Monthly Board Report: October 1, 2018

Present:
Cristina Vignone
Deidre Dinnigan
Jennifer Neal
Margot Note
Amye McCarther
Philip Pappas
Marcos Sueiro Bal
J.E. Molly Seegers
Sarah Bellet
Ostap Kin

Absent:
Karen Trivette
Ashley Levine

Board Reports:

President
Open Issues and Discussion Items:

- Regional Archival Associations Consortium (RAAC)'s survey to determine continued membership in the National Coalition for History (NCH)
  - Does your organization consider RAAC's continued support of NCH to be worthwhile? (Yes/No/Free Response)
  - Does your organization feel they have directly benefited from RAAC's NCH membership? (Yes/No/Free Response)
  - Would your organization contribute money towards RAAC's membership in NCH? (No/If yes, please indicate how much in the second option)

Past President
Open Issues and Discussion Items:

- Awards Ceremony
  - Venue/catering secured
- Awardees selected, notified, confirmed:
  - Archival Achievement: Kenneth Cobb
  - Educational Use of Archives: Greater Astoria Historical Society
  - Innovative Use of Archives: Rhizome/Webrecorder
Outstanding Support of Archives: The Robert A. & Elizabeth R. Jeffe Foundation
A.R.T. Volunteer of the Year: Bonnie Marie Sauer

- Working on event for ceremony in Wild Apricot
- Need social media blasts to go out
- Need someone to read the Mayor’s Proclamation at the ceremony
- Need to order (5) frames for certificates that measure 8.5 x 11 inches
  - Bought from Bed Bath & Beyond last year
- Awards Committee member, Kerri Anne Burke, can be reached at kab350@gmail.com while I am away (Oct 01-09)
- SAA/RAAC NCH matter (Cristina to address)

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**Vice President**

*Open Issues and Discussion Items:*

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**Programming**

*Open Issues and Discussion Items:*

- **Events**
  - October - R & Company
  - November - Education event?/Book discussion
  - December - Puerto Rico benefit
    - Potential partnership with ArchiRED (PR archives assn.)
    - Spanish-language webinars
      - Collections care
      - Emergency planning
      - Grant writing
    - Giving Tuesday social media campaign with ARLIS/NA
  - Early 2019
    - Trisha Brown Dance Co.
    - Merce Cunningham Trust
    - Labor issues panel
- **Other items**
  - Shared calendar for announcements/social media?
  - Metropolitan Archivist
    - Re-launch date? (perhaps sync'd with NYAW?)
**Secretary**

*Open Issues and Discussion Items:*

- Proclomations
  - Mayor
  - Borough President
- Certificate of Insurance for 10/24 Awards Ceremony
  - Request form on ART Google Drive Insurance folder
  - Certificate on ART Google Drive Archives Week folder
- Tax exempt form for 10/24 Awards Ceremony
  - New Tax Info folder created on ART Google Drive for tax documentation
- Need updated list for committee members on website from each director: [https://www.nycarchivists.org/Volunteer](https://www.nycarchivists.org/Volunteer)
- Finalized monthly board reports to go on drive with naming scheme in ART Google Drive, eg 2018-October-Board-Report
- Updating board position manuals
- Materials for ART Archives (past board member files)
- Need someone to take over secretary duties 10/13-10/25: website, proclamations

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**Treasurer**

*Open Issues and Discussion Items:*

- Financial Update
- Banking Update
- PO Box renewed

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**Advocacy**

*Open Issues and Discussion Items:*

- Issued statement to the NYC Charter Revision Commission to advocate that heads of NYC Department of Records and Information Services (DORIS) be trained archivists, librarians, and/or record managers (and not political appointees)
  - Members of Advocacy Committee attended Manhattan public hearing on 9/27 and will plan to attend follow-up hearings.
  - Can we issue a fact sheet (handout) to publicize this initiative at the Symposium?
- Considering topic of “tension between advocating for greater inclusivity and greater professionalism in the archives profession” as the first of a series of casual conversations.
Outreach
Open Issues and Discussion Items:

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Membership
Open Issues and Discussion Items:

- Routing of e-mails - can we change this together?
- NYU MIAP session - 9/25 with Sarah
- Queens - working on date
- Pratt - working on date
- Board vote: switching from Yahoo Groups to Google Groups
  - Board voted unanimously on 10/1/2018

Education
Open Issues and Discussion Items:

- Symposium registration up and running
- Four additional volunteers for symposium
- New date for Dr Kirschenbaum: April 17 at NARA
- 2017 Symposium videos up: [https://vimeo.com/album/5440019](https://vimeo.com/album/5440019)
- Getting membership emails

Publications
Open Issues and Discussion Items:

- Exploring publishing houses to order review copies
- Communication with authors re. potential material for blog
- Domain name and fees
- Content Management System (CMS) of ART website

Communications
Open Issues and Discussion Items:

- Updates on SM accounts
- Outside Archival Inquiries
- New Accounts/Passwords