

## **Society of Alabama Archivists Business Meeting Minutes, October 23, 2020**

The annual meeting of the Society of Alabama Archivists (SALA) held its first virtual conference on Friday, October 23, 2020. The business meeting was called to order by SALA president Keri Hallford at 10:40 a.m.

### **I. Committee Reports**

#### **A. Nominations Committee**

***Carey Heatherly (chair), Rebekah Davis, Jason Kirby***

The Executive Board decided to not have elections this year due to Covid 19. Jim Baggett accepted the role of Nominations committee chair on July 16, 2021.

#### **2019-2020 SALA Officers remained through 2021**

##### **President**

Keri Hallford, ADAH

##### **Vice President**

Dallas Hanbury, Montgomery County Archives

##### **Treasurer**

Roland McDonald, ADAH

##### **Secretary**

Robin Watson, H. Grady Bradshaw Library and Cobb Memorial Archives

##### **Executive Committee**

Jim Baggett

Jennifer Taylor

Samantha McNeilly

#### **B. Awards Committee**

**Jim Baggett (chair), David Spriegel, one open position**

Jim Baggett presented the ninth Marvin Yeomans Whiting Award to Dr. Martin Olliff of Troy State University.

### **II. Officer Reports**

#### **A. President**

Keri Hallford welcomed the conference attendees to the first annual Zoom conference. She thanked all those who helped make the virtual conference possible. She also discussed the advocacy role SALA had taken on during the Covid pandemic to support archivists and archival organizations.

#### **B. Vice President**

Dallas Hanbury welcomed the conference's virtual attendees and thanked Keri and Samantha McNeilly for their help in arranging the virtual conference.

#### **C. Secretary**

Robin Watson reported that the Executive Board met by conference call on February 26, 2020 and May 21, 2020. Other SALA business was handled by email.

#### **D. Treasurer**

Roland McDonald presented the 2019-2020 SALA financial report. Please find it on page 3.

**E. Archivist**

Mary Jo Scott invited SALA officers to send the organization's records to her.

**III. Action Items**

**A. Amendment Bylaws**

A number of proposed amendments to the bylaws were discussed and approved by the Executive Board in 2020. These amendments are to be voted on by the members during the 2021 business meeting. A two-thirds vote of the membership present and voting at the meeting shall be sufficient for adoption.

The proposed changes to the bylaws involve elections, the nominating committee, and changing the length of the Treasurer's term from 1 year to 3 years. The amendments are:

1. Regarding elections

*Should more than one individual be nominated for an officer or executive board position, the nominations committee will send the results to the secretary within one business week who shall immediately record the results of the following election in the minutes of the annual meeting in which said election occurred.*

2. Regarding the Nominating Committee

*The Executive Board shall appoint three members of the Society to serve on the Nominating Committee. No more than one member of the Nominating Committee may be a member of the Executive Board. The Nominating Committee shall circulate a call for nominations for all open positions to the membership at least 30 days in advance of the Annual Meeting via the listserv or other electronic communication medium which reaches all members. The nominating committee will submit a ballot of all candidates for publication on the Society's website at least two weeks in advance of the annual meeting.*

3. Regarding the length of term for Treasurer

*The officers of the Society shall be president, vice president, secretary, and treasurer. All officers, **except the treasurer**, shall be elected at the annual meeting of the Society for terms of one year. **The treasurer shall be elected to one three-year term and has the option to run for a second term to ensure continuity with finances.** In case of a vacancy in the presidency, the vice president shall assume that office and hold it for the remainder of the year. If a vacancy shall occur in any of the offices except president, it may be filled by a majority vote of the Executive Board and the person designated shall hold the position for the unexpired term.*

**IV. Adjournment**

The meeting was adjourned at 11:10 a.m.

Society of Alabama Archivists  
 Report of the Treasurer  
 For the period of 10/2/2019 - 10/22/2020

Organizational Assets as of Last Report						\$10,297.66
Checking Account as of Last Report						\$8,529.59
Wells Fargo Annual CD as of Last Report						\$1,768.07
<b>Total Expenditures</b>						
Constant Contact						-\$637.45
Wix <sup>1</sup>						-\$451.50
Siteground <sup>1</sup>						-\$168.00
<b>Total Income<sup>2</sup></b>						
Paypal Dues <sup>2</sup>						\$163.97
Dues From day of Last Meeting						\$23.97
<b>Wells Fargo Annual CD as of 10/22/2020</b>						
Interest Payment						\$4.44
<b>Checking Account as of 10/22/2020</b>						
Change From Last Year						-\$473.48
<b>Total Assets</b>						
Change from Last Year						\$9,828.62
<b>-\$469.04</b>						

1 These have to do with maintaining our website.

2 The Paypal amount is pending and should be in our bank account by Monday. There were a few people who paid via around or during the time that ADAH and banks were closed. I decided to hold off on depositing those until we had a plan for the meeting, and I contact those individuals to inquire about their situation since some of the checks had would have been sent before everything got to where it was. I am also taking steps to eliminate the need to go to the bank as well as other general improvements.