

Awards Committee Report

April 2, 2021

Custer Award

Submitted by Jasmine Smith

The majority of the Arline Custer Memorial Committee's work takes place after the spring meeting and a full report of activities will be submitted at the fall meeting. No Custer activity has taken place since the previous report.

Distinguished Service Award

Submitted by Rachel Grove Rohrbaugh

The DSA Committee—Karl Niederer, Jodi Koste, Lauren Brown (ex-officio), and I—met on February 26 to choose this year's award winner. We received two strong applications this year. We briefly considering honoring two people, but ultimately decided that continuing the tradition of one award per year is appropriate at this time.

I notified the nominator, the Treasurer, and the MARAC Administrator of our award winner, who will be announced at the April 15 Business Meeting. I am preparing an award letter for the committee's review.

Finding Aids Award

Submitted by Phoebe Kowalewski

Due to a serious family emergency in Fall/Winter 2020, I neither made announcements for the Finding Aids Award, nor met with the committee. Conferring with Danna Bell, it was decided that there would be no award given in 2021. Instead, next year's award will be open to all finding aids created between 2020 and 2021. I have since been in communication with Tiffany Cole, Junior Co-Chair, and have discussed her upcoming transition to Senior Co-Chair.

Scholarships

Submitted by Cindy Bendroth

Due to the spring meeting being a virtual meeting, there were no travel scholarships given this time.

However, the Steering Committee took the scholarships to support students, those who are unemployed and under-employed to support their attendance at the virtual meeting in the spring. This makes the MARAC meeting affordable to all.

A few notes:

You will notice that we are not going to be giving a Finding Aid award this spring. Unfortunately the chair had a major family emergency and was unable to discharge her duties. Because I think it would be unfair to deny those who would have submitted finding aids a chance for the award I would like to modify the qualifications of the award for **next year only** and open it to finding aids submitted both during 2020 and 2021. I am not suggesting giving out two awards but providing the opportunity for those who were not aware of the award and the one person who did submit a finding aid to have the chance to compete for the award.

I must admit that I trusted my committee chairs to follow through on their responsibilities and hoped they would alert me to any problems. I regret that I was not as attentive as I should have been and will take responsibility for this. I hope that the suggestion I'm making will be considered at a later Steering Committee meeting.

In addition I discovered that the Custer Award Committee ignored the precedent of having the person who had the largest number of votes serve as Junior Co-Chair. The person who was supposed to be the Junior Co-Chair was not informed by Nominations and Elections of her role and the other person who was also elected to the committee took on the duties of co-chair. It is possible to make sure that those who are to be appointed as Junior Co-Chairs as a result of winning the election be informed at the time of the election? Also it might be helpful to also alert the incoming Senior Co-Chair so that they are aware of the elections results and can begin working with the incoming Junior Co-Chair.

I have asked the outgoing Senior Co-Chairs to insure that their replacements are oriented with the procedures of their committees and the Awards committee. I will also remind them to touch base with the web masters to make changes to their sections of the website.

Respectfully submitted,

Danna Bell
Awards Committee Chair

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April 2, 2021

The Communications Committee is composed of Heidi Abbey Moyer, Jodi Boyle, 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

With several committee assignments nearing the end of their terms, including MAA Editor, Technical Leaflets Editor-in-Chief, Co-Chair, and Technical Leaflets Editor, the committee has a succession in place.

Technical Leaflets Editor-in-Chief Alex Japha and Technical Leaflets Editor Heidi Abbey Moyer will continue in their respective roles for a new term ending in Summer 2023. Diane Wunsch has joined the editorial team as Editor with a term ending Summer 2022.

In Summer 2021, Missy Nerino, MAA Assistant Editor will be moving into the MAA Editor role and Lara Szypszak will move into the role of MAA Assistant Editor role vacant. The Advertising Editor is currently vacant and recruitment efforts underway.

Jodi Boyle has accepted the role as liaison between the Communications Committee and the MARAC 50th Anniversary Committee. Dana Dorman volunteered to serve as a liaison to the Occasional Lectures Series effort (see below).

Molly Tighe has agreed to serve an additional term as Co-Chair.

Mid-Atlantic Archivist (MAA)

The spring 2021 issue of the MAA was distributed online on March 16. The issue was also shared on MARAC's social media channels on March 18, with several articles highlighted. The issue will be shared again on social media, promoting a different article, in mid-April. As the MAA is now predominantly digital, the editors worked with the designer to incorporate all links rather than write out URLs within the text as was the previous practice. This allows for readers to click on any underlined text to access linked content.

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The MAA editor also continued to connect with MARAC Archivist Dr. Joni Jones Floyd about how Dr. Floyd and her colleagues at the University of Maryland Libraries will upload all back issues of the MAA to the Internet Archive for MARAC members to access. There is a new timetable for this process. Instead of beginning the process in January/February, Dr. Floyd will now retrieve the back issues of the MAA in the May/June time frame with the annual ingest still occurring in early August. The timing of the actual ingest by the Maryland Access Team is still to be determined because of pandemic delays and the resumption of on-campus work at the University.

Social Media

This quarter, we've shared 14 blog posts, all of which were further shared on our Facebook and Twitter pages.

On Facebook we've had 28 new blog posts, both from admin and other members. Our best posts for the time period were focused on the upcoming virtual conference and the call for additional presenters for the Fall Meeting, which reached more than 1500 and 950 people, respectively.

On Twitter we had 18 tweets, including a few retweets of accounts which mentioned us and related to MARAC news. We gained 12 new followers, were mentioned 11 times by other users, had a little over 900 profile visits, and our tweets had about 9,300 total impressions since the last quarterly report. Our best tweets were those focusing on the articles from the MAA as well as the MARAC Member Minute feature.

The committee also discussed creating a YouTube channel with members of the Meetings Coordinating Committee who expressed interest in presenting conference-related content. After much discussion, it was determined that YouTube would be used for poster sessions for the upcoming conference.

Technical Leaflets

The *Technical Leaflet* "Preserving Scrapbooks" has completed the editorial process and is ready for publication. The finalized PDF version of "Preserving Scrapbooks" will be published at <https://www.marac.info/technical-leaflet-series> imminently. We will look into adding this publication and past *Technical Leaflets* to the DRUM repository and Internet Archive alongside other MARAC publications. The Editorial Board received a second draft of the newspaper leaflet on February 25. Two subject experts within MARAC have been identified as potential peer reviewers and will be contacted soon to solicit their participation.

Changing the title of the *Technical Leaflet Series* to *The Practical Archivist: MARAC Technical Leaflet Series* was discussed by the Editorial Board and brought to the chairs of the Communications

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Committee. After reviewing the ISSN guidelines, it was determined that changing the publication title in this manner would require a new ISSN. Receiving a new ISSN may take some time, so 2022 was targeted as a potential target to put the title change into effect. This change would also coincide with MARAC's 50th anniversary. It was determined that the MARAC Steering Committee does not need to approve the title change.

A spring call for proposals will go out on the MARAC email list soon, ideally before the virtual conference is held. The CFP on the web page will also be updated accordingly. The two proposals from the fall that the Editorial Board approved to move forward have not supplied the requested abstract and outline. We will follow up with the submitters of these proposals as well as any received following the spring CFP.

Occasional Lectures Series

The committee continued efforts to establish guidelines for an ongoing Occasional Lectures series in collaboration with the Education Committee, including a meeting that occurred in February 2021. Guidelines discussed included avoidance of conflict with conferences, regularity of lectures, discussion leader engagement, and recording the sessions. Efforts are underway to schedule a follow-up meeting.

Other

Jodi Boyle attended the first meeting of the 50th Anniversary Committee on March 23 as a representative of the Communications Committee. There will be many opportunities for the Communications Committee to help publicize the anniversary in 2022. This might include supporting the 50th anniversary in 2022 through articles in the MAA, historic photographs on the MAA covers, social media postings, and the Occasional Lectures series.

Members of the committee have assisted in the creation of licenses for the virtual conference occurring in April 2021, providing guidance on phrasing of agreements to mitigate risk and to conform to copyright parameters.

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

MARAC
Diversity and Inclusion Committee Report
April 2021

Date: 4/5/2021

To: Members of the MARAC Steering Committee

Re: Summary of the Diversity and Inclusion Committee Activities (January 2021-April 2021) for Spring Steering Committee Meeting, April 9, 2021

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

The committee conducted meetings virtually.

Session Proposals Form and scholarship

The committee received four applications for the inaugural D&I session scholarship for the conference at Gettysburg. We evaluated them using the rubric as approved by the steering committee in 2019. The highest scoring proposal was the session proposed by Christy Fic, Associate Professor/University Archivist & Special Collections Librarian at Shippensburg University.

Colleagues from the University Archives and History Department at Shippensburg University of PA will describe how they collaborated with campus partners to develop the Shippensburg University LGBTQ+ History Project. This ongoing project seeks to diversify and expand the Archives' holdings related to LGBTQ+ life and activism at the institution. With support from the university's Pride Center and LGBTQ+ Advisory Council, ties to several class projects, and events open to the campus and local community, this project showcases the type of reparative work archives can accomplish.

Other speakers in this session will include Dr. Steven Burg (Professor of History), Melanie Reed (Archives Technician), and Ethan Smith (Applied History program graduate assistant), all from Shippensburg University.

These four presenters will split the \$1,200 award.

In the future, the committee would like to add a link to the rubric on the proposal form so that the applicants understand how their submission will be judged and can tailor their proposal accordingly.

Code of Conduct Reminder

The committee is crafting a short statement that reminds people at the start of each session that we do have a code of conduct and asks attendees to abide by it. The hope is that this will be read by the session moderator at the start of each session.

This statement isn't meant to replace or amend the code of conduct, but to supplement and reinforce it and to remind conference participants that they can contact MARAC Chair or the Local Arrangements co-chairs if they need to report anything.

End of chair's appointment (for real this time)

My three-year term expires with this steering committee meeting. The new chair will be Rayna Andrews. I congratulate her on her recent election. The committee is in excellent hands. Another member of the committee will be appointed soon.

My sincere thanks to current and past committee members, Marci Bayer, Ali Zawoyski, Rayna, and Leslie Van Veen McRoberts, for their dedication and commitment.

Respectfully submitted by Josué Hurtado (chair)

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MARAC Education Committee Report 2 April 2021

Occasional Webinars in the planning stages:

Environmental/HVAC Basics – importance of filtration systems within an archive with a focus on preservation

Management during COVID-19 – adjusting to and understanding the needs of employees and how to address concerns of staying connected and avoiding burnout

Fall 2021 Conference – Gettysburg, PA

Two workshops scheduled:

~This workshop was originally planned for Harrisonburg – Map Cataloging Basics (Full-Day)

~This workshop was originally planned for Long Branch – Nuts and Bolts: Creating Sustainable Foundations for Oral History Projects and Programs

Looking to schedule more workshops for Gettysburg.

Ongoing tasks:

~ Developing webinars

~ MARAC Archives Institute – mission and overview

~ Establishing guidelines for co-sponsorship

~ Workshop instructors' contracts

Respectfully submitted:

Paige Newman, Chair

Andrea Belair

Deirdre Joyce

Elliot McNally

Dawn Sherman-Fells

Elizabeth Wilkinson

MARAC
Membership Committee Report
January 2021

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

- Mentoring Subcommittee
 - Christie Lutz (Rutgers) will be taking over as Chair in the new FY and we will be looking for two new committee members (Sheridan Sayles and Nicole Topich will be rotating off)
 - The Subcommittee continues to run well and be a popular membership benefit
- Committee Membership
 - Sara Borden has been working with Tara Wink to fill upcoming vacancies on the Committee
 - Sara will be rotating off as she takes office as Chair-Elect
 - Other members' terms are up shortly
- Strategic Plan and Future Committee Work
 - Sara has been working to ensure the Committee continues to be on track to achieve the objectives set out in the most recent Strategic Plan
 - Sara has also been setting up documentation for priorities and continuity of the work of the Committee after she rotates off

MARAC
Nominations and Elections Committee
Report April 9, 2021

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

1) The results of the 2021 Election:

Chair-Elect: Sara Borden, Rowan University

Secretary: Sarah Ponichtera, Seton Hall University

Meetings Coordinator: Mary Mannix, Frederick County Public Libraries

Members-at-Large:

- Christie Lutz, Rutgers University
- Josette Schluter, National Archives and Records Administration
- Hillary Kativa, Science History Institute
- Matt Testa, Johns Hopkins University

Nominations and Elections Committee:

- Heather Perez, Stockton University**
- Monica Hurd, Library of Congress
- Joe Schill, Corning Museum of Glass

Diversity and Inclusion Coordinator: Rayna Andrews, Archives of American Art

Arline Custer Memorial Award Committee:

- Tyler Stump, Pennsylvania State Archives**
- Jane Ingold, Penn State Erie

Distinguished Service Award Committee: Jason Speck, Hillwood Estate, Museum & Gardens

Finding Aids Award Committee:

- Laura Bell, University of Baltimore**
- Annie Tummino, Queens College

Scholarship Committee:

- Christine Ameduri, McDonogh School**
- Stephanie Akau, Library of Congress

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

- 2) There were multiple comments from membership regarding term limits for positions. There were also people who were interested in positions but did not want to run against someone who is currently holding the position out of respect.
- 3) Names of individuals who did not win races or expressed interest in committee work were passed along to Chair-Elect Tara Wink.

Respectfully Submitted,
Tara Maharjan
April 9, 2021