SOCIETY OF AMERICAN ARCHIVISTS

UNIVERSITY OF TEXAS CHAPTER

MINUTES

BOARD MEETING

April 3, 2012

Meeting called to order at 5:09 p.m. by Kristen Marx

*In Attendance:*

Arcadia Falcone

Rebecca Rasnic

Kristen Marx

Meg Eastwood

Elliot Williams

Maggie Bond

Kristin Law

Ellie Dickson

I. *Spring Repository Trip*

The annual Spring Repository Trip will take place on April 20th in Houston. We are currently scheduled to tour the Holocaust museum at 2 p.m., followed by the Museum of Fine Arts, Houston Archive at 3 p.m. Everyone is who is planning to drive to Houston for the Spring repository trip needs to provide a copy of their driver's license and proof of insurance. Everyone going on the trip will need to provide proof of health insurance. If they do not have health insurance, it can be purchased from the University for a nominal fee.

We plan to tell people to meet at the iSchool at 8:00 a.m. on the morning of the trip, and we hope to head out by 8:30 a.m.

20 people are allowed to attend the tour of the Museum of Fine Arts; the Holocaust Museum has not placed a formal cap on attendance. We decided to send out a Google doc ASAP so people can sign up. We will include a waiting list in class anyone drops out at the last minute. We plan to send the sign up list to the membership first (to give them first dibs). Then we'll send it out via the insider. Meg informed the group that there will be plenty of food options, including the museum cafe and nearby food trailers. People can also bring their own lunch, as there is a park area near the museum – great for picnicking.

We have approximately $2000 in the treasury, though some of the recent membership dues have not been counted yet. Meg stated that it cost about $600 in gas for last year's Spring Repository Trip to Fort Worth. The board decided to ask students to contribute half of the cost of gas. The board will help pay for the rest.

We decided to have a pre-trip meeting on Tuesday, April 17 at 5 p.m. for members to fill out requisite paperwork and work out carpooling logistics.

Ellie suggested that we encourage the drivers to visit another museum (i.e. the Menil) post-Fine Arts Museum; otherwise, they will be forced to navigate rush hour traffic in Houston.

II. *Preservation Week*

We have been invited to plan an event for Preservation Week April 22-28. As this is short notice, we agreed that that SAA-UT is willing to assist with Preservation Week as needed, but we will not contribute an event.

III. *Archives Week*

The board discussed ideas for Archives Week in October, including a fashion and textile theme or a “CSI” theme. Generally, people seemed most gung-ho about the fashion theme and proposed guest speakers from the Muppets archive, the MET Costume Institute, and the Levi's archive, among others. We will create a Google doc to begin compiling ideas for guest speakers, events, etc. We need a 1st and 2nd choice for speaker and then several back-up options. We also spoke about touring the costume collection at the Harry Ransom Center and possibly involving the fashion department at UT. The logistics should be worked out before the end of the semester, as advance notice is required for these kinds of things.

IV. *Poster for SAA Annual Meeting*

We should consider having another event this Spring for the poster, which will include last Fall's activities, the potluck and repository trip.

V. *Odds and ends*

Ellie proposed an officer phone list and make a firmer schedule for future board meetings. Tentatively, we will meet every two weeks.

This meeting is adjourned, 6:00 pm.