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