

SOCIETY OF ALABAMA ARCHIVISTS

BUSINESS MEETING MINUTES, SEPTEMBER 23, 2010

The annual fall meeting of the Society of Alabama Archivists (SALA) was held in conjunction with the Southern Archivists Conference (SAC) at the Birmingham Botanical Gardens on September 23 and 24, 2010. The SALA business meeting, which took place on the first day, was called to order by President Jason Kneip at 1:35 p.m.

I. 2009 Business Meeting Minutes:

The minutes from the 2009 fall meeting were approved as distributed.

II. Treasurer's Report:

Cynthia Luckie presented the 2009-2010 SALA financial report.

TREASURER'S REPORT - 23 SEPTEMBER 2010

Checking account balance as of 9/30/2010		\$5,858.19
Income (excluding SAC registration)		
Membership dues	\$705.00	
2009 meeting registration (post-meeting)	\$500.00	
<i>Total income</i>		\$1,205.00
Expenditures		
2009 meeting expenses	\$(1,271.09)	
Website hosting fee	\$(95.40)	
Newsletter (Spring 2010)	\$(359.53)	
Postage	\$(61.60)	
PayPal service charges	\$(5.15)	
<i>Total expenditures</i>		\$(1,792.77)
<i>Subtotal</i>		\$5,270.42
SAC meeting		
SAC registrations	\$3,695.00	
PayPal service charges	\$(54.67)	

Checking account balance as of 9/22/2010		\$8,910.75
Wachovia CD (renewal maturity date - 6/12/2010)		\$1,758.23
Total assets		\$10,668.98
Submitted by Cynthia A. Luckie, Treasurer		

III. New Business:

Archival Training Collaborative Committee: Greg Schmidt proposed the formation of a committee to sustain the Archival Training Collaborative (ATC), which is currently funded by an IMLS grant and administered by the ATC Steering Committee (with members from Alabama Louisiana, and Mississippi). The SALA ATC Committee would work with the ATC Steering Committee until the end of the grant in July 2011, at which time it would assume responsibility for the program in this state. Greg proposed that the SALA members who had been trainers form a temporary committee to select the first members of the permanent ATC Committee

Greg passed out copies of the formal charge, which explained the committee's responsibilities, membership, governance, and budget. (See attached document.) Marty Olliff recommended some friendly amendments, which were approved:

- The committee should be empowered to enter into agreements with other entities (to provide training in and out of state) between meetings of SALA
- The SALA Executive Board must approve any fiscal agreements with other entities
- The committee must report everything at the annual SALA business meeting

Members then discussed the function and success of the ATC workshops. Greg clarified that any money earned would go into a subaccount in the SALA treasury, so that SALA would not earn or spend ATC money. Tracey Berezansky explained the distribution of money collected from workshop registration fees. After covering the cost of food and supplies for each workshop, the remaining income is divided between the presenter (as a stipend) and the ATC account (to fund further work). She added that if presenters do not accept the stipends, that money goes back into the account as well.

Several people commented on the importance of the program, stressing that SALA's supervision would be the only way to ensure its continuation. One member pointed out that by assuming responsibility for the ATC in Alabama, SALA would be fulfilling the educational outreach goals its members have discussed for over twenty-five years.

A vote was taken and the proposed ATC Committee was approved.

SALA Meetings: Jason Kneip mentioned that the 2011 SALA meeting will be held in Mobile at the University of South Alabama. Members briefly discussed the possibility of holding a day-and-a-half meeting next year (because of the success of this year's two-day SAC meeting) but decided against it.

Concluding a discussion begun during the SAC business meeting, members confirmed that SALA will continue to hold separate meetings from SAC when the conference is held outside of Alabama.

IV. Nominations Committee Ballot:

Rather than issue a report of recommendations, the Nominations Committee submitted a ballot to members. It listed one individual for each of the four offices and suggested four individuals for the two open slots on the Executive Committee. (The ballot also included space for write-in candidates for any of the positions.) The 2010 Nominations Committee consisted of Sara Love, Jessica Lacher-Feldman, and Greg Markley.

The following people were elected to serve:

Officers:

President:	Greg Schmidt, Auburn University
Vice President:	John Allison, Morgan County Archives
Secretary:	Meredith McLemore, Alabama Dept. of Archives & History
Treasurer:	Cynthia Luckie, Alabama Dept. of Archives and History

Executive Committee:

Jason Kirby, Birmingham Botanical Gardens (2010-2013)
Gwen Patton, Trenholm State Technical College (2010-2013)

XII. The meeting was adjourned at 1:57 p.m.

Submitted by Meredith McLemore, Secretary.

SALA-ATC Committee

Charge

The Archival Training Committee of SALA will be responsible for

1. Arranging archival workshops in each of 5 regions of the state:
 - Southeast: Dothan
 - Southwest: Mobile
 - South Central: Montgomery, Auburn, Selma
 - North Central: Birmingham, Tuscaloosa, Anniston, Gadsden
 - North: Decatur, Athens, Florence, Huntsville
2. “Arranging Archival Workshops” will include
 - Finding someone to present a topic
 - Arranging the venue
 - Offering such support of publicity and local arrangements as the presenter requests
 - Evaluating the results
 - Consciously varying the topics of workshops across the state and the years
3. Assessing the training needs felt around the state.
4. Coordinating with other statewide professional organizations (e.g. Alabama Historical Association, Alabama Library Association, Alabama Museums Association, etc.) to publicize and offer ATC-related training that could be of benefit to their membership.

Membership

Membership in the SALA-ATC Committee will represent all regions of the state. Each member will serve for 3 years. Members may serve 2 consecutive terms. Members’ terms will be staggered so that no more than one-third of members leave the Committee at any one time. The Treasurer of SALA will be an ex-officio member of the SALA-ATC Committee. The Standing Committee can add additional members or create an advisory panel in conjunction with other organizations as is agreeable with the SALA Executive Board and SALA membership.

Start-up

This committee begins as an extension of the Archival Training Collaborative vision of creating inexpensive but expert training for staff and volunteers in Alabama, Louisiana, and Mississippi. The committee continues the work in Alabama. While under the aegis of the IMLS grant which funds the ATC project, the committee membership will work in conjunction with the Alabama members of the ATC Steering Committee. When the grant disappears (July 1, 2011), the SALA-ATC Committee will operate independently as a standing SALA committee.

Governance

The committee will elect its own officers and create its own policies, subject to approval by SALA’s Executive Board. The committee members will recruit replacements and suggest them to the Executive Board for approval.

Budget

The committee will inherit the ATC funds generated by workshops held in ALabama in 2010. That money will remain in the SALA treasury, noted as a distinct account to support of the work of the SALA-ATC Committee. The committee will make all decisions about its use, subject to Executive Board approval.