

## Awards Committee Report

July 20, 2020

I met with the incoming MARAC Chair and Administrator to discuss some issues and procedures relating to the function of the Awards Committee.

The three of us also met with the chairs of the various awards committees to discuss procedures, updates to the committee manuals and MARAC Operating Manual and other issues of interest. Both meetings were very productive.

### Individual Committee Reports

#### Custer Award

**From Jasmine Smith, Committee Senior Co-Chair**

As the spring conference was cancelled, the Senior Co-Chair is not aware of relevant Custer business to report from the spring.

This quarter, the Senior Co-Chair worked with the steering committee to decide how to accept mailed submissions and protect personal information while the Senior Co-Chair teleworks, as do most committee members.

To date, the committee has received five submissions for the Custer award. Reminder notices will be sent or posted as practical, though we expect that furloughs, layoffs, telework and increased family obligations may limit reach to eligible parties. The committee increasingly promotes digital submission each year, this year listing email instructions first in the Call for Submissions. We want to encourage digital submission while trips to post offices may be inadvisable. Physical submissions are still accepted, and one of the early submissions was sent by mail so far.

#### Distinguished Service

No report as they completed their work at the Spring Meeting.

#### Finding Aids/Finch Award

**From Phoebe Kowalewski, Senior Chair Finding Aids Award**

I took over the position of Senior Chair from Julia Novakovic in June 2020, and the committee's webpage was duly updated. Upon the transition, I sent an email to committee members in order to welcome newcomers, share the handbook, as well as go over duties and timelines.

After Sara Predmore sent out the official call for submissions for the C. Herbert Finch Online Publication Awards, I requested members share the announcement with archives-related listservs, forums, and social media groups. These have included the Archivist Roundtable of New York, the SAA Announcements listserv, and a couple of archivist Facebook groups. As of July 17<sup>th</sup>, three submissions have been received. Although there are currently only two weeks until the deadline, I am continuing to publicize, and have contacted the Delaware Valley Archivists Group, MARAC Caucus leaders, and plan to reach out to others. After the deadline has been reached, I will contact committee members in order to share the submissions and schedule a Zoom meeting for early-mid August so we can make a decision.

## **Scholarships – Note: This report includes an action item for Steering.**

From Cindy Bendroth, Scholarship Committee Chair

Due to the cancellation of the spring meeting, no awards were given. The Chair has updated the Committee Manual and submitted it to the Secretary.

### **MARAC Scholarship Question**

MARAC has had to cancel the two meetings it normally holds in 2020. With the several thousand dollars not spent to assist archivists to attend our spring and fall meetings, most of the Scholarship Awards Committee has expressed an interest in donating the funds to SAA's Archival Workers Emergency Fund (AWEF).

The Society of American Archivists Foundation created the AWEF to support archival workers experiencing financial hardship during the COVID-19 crisis. Grants of up to \$1,000 will be awarded to financially vulnerable and at-risk workers. All U.S.-based archival workers affected by the COVID-19 crisis are eligible to apply to the fund.

Since COVID had impacted MARAC members, we would like to donate funding that would have gone to support awards for archivists attending our conferences to those who may no longer have a job. MAC and NEA has or is considering donating their scholarship funds to AWEF. The Scholarship Committee would ask that MARAC do the same.

### **Background on MAC Donation:**

MAC donated over \$1200 collected in 2019 for the Student Annual Meeting Registration Scholarship to the AWEF. To that amount, MAC supplemented about \$300, for a total of \$1500. MAC membership then voted to make an additional donation of most of MAC's "profits" from 2019, another \$1500, to AWEF at our annual business meeting.

MAC did not donate funds collected for the Mark A. Greene Emeritus Scholarship (to support first-time annual meeting attendance for a new professional) to the AWEF, largely because MAC is working to endow that scholarship.

MAC's Student Annual Meeting Registration Scholarship is not endowed or governed by committee. Rather, it is managed by the treasurer and simply amounts to donated funds designated for offsetting the annual meeting registration fee for students. The number of awards made in any given year depends on the amount of money donated the previous year and the meeting registration fee. MAC gives the money away by random drawing of eligible student attendees. As a result of all of this, there wasn't much red tape to cut through.

Membership was not informed of Council's decision to donate the student scholarship money in advance. When we told the membership at the annual business meeting, MAC leadership received very positive feedback.

### **Background on NEA Donation:**

On Monday, June 1, 2020, the New England Archivists donated \$2,000 to the AWEF. This donation money comes from unused scholarships originally allocated to fund travel to the NEA Spring 2020 Meeting. Although this money could not fulfill its original purpose, it can still provide critically

important support to those in need. These are financially uncertain times for many people and professional organizations, and we believe it is our duty to stand with our colleagues by giving what we can.

Respectfully Submitted,

Danna Bell  
Award Committee Chair

# MARAC

Mid-Atlantic Regional Archives Conference

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July 16, 2020

Communications Committee is comprised of Heidi Abbey Moyer, Jodi Boyle, Ilhan Citak, Kathleen Donahoe, Alex Japha, Michael Martin, Melissa Nerino, Lara Szypszak, Dana Dorman, Diane Wunsch, and Molly Tighe. Caitlin Rizzo and Sara Predmore are ex-officio members.

## **Committee Assignments**

Lara Szypszak has taken on the role of Advertising Editor. Dana Dorman, Diane Wunsch, and Lara Szypszak are new members of the committee.

## ***Mid-Atlantic Archivist (MAA)***

The summer 2020 issue of the MAA was published online on July 1. This issue included three submissions from presenters/authors originally intended to present at MARAC Harrisonburg. The print version was distributed via postal mail soon afterward. After a delay because of the COVID-19 shutdown of the Print Center at Dickinson, the print version of the spring issue of the MAA was printed and distributed by the first week of June (online version published March 25).

The MAA will transition to a predominantly online publication in winter 2021.

## **Social Media**

Since April 2020, original content has been published 7 times on Twitter, with posts being seen 15,274 times. During this period, the MARAC Twitter account has had 140 profile visits, 16 mentions, and 17 new followers. The current follower total is 863.

The MARAC Facebook page has gained 32 new members for a new total of 693. There have been 33 new posts by both the Social Media Manager and by various members, especially as relates to the COVID-19 pandemic and the Black Lives Matter movement.

On both Facebook and Twitter, the most popular post was the announcement of our donation to the AWEF. Six new blog posts were published since April 2020 and subsequently shared through Facebook and Twitter channels.

## **Technical Leaflets**

The Technical Leaflets editorial board has received two submissions and remains on track for publication before the end of 2020. Furthermore, the editorial board is codifying their processes for inclusion in the operations manual.

## **Other News**

MARAC • Dickinson College • P.O. Box 1773 • Carlisle • Pennsylvania • 17013  
Phone: 717-713-9973 • Fax: 717-245-1439 • Email: [administrator@marac.info](mailto:administrator@marac.info)

# MARAC

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The communications committee met on July 13<sup>th</sup> and discussed several new initiatives including:

- Efforts have begun to explore whether MARAC will be offered a digital equivalent to the free table at the SAA conference that MARAC has utilized in past years to promote the organization. This effort is ongoing and will include an update to the operations manual describing the process for arranging a table at SAA in co-ordination with a previous committee chair.
- The committee effort to support state caucus-level “Virtual Town Hall” discussions has been successful following a message delivered to members via email. Committee activity included connecting the Delaware Caucus with the MARAZ Zoom account and we look forward to continuing to support and encourage local, virtual engagement.
- A review of the operations manual has prompted the removal of Communications Committee responsibility for regular, day-to-day updates to the MARAC website. Additional templates and committee assignment information are also being added to the manual.
- Dana Dorman volunteered to work with Social Media Manager Kathleen Donahoe to produce content to be shared on social media and the MAA about National Archives Month and National History Day. This committee activity is in an effort to meet a strategic planning assignment.
- Co-chair Michael Martin is working with Ilhan Citak and Paige Newman of the Education Committee. The idea was to have MARAC host/sponsor a series of webinars to this would give additional opportunities for members since both conferences this year were cancelled. They are called occasional because we don't know the level interest and would like this to continue without a set schedule. There two that are already set on July 29<sup>th</sup> and August 5<sup>th</sup>. The committee would like to open it up to others and we are considering a larger call for proposal. There also was a discussion about recording these webinars. It was decided that recording would make sense and the recordings could be stored in DRUM. It was agreed that a write up is needed for promotion as July 29<sup>th</sup> is very near. This will include description and deadline for date to register. This needs to be done by the 20<sup>th</sup>.
- To explore and report on the feasibility of offering vendor ads on the MARAC website, a subcommittee comprised of Missy Nerino, MAA Assistant Editor; Jodi Boyle, MAA Editor, Lara Szypszak, Advertising Editor; Sara Predmore, Ex-officio; Michael Martin, Co-chair; and Molly Tighe, Co-chair has been formed in response to advertiser interest. It was noted that while MARAC has the capability to host sponsor ads on its website testing should be done before it is offered to vendors. The following questions will need to be addressed: Who oversees the money? Do the rates change for web ads rather than the MAA or a conference? Will there be a bundle in MAA and web ads together? There are advertisers are only approachable for conference. Do they see this as a good alternative? Who makes the final decision on this? It is expected that the subcommittee will discuss the matter with MARAC Treasurer, Vendor Rep, and more. The subcommittee will meet following the MARAC Steering Committee

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Respectfully submitted by  
Michael Martin & Molly Tighe  
MARAC Communications Committee Co-chairs

# **MARAC**

## **Diversity and Inclusion Committee Report**

### **July 2020**

**Date: July 20, 2020** (*updated with appendix on July 25, 2020*)

**To: Members of the MARAC Steering Committee**

**Re: Summary of the Diversity and Inclusion Committee Activities (January 2020 – July 2020) for Summer Steering Committee Meeting, July 24, 2020**

The Diversity and Inclusion Committee is comprised of the following members: Josué Hurtado (chair), Rayna Andrews, Ali Zawoyski, and Marci Bayer.

#### **New Member appointed**

Ali Zawoyski was officially appointed to serve a two-year term on the committee. Rayna Andrews, and Marci Bayer also were agreed to serve for another year on the committee.

#### **MARAC Statement on Black Lives Matter and Resources**

In collaboration with member of the executive committee, The D&I committee drafted and released a statement on Black Lives Matter and Resources in response to the killing of George Floyd and the resulting national wave of protests. See the statement appended below.

#### **Forum on Safe and Ethical Collecting During a Crisis**

On June 16, the committee hosted an informal online discussion on Zoom about safe and ethical collecting during times of crisis. The forum, moderated by members of MARAC's Diversity and Inclusion Committee, had over 100 participants. Participants shared advice about such topics as when, or if, to directly collect protest-related materials and when to partner with/support another institution that might be better suited to manage the acquisition process, community relations, partnership building, and ethics statements.

While the Black Lives Matter, anti-racism protests and COVID-19 pandemic offer an opportunity for archivists to "document the moment" for the future, participants also stressed the need to proceed with sensitivity, concern, and thoughtfulness.

#### **Committee to host more online forums**

Seeing the success and the member participation of last forum, the committee supports making these forums a semi-regular event. There are a variety of suitable topics including the current discussion around monuments and the issue of precarious employment just to name two.

## **Program Committee coordination**

Josué Hurtado will serve as the liaison with the Saratoga Springs program committee, and new committee member Ali Zawoyski will serve as liaison for the Gettysburg program committee.

Respectfully submitted by Josué Hurtado (chair)

## **Appendix: MARAC Statement on Black Lives Matter and Resources**

The following statement was released on June 3, 2020.

The Mid-Atlantic Regional Archives Conference (MARAC) stands in solidarity with protesters against violence and racism towards Black Americans and people of color. We condemn the systemic and institutionalized racism, militarization of law enforcement, and unchecked violence committed by the state that led to the murder of George Floyd and so many other Black people. We affirm that Black Lives Matter and support the right to protest peacefully against injustice without violent response.

We recognize that archives have historically been located in institutions and frameworks that reinforce white supremacy and that our organization needs to do more to support efforts to dismantle the historical legacy of oppression both within our organization and within our individual institutions.

We ask our MARAC members to commit to addressing anti-blackness and to leverage whatever skills, power, and privilege they have towards dismantling oppressive systems in our institutions and communities. We stand with communities everywhere demanding justice.

### **Ethical Collecting of Protest-Related Materials**

To archivists and institutions who are considering collecting protest-related materials, there are important ethical considerations to be aware of, the most important of which is prioritizing the privacy and safety of protesters. It is also appropriate to NOT build protest-related collections if such collection building cannot be done mindfully, safely, and ethically so that they cannot be used to inflict harm. Institutions should also be aware that secondary trauma can be experienced by staff members processing these types of collections.

For further guidance on ethically collecting protest materials, please consult the Guidelines from [Documenting the Now](#) and [Guidelines](#) from [Witness](#), as well as resources found on the [Archives for Black Lives](#) site.

**MARAC will also host an online discussion on safe and ethical collecting on June 16, 2020 at 1PM Eastern Time.** This informal event, facilitated by members of the Diversity and Inclusion Committee, will be a forum for members to share ideas and concerns and discuss ways in which we can support the efforts of those already doing this work. Connection details for this discussion follow this message.



## **MARAC Diversity and Inclusion Resources**

Please feel free to suggest any other relevant links directly in the [MARAC Diversity and Inclusion Resources Google Document](#). We hope that you will find these resources useful and empowering.

## **MARAC Mutual Aid Network**

We would also like to remind you about MARACs [mutual aid network](#), which aims to connect MARAC members with vital resources to those members experiencing need. We hope to leverage this network as a tool during this time of crisis to help facilitate support between members and show solidarity across our community.

In solidarity and on behalf of the MARAC Diversity and Inclusion Committee and the MARAC Executive Committee.

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## MARAC Education Committee Report – July 17, 2020

### Activities:

Education Committee working on offering virtual presentations and workshops.

Virtually met with Ilhan Citak and Michael Martin and discussed hosting MARAC Occasional Webinars. Occasional Webinars topics will vary but will be relevant to MARAC and current events, open to 100 participants via Zoom, and will last no more than one hour. Presenters will work with the Workshop Coordinator to coordinate these programs.

Waiting to confirm the dates for two Occasional Webinars:

### **“Publishing the Brown and White During the Pandemic” Matt Veto - Lehigh University - Faculty - Journalism**

For 126 consecutive years, Lehigh University's "The Brown and White" student newspaper had been delivering campus and community news to its readers, and it continued to do so despite the university's closure due to the COVID-19 global pandemic. In anticipation of Lehigh's likely closure — and just hours before the official announcement — the student editors and faculty adviser developed and launched a remote production protocol that ensured the continuity of the print product despite the challenges of displacement. Sending their first remotely produced paper to the printer mere minutes before a 6 a.m. deadline, the team officially commenced its journey of news production in a new era. The cover of that issue blared "GLOBAL PANDEMIC: COVID-19 fears force students home; Lehigh goes remote" and was followed by 11 more hard copy editions to go along with 24/7 coverage online. The team of more than 160 student editors, reporters, photographers and videographers became a group of global correspondents, continuing to cover events close to home, while also providing perspective from afar.

### **James Higgins, PhD Lehigh - Lecturer Rider University & Jefferson University - History**

#### ***Bethlehem Steel, Industry, and the 1918 Influenza Pandemic***

102 years ago, the great influenza pandemic swept across the globe, claiming as many as 50 million lives. In the United States, Pennsylvania was hit the hardest. More than 67,000 Pennsylvanians died during the crisis' most acute phase. This haunting and timely look will examine the virus's impact on industry, and detail how the then-prosperous Bethlehem Steel helped the community around it suffer some of the lowest mortality rates.

Respectfully submitted:  
Paige Newman, Chair  
Andrea Belair  
Deirdre Joyce  
Elliot McNally  
Dawn Sherman-Fells  
Elizabeth Wilkinson

# MARAC

## Membership Committee Report

### July 2020

#### Membership

- Sara A. Borden, CA, Chair
- Sierra Green
- Cara Griggs
- Liza Zakharova
- Theresa Altieri Taplin
- Alexandra deGraffenreid
- Sheridan Sayles, Mentorship Program Sub-Committee Coordinator
  - Diane Biunno
  - Christie Lutz
  - Nicole Topich
- Caitlin Rizzo, MARAC Secretary (ex-officio)
- Sara Predmore, MARAC Administrator (ex-officio)

#### Progress and News

- New Member Meet & Greet
  - Sara has added language to the Meeting Manual to outline how LACs and Membership Committee will collaborate to plan the Meet & Greet in the future.
  - This language was submitted to Jennie for necessary approvals.
- Membership Survey
  - The membership survey went out early in 2020 and results are in and being analyzed. A report will be given, including a PowerPoint presentation in the Old Business section of the meeting; the results and presentation will be made available to members of Steering who wish to read them in-depth.
  - Sara Borden and Sara Predmore continue to collaborate to modify the survey to distribute to lapsed members to get their insight on membership benefits and why their membership lapsed.
- Mentoring Program
  - The program continues to run well and benefit membership.
  - Sheridan Sayles has expressed a desire to cycle off as coordinator at the end of her term next summer; we are currently seeking options for a new coordinator.
- Virtual New Member Orientations
  - Since new members continue to join, but no conferences are scheduled until Spring 2021, Membership Committee has been trying to find ways to engage members virtually.
  - We will be holding virtual New Member Orientations throughout the summer via Zoom. These will present the same information as members

would get at the in-person events.

- o There will likely be three orientations, morning, afternoon, and evening, to accommodate as many schedule constraints as possible, likely in August or possibly September.
- o We would like to have the presence of some Steering members at these Orientation sessions, so Sara will send out Doodle polls to take into account times when members of Steering are available.
- Special Interest E-Lists
  - o Sara Predmore broached the topic of dedicated e-lists (listservs) for MARAC members to discuss areas of common interest in lieu of in-person interactions. Sara B. and Jennie have enthusiastically approved this idea.
  - o E-lists will premiere in late July. We plan to start small and add more provided there is sufficient interest and engagement.
  - o Sara P. will take care of the technical details, while there will be moderators from the Membership Committee to ensure that the lists are active while also being civil (no one from Membership Committee has yet volunteered to moderate, but we anticipate they will step forward).
  - o We chose areas of interests based on feedback received in the most recent membership survey. The e-lists we plan to start with are as follows:
    - [Collaborate@marac.info](mailto:Collaborate@marac.info): Pitch a project on which to collaborate or partner with other archivists or institutions or ask for help on a tricky problem;
    - [E-Records@marac.info](mailto:E-Records@marac.info): Avenue to tackle issues and topics related to all things related to electronic records;
    - [Mid-career@marac.info](mailto:Mid-career@marac.info): Forum to discuss mid-career work issues and transitions;
    - [MAA-Topics@marac.info](mailto:MAA-Topics@marac.info): Medium to discuss topics and issues presented in the most recent issue of the *Mid-Atlantic Archivist*.

MARAC  
Nominations and Elections Committee  
Report July 24, 2020

The Nominations and Elections Committee consists of: Christopher Hartten, Jordan Patty, Matt Testa, Kate Palm, and Tara Maharjan (chair).

In May 2020, an election was held by the 2019-2020 NEC for the New Jersey Caucus Chair position after the previously elected chair needed to step down. Tara Maharjan was elected for the 2020-2022 term.

The NEC, with the help of previous NEC member Margaret Kidd, MARAC Chair Jennie Knies, and MARAC Administrator Sara Predmore is working to create a set of even and odd year Google Forms for nominations. This will allow for the nomination information to stay in one central location.

The NEC was approached to help create the “Membership Minute” spotlight with the Communications and Membership Committees. This short segment will be used to help explain what positions within MARAC require and can be used to help promote more people to run for positions if they understand what they require.

Respectfully Submitted,  
Tara Maharjan  
July 10, 2020