SOCIETY OF AMERICAN ARCHIVISTS

UNIVERSITY OF TEXAS CHAPTER

MINUTES

BOARD MEETING

March 6, 2012

Meeting called to order at 5:06 p.m. by Carlos Duarte

*In Attendance:*

Arcadia Falcone

Rebecca Rasnic

Kristen Marx

Megan Dirickson

Ellie Dickson

Carlos Duarte

Elliot Williams

Kristin Law

1. *Digital archives clinic*

Ellie informed the board that Dr. Galloway wants to do a Spring Digital Archives Clinic. The clinic would be an opportunity for community members to come and learn how to preserve their digital records. Dr. Galloway would be the faculty member in charge of conducting the clinic. As the Spring semester is well under way, we would have to schedule the clinic for late April or May. Ellie intends to talk to Dr. Galloway this week to discuss logistics.

1. *Spring repository trip*

We have narrowed down the options for the Spring trip to four selections: The Museum of Fine Arts, the Holocaust Museum, the NASA/Johnson Space Center, and the Lunar and Planetary Institute. We are definitely going to tour the Museum of Fine Arts on Friday, April 20 at 3:00 p.m. As the Holocaust Museum is within walking distance of the Museum of Fine Arts, it makes sense to combine the two trips (if possible). Depending on how many members want to tour MFAH, we may split the trip into two groups. Ellie volunteered to act as liaison to the Holocaust Museum; she will contact them to find out if they can host our group either before or after the MFAH tour and how many they can accommodate. The NASA/Johnson Space Center and the Lunar and Planetary Institute will likely be mentioned as potential options for those who can’t attend the MFAH or Holocaust Museum tours on Friday.

1. *Spring potluck*

Elliot will talk to Dr. Trace this week about scheduling this event. Last year, the Spring potluck happened in March, so hopefully we can schedule the potluck ASAP.

1. *General Meeting*

We tentatively decided that the General Meeting will take place on Thursday, March 22 at 6 p.m. in the big classroom (contingent on availability). The meeting will include the mandatory presentation on safety. Arcadia will find out pizza-related logistics. At the meeting, the board will announce details for the Spring trip and potluck. When an official e-mail is sent out about this meeting, members will be reminded to pay their dues.

1. *T-shirts*

We discussed t-shirt ideas. Ideally, these will be ordered by the end of the semester so people will be able to wear them during orientation week and at the SAA Annual Meeting. At the General Meeting, we will solicit design ideas from the membership and collect approximate sizes so we can determine how many to order.

This meeting is adjourned, 5:36 p.m.