SOCIETY OF AMERICAN ARCHIVISTS

UNIVERSITY OF TEXAS CHAPTER

MINUTES

BOARD MEETING

April 28, 2012

Meeting called to order at 6:03 p.m. by Carlos Duarte

*In Attendance:*

Carlos Duarte

Rebecca Rasnic

Meg Eastwood

Jessica Gauthier

Emily Perkins

I. *Catching Up*

This short meeting was devoted to getting everyone on the same page about the board’s current and future plans.

We discussed creating a Google doc to establish communication norms for e-mails, etc., to avoid over-long and complex e-mail threads. This may end up being a summer project.

As Marketing Chair, Emily Perkins has volunteered to write a blurb about our chapter for SAA’s Students and New Archives Professionals Roundtable (SNAP)’s first newsletter. The blurb is due May 7.

Lynn Downey (the Levi Strauss archivist) is a confirmed speaker for Archives Week 2012. We can browse the Levi Strauss archives online and suggest a few items for her to bring! Kristen Marx is contacting the Muppet archivist.

Carlos plans to schedule a meeting with Dr. Trace ASAP to solicit her input about the board’s current and future doings. We’d also like her input on the tentative Archives Week schedule.

We are currently in “Muppet stand-by mode” for determining the dates for Archives Week, since the speakers’ availability will affect dates. As soon as we have confirmed dates, we should begin reserving rooms for Archives Week. Reservations for the fall open on May 1.

We also discussed the preservation clinic usually conducted by AHC during Archives Week. Susan Ritterreiser has suggested having a textiles-related speaker (or speakers) in lieu of the clinic. While we agreed that a textiles focus is a good thing, we would hate losing an event which allowed for community participation. We also agreed that we should discuss the issue further with the full group and Dr. Trace before replying to Susan with a “yes or no” answer.

We also discussed speaker honorariums. Currently, we were thinking a gift of $250.

II. *Next Meeting*

The board meeting to discuss fall events and activities will be Thursday, May 10, at 6 p.m. in the lounge.

This meeting is adjourned, 6:50 p.m.