
 - iii. Devhra BennettJones - Brad Lepper had asked about mileage reimbursement as waiver of speaker fee
 - 1. Adam Wanter - normally speaker fee is only for featured speakers and then travel
 - 2. Janet Carleton - it's a real pain to get a speakers fee taxwise, so a percentage off registration might be an easier incentive
 - 3. Adam Wanter - yes that's why I thought the discount would be better (mileage would be separate conversation)
 - iv. Amy Rohmiller - just clarifying that if you register on site/day of the event you can't get lunch, correct?
 - 1. Adam Wanter - that is correct. And students get free lunch
 - v. Amy Rohmiller - this looks good, brings us more in line with other organizations, good work
 - vi. Adam Wanter - should we do half off for speakers or talk about it later?
 - 1. Melissa Dalton - have we ever done that before? Adam Wanter - no
 - 2. Sasha Kim - I feel like we hear this more at the larger events, Brad is a well-established speaker. I like the idea of submitting mileage
 - a. Melissa Dalton - if we are offering it to one person it should be across the board

- b. Amy Rohmiller - if we did mileage for everyone it could end up losing us money
 - c. Melissa Dalton - what about free lunch or other ways to offset?
 - 3. Adam Wanter - let's take this to the EPC committee and decide
 - a. Amy Rohmiller - will it include lunch? Adam Wanter - we'll need to figure that out and come back with proposal
 - 4. Collette McDonough - EPC should get a reduced rate as well, they work their tails off! (Amy Rohmiller agrees)
- vii. Amy Rohmiller moves to approve registration fee schedule as proposed by EPC, (see table below) Melissa Dalton seconds, motion carries

	2023	2023	2022
Adam's Recommendation	No Lunch	w/ Lunch	
Early Bird - SOA Member	60	80	45
Early Bird - Non-SOA Member	100	120	65
Early Bird - Student	30	30	30
Regular - SOA Member	65	85	50
Regular - Non-SOA Member	105	125	70
Regular - Student	35	35	35
Onsite - SOA Member	75	n/a	60
Onsite - Non-SOA Member	115	n/a	80
Onsite - Student	40	n/a	40
Virtual Only* - SOA Member	40	n/a	n/a
Virtual Only* - Non-SOA Member	80	n/a	n/a
Virtual Only* - Student	25	n/a	n/a

- 1. * Dependent on if we can get a full slate of sessions for Thursday
- 2. EPC will present more info re speaker fee or discount in February
- d. Creation of standing JEDAI Committee from BLM Task Force
 - i. Mission Statement
 - ii. Devhra BennettJones - the group would like to move to standing committee, our mission statement has been created and ready for discussion and approval by Council.
 - iii. Sasha Kim - are we calling it JEDAI? Devhra BennettJones - yes, it's important to the group to have the word (and value of) Access included
 - iv. Jen Johnson- no comments because no questions or criticisms, great work
 - v. Janet Carleton - a task force calls for council liaison. Does that language need to be updated to chair or co-chair for a committee?
 - 1. Amy Rohmiller - task force has that but committee would not, would go to chair and co-chair as others
 - vi. Amy Rohmiller - would this take effect immediately or at the annual meeting?
 - 1. Devhra BennettJones - we don't have next Chairs in mind, but would like for it to be effective immediately
 - 2. Adam Wanter - let's approve the committee now and figure out bureaucratic things as we go
 - 3. Devhra BennettJones - I was planning to rotate off but can stay on to help if needed
 - 4. Janet Carleton - it might be smoother to have everything start at the annual meeting along with elections and terms for other committees

- a. Adam Wanter - they could become committee now with Devhra as interim chair and then we'd put it on the regular election schedule
 - 5. Amy Rohmiller - deferring til the meeting would give time for leadership to be set up
 - a. Devhra BennettJones - one of our upcoming agenda items is to talk about succession planning. We would not be scrambling but if Council thinks we should wait we can
 - 6. Sasha Kim - what are the advantages and disadvantages to waiting?
 - a. Devhra BennettJones - Morale, they have been working on this for a long time and would like to see efforts recognized.
 - 7. Amy Rohmiller - Devhra BennettJones are you ok with being a single chair if we approve it to be effective as of now?
 - a. Devhra BennettJones - yes, Sule has been helping a lot too and can continue to
 - vii. Amy Rohmiller - moves to convert BLM Social Justice Task Force to a Standing JEDAI committee pending language updates from Council liaison to 'co-chairs', Sasha Kim seconds, motion carries
 - e. Nominating committee discussion - tabled for next meeting
 - i. Bylaws definition of past-president at annual meeting appointing 2 members vs more general language of 2 additional members being appointed
5. Old Business - tabled for next meeting
- a.
6. Upcoming Meeting
- a. Next Next Meeting - do we want to have a standing day?
 - i. Amy Rohmillers adjourned meeting at 2:05pm

Treasurer's Report (December 2022-January 2023)

January 30, 2023

FISCAL YEAR 2022-2023:

Beginning Balance: 12/12/2022

\$18,449.15

Current Balance: 1/30/2023

\$18,569.30

Net Change: 12/12/2022 to 1/30/2023

+\$120.15

Deposits

+\$120.15

Expenditures

\$0

SOA Cash Box

\$65

Checking Account Transactions—Detail

Date	Check Number	Payee	Description	Category	Payment (-)	Deposit (+)	Ending Balance
12/8/2022			BEGINNING BALANCE				18,449.15
12/21/2022	Deposit		Membership Dues—Amy Brunner (received in mail)	Membership		\$30.00	18,479.15
12/30/2022	Interest		Interest Payment	Interest		\$0.15	18,479.30
1/24/2023	Deposit		Membership Dues—Barbara Sedlock (received in mail)	Membership		\$30.00	18,509.30
1/24/2023	Deposit		Membership Dues—Frank Cihula (received in mail)	Membership		\$30.00	18,539.30
1/26/2023	Deposit		Membership Dues—Susan M. Smith (received in mail)	Membership		\$30.00	18,569.30

Budget Spreadsheet

December 2022-January 2023

Society of Ohio Archivists Budget								
Tax Year : September 1, 2022 - August 31, 2023								
INCOME	Budget Amount	9/30/2022	10/31/2022	11/30/2022	12/31/2022	1/31/2023	Total	Budget Remaining
Membership Dues (75% of actual 2020-21 dues rec'd)	\$1,500.00	\$0.00	\$140.65	\$0.00	\$30.00	\$90.00	\$260.65	\$1,239.35
BLM Winter 2023 - Sponsorships/ Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Conference - Registration	\$3,440.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,440.00
Spring Conference - Sponsorship	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
Spring Conference - Raffle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Conference - Silent Auction	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fall Workshop--Registration	\$300.00	\$0.00	\$0.00	\$0.00	\$394.87	\$0.00	\$394.87	-\$94.87
Bank Interest	\$1.50	\$0.16	\$0.15	\$0.15	\$0.15	\$0.00	\$0.61	\$0.89
Budget Surplus from 2021-22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Budgeted Income Total	\$5,541.50	\$0.16	\$140.80	\$0.15	\$425.02	\$90.00	\$656.13	\$4,885.37
Unexpected Income		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Actual Income		\$0.16	\$140.80	\$0.15	\$425.02	\$90.00		
Actual Income So Far		\$0.16	\$140.96	\$141.11	\$566.13	\$656.13	\$656.13 Actual Income Rec'd So Far	\$4,885.37 Est. Income Yet to Receive

EXPENSES	Budget Amount	9/30/2022	10/31/2022	11/30/2022	12/31/2022	1/31/2023	Total	Budget Remaining
BLM Winter 2023 - Online Event Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BLM Winter 2023 - Speaker Honoraria	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Conference - Venue	\$1,550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,550.00
Spring Conference - Food/Catering	\$4,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,250.00
Spring Conference - Speaker	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00
Spring Conference - Printing	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
Spring Conference - Equipment Rental	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Spring Conference - Miscellaneous	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
Fall Workshop	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Fall Workshop - OHC Fees	\$65.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65.00
Fall Workshop - MAC Speaker	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
Awards - Merit Awards - Plaques	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00
Awards - Merit Awards - Mailing	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00
Awards - History Day Sponsorship	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225.00
Scholarships - New Professionals	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
Scholarships - Students	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
Archives Month Poster - Printing	\$628.00	\$697.00	\$0.00	\$0.00	\$0.00	\$0.00	\$697.00	-\$69.00
Archives Month Poster - Mailing	\$126.31	\$125.07	\$0.00	\$0.00	\$0.00	\$0.00	\$125.07	\$1.24
Archives Month Poster - Unveiling	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
Advocacy and Outreach - Meetups	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
Ohio History Connection support services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Strategic Planning - Rob Colby	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00
Strategic Planning - Retreat - Lunch and Snacks	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
Administrative Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Budgeted Expenses Total	\$13,594.31	\$922.07	\$0.00	\$0.00	\$0.00	\$0.00	\$922.07	\$10,557.24
Unexpected Expenses		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Actual Expenses		\$922.07	\$0.00	\$0.00	\$0.00	\$0.00		
Actual Expenses So Far		\$922.07	\$922.07	\$922.07	\$922.07	\$922.07	\$922.07 Actual Expenses So Far	\$10,557.24 Est. Expenses Yet to Pay

FY 2022-2023 Budgeted Amounts	
Income Budgeted	\$5,541.50
Expenses Budgeted	\$13,594.31
Difference	-\$8,052.81
FY 2022-2023 so far	
Actual Income	\$656.13
Actual Expenses	\$922.07
Difference	-\$265.94

Society of Ohio Archivists Committee Reports

Date:	January 30, 2023		
Committee:	Membership & Awards Committee		
Chairs:	Jennifer Long Morehart, Stephanie Shreffler		
Council Liaison:			
Members:	Devhra Bennett-Jones	Mark Bloom	Helen Conger
	Matt Francis	Glenn Longacre	Marsha Miles
	Cate Putirskis	Julia Teran	
Mission/Summary:			
<p>The Membership & 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>			
Goals for the Year:			
<ul style="list-style-type: none"> • Membership Drive 2023 - write and distribute the membership renewal letter. Communicate with OHC for distributing email blast for membership renewal notifications. • Follow-up on feasibility of potential mentoring program. • Select winners of the Merit, Student/New Professional, and History Day Awards. • Continued assessment of recent merging of the former Membership Committee and Awards Committee. 			
Ongoing Issues and Challenges:			
<p>Membership: New and Renewing 2023 SOA Memberships</p> <ul style="list-style-type: none"> • Current: As of 01/26/2023 membership roster: 84 memberships <p>Compare to:</p> <ul style="list-style-type: none"> • 2022: 32 (February 10, 2022 report—renewal notice challenges) • 2021: 107 (March 10, 2021 report) • 2020: 77 (March 20, 2020 report) <p>Awards:</p> <ul style="list-style-type: none"> • The first announcements for the SOA Awards have gone out. I'll be sending more out every couple of weeks or so. We've had one application for the scholarship already! 			
Accomplished Goals:			
<p><u>Membership</u></p> <ul style="list-style-type: none"> • Membership Drive 2023: Membership renewal letter finalized. Communicated with OHC for distributing email blast for membership renewal notifications—January email blast distributed. Membership renewal letter also distributed via SOA social media, SOA membership invoice on website, and SOA blog. Membership thank you emails are being sent. Thank you to Betsy Hedler and OHC, Treasurer Brittany Hayes, the Marketing and Communications Committee, and President Amy Rohmiller for their invaluable help. <p><u>Awards</u></p> <ul style="list-style-type: none"> • We confirmed our continued sponsorship of the SOA History Day Award. 			

Society of Ohio Archivists Committee Reports

Date:	January 30, 2023	
Committee:	Marketing and Communications	
Cochairs:	Janet Carleton, Ohio University (1999-, cochair 2021-2023); Emily Gainer, Cummings Center for the History of Psychology (2020-, cochair 2022-2024)	
Members:	Amber Bales, Miami University (2022-2024); Jane Wildermuth, Wright State University (2021-2023)	<i>Open</i>

Mission/Summary:

The Marketing and Communications Committee is responsible for public relations and outreach for SOA through the process of generating content and maintaining the tools to communicate SOA information. Dues and responsibilities include updating the SOA website, maintaining social media accounts (Facebook, Flickr, ISSUU, 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:

- Maintain good communications with other committee cochaurs 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 send SOA events/conferences to the MCC
- Share educational opportunities and current events affecting archives on social media
- Increase engagement on social media platforms

Ongoing Issues and Challenges:

- Still looking for at least one additional member.
- Planning social media campaign drawing on content from *Ohio Archivists* of the past. ● 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 **4** blog announcements.
 - Updated pages with Annual Meeting details, committee information, roster changes, minutes, etc.
- Managed [YouTube](#) account
 - 20 videos total, which have received 1174 views (lifetime), with 23 subscribers.
 - More engagement expected when new videos are added following the annual meeting.
- Tweeted regularly ([@ohioarchivists](#))
 - 1,036 followers.
 - Since last report, this 7-week period earned 1.3k impressions.
 - Preparing for annual meeting content.
- Maintained [Pinterest](#)

- Maintained the SOA Facebook [Page](#).
 - Posted timely announcements, including membership renewals; calls for proposals; awards; job opportunity sharing
 - 98 likes; 156 followers (+5; +6)
 - Preparing for annual meeting content, including fb event
- Managed [LinkedIn Page](#)
 - Posted timely announcements
- Managed the SOA Listserv.
 - Stable with **381** 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:	30 January 2023		
Committee:	Nominating Committee		
Chair:	Sherri Goudy		
Members:	Marsha Miles		

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 (Past President) and **two additional SOA members appointed by the president**. Committee members must serve at least one year. (*Highlighted section indicates a need to revise the Nominating Committee mission, due to bylaw language. See below for more)

Goals for the Year:

- Find one new member to fill vacant spot for 2022-2023 (incomplete)
- Find 2 new members 2023-2024 (must complete at Annual Meeting)
- Nominate a slate of candidates for Vice President/President Elect, Secretary, one open council seat (presented to Council for approval by Jan 31, 2023)
- Run election during 2023 Annual Meeting

Ongoing Issues and Challenges:

- The nomination process is challenging
 - Finding enough qualified candidates
 - Regional diversity
 - Not enough people on committee to make informed decisions
 - Lack of Council contribution
- Re-evaluate “pipeline” as primary method of selection of officers (expectation without performance)
- Has selection of committee members become flawed? See highlighted section of mission above and compare to [Bylaws section 5](#): ***At each annual meeting council shall appoint a nominating committee consisting of the past-president (who shall serve as chair) and two additional members of the Society who are not on council.***

Accomplished Goals:

In the last quarter, members of the Committee:

- Conducted a search via committee and through a membership “Call for Nominations” sent out December 2022 to find nominees. Resulted in finding one candidate for each open position, as follows: **Council:** Kristen Newby, Special Collections Supervisor, Columbus Metro Library; **Secretary:** Shelby Beatty, Archivist & Records Manager, Sinclair Community College; **VP/Pres Elect:** Matt Francis, Archivist, Ohio Northern University
- Conducted a committee discussion about the issues and challenges facing our work and the future work of this committee. Need to have more diversity in members of committee and more input and actions from Council. This year we have served SOA with only 2 committee members, and this was not enough. Diversity of candidates is also an issue. We need more people willing to reach out to archivists and other

memory workers across the state to invite them to become members of SOA and to recognize the work they are doing. If we see good work happening, we need to play a more extroverted role in reaching out which will expand membership to SOA and potentially bring more diversity and excitement for potential new leaders within the org and committees.

Society of Ohio Archivists Committee Reports

Date:	January 1, 2023		
Committee:	<i>Ohio Archivist</i> Newsletter		
Editor:	Jessica Heys , Kettering Foundation Contractor & CMC Geier Consultant (News & Notes Asst Ed, Fall 2017-Fall 2022; Interim Editor, Spring 2022; Editor-in-Chief, Fall 2022-2023, Spring 2023)		
Asst Editors:	Jenni Salamon Fall 2018-Spring 2023 (Digital Discussions)	Abigail Sachs Jessica Spring 2023-? (News & Notes)	Vacant (Newcomers)
	Vacant (Features)	Vacant (Other)	Vacant (Other)
Mission/Summary:			
The <i>Ohio Archivist</i> is the official newsletter of the Society of Ohio Archivists. Its primary mission is to serve as a conduit for information about SOA and its membership. The <i>Ohio Archivist</i> also publishes articles containing general information about the archival profession, especially as it relates to archivists located within Ohio and the Midwest. (Approved by Council on 2/12/2010.)			
Goals for the Year:			
<ul style="list-style-type: none"> • Train Abigail for News & Notes Asst Editor role to begin Spring 2023 issue. • I will continue doing the News & Notes (Janet, please update online contact info.) • Will send a call for asst eds out with upcoming call for News & Notes • Recruit new Digital Column Editor to begin Fall 2023. (The next issue Sp2023 will be Jenni's last.) • Recruit Assistant Editors for Features, Newcomers, other, etc. • Possibly add a new Social Justice column. • Send out another Guidelines reminder https://ohioarchivists.org/ohioarchivist/ohioarchivist_guidelines/ 			
Ongoing Issues and Challenges:			
<ul style="list-style-type: none"> • Need assistant editors 			
Accomplished Goals:			
<ul style="list-style-type: none"> • Spring 2022 issue (Interim Editor) • Fall 2022 issue (Editor-in-Chief) 			

Society of Ohio Archivists Committee Reports

Date:	January 30, 2023		
Committee:	Educational Programming Committee		
Chairs:	Adam Wanter, MidPointe Library / Matt Francis, Ohio Northern University		
Members:	Sara Mouch, University of Toledo	Rachael Bussert, Dayton Metro Library	William Modrow, Miami University
	Betsy Hedler, OHC/SOA Liaison	Riza Miklowski, Akron-Summit County Public Library	Nathaniel Ricks
	Melissa Dalton, Green County Records Center and Archives	Sasha Griffin, Denison University	
Mission/Summary:			
<p>Plan the annual SOA spring annual 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. Support for the Fall OHLA/SOA virtual conference.</p>			
Goals for the Year:			
<ul style="list-style-type: none"> - Coordinate and plan the SOA Spring Annual Conference, as well as the fall joint conference with OLHA - Evaluate current conference model - Create virtual educational programming opportunities - Provide opportunities for networking / engagement during the Annual Meeting - Use social media to promote the conference and interact with members during the conference. 			
Ongoing Issues and Challenges:			
<ul style="list-style-type: none"> - Planning a hybrid conference 			
Accomplished Goals:			
<ul style="list-style-type: none"> - Call has gone out and we have received submissions - contemplating extending the call - Have reached out to our featured Speakers - Put together a Registration Cost proposal 			

Society of Ohio Archivists Committee Reports

Date:	January 30, 2023		
Committee:	Strategic Planning Committee		
Chair:	Amy Rohmiller (President), Kettering Health Dayton		
Members:	Sherri Goudy (Past President), Nerd Girl History Adventure	Collette McDonough (At Large), Kettering Foundation	Nick Pavlik (At Large), Bowling Green State University Libraries
Mission/Summary:			
The Strategic Planning Committee works with Council and is responsible for monitoring SOA's mission, long-term vision, and development. The committee will track SOA's progress towards reaching the goals and objectives laid out in SOA's most recent Strategic Plan and aid in the development of future goals.			
Goals for the Year:			
<ul style="list-style-type: none"> - Finish new strategic plan 			
Ongoing Issues and Challenges:			
<ul style="list-style-type: none"> - Committee has spoken with two new strategic planning facilitators, Jennifer Souers Chevreaux and Sarah Marsom and will be receiving proposals from each by the end of this week - Both were willing to help us over the finish line 			
Accomplished Goals:			
In the last quarter, the committee:			
<ul style="list-style-type: none"> - Completed strategic planning workshops and retreat and have drafted outcomes statements after working with consultant, Rob Colby - Currently working on finding new facilitator 			

Date:	January 27, 2023		
Committee:	Society of Ohio Archivists Social Justice & Black Lives Matter Task Force/Committee		
Chair:	Devhra BennettJones		
Council Liaison:	Sule Holder		
Members:	Madeleine Fix	Penelope Shumaker	Sule Holder
	Christine Schmid Engels	Nicole Sutton	Marissa Tiroly
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 efforts, actions, and resources for SOA Council, Committees, and Membership.			
Goals:			
<ul style="list-style-type: none"> Composed Mission Statement in the quest to become a SOA Committee. <p>The Justice, Equity, Diversity, Accessibility, and Inclusion (JEDAI) Committee identifies, promotes, develops, and educates on relevant resources, efforts, and actions for SOA Council, committees, and membership. The committee will seek to fulfill the following goals:</p> <ol style="list-style-type: none"> Identify and develop sustainable ways to incorporate JEDAI into the work of SOA Council and its committees Identify and develop ways SOA can make use of its platform(s) to responsibly give voice to historically underrepresented communities Identify and share resources to educate Council and membership on JEDAI - with an emphasis on application to archival and information work Identify and develop ways to continually engage the membership on JEDAI <p>Additionally, the Committee is guided by the following principles as it seeks to complete its mission:</p> <ol style="list-style-type: none"> Create a committee culture focused on JEDAI initiatives, strategies, and goals through intercommunity awareness Create a safe and equitable space for all underrepresented communities Center unrepresented voices Be cognizant of privilege Be mindful of the origins of stories To the extent possible, provide compensation for outside work/knowledge shared <p>The Committee is composed of the following:</p> <ol style="list-style-type: none"> Chair (1) - appointed by Council who will serve a term of 2 years. Upon Council approval Chair term can be renewed once. 			

2. Council Liaison (1) - selected by Council.
3. Committee Members (approximately 6) - volunteers who step forward from general membership and approved by the Chair. Non-SOA members from outside professions will be eligible to join upon Council approval.

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
- SOA JEDAI Award for projects that showcase underrepresented people. Continued discussion of award criteria and publicity strategy.
 - Current events agenda/statements.
 - Updates to SOA Website Content.
- Continue to monitor for online resources to add to the webpage. Subject matter of particular interest relate to social justice problems in communities, police departments, funding for social justice matters, accountability in the legal system, and resources about diversity and inclusion of underrepresented groups.

Ongoing Issues and Challenges:

- Monthly meeting scheduling for full attendance.

Accomplished Goals:

- Draft of mission statement prepared and sent to SOA President.
 - Preliminary goals compiled.
 - *Crucial Conversations: Undertold stories and histories--Working with Community Groups and Policymakers to Create Positive Change* proposal for the 2023 Annual Meeting.
 - Current events agenda/statements.
- We wrote a statement about the subpoena issued to NARA for access to classified documents that were taken to President Trump's home in Mar-a-Lago, Florida. Shortly after the statement was composed the issues surfaced of classified documents at the personal residences of President Biden and Vice-President Pence. NARA is conferring with past Presidents and Vice-Presidents about mis-handling of classified documents. The group believes that the issue has developed outside of their scope, however would like to submit their initial statement for review by the SOA leadership.

[The Justice, Equity, Diversity, Accessibility, and Inclusion taskforce of the Society of Ohio Archivists has drafted this statement in regards to current events regarding Presidential and governmental storage of documents outside of the National Archives.]

The Society of Ohio Archivists stands with the National Archives regarding the proper storage of documents of the United States of America. The legal policies and processes that govern the President of the United States' document retention and archival activities regarding matters of state are essential to the intended function of American democracy. Documents from a President's tenure, as well as those accessible to a President during a leadership term, are the documents of the American people and should be preserved properly for them and the historical record..

SOA points to the following Sections regarding Ownership of Presidential records.

See: <https://www.archives.gov/about/laws/presidential-records.html>

Section § 2202. Ownership of Presidential records

The United States shall reserve and retain complete ownership, possession, and control of Presidential records; and such records shall be administered in accordance with the provisions of this chapter.

§ 2203. Management and custody of Presidential records

(a) Through the implementation of records management controls and other necessary actions, the President shall take all such steps as may be necessary to assure that the activities, deliberations, decisions, and policies that reflect the performance of the President's constitutional, statutory, or other official or ceremonial duties are adequately documented and that such records are preserved and maintained as Presidential records pursuant to the requirements of this section and other provisions of law.

(b) Documentary materials produced or received by the President, the President's staff, or units or individuals in the Executive Office of the President the function of which is to advise or assist the President, shall, to the extent practicable, be categorized as Presidential records or personal records upon their creation or receipt and be filed separately.

(c) During the President's term of office, the President may dispose of those Presidential records of such President that no longer have administrative, historical, informational, or evidentiary value if--

(1) the President obtains the views, in writing, of the Archivist concerning the proposed disposal of such Presidential records; and

(2) the Archivist states that the Archivist does not intend to take any action under subsection (e) of this section.

§ 2203. Management and custody of Presidential records

(g)(1) Upon the conclusion of a President's term of office, or if a President serves consecutive terms upon the conclusion of the last term, the Archivist of the United States shall assume responsibility for the custody, control, and preservation of, and access to, the Presidential records of that President. The Archivist shall have an

affirmative duty to make such records available to the public as rapidly and completely as possible consistent with the provisions of this chapter.

Society of Ohio Archivists Committee Reports