SOCIETY OF AMERICAN ARCHIVISTS

UNIVERSITY OF TEXAS CHAPTER

MINUTES

BOARD MEETING

4.15.2010

Meeting Called into Order by Mark Firmin at 5:00 PM

In attendance:

 Mark Firmin

 Halley Grogan

 Kathryn Garvey

 John William Nordhaus

 Dr. David Gracy

 Ciaran Trace

1. Reviewed minutes from previous meeting
2. Archives Week – speakers secured potentially Mooney, Whitenack and Flugenger
	1. Flungenger suggested Barbara Brown (HRC website – photograph conservator)
	2. Tshirt design. Toys R Us/Lone Star bottle cap spelling “archives are us”
	3. Scheduling? Pam cannot Oct 26th (what is this effect on travel?) ACTION ITEM: Veronica email back with questions
	4. Housing – Kathleen can set up with AT&T; make reservation sooner rather than later
3. Survey Results – Dallas
	1. Google doc of people travelling/email out to listserv with decision, ACTION ITEM for HALLEY
	2. Contact Shannon Jarrett & Elizabeth Garber about visit details.
	3. Look into UT travel policy
4. Re-registration. Amanda is working on it.
	1. Membership is still sort of an issue.
	2. Official membership list will be for safety education
5. Safety Education – filming on Tuesday, April 20th.
	1. Funding opportunity to Greek groups? Contact other iSchool groups at the very least
6. Website:
	1. Meeting minutes and officers are up and running
	2. Facebook as social media tool
	3. Tab to website detailing “courses of interest” for archives curriculum; fellowships/internships/volunteer around Austin as well with links and possible blurb about each.
	4. Membership page – null & void now in new building. Mail address from SAA an issue as well?! ACTION ITEM: Check with SAA for student chapter contact.
7. Constitution
	1. New positions/amendments. Process established in Article 8
	2. Proposal submitted to President. ACTION ITEM: Halley to Mark for positions as needed; specific for the positions.
	3. President to the chapter/listserve, two weeks before the voting. ACTION ITEM: Mark emails out with May 5th date as the voting.
	4. Review of portfolios/constitution. ACTION ITEM: Form a committee to review, including chapter members. Email out to listserv. Bring up again next chapter meeting.
	5. Changing email address from mail.utexas.edu to gmail.com?
8. Poster Presentation – combination of 2009 Archives Week; Bush II trip; 2010 Archives week. Ten years of archives week?
	1. ACTION ITEM: Finalize committee and what should be involved at next week’s meeting.
9. Available times for everyone – Google Docs availability?
10. Next Meeting?
	1. May 5th is last event; announcement of design contest
	2. May 15th is Archives Trip
	3. Dr. Trace BBQ? 23rd – 30th
11. Summer Activities? San Marcos
12. RFL/DC Trip/UT Round Trip – email out to the saa-board once response from Allison.
	1. Metal Edge/Hollinger funding