SOCIETY OF AMERICAN ARCHIVISTS

UNIVERSITY OF TEXAS CHAPTER

MINUTES

BOARD MEETING

August 30, 2012

Meeting called to order at 5:15 p.m. by Carlos Duarte

*In Attendance:*

Arcadia Falcone

Rebecca Rasnic

Megan Dirickson

Elliot Williams

Kristin Law

Dr. Trace

Emily Perkins

Ellie Dickson

Carlos Duarte

Meg Eastwood

I. *Welcome back*

I (Rebecca Rasnic) announced that I will be stepping down from my role as Recording Secretary. The board voted and decided we will open up the positions of Archivist (vacated when Ellie took over for Kristen Marx) and Recording Secretary for elections. Carlos volunteered to send out an announcement about that. The elections will also be discussed at the first SAA-UT meeting.

II. *First SAA-UT meeting*

After much discussion, we determined to hold the first meeting of the semester on Tuesday, September 11 at 3 o’ clock in the big classroom (1.208). Food will not be served. A happy hour will probably follow.

III. *Future board meetings*

Meg volunteered to send out a Doodle poll to determine viable meeting times. Fill this out ASAP!

IV. *Fliers for Archives Week*

Emily showed the board the two fliers she devised to promote Archives Week. There was also some discussion about creating another flier which depicts a butt encased in a pair of Levi’s jeans (tastefully).

V. *Treasury*

Arcadia spoke about the state of the board’s funds. We are still waiting to hear from potential major donors. Arcadia informed the group that event forms must be submitted 2 weeks in advance in order to receive funding (earlier is better, though). She also mentioned UT has set vendors for food/supplies. She also noted that UT does not reimburse sales tax; thus, sales tax exempt forms must accompany the organization’s expenditures.

VI. *SAA Annual Meeting*

Arcadia and Dr. Trace spoke about the annual meeting, which they deemed a rousing success. The poster presentation went swimmingly. Many thanks to Meg for creating the poster that showcased SAA-UT’s 2011-2012 activities.

VII. *Fall potluck*

Dr. Trace has graciously agreed to host the potluck again. We hammered out a tentative date and time: October 6 from 4-7 p.m.

VIII. *Archives Week*

Meg will work on getting a mayoral proclamation in order for Archives Week. Arcadia proposed raffling off gift cards from local vintage clothing stores during Archives Week. We also discussed obtaining new Archives Week banners (our old ones were apparently purloined by an unidentified rapscallion or two). We need to check pricing on banners.

IX. Odds and ends

The board agreed that we need new SAA-UT t-shirts. Ellie volunteered to solicit t-shirt design suggestions from the membership. A vote will follow, with a possible prize for the winning design. T-shirts will probably be discussed further at the first meeting. We will probably enlist Aztec to make the t-shirts.

Carlos and Ellie volunteered to promote SAA-UT during Dr. Trace’s first Archival Enterprise I class. Carlos and Ellie will tell the students about the potluck, archives week, t-shirts, and all the other magical goings-on of this student organization.

This meeting is adjourned, 5:50 p.m.