

Business Meeting

Saturday, November 9, 2019

Hyatt Regency Cambridge Hotel

Cambridge, Maryland

MINUTES

I. Call to Order (5 min)

A) Meeting called to order at **8:33 A.M.**

II. Approval of the Agenda

A) Any revisions to the agenda? No revisions.

B) Agenda approved by the membership.

III. Approval of the Spring 2019 Business Meeting Minutes

A) Any revisions to the minutes? No revisions.

B) Minutes approved by the membership.

IV. Chair's Report (Rohrbaugh)

A) Membership Survey: In the new year, we will be initiating a new membership survey. This membership survey is overdue as the last survey was conducted in 2013. The updated survey will include additional questions on demographics, among a few other minor changes.

B) Diversity and Inclusion Scholarship: A draft of a new Diversity and Inclusion Scholarship is ready and the Steering Committee is planning to vote on the new Scholarship at the January Steering Committee meeting. This scholarship is intended to allow for more sessions with a diversity and inclusion theme. The scholarship will provide funds for conference attendance and travel for proposal planners.

C) Webinars and Online Education: The Education Committee is currently working with the Members-at-Large to investigate opportunities to grow MARAC's online education including webinars and online sessions, which we are very excited about.

D) Graduate Student Scholarship: The Graduate Student Scholarship will now be a permanent offering for MARAC. This scholarship includes a \$1,000.00 award and a MARAC membership for awardees.

E) *Mid-Atlantic Archivist*: The *Mid-Atlantic Archivist* is moving to an online only model. At the moment, the *Mid-Atlantic Archivist* accrues costs of \$45.00 per year for each edition printed. We considered that this cost was not a good use of funds and additionally that an online edition would allow for greater functionality and accessibility for members with vision impairments. While all member subscriptions will be moved to online-only options, we will maintain print for institutional subscribers.

F) Nominations: Nominations are now open! The following positions are seeking nominations: Chair-Elect, Treasurer, Caucus Representatives (8 open positions). Additionally, the following committees have open positions: Arline Custer Award Committee (2 open positions),

Distinguished Service Award Committee (2 open positions), Finding Aid Award Committee (2 open positions), Nominations and Elections Committee (3 open positions), and Scholarship Committee (2 open positions). Please consider nominating yourself or others. Also, feel free to reach out to any representatives from Nominations and Elections Committee if you would like to discuss running.

- G) Distinguished Service Award: If anyone has a candidate they would like to put forward for the Distinguished Service Award, please reach out to Becky Collier. Nominations are due January 31, 2020. Nominees will be required to submit either resume or CV, so please do keep that in mind.

V. Meeting Coordinator's Report (Mannix)

- A) Welcome to Cambridge: We have 287 participants for this conference and we are very thankful for everyone that came out to support MARAC and our Local Arrangements Committee for Cambridge!
- B) Future Meeting Dates:
 - i) MARAC Spring 2020 will be held in Harrisonburg, VA. The room rate will be \$139.
 - ii) MARAC Fall 2020 will be held in Long Branch, NJ (where Mary Mannix was born). The room rate will be a bit higher at \$185. Zines and pins are available to advertise the conference for anyone interested.
 - iii) MARAC Spring 2021 will be in Saratoga Springs, NY. The room rate will be \$159.
 - iv) MARAC Fall 2021 may be held in Gettysburg, PA, but that is still an open question.
 - v) MARAC Spring 2022 will be held in College Park, MD to celebrate the 50th Anniversary of MARAC (and Jennie Knies' birthday!).
- C) Current Meeting Local Arrangements Report: We would like to welcome the Local Arrangements Committee and thank the co-chairs for all of their work. Thank you to Tara Wink, Leslie Van Veen McRoberts, and Lindsey Loeper. Thank you as well to all of the committee members including: Sharmila Bhatia, James Cassidy, Rebecca Collier, Meghan Ryan Guthorn, Adam Minakowski, Arian Ravanbakhsh, Matthew Testa, and Anita M. Weber.
- D) Current Meeting Program Committee Report: We would like welcome the Program Committee Chairs for this conference. Thank you to Julia Corrin and John LeGloahec. We would also like to thank all of the Program Committee Members. Thank you to Christine Ameduri, Rayna Andrews, Tabitha Cary, Alex Champion, Lynn Eaton, Cara Griggs, Sarah Newhouse, Fatemeh Rezaei, and Josette Schluter.
- E) Current Meeting Coordinators: Thank you to L. Paige Newman, our Workshop Coordinator. Thank to you Vendor guys: David Ranzan and Nick. Thank you to David Ranzan and Emily Rafferty, our Program Editors.

VI. Treasurer's Report (May)

- A) There are budgets available on the table for review. They are also printed in this Fall's issue of the *Mid-Atlantic Archivist*.
- B) We finished Fiscal Year 2019 this June. Both membership numbers and caucus number are down slightly; however, we made up for that in investments interests, main interests, and vendor sponsorships. We have a total net income of \$8,027.47 for the year. These extra funds have been added to the Graduate School Archival Education Scholarship, which now include two awards at the \$1,000.00 level.
- C) We are now in Quarter 1 of Fiscal Year 2020 and we are starting in a good spot. If you have any questions, feel free to talk to the Treasure.

- D) We currently have a fundraising drive for the Disaster Relief Fund, which is currently healthy but that particular fund consists only of donations. We hope you will consider giving either online or in person.
- E) A quick note that if you have a resort fee on your hotel bill, please let someone know that this is incorrect. Our contract waives the resort fee, so if you see this fee please ask for it to be waived.
- F) Finally, please tell your friends and co-workers to join MARAC! Be a personal advocate. We have had falling membership number, so please help us ensure that we are bringing in new members. We have many new initiatives, so please be an advocate and ask people to register. And if you are already member, please consider running for office.

VII. Awards Announcements & Presentations

- A) Arline Custer Memorial Award (presented by Jasmine Jones)
 - i) Recognizes the best books and articles written or compiled by individuals and institutions in the MARAC region. Award honors the memory of Arline Kern Custer (1909-1975), MARAC member and editor of the *National Union Catalog of Manuscript Collections*.
 - ii) Award Winner for the Best Book is: Kate Theimer for *A Very Correct Idea of Our School*
 - iii) Award Winners for the Best Article are: Alexis Braun Marks, Rachael Dreyer, Jennifer Johnson and Michelle Sweetser for “The Cost of Care and the Impact on the Archives Profession,” *Journal of Western Archives*
- B) C. Herbert Finch Online Publication Award (presented by John Woods)
 - i) Recognizes the best archival web resources in the MARAC region. Award was established to honor the memory of C. Herbert Finch, former Assistant Direct of Cornell University Libraries.
 - ii) Winner: Museum of Modern Art
- C) Service Awards (presented by Mannix)
 - i) Service Awards presented to the Local Arrangements Committee Co-Chairs for the Morgantown Conference.
 - ii) Award Winners are: Lori Hostuttler, Jane LaBarbara, and Danielle Emerling.
 - iii) Service Awards presented to the Program Committee Co-Chairs for the Morgantown Conference.
 - iv) Award Winners are: Liz Scott and Marie Elia.
 - v) Service Awards presented to Technology Coordinator and Vendor Coordinator for Morgantown Conference.
 - vi) Award winners are: Brian Keough and David Ranzan.
- D) Service Awards (presented by Rohrbaugh)
 - i) Service Awards presented members of our steering committee for extraordinary efforts.
 - ii) Award winners are: Margaret Kidd for her work on the Operations Manual as a Member-at-Large and Rebecca Collier for her service as Chair from 2018-2019 and her work to update the MARAC by-laws.
- E) Travel Awards

- i) Karen A. Stuart Local History Collection Workshop & Conference Attendance Award (presented by Nicole Topich)
 - (a) Named in memory of Karen Stuart, Library of Congress archivist and head librarian at the Maryland Historical Society, and active MARAC member on the Publications Committee, and also Maryland Caucus Chair. In honor of Karen's life-long interest in local history and genealogy, this award is aimed at those associated with local history collections.
 - (b) Award Winner is: Gabriella Messinger.
- ii) Marsha Trimble Conference Award (presented by Nicole Topich)
 - (a) Marsha Trimble – history of award. Joined MARAC in 1976 and became involved in Program committees and Local Arrangements committees. Served on numerous other committees and as MARAC Vice-Chair 1999-2001. MARAC's second administrator (1991-1994). \$400 towards conference registration and travel.
 - (b) Award Winner is: Jesse Brody.
- iii) Joan Echtenkamp-Klein Conference Award (presented by Jodi Koste)
 - (a) Curator of Historical Collections at UVA Health Sciences Library. Served as MARAC Secretary, served on numerous committees. MARAC member from 1977-2015. Award is \$250 towards travel and conference expenses
 - (a) Award Winner is: Kayla Heslin.

VIII. New Business (Rohrbaugh)

- A) No new business.

IX. Invitation to the next conference Spring 2020 Harrisonburg, VA (Kate Morris)

- A) On behalf of the Local Arrangements Committee, I am thrilled to invite the MARAC membership to the Spring Meeting on April 16-18, 2020 in Shenandoah Valley in Harrisonburg, VA.
- B) There will be several attractions, including outdoor activities like hiking and ziplines. The conference site is also a short drive away from local history and theater attractions as well as several vineyards and breweries.
- C) Harrisonburg is known as the Friendly City and is just two hours by car from Washington, DC. The conference will be held at the Hotel Madison, conveniently located on Main Street and the reception will take place at the Duke Hall Gallery of Fine Art. The Gallery will be open for the reception, so we will be free to explore.
- D) There are many transportation options including Friendly City Pedicab tours and rides and Uber Scooters.
- E) We are also excited to be offering an Arc of Citizenship Tour and Workshop which will be led by James Madison University Faculty and aim to help members develop a better understanding of the historic sites in Harrisonburg and on James Madison University's Campus. We hope the membership will take advantage.

X. Announcements & Adjournment

- A) Any announcements?
 - i) No announcements.

B) Motion to Adjourn. Motion seconded.

Meeting adjourned at 9:15 AM

Signed by: [Secretary / date]

DRAFT