

Awards Committee Report – Spring 2019

On February 22, Becky Collier and Rachel Grove Rohrbaugh received a letter from Awards Committee Chair Adriana Cuervo submitting her immediate resignation. As I was running to serve as the Chair of the Awards committee in the recent election, Becky and Rachel approached me to take over the role of the committee prior to July 1. I accepted the position of Interim Awards Committee Chair. I thank both of them for their confidence in me and willingness to trust me with this important responsibility.

I am also grateful to Lauren Brown and Jennie Levine Knies for their willingness to print out the awards certificates for the Morgantown meeting. We will be meeting during the meeting to discuss formalizing the procedures for getting certificates printed.

The reports of the various award committees are provided below.

Distinguished Service Award Committee

There were two nominations for the award for 2019. Both nomination packages were complete and featured multiple letters of support. The committee was able to select a winner. We will present the recipient with the certificate and monetary prize at the 13 April 2019 Business Meeting in Morgantown.

Respectfully submitted,
Vincent J. Novara

Scholarship Committee Report

The committee received only 4 applications for the 9 available awards for Morgantown.

The scholarships were advertised on the following channels / organizations starting February 3rd:

MARAC member email	VIVA-SC listerv
MARAC blog	UBuffalo
SAA Announcements list	upitt
UMD	Archivists Think Tank (FB)
Drexel	MARAC NY Conference (FB)
Mountaineer Country Museums	Keystone Library Network

For the third consecutive cycle, no applicants were received for the Stuart Award.

Scholarship recipients for Morgantown are:

Suzanna Calev	Marsha Trimble Award
Charlotte Johnson	\$400

Casey Bowser	\$400
Jacob Johnson	\$400

A blog post announcing the winners will be posted on the MARAC blog in late March.

Respectfully Submitted by Emily Cottle, on behalf of the committee:

Finding Aids Committee Report

The Finding Aid Award committee did not receive any submissions for the 2019 award cycle. Therefore, no awards were given for 2019.

The committee chair, Cara Howe, reviewed the new Finding Aids Award Committee handbook shared by Margaret Kidd.

Respectfully submitted,

Cara Howe
Committee Chair

I look forward to working with Steering Committee and the members of the various awards committee during this interim period and when my term begins on July 1.

Respectfully submitted,

Danna Bell
Interim Awards Committee Chair
April 4, 2019

To: Members of the MARAC Steering Committee

Re: Summary of the Communications Committee Activities (November 2018-March 2019) for Spring Steering Committee Meeting, April 11, 2019

The Communications Committee: Liz Scott (Co-Chair), Ilhan Citak (Co-Chair), Jodi Boyle, Michael Martin, Chris Hartten, Melissa Nerino and Kathleen Donahoe.

MAA Newsletters, Jodi Boyle and Michael Martin --

Editors published the Spring 2019 issue of the *Mid-Atlantic Archivist* in March and it was distributed as of April 5. Editors continue to try to secure former MARAC chairs who served at least 10 years ago to contribute to the "Reflections" column in the publication, writing about their time in MARAC and the organization as it approaches its 50th anniversary.

MAA editors worked with the MARAC Web Team to review and suggest edits to the redesigned Publications portion of the MARAC web site.

Technical Leaflets, Chris Hartten --

For the past few months, Chris has focused on updates to existing documents and quality of life tweaks to the website. Sometime around January 25, we finalized changes to the author copyright form (see Communications Copyright Form) and formally changed the email address for submissions to marac.communications@gmail.com. Co-chairs will work with Sara to send out the email to the MARAC listserv for new submissions.

Chris completed some aesthetic upgrades to the MARAC publications web page and OCR scanning for about half of our existing older leaflets.

So far, Chris laid the groundwork for a better submission process and enhanced prestige for our leaflets (ISMN, new templates, etc.), the improvements are pleasing.

Two new leaflets up since Chris' appointment.

Social Media, Kathleen Donahoe --

Most of the social media activity has been focused on promoting the Morgantown meeting. I've worked with the Local Arrangements Committee to post the information they wanted based on a schedule they created. In platform specifics, there have been 7 new blog posts since January, 20 new posts on the Facebook page, and we've tweeted or retweeted material 27 times. On Twitter we've also had 170 profile visits and been mentioned 5 times by other users.

MAA Advertising, Melissa Nerino --

Several vendors renewed their advertisements for the coming year, and a few more that are scheduled to renew after the Summer MAA issue. Looking at a few new potential advertisers.

Other:

Liz's term will end in Spring 2019 and Ilhan's in Fall 2019.

The co-chairs will discuss the idea of the "co-chairing" with the Chair-Elect.

Respectfully submitted by Liz Scott and Ilhan Citak, April 5, 2019



Date

Name

Address

Dear [Name of Author]:

We are delighted to inform you that the Work you submitted to the Mid-Atlantic Regional Archives Conference (MARAC) has been accepted for publication.

Author promises to work cooperatively in best effort with Publisher to make the Work satisfactory to Publisher. No changes shall be made to the Work without the author's approval, except that Author authorizes the Publisher to make the manuscript of the Work conform to its standard style in punctuation, spelling, capitalization, and usage.

Author represents and warrants to Publisher that to the best of his or her knowledge the Work is original, unpublished, and will not infringe on another's work or violate any right of privacy or other right of a third party. In the event that any complaints or claims relating to the Work are made by any third party at any time, whether a formal legal complaint or otherwise, Author will fully cooperate with Publisher in responding to and defending against such complaints or claims.

Author agrees to assign to Work a Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International Public License: <https://creativecommons.org/licenses/by-nc-nd/4.0/legalcode>. Author assigns to Publisher the perpetual non-exclusive license to reproduce and distribute this material to a worldwide audience in all media. Publisher may at any time discontinue publication of the Work for any reason. Archival copies of the Work will be made available in MARAC's designated digital repository.

Please sign and date this contract and submit it as a scanned attachment to marac.communications@gmail.com.

Sincerely,

[Name of Chief Editor]

Editorial Board

Mid-Atlantic Regional Archives Conference

Agreed and accepted: _____

[Name of Author]

MARAC

Diversity and Inclusion Committee Report

April 2019

Date: April 3, 2019

To: Members of the MARAC Steering Committee

Re: Summary of the Diversity and Inclusion Committee Activities (January 2019 – April 2019) for Spring Steering Committee Meeting, April 11, 2019

The Diversity and Inclusion Committee is comprised of the following members: Josué Hurtado (chair), Rayna Andrews, Leslie Van Veen McRoberts, and Marci Bayer.

Code of Conduct

The code of conduct will be on display at the registration desk. The committee purchased an easel to display this poster-sized version of the code of conduct. It is also included in the Morgantown program supplement, on MARAC's conferences page, and in the conference registration form. It will also be included in an email sent to conference registrants with other materials before the conference.

Lactation Room

The local arrangements committee has secured a lactation room with supplies for the Morgantown conference.

All-Gender Restrooms

The LAC also informed the committee that there will be an all-gender restroom available in the conference hotel.

Topics discussed among the committee

-Scholarship Proposal

The committee reached out to Chair, Chair-Elect, Awards, and Scholarship committee about exploring the possibility of creating a diversity and inclusion scholarship/award modeled along the lines of the one that the New England Archivists established in 2016

(<https://newenglandarchivists.org/inclusion-diversity-scholarship>). Our goal was to gauge initial interest and to learn what steps would be required to formally propose such an award. This topic has been added as a new business agenda item.

-Adding demographic question to new and renewing membership forms

Adding a demographic question to the membership application for new and renewing members as a way to gather this type of data without sending out a formal survey every few years. Committee members thought that it should be optional and include an “opt out” and a clear statement of the purpose for gathering this information.

-Transparency of awards criteria

The committee discussed the potential for improving the transparency of MARAC’s awards judging process, as a means for disrupting bias.

Website Updates

The committee continues to add to the Diversity and Inclusion Resource list.

Committee Meetings

The committee conducted its business via email during this period.

Respectfully submitted by Josué Hurtado (chair)

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MARAC Education Committee Report – 25 January 2019

Education

Paige Newman, Chair

Deirdre Joyce

Dawn Sherman-Fells

Leslie Van Veen McRoberts

Elizabeth Wilkinson

Morgantown Conference Workshops Spring 2019:

Applying Descriptive Cataloging of Rare Materials (Manuscripts)

Full-Day Workshop: 9AM-4PM

Instructors: Diane Ducharme, Margaret Nichols, and Elizabeth O'Keefe

Project Management for Archival Processing

Full-Day Workshop: 9AM-4PM

Instructor: Vin Novara

Red Flag! Identifying Preservation Needs While Processing Collections

Full-Day Workshop: 9AM-4PM

Instructor: Dyani Feige

Cambridge Conference Workshops Fall 2019:

In the works:

Object Photography for Non-Photographers

Half-Day Workshop

Instructor: Wayne Cozzolino, Digital Transitions

Reparative Archives

Full-Day Workshop

Instructor: Lae'l Hughes-Watkins

The workshop will be based on Lae'l's publication *Moving Toward a Reparative Archive: A Roadmap for a Holistic Approach to Disrupting Homogenous Histories in Academic Repositories and Creating Inclusive Spaces for Marginalized Voices*

Off-Conference Workshops:

Project Management in the Archival Workplace

Monday, June 10 at Thurmont Regional Library, MD

Instructor: Vin Novara, University of Maryland

In the works:

Possible partnership with the Atlantic Chapter Music Library Association for a music preservation workshop

Continued tasks:

~ Workshop instructors' contracts

~ Establishing guidelines for co-sponsorship

~ Contacting past workshop instructors and host institutions to create a "go-to" list to streamline planning off conference workshops

~ Creating a MARAC Archives Institute

MARAC
Membership Committee Report
April 2019

Membership

Sara A. Borden, Chair
Sierra Green
Theresa Altieri Taplin
Helice Koffler
Sheridan Sayles (also a member of the Mentorship Program Sub-Committee)
Yukako Tatsumi
Cara Griggs
Vin Novara, Mentorship Program Sub-Committee Liaison

- o Tyler Stump
- o Jennifer King

Jennie Knies, MARAC Secretary (ex-officio)
Sara Predmore, MARAC Administrator (ex-officio)

Progress and News

Mentorship Program

The Mentorship Program is on track to roll out on July 1. The information and forms have been added to the MARAC website and can be accessed here: <https://www.marac.info/mentoring-program>. Vin Novara has done a fantastic job shepherding this into its nascent stages, but his term is ending and he will be cycling off. We are quite sad about this. Nicole Topich will be coming onto the subcommittee, and she brings with her experience working with the NEA Mentoring Program, on which the MARAC Mentorship Program is based. Jennifer King will also be cycling off of the committee and a replacement has yet to be named.

New Member Meet & Greet

We have gotten a good rhythm to the planning of this event. The key seems to have been appointing one point person from the Committee to the Local Arrangements Committee to serve as a liaison. Having door prizes and games also seems to encourage attendance.

Graduate School Liaisons Program

I have been trying to create a list of graduate schools that is as comprehensive as possible. The goal is to get members into the membership program as well as to help students at the beginning of their careers discover the benefits of MARAC. In addition to capturing as many programs across the MARAC region as possible, we want to have contact information for a specific individual within each program so as to engender personalized interaction. Ideally, caucus reps or especially engaged MARAC members would interact with the faculty or staff person from each program to talk with students in the program. Establishing relationships is the goal. Finally, we do not want to exclude any graduate programs and want to expand beyond strictly iSchools or archival science programs. Often, graduate history or public history programs have students who hope

to become archivists and students in these programs will need the most help to become archivists, so they will benefit the most from being in MARAC.

The list is still coalescing and can be accessed here:

<https://docs.google.com/document/d/1Low9PhPuXbVH-8G5tBqSiCMVDm2fIDxEb9vI3VEIuss/edit>. Additions are welcome.

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Nominations and Elections Committee Report April 2019

The MARAC Nominations and Elections Committee thanks all members who voted in this year's election and extends congratulations again to the following individuals, who will begin their terms of office on July 1, 2019:

Officers:

- Chair-Elect: Jennie Levine-Knies
- Secretary: Caitlin Rizzo
- Meetings Coordinator: Mary K. Mannix

Members-at-Large:

- Andrew Cassidy-Amstutz
- Hillary Kativa
- Elizabeth Scott
- Josette Schluter

Nominations and Elections Committee:

- Jessica Wagner Webster **
- Jessica Di Silvestro
- Christopher Anglim

Awards Committee Chair: Danna Bell

Arline Custer Memorial Award Committee:

- Caryn Radick **
- Brigitte Kamsler

Finding Aids Award Committee:

- Tiffany Williams Cole **
- Fatemeh Rezaei

Distinguished Service Award Committee: Karl Niederer

Scholarship Committee:

- Sheridan Sayles **
- Nicole Topich

(** If multiple candidates elected, indicates highest vote recipient)

The Committee would like to thank everyone who has assisted in this year's election, especially Sara Predmore, the MARAC Web Team, and all other MARAC members who contributed to the process. Personally, I would like to thank my fellow committee members for all their hard work during the 2019 election: Darlene Richardson, Meg Hogan Snyder, Jason Speck, and John Zarrillo.

Respectfully submitted,

Jennifer Henderson
Chair, Nominations and Elections Committee