

MARAC

Mid-Atlantic Regional Archives Conference

Delaware • District of Columbia • Maryland • New Jersey
New York • Pennsylvania • Virginia • West Virginia

STEERING COMMITTEE

Friday, April 9, 10am-2pm

Zoom (Remote)

AGENDA

I. Call to Order (10 min)

- A. Introductions (including new members!)
- B. Approval of Agenda

II. Approval of Steering Committee Minutes (5 min)

- A. January 22, 2021 Minutes

III. Officer's Reports (30 min)

- A. Chair
 - a. Chair's Report (Jennie Knies)
 - b. Administrator's Report (Sara Predmore)
- B. Chair-Elect (Tara Wink)
- C. Meetings Coordinator (Mary Mannix)
- D. Secretary (Caitlin Rizzo)
- E. Treasurer (Amanda May)
- F. Parliamentarian (Lauren Burroughs)

IV. Advisory Positions (10 min)

- A. Historian (Lauren Brown)
- B. Archivist (Jodi Floyd)
- C. Development Coordinator (Margaret Kidd)
- D. Web Team (Laura Montgomery/Don Sailer)
- E. Regional Archival Association Consortium (Andrew Cassidy-Amstutz)
- F. National Coalition for History (Jan Zastrow)

V. Old Business (60 min)

- A. Strategic Plan review (<https://www.marac.info/strategic-plan>)
https://docs.google.com/document/d/1rhGXw3DXp5SGRIIA5qnT_XhspcwXNOTr4MSmsj1z0cQ/edit?usp=sharing

VI. New Business (30 min)

VII. Standing and Operational Committees (15 min)

- A. Awards (Danna Bell)
- B. Communications (Molly Tighe/Michael Martin)
- D. Diversity & Inclusion (Josue Hurtado)
- E. Education (Paige Newman)

- F. Membership (Sara Borden)
- G. Nominations and Elections (Tara Maharjan)

VIII. State Caucus New Business and Updates (15 min)

- A. Delaware (Diane Bockrath)
- B. District of Columbia (Anne McDonough)
- C. Maryland (Mark Coulbourne)
- D. New Jersey (Tara Maharjan)
- E. New York (Margaret Snyder)
- F. Pennsylvania (David Grinnell)
- G. Virginia (Amanda Brent)
- H. West Virginia (Lori Hostuttler)

IX. Adjournment

MARAC

Mid-Atlantic Regional Archives Conference

Delaware • District of Columbia • Maryland • New Jersey
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March 30, 2021

To: MARAC Steering Committee
From: Jennie Levine Knies, MARAC Chair
Re: MARAC Chair's Report

Respectfully submitted to the Steering Committee on March 30, 2021, in advance of the Spring 2021 Steering Committee meeting through Zoom on April 9, 2021

1. Met with Administrator, Sara Predmore, to discuss her work for MARAC and upcoming priorities. (March 25)
2. Called for volunteers, and formally charged the MARAC 50th Anniversary Committee (see attachment) on March 24, 2021
3. Submitted Chair's Column for the Winter 2021 issue of the *Mid-Atlantic Archivist*.
4. Met with one of the MARAC mentoring groups to talk about supervision and management skills (March 23, 2021)
5. Corresponded with MARAC Treasurer and Chair, Awards Committee, re: Finding Aids Award (it will not be awarded this year)
6. Corresponded with stewards of travel scholarships to authorize use of funds for meeting registration for the Spring virtual conference
7. Corresponded with Spring virtual conference committee re: opening remarks and business meeting
8. Thought repeatedly about following up work from Meeting Model Task Force, but did not actually manage it. Will hopefully be ready to charge a working group after the spring Steering Committee meeting

MARAC

Mid-Atlantic Regional Archives Conference

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To: MARAC STEERING COMMITTEE
From: SARA PREDMORE, MARAC ADMINISTRATOR
Date: April 2, 2021 - Zoom Meeting
Re: ADMINISTRATOR'S REPORT

Membership Statistics

There were 819 active members (as of April 1, 2021):

692 Regular Members
66 Retired Members
59 Student Members

Membership Statistics Comparison

Member Type	2019 (as of 4/5/19)	2020 (as of 4/10/20)	2021 (as of 4/1/21)	% change 2020-2021
Regular	783	745	692	-7.11%
Retired	56	63	66	4.76%
Student	53	45	59	31.11%
Total	892	853	817	-4.22%

State Caucus Membership Statistics Comparison

Caucus	2019 (as of 4/5/19)	2020 (as of 4/10/20)	2021 (as of 4/1/21)
DC	146	132	129
Delaware	45	40	33
Maryland	184	177	167
New Jersey	128	126	115
New York	191	178	165
Pennsylvania	203	188	172
Virginia	148	151	148
West Virginia	21	17	17

Note: As some members may be part of more than one caucus, total membership numbers and total state caucus numbers may differ.

New Membership Applications (as of 04/1/21)

Month	2018-2019	2019-2020	2020-2021
February	10	14	5
March	10	6	40
April	3	1	4
Total	23	21	49

ADDITIONAL INFORMATION

SurveyMonkey: In light of continued increases in subscription fees and the availability of alternate survey programs, I terminated our paid account with SurveyMonkey with the approval of the Treasurer. Google forms will be sufficient for conference evaluations and surveys. We plan to pay on per election basis for the use of an application like ElectionBuddy that provides extra security features needed in an election. We still maintain a free SurveyMonkey account.

Spring 2021 Virtual Conference: As of April 1, 560 people have registered with a significant increase in the percentage of non-members (up about 15% since fall 2019). The minimal registration rate, complimentary rate for students, unemployed, and underemployed (61 registered), and opportunities to support others (238 participated) have been tremendously successful.

- Participated in monthly Zoom coordination meetings.
- Created and managed additional Zoom account exclusively for conference use. Coordinated with VAC regarding needs and licenses. I set up five additional email accounts within MARAC to use for login with the additional Zoom licenses. I transferred the conference sessions that were scheduled from MARAC's primary Zoom account to the conference account. This conference Zoom account will be closed after the virtual conference.
- Collaborated with Vendor Coordinator and sponsorship sub-committee to coordinate new offerings specific to the virtual environment, created forms, and assisted with creating and acquiring slides to highlight future conferences.
- Worked with Web Team to develop procedures to post sponsors' logos on conference webpage.
- Led the creation, distribution, and tracking of MARAC's Recording Release for poster and session presenters and moderators.
- Worked with the MARAC Archivist to develop standard procedures for submitting session recordings to DRUM.
- Collaborated Amanda Brent and Meg Snyder on the *Virtually the Same: Conference Info Session* registration, announcements, and posting the recording on YouTube.

YouTube Channel: I worked with Kathleen Donahoe and Tara Maharjan to arrange poster session playlist for the virtual conference.

50th Anniversary Committee: I set up the e-list for the committee and attended the first meeting. The committee will meet monthly on the 3rd Wednesday.

Fall 2021 Gettysburg Conference: I prepared the vendor registration form and provided historical numbers to the LAC to assist with budgeting.

Elections: Voting took place from January 15rd to February 5th. 287 of 729 members participated. I created the ballots, managed distribution, and coordinated announcements with the NEC Chair.

Mid Atlantic Archivist: The MAA spring edition (Vol. 50, No. 2) was published electronically on March 16, 2021. This was the second issue to be distributed exclusively electronically to members. No complaints have been received.

Date: April 9, 2021

To: MARAC Steering Committee Members

From: Tara Wink

RE: Chair-elect Report

- 1) Submitted Call for Volunteers Article to MAA
- 2) Worked on appointing members to committees. Please see list of updates below.
- 3) Attended March 24, 2021 Virtual Conference Info Meeting

Respectfully Submitted,

Tara Wink

Chair Elect

Positions needing filled Summer 2021 – Update 4/2/2021

- Parliamentarian – Filled
- NCH Representative -- Filled
- RAAC Representative
- Communications (2)
 - Co-Chair – Filled
 - 1 additional member needed
- Diversity & Inclusion (1) – Filled
- Education (5)
 - 4 filled
 - 1 additional member needed
- Finance (2; one must be member at large)
 - 1 filled
 - 1 member needed
- Meetings Coordinating (5 needed)
 - Program Editor – filled
 - Assistant Program Editor – filled
 - Vendor Coordinator -- filled
 - Technical Coordinator
 - 2 additional members needed
- Membership (5: 2 for mentoring subcommittee)
 - 2 filled
 - 3 additional members needed
- Nominations and Elections (2 rotating off steering)
 - 1 filled
 - 1 additional member needed
- Web Team (1 new position to stagger terms)

Meetings Coordinating Committee

4 April 2021

1) Next Meeting:

When: October 7-9, 2021

Where: Gettysburg, PA

Hotel: Wyndham Gettysburg

Room Rate: \$149

Food and Beverage Minimum: \$14,000

Reception: Gettysburg National Military Park Museum and Visitor Center

Local Arrangements Committee Co-Chairs: Cindy Bendroth (PA State Archives) and Scott Keefer (Daughters of Charity – Emmitsburg, MD)

Program Committee Co-Chairs: Rachel M. Grove Rohrbaugh (Elizabethtown College) and Rejoice Scherry (Delaware State University)

2) Future Meeting:

When: March 24-26, 2022

Where: Harrisonburg, VA

Hotel: Hotel Madison & Shenandoah Valley Conference Center

Room Rate: \$139

Food and Beverage Minimum: \$20,000

Local Arrangements Co-Chairs: TBD

Program Committee Co-Chairs: TBD

3) Anniversary Meeting:

When: Fall 2022 (October 19 – 22, 2022.)

Where: College Park, MD

Hotel: College Park Marriott Hotel & Conference Center

Room Rate: \$179 (contract not finalized)

Food and Beverage Minimum: (contract not finalized)

Why: 50th Anniversary meeting

Program Committee Co-Chairs: Sharmila Bhatia (NARA) and Danna Bell (LC).

Local Arrangements Committee Co-Chairs: TBD

Meetings Coordinating Committee

5 April 2021

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4) Still Under Consideration:

Where: Saratoga Springs (To fulfill contract.)

When: 2023? Season depending on potential changing conference format.

Submitted by

Mary K. Mannix, MCC Chair



April 2, 2021

**To: MARAC Officers
Caucus Representatives
Committee Chairs
MARAC Administrator
MARAC Archivist**
From: Amanda May, MARAC Treasurer
Re: Treasurer/Finance Committee Report

Respectfully submitted to the Steering Committee on Friday, April 2, in advance of the Spring 2021 Steering meeting to be held virtually on April 9, 2021.

1. Highlights of the Third Quarter Treasurer's Report (see attached) are listed below.
 - The income is from membership dues; virtual conference income; MAA sales; bank interest; and gifts to general operations and restricted funds.
 - Expenses are from Administrator salary; FY20 tax filing expenses; administrator phone; postage of MAA and small mailings; office supplies for the Treasurer; printing and design of the MAA; conference expenses; the check for the Distinguished Service Award; and banking fees. Also notable is a \$1,000 credit to the Conference line (Fall Conference) due to the refund of the hotel deposit for Long Branch.
2. Average returns on investment for MARAC's accounts during the previous quarter (rounded to the nearest hundredth of a percent) are listed below.
 - PNC Savings Account – .0%
 - Vanguard Bonds – X%
3. The Virtual Conference (Spring 2021) is doing well. One benefit of not anticipating a hotel bill is that I can present this “real-time” report, enclosed. We sold less than expected to vendors and spent more on Zoom than projected. However, the popularity of the low registration costs and the generosity of our members has helped us offset this on the income side.
4. The budget for the Fall 2021 Gettysburg conference is enclosed for your perusal and approval. The committee did a great job of putting together a very tight budget. They also put together a budget set for a more “typical” conference, with attendance projections up to 350 people, all showing a significant profit. However, considering these “unprecedented circumstances,” we agreed that they'd budget for a very small attendance and anything over that would be a very happy windfall.
5. The FY2022 MARAC budget is enclosed for your perusal and approval. Significantly lower this year. Major adjustments for continued COVID protocols, more remote meetings, and less printing and postage of various publications. Thankfully, these dovetail nicely with the fact that we're bringing in less money from all our income categories – can we work on changing this trend rapidly, please?

FY 2021, 3rd Quarter (January 1, 2021 to March 31, 2021)

<u>CATEGORY</u>	<u>Budget</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Total</u>	<u>% Budget</u>
INCOME							
Membership Dues	\$40,000.00	\$17,029.00	\$4,751.00	\$4,345.00		\$26,125.00	65%
Conference Registration	\$92,000.00	\$0.00	\$0.00	\$7,815.00		\$7,815.00	8%
Conference Vendors	\$15,000.00	\$0.00	\$300.00	\$2,200.00		\$2,500.00	17%
Conference Sponsorship	\$7,000.00	\$0.00	\$0.00	\$400.00		\$400.00	6%
Publication Advertising	\$4,000.00	\$1,400.00	\$988.00	\$0.00		\$2,388.00	60%
Publication Sales	\$1,150.00	\$45.00	\$90.00	\$180.00		\$315.00	27%
Mailing List Sales	\$100.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Off-Meeting Workshops	\$3,000.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Bank Interest	\$150.00	\$13.32	\$1.93	\$1.89		\$17.14	11%
Investment Interest	\$2,000.00	\$575.81	\$625.03	\$0.00		\$1,200.84	60%
Gifts to Operations	\$600.00	\$404.00	\$560.00	\$33.00		\$997.00	166%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Total Income	\$165,000.00	\$19,467.13	\$7,315.96	\$14,974.89	\$0.00	\$41,757.98	25%
EXPENSES							
Administrator	\$20,000.00	\$4,735.90	\$2,904.39	\$2,971.72		\$10,612.01	53%
Web Services	\$6,150.00	\$5,940.27	\$42.74	\$0.00		\$5,983.01	97%
Archivist	\$1,000.00	\$0.00	\$1,000.00	\$0.00		\$1,000.00	100%
Accountant	\$1,145.00	\$0.00	\$0.00	\$1,145.00		\$1,145.00	100%
Advocacy	\$1,500.00	\$3,600.00	\$0.00	\$0.00		\$3,600.00	240%
Insurance Policy	\$1,000.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Phone	\$660.00	\$161.38	\$150.02	\$150.15		\$461.55	70%
Postage	\$740.00	\$254.83	\$229.95	\$160.50		\$645.28	87%
Office Supplies	\$125.00	\$0.00	\$0.00	\$108.10		\$108.10	86%
Food	\$5,260.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Travel	\$2,380.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Equipment	\$300.00	\$0.00	\$691.89	\$0.00		\$691.89	231%
Printing and Design	\$5,600.00	\$0.00	\$1,584.20	\$703.94		\$2,288.14	41%
Conference	\$108,000.00	\$2,500.00	\$3,000.00	\$207.33		\$5,707.33	5%
Lodging	\$2,340.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Honoraria	\$1,250.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Awards and Prizes	\$1,300.00	\$100.00	\$300.00	\$250.00		\$650.00	50%
Scholarships	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Banking Fees	\$6,000.00	\$909.60	\$549.44	\$369.50		\$1,828.54	30%
Investments	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Miscellaneous	\$250.00	\$0.00	\$50.00	\$0.00		\$50.00	20%
Total Expenses	\$165,000.00	\$18,201.98	\$10,502.63	\$6,066.24	\$0.00	\$34,770.85	21%
Net Income or (Loss)		\$1,265.15	(\$3,186.67)	\$8,908.65	\$0.00	\$6,987.13	

<u>Account Balances</u>			<u>Opening</u>	<u>Credits</u>	<u>Debits</u>	<u>Closing</u>
PNC Checking	\$66,566.81	Operating	(\$1,921.52)	\$14,974.89	(\$6,066.24)	\$6,987.13
PNC Savings	\$76,773.76	Restricted	\$143,673.36	\$433.00	\$0.00	\$144,106.36
Vanguard Bonds	\$89,601.50	Reserve	\$57,750.00	\$0.00	\$0.00	\$57,750.00
Total	\$232,942.07	Surplus	\$26,228.58	\$0.00	\$0.00	\$26,228.58
		Totals	\$225,730.42	\$15,407.89	(\$6,066.24)	\$235,072.07

Summary - Third Quarter FY 2021

Opening Balance	\$225,730.42
Total Income	\$15,407.89
Total Expenses	(\$6,066.24)
Closing Balance	\$235,072.07

<u>Restricted Funds</u>		<u>Opening</u>	<u>New Gifts</u>	<u>Spending</u>	<u>Closing</u>	
PNC Savings	\$54,504.86	Disaster Assist.	\$14,845.00	\$135.00	\$0.00	\$14,980.00
Vanguard Bonds	\$89,601.50	Education	\$123,146.36	\$105.00	\$0.00	\$123,251.36
Total	\$144,106.36	Graduate Schol	\$490.00	\$123.00	\$0.00	\$613.00
		Finch Award	\$5,192.00	\$70.00	\$0.00	\$5,262.00
		Total	\$143,673.36	\$433.00	\$0.00	\$144,106.36

FY 2021, 3rd Quarter (January 1, 2021 to March 31, 2021)

<u>CATEGORY</u>	<u>Budget</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Total</u>	<u>% Budget</u>
INCOME							
Membership Dues	\$40,000.00	\$17,029.00	\$4,751.00	\$4,345.00		\$26,125.00	65%
Conference Registration	\$92,000.00	\$0.00	\$0.00	\$7,815.00		\$7,815.00	8%
Conference Vendors	\$15,000.00	\$0.00	\$300.00	\$2,200.00		\$2,500.00	17%
Conference Sponsorship	\$7,000.00	\$0.00	\$0.00	\$400.00		\$400.00	6%
Publication Advertising	\$4,000.00	\$1,400.00	\$988.00	\$0.00		\$2,388.00	60%
Publication Sales	\$1,150.00	\$45.00	\$90.00	\$180.00		\$315.00	27%
Mailing List Sales	\$100.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Off-Meeting Workshops	\$3,000.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Bank Interest	\$150.00	\$13.32	\$1.93	\$1.89		\$17.14	11%
Investment Interest	\$2,000.00	\$575.81	\$625.03	\$0.00		\$1,200.84	60%
Gifts to Operations	\$600.00	\$404.00	\$560.00	\$33.00		\$997.00	166%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Total Income	\$165,000.00	\$19,467.13	\$7,315.96	\$14,974.89	\$0.00	\$41,757.98	25%
EXPENSES							
Administrator	\$8,765.00	\$192.48	\$3,752.05	\$150.65		\$4,095.18	47%
Executive Officers	\$23,500.00	\$14,276.17	\$1,092.74	\$2,971.72		\$18,340.63	78%
Caucus Funds	\$1,750.00	\$100.00	\$0.00	\$0.00		\$100.00	6%
Steering	\$3,740.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Communications	\$6,000.00	\$151.40	\$1,764.78	\$863.94		\$2,780.12	46%
Education	\$2,160.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Diversity and Inclusion	\$100.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Meetings Coordinating	\$300.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Finance	\$7,175.00	\$964.60	\$564.94	\$1,622.60		\$3,152.14	44%
Membership	\$2,250.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Nominating	\$50.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Finding Aids	\$500.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Custer and Finch	\$460.00	\$17.33	\$328.12	\$0.00		\$345.45	75%
Distinguished Service	\$250.00	\$0.00	\$0.00	\$250.00		\$250.00	100%
Scholarship	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0%
Fall Conference (LAC)	\$58,000.00	\$0.00	\$3,000.00	(\$1,000.00)		\$2,000.00	3%
Spring Conference (LAC)	\$50,000.00	\$2,500.00	\$0.00	\$1,207.33		\$3,707.33	7%
Total Expenses	\$165,000.00	\$18,201.98	\$10,502.63	\$6,066.24	\$0.00	\$34,770.85	21%
Net Income or (Loss)		\$1,265.15	(\$3,186.67)	\$8,908.65	\$0.00	\$6,987.13	

Account Balances

		<u>Opening</u>	<u>Credits</u>	<u>Debits</u>	<u>Closing</u>
PNC Checking	\$66,566.81	Operating (\$1,921.52)	\$14,974.89	(\$6,066.24)	\$6,987.13
PNC Savings	\$76,773.76	Restricted \$143,673.36	\$433.00	\$0.00	\$144,106.36
Vanguard Bonds	\$89,601.50	Reserve \$57,750.00	\$0.00	\$0.00	\$57,750.00
Total	\$232,942.07	Surplus \$26,228.58	\$0.00	\$0.00	\$26,228.58
		Totals	\$225,730.42	\$15,407.89	\$235,072.07

Summary - Third Quarter FY 2021

Opening Balance	\$225,730.42
Total Income	\$15,407.89
Total Expenses	(\$6,066.24)
Closing Balance	\$235,072.07

Restricted Funds

		<u>Opening</u>	<u>New Gifts</u>	<u>Spending</u>	<u>Closing</u>
PNC Savings	\$54,504.86	Disaster Assist. \$14,845.00	\$135.00	\$0.00	\$14,980.00
Vanguard Bonds	\$89,601.50	Education \$123,146.36	\$105.00	\$0.00	\$123,251.36
Total	\$144,106.36	Graduate Schol \$490.00	\$123.00	\$0.00	\$613.00
		Finch Award \$5,192.00	\$70.00	\$0.00	\$5,262.00
		Total	\$143,673.36	\$433.00	\$144,106.36

MARAC MEETING REPORT**SPRING 2021****VIRTUAL****SPRING 2021****VIRTUAL****FINAL SUMMARY**

Category	Budgeted 500 Attendees	Total 529 Attendees
INCOME		
Registration Fees	\$6,470.00	\$8,430.00
Exhibitor Fees	\$7,200.00	\$4,000.00
Total Income	\$13,670.00	\$12,430.00
EXPENSES		
Administrative Services	\$5,000.00	\$5,000.00
Registration/Program	\$1,150.00	\$1,607.33
Session/Plenary Speakers	\$750.00	\$500.00
Total Expenses	\$6,900.00	\$7,107.33
NET INCOME/PROFIT	\$6,770.00	\$5,322.67
Graduate Scholarship \$1 Addons		\$92.00

MARAC MEETING REPORT**SPRING 2021****VIRTUAL****FINAL INCOME**

Category	Budgeted 500			Actual 529		
	Cost/Item	Attendees	Total	Cost/Item	Attendees	Total
INCOME						
Registration Fees						
Members Tier	\$5.00	365	\$1,825.00	\$5.00	229	\$1,145.00
Non-Members Tier	\$35.00	75	\$2,625.00	\$35.00	119	\$4,165.00
Community Support Tier	\$50.00	40	\$2,000.00	\$50.00	50	\$2,500.00
Sponsor Another's Attendance	\$5.00	20	\$20.00	\$5.00	124	\$620.00
Free Registration	\$0.00	0	\$0.00	\$0.00	59	\$0.00
Total Registration Fees		500	\$6,470.00		581	\$8,430.00
Exhibitor Fees						
Standard Package	\$300.00	10	\$3,000.00	\$300.00	3	\$900.00
Premium Package	\$400.00	5	\$2,000.00	\$400.00	4	\$1,600.00
Session Sponsorship, session chair spotlight	\$100.00	5	\$500.00	\$100.00	7	\$700.00
Product Demo Time Slot (30 minutes, exclusive)	\$300.00	2	\$600.00	\$300.00	1	\$300.00
Donations/Sponsorships (Tier 1)	\$100.00	2	\$200.00	\$100.00	0	\$0.00
Donations/Sponsorships (Tier 2)	\$50.00	2	\$100.00	\$50.00	0	\$0.00
Program Ad Standalone Full	\$500.00	0	\$0.00	\$500.00	0	\$0.00
Program Ad Standalone Half	\$300.00	0	\$0.00	\$300.00	0	\$0.00
Program Ad Standalone Quarter	\$200.00	2	\$400.00	\$200.00	2	\$400.00
Program Ad Standalone Business Card	\$100.00	0	\$0.00	\$100.00	0	\$0.00
Program Ad Upgrade Full	\$300.00	1	\$300.00	\$300.00	0	\$0.00
Program Ad Upgrade Half	\$100.00	1	\$100.00	\$100.00	1	\$100.00
Total Exhibitor Fees			\$7,200.00			\$4,000.00
Total Income			\$13,670.00			\$12,430.00
Graduate Scholarship \$1 Addons				\$1.00	92	\$92.00

MARAC MEETING REPORT**SPRING 2021****VIRTUAL****FINAL EXPENSES**

Category	Budgeted 500		Actual 529	
	Cost/Item	Attendees	Cost/Item	Attendees
		Total		Total
EXPENSES				
Administrative Services		\$5,000.00		\$5,000.00
Registration/Program				
Postcard Design/Print/Mail		\$500.00		\$400.00
Advertisement		\$200.00		\$0.00
Sched App		\$250.00		\$250.00
Expanded Zoom subscription		\$200.00		\$947.33
Info Session Prizes		\$0.00		\$10.00
Total Registration/Program Costs		\$1,150.00		\$1,607.33
Session/Plenary Speakers				
Honoraria		\$500.00		\$500.00
Misc. Expenses		\$250.00		
Total Session/Plenary Costs		\$750.00		\$500.00
Total Expenses		\$6,900.00		\$7,107.33

MARAC MEETING BUDGET**FALL 2021****GETTYSBURG, PA****Budget Summary - Estimates**

Category	Total for 150 Attendees	Total for 200 Attendees	Total for 250 Attendees
INCOME			
Registration Fees	\$18,750.00	\$25,130.00	\$31,700.00
Exhibitor Fees	\$9,100.00	\$9,350.00	\$9,600.00
Meals	\$4,750.00	\$5,175.00	\$5,750.00
Reception	\$150.00	\$150.00	\$150.00
Tour Fees	\$720.00	\$720.00	\$720.00
Workshop Fees	\$3,500.00	\$4,350.00	\$5,250.00
Total Income	\$36,970.00	\$44,875.00	\$53,170.00
EXPENSES			
Administrative Services	\$5,000.00	\$5,000.00	\$5,000.00
LAC Expenses	\$150.00	\$150.00	\$150.00
Event Insurance	\$1,000.00	\$1,000.00	\$1,000.00
Hotel Expenses	\$750.00	\$750.00	\$750.00
AV Expenses	\$3,800.00	\$3,800.00	\$3,800.00
Meal Expenses	\$17,784.90	\$18,149.04	\$22,371.30
Reception	\$9,177.50	\$12,322.80	\$13,435.04
Registration/Program	\$1,000.00	\$1,000.00	\$1,000.00
Session/Plenary Speakers	\$350.00	\$350.00	\$350.00
Tour Expenses	\$555.00	\$555.00	\$555.00
Workshop Expenses	\$2,850.00	\$2,850.00	\$2,850.00
Total Expenses	\$42,417.40	\$45,926.84	\$51,261.34
Total	(\$5,447.40)	(\$1,051.84)	\$1,908.66
Membership Meet and Greet Reimbursement	\$1,000.00	\$1,000.00	\$1,000.00
Steering Meal Reimbursement	\$700.00	\$704.00	\$800.00
NET INCOME/PROJECTED PROFIT	(\$3,747.40)	\$652.16	\$3,708.66

MARAC MEETING BUDGET

FALL 2021

GETTYSBURG, PA

Budget - Income Estimates

Category	150			200			250		
	Cost/Item	Attendees	Total	Cost/Item	Attendees	Total	Cost/Item	Attendees	Total
INCOME									
Registration Fees									
Pre-Reg Members	\$120.00	105	\$12,600.00	\$120.00	140	\$16,800.00	\$120.00	170	\$20,400.00
Pre-Reg Non-Members	\$170.00	15	\$2,550.00	\$170.00	23	\$3,910.00	\$170.00	30	\$5,100.00
Late Reg Members	\$140.00	10	\$1,400.00	\$140.00	15	\$2,100.00	\$140.00	20	\$2,800.00
Late Reg Non-Members	\$190.00	5	\$950.00	\$190.00	5	\$950.00	\$190.00	5	\$950.00
Member, on-site	\$160.00	2	\$320.00	\$160.00	2	\$320.00	\$160.00	5	\$800.00
Non-member, on-site	\$210.00	1	\$210.00	\$210.00	1	\$210.00	\$210.00	3	\$630.00
Student registration	\$60.00	10	\$600.00	\$60.00	12	\$720.00	\$60.00	15	\$900.00
One day (Saturday only)	\$60.00	2	\$120.00	\$60.00	2	\$120.00	\$60.00	2	\$120.00
Total Registration Fees		150	\$18,750.00		200	\$25,130.00		250	\$31,700.00
Exhibitor Fees									
Ads (Full Page)	\$500.00	0	\$0.00	\$500.00	0	\$0.00	\$500.00	0	\$0.00
Ads (Half Page)	\$300.00	1	\$300.00	\$300.00	1	\$300.00	\$300.00	1	\$300.00
Ads (Quarter Page)	\$200.00	2	\$400.00	\$200.00	2	\$400.00	\$200.00	2	\$400.00
Ads (Business Card)	\$125.00	0	\$0.00	\$125.00	0	\$0.00	\$125.00	0	\$0.00
Donations/Sponsorships	\$250.00	2	\$500.00	\$250.00	3	\$750.00	\$250.00	4	\$1,000.00
Donations/Sponsorships	\$500.00	1	\$500.00	\$500.00	1	\$500.00	\$500.00	1	\$500.00
Donations/Sponsorships	\$1,000.00	1	\$1,000.00	\$1,000.00	1	\$1,000.00	\$1,000.00	1	\$1,000.00
Rental - 1 Table	\$600.00	8	\$4,800.00	\$600.00	8	\$4,800.00	\$600.00	8	\$4,800.00
Rental - 2 Tables	\$800.00	2	\$1,600.00	\$800.00	2	\$1,600.00	\$800.00	2	\$1,600.00
Total Exhibitor Fees			\$9,100.00			\$9,350.00			\$9,600.00
Meals									
Lunch - Friday	\$30.00	100	\$3,000.00	\$30.00	110	\$3,300.00	\$30.00	125	\$3,750.00
Breakfast - Business Mtg.	\$25.00	70	\$1,750.00	\$25.00	75	\$1,875.00	\$25.00	80	\$2,000.00
Total Meals			\$4,750.00			\$5,175.00			\$5,750.00
Reception									
Guest Tickets	\$30.00	5	\$150.00	\$30.00	5	\$150.00	\$30.00	5	\$150.00
Total Reception Income			\$150.00			\$150.00			\$150.00
Tour Fees									
Tour 1 - Daughters of Charity	\$5.00	Min 10	\$50.00	\$5.00	Min 10	\$50.00	\$5.00	Min 10	\$50.00
Tour 2 - Evergreen Cemetery	\$12.00	15	\$180.00	\$12.00	15	\$180.00	\$12.00	15	\$180.00

Tour 3 - Shriver House	\$10.00	10	\$100.00	\$10.00	10	\$100.00	\$10.00	10	\$100.00
Tour 4 - Adams Co Winery	\$10.00	10	\$100.00	\$10.00	10	\$100.00	\$10.00	10	\$100.00
Tour 5 - Gettysburg Special Collections	\$5.00	6	\$30.00	\$5.00	6	\$30.00	\$5.00	6	\$30.00
Tour 6 - Hickory Hollow Horseback	\$80.00	2	\$160.00	\$80.00	2	\$160.00	\$80.00	2	\$160.00
Tour 7 - Seminary Ridge Museum	\$10.00	10	\$100.00	\$10.00	10	\$100.00	\$10.00	10	\$100.00
Total Tour Fees			\$720.00			\$720.00			\$720.00
Workshop Fees									
Workshop 1	\$50.00	10	\$500.00	\$50.00	13	\$650.00	\$50.00	15	\$750.00
Workshop 2	\$100.00	10	\$1,000.00	\$100.00	12	\$1,200.00	\$100.00	15	\$1,500.00
Workshop 3	\$100.00	10	\$1,000.00	\$100.00	13	\$1,300.00	\$100.00	15	\$1,500.00
Workshop 4	\$100.00	10	\$1,000.00	\$100.00	12	\$1,200.00	\$100.00	15	\$1,500.00
Total Workshop Fees		40	\$3,500.00		50	\$4,350.00		60	\$5,250.00
Total Income			\$36,970.00			\$44,875.00			\$53,170.00

MARAC MEETING BUDGET

FALL 2021

GETTYSBURG, PA

Proposed Budget - Expense Estimates

Category	150			200			250		
	Cost/Item	Attendees	Total	Cost/Item	Attendees	Total	Cost/Item	Attendees	Total
EXPENSES									
Administrative Services			\$5,000.00			\$5,000.00			\$5,000.00
LAC Expenses									
Hand Sanitizer, PPE			\$100.00			\$100.00			\$100.00
Miscellaneous			\$50.00			\$50.00			\$50.00
Total LAC Expenses			\$150.00			\$150.00			\$150.00
Event Insurance			\$1,000.00			\$1,000.00			\$1,000.00
Hotel Expenses									
Penalty for unsold room/nights	\$150.00	50	\$7,500.00	\$150.00	25	\$3,750.00			
Tables/Outlets for Vendors			\$500.00			\$500.00			\$500.00
Porterage and Miscellaneous			\$250.00			\$250.00			\$250.00
Total Hotel Expenses			\$750.00			\$750.00			\$750.00
AV Expenses									
AV expenses			\$3,800.00			\$3,800.00			\$3,800.00
Total AV Expenses			\$3,800.00			\$3,800.00			\$3,800.00
Meal Expenses									
Coffee Breaks Thur (AM)	\$15.00	30	\$450.00	\$10.00	40	\$400.00	\$10.00	50	\$500.00
Coffee Breaks Thur (PM)	\$15.00	30	\$450.00	\$10.00	40	\$400.00	\$10.00	50	\$500.00
Steering Committee - Th	\$35.00	20	\$700.00	\$32.00	22	\$704.00	\$32.00	25	\$800.00
Hospitality Event (Th Meet & Greet)	\$15.00	75	\$1,125.00	\$13.00	85	\$1,105.00	\$13.00	100	\$1,300.00
Continental Breakfast - Fri	\$20.00	120	\$2,400.00	\$18.00	150	\$2,700.00	\$18.00	200	\$3,600.00
Coffee Break Fri AM	\$15.00	120	\$1,800.00	\$10.00	150	\$1,500.00	\$10.00	200	\$2,000.00
Lunch - Friday (meat)	\$30.00	35	\$1,050.00	\$27.00	40	\$1,080.00	\$27.00	50	\$1,350.00
Lunch - Friday (fish)	\$30.00	35	\$1,050.00	\$27.00	40	\$1,080.00	\$27.00	50	\$1,350.00
Lunch - Friday (veg)	\$30.00	30	\$900.00	\$27.00	30	\$810.00	\$27.00	25	\$675.00
Vendor box lunches	\$20.00	7	\$140.00	\$20.00	10	\$200.00	\$20.00	12	\$240.00
Coffee Break Fri PM	\$15.00	120	\$1,800.00	\$13.00	150	\$1,950.00	\$13.00	200	\$2,600.00
Breakfast Buffet - Sat	\$25.00	70	\$1,750.00	\$23.00	75	\$1,725.00	\$23.00	80	\$1,840.00
Coffee Break Sat (optional)	\$10.00	50	\$500.00	\$10.00	75	\$750.00	\$10.00	100	\$1,000.00
Meal Subtotal	**note below		\$14,115.00			\$14,404.00			\$17,755.00
Meal Service Charge (20% of subtotal)			\$2,823.00			\$2,880.80			\$3,551.00
PA Tax (6%)			\$846.90			\$864.24			\$1,065.30

Total Meal Expenses	\$17,784.90			\$18,149.04			\$22,371.30		
Reception									
Facility			\$1,500.00			\$1,500.00			\$1,500.00
Caterer	\$33.00	125	\$4,125.00	\$33.00	160	\$5,780.00	\$33.00	188	\$6,704.00
Tour of Facility	\$6.00	125	\$750.00	\$6.00	160	\$1,460.00	\$6.00	188	\$1,128.00
Wine & Beer bar	\$10.00	125	\$1,250.00	\$10.00	160	\$1,600.00	\$10.00	188	\$1,880.00
Transportation			\$480.00			\$480.00			\$480.00
Service Charge			\$1,072.50			\$1,502.80			\$1,743.04
Linen & Set-up Fees	\$625.00	1	\$625.00	\$625.00	1	\$625.00	\$650.00	1	\$650.00
Total Reception Costs	\$9,177.50			\$12,322.80			\$13,435.04		
Registration/Program									
Program Design/Print/Mail			\$500.00			\$500.00			\$500.00
Scheduling App			\$250.00			\$250.00			\$250.00
Folders, Badges, Lanyards, etc.			\$250.00			\$250.00			\$250.00
Total Registration/Program Costs	\$1,000.00			\$1,000.00			\$1,000.00		
Session/Plenary Speakers									
Lodging/Travel/Meals			\$100.00			\$100.00			\$100.00
Honoraria			\$250.00			\$250.00			\$250.00
Total Session/Plenary Costs	\$350.00			\$350.00			\$350.00		
Tour Expenses									
		Min			Min			Min	
Tour 1 - Daughters of Charity	\$0.00	10	\$0.00	\$0.00	10	\$0.00	\$0.00	10	\$0.00
Tour 2 - Evergreen Cemetery	\$10.00	15	\$150.00	\$10.00	15	\$150.00	\$10.00	15	\$150.00
Tour 3 - Shriver House	\$9.50	10	\$95.00	\$9.50	10	\$95.00	\$9.50	10	\$95.00
Tour 4 - Adams Co Winery	\$8.00	10	\$80.00	\$8.00	10	\$80.00	\$8.00	10	\$80.00
Tour 5 - Gettysburg Special Collections	\$0.00	6	\$0.00	\$0.00	6	\$0.00	\$0.00	6	\$0.00
Tour 6 - Hickory Hollow Horseback	\$75.00	2	\$150.00	\$75.00	2	\$150.00	\$75.00	2	\$150.00
Tour 7 - Seminary Ridge Museum	\$8.00	10	\$80.00	\$8.00	10	\$80.00	\$8.00	10	\$80.00
Total Tour Expenses	\$555.00			\$555.00			\$555.00		
Workshop Expenses									
Honoraria			\$1,750.00			\$1,750.00			\$1,750.00
Lodging/Meals/Travel (Speakers)			\$1,000.00			\$1,000.00			\$1,000.00
Misc. Expenses			\$100.00			\$100.00			\$100.00
Total Workshop Expenses	\$2,850.00			\$2,850.00			\$2,850.00		
Total Expenses	\$42,417.40			\$45,926.84			\$51,261.34		

**in order to meet food and beverage minimum, we will need to spend more for breaks and meals

MARAC Budget - Fiscal 2022

MARAC Income

Category	Anticipated
Annual Receipts	
Membership Dues	\$ 38,000.00
Conference Registration	\$ 85,000.00
Conference Vendors	\$ 15,000.00
Conference Sponsorship	\$ 7,000.00
Publication Advertising	\$ 4,000.00
Publication Sales	\$ 900.00
Mailing List Sales	\$ 70.00
Off-Meeting Workshops	\$ 1,500.00
Bank Interest	\$ 150.00
Investment Interest	\$ 2,000.00
Gifts to Operations	\$ 800.00
Miscellaneous	\$ -
TOTAL	\$154,420.00

MARAC Expenses

Category	Allocated
General	
Administrator	\$ 8,615.00
Executive Officers	\$ 23,500.00
Caucuses	\$ 1,600.00
Committees	
Steering	\$ 2,550.00
Communications	\$ 5,000.00
Diversity and Inclusion	\$ 100.00
Education	\$ 2,360.00
Finance	\$ 6,695.00
Meetings Coordinating	\$ 300.00
Membership	\$ 2,450.00
Nominating	\$ 40.00
Custer Finch	\$ 460.00
Distinguished Service	\$ 250.00
Finding Aids	\$ 500.00
Scholarship	\$ -
Fall Conference (LAC)	\$ 50,000.00
Spring Conference (LAC)	\$ 50,000.00
TOTAL	\$154,420.00

MARAC Income

Category	Anticipated
Annual Receipts	
Membership Dues	\$ 38,000.00
Conference Registration	\$ 85,000.00
Conference Vendors	\$ 15,000.00
Conference Sponsorship	\$ 7,000.00
Publication Advertising	\$ 4,000.00
Publication Sales	\$ 900.00
Mailing List Sales	\$ 70.00
Off-Meeting Workshops	\$ 1,500.00
Bank Interest	\$ 150.00
Investment Interest	\$ 2,000.00
Gifts to Operations	\$ 800.00
Miscellaneous	\$ -
TOTAL	\$154,420.00

MARAC Expenses

Category	Allocated
Operational Support	
Administrator Salary	\$20,000.00
Web Services	\$6,200.00
Archivist	\$1,000.00
Accountant	\$1,145.00
Advocacy	\$1,500.00
Insurance Policy	\$1,000.00
General Support	
Phone	\$660.00
Postage	\$750.00
Office Supplies	\$125.00
Food	\$4,760.00
Travel	\$1,080.00
Rented Services	
Equipment	\$300.00
Printing and Design	\$4,600.00
Conference	\$100,000.00
Lodging	\$1,700.00
Honoraria	\$1,250.00
Awards and Scholarships	
Awards and Prizes	\$1,550.00
Scholarships	\$0.00
Financial Operations	
Banking Fees	\$5,500.00
Investments	\$0.00
Other	
50th Anniversary	\$750.00
Miscellaneous	\$550.00
TOTAL	\$154,420.00

Notes

Membership is still dropping.
 Lower than last year. We must have hope.
 Nick is the best! More hope.
 More hope.
 Slightly low this year, but I'm keeping it here this year.
 Low this year. Lowering amount but not slashing.
 Lower than last year.
 We have to start doing these. Something. Please. Slashed due to virtual.
 I have no idea why this is so low. Need to talk to the bank.
 Market has been doing well. Q3 number not updated through March yet.
 Our members have been so generous. Increased this number this year.
 Zero.

Same.
 Ditched SurveyMonkey, but more Zoom.
 Same.
 Same.
 Same.
 Same.
 Same.
 Same.
 Same for now.
 Same.
 Less in-person interaction expected this year.
 Less in-person interaction expected this year.
 Continued move towards design only, less printing.
 Tightening up a little bit due to low projected attendance.

Funded out of AEF.

Lowering to adjust to trend.

Outreach, planning, swag at Harrisonburg.

MARAC Budget - FY2021

MARAC Income

Category	Approved
Annual Receipts	
Membership Dues	\$40,000.00
Conference Registration	\$92,000.00
Conference Vendors	\$15,000.00
Conference Sponsorship	\$7,000.00
Publication Advertising	\$4,000.00
Publication Sales	\$1,150.00
Mailing List Sales	\$100.00
Off-Meeting Workshops	\$3,000.00
Bank Interest	\$150.00
Investment Interest	\$2,000.00
Gifts to Operations	\$600.00
Miscellaneous	\$0.00
TOTAL	\$165,000.00

MARAC Expenses

Category	Allocated
Operational Support	
Administrator Salary	\$20,000.00
Web Services	\$6,150.00
Archivist	\$1,000.00
Accountant	\$1,145.00
Advocacy	\$1,500.00
Insurance Policy	\$1,000.00
General Support	
Phone	\$660.00
Postage	\$740.00
Office Supplies	\$125.00
Food	\$5,260.00
Travel	\$2,380.00
Rented Services	
Equipment	\$300.00
Printing and Design	\$5,600.00
Conference	\$108,000.00
Lodging	\$2,340.00
Honoraria	\$1,250.00
Awards and Scholarships	
Awards and Prizes	\$1,300.00
Scholarships	\$0.00
Financial Operations	
Banking Fees	\$6,000.00
Investments	\$0.00
Other	
Disaster Relief	\$0.00
Miscellaneous	\$250.00
TOTAL	\$165,000.00

MARAC Budget - FY2022

MARAC Income

Category	Request
Annual Receipts	
Membership Dues	\$38,000.00
Conference Registration	\$85,000.00
Conference Vendors	\$15,000.00
Conference Sponsorship	\$7,000.00
Publication Advertising	\$4,000.00
Publication Sales	\$900.00
Mailing List Sales	\$70.00
Off-Meeting Workshops	\$1,500.00
Bank Interest	\$150.00
Investment Interest	\$2,000.00
Gifts to Operations	\$800.00
Miscellaneous	\$0.00
TOTAL	\$154,420.00

MARAC Expenses

Category	Allocated
Operational Support	
Administrator Salary	\$20,000.00
Web Services	\$6,200.00
Archivist	\$1,000.00
Accountant	\$1,145.00
Advocacy	\$1,500.00
Insurance Policy	\$1,000.00
General Support	
Phone	\$660.00
Postage	\$750.00
Office Supplies	\$125.00
Food	\$4,760.00
Travel	\$1,080.00
Rented Services	
Equipment	\$300.00
Printing and Design	\$4,600.00
Conference	\$100,000.00
Lodging	\$1,700.00
Honoraria	\$1,250.00
Awards and Scholarships	
Awards and Prizes	\$1,550.00
Scholarships	\$0.00
Financial Operations	
Banking Fees	\$5,500.00
Investments	\$0.00
Other	
50th Anniversary	\$750.00
Miscellaneous	\$550.00
TOTAL	\$154,420.00

MARAC Historian Report April/2021 (for the MARAC Steering Committee Meeting)

I have not yet been cleared to return to work at the University of Maryland although it is conceivable that may happen a little later this calendar year. Consequently, my research work using the MARAC Archives at UMD is limited—but I've been busy in the meantime with some important committee assignments.

Recently I participated in a discussion with the rest of the Distinguished Service Committee; we put forward our recommendation for this year's DSA Award.

I also accepted a co-chair position (along with John LeGloahec and Alex Plante) with the newly-formed 50th Anniversary Committee. This committee is gearing up to lead planning for the celebration of MARAC's 50th anniversary in 2022, culminating in the Fall/22 meeting in College Park. Thanks to Jennie Knies and Sara Predmore, the committee had a well-organized "kick-off" Zoom meeting on March 23rd, and we're just getting started with our plans at the present time.

Lauren Brown
MARAC Historian

~

MARAC Archivist Report

April 2021 (for Jan 16 – April 1, 2021)

MARAC 50th Anniversary Discussion

I have agreed to participate on the planning committee.

Update on *Mid-Atlantic Archivist* Ingest Backlog

The timeframe for beginning the ingest has been delayed because the SCUA staff is still working remotely without regular access to campus. (The accession process involves using air-gapped devices.) I explained to Jodie Boyle that, while SCUA staff still have no firm date to return to campus, we hope to have some abbreviated access by the summer. So, I proposed a new timeline of May/June.

At this time, the regular ingest time frame of "early August" has not changed.

Spring 2021 Virtual Conference -- DRUM Submissions – Open Period for Self-Submissions

I emailed the Program Co-Chairs to remind them to send out a message to all conference presenters to deposit their presentations in DRUM, the University of Maryland's Digital Repository. DRUM is open now and will remain open for six weeks after the end of the conference.

Spring 2021 Virtual Conference – New -- Recording Sessions Submitted to DRUM

I have been working with MARC Administrator Sara Predmore and UMD Digital Scholarship Librarian Terry Owen regarding the legalities and logistics of uploading the multiple speakers recording sessions in DRUM.

In Terry's opinion, the phrase in the current MARAC "Speakers Release To Record Presentations" agreement: "I understand that MARAC will have nonexclusive rights to use the recording in any manner consistent with its educational mission," is broad and therefore sufficient to allow UMD to proceed with including the session recording files without my having to send out a separate UMD release/license form.

Nevertheless, for future use, Terry suggested, MARAC should consider editing this form to make explicit the plan to submit these files into DRUM.

Respectfully submitted,
Joni Floyd

MARAC

Mid-Atlantic Regional Archives Conference

Delaware • District of Columbia • Maryland • New Jersey
New York • Pennsylvania • Virginia • West Virginia

Web Team Report

Steering Committee Meeting
April 9, 2021

Web Team members: Anastasia Matijkiw, Laura Montgomery (co-chair), Don Sailer (co-chair)

Updates since the last Steering Meeting:

- Don met with Sara to discuss posting vendor logos on the Spring 2021 conference page
- The Web Team will be meeting in late April to review future plans for updating the site, adding new members, and possibly re-configuring member responsibilities.
- Don updated committee and caucus pages as requested
- Laura continued to update the Job Opportunities page
- Don updated the Web Team Operations Manual and posted a new banner image on the home page

Please double check your page(s) on the MARAC website and contact us at maracwebteam@gmail.com if you notice any issues or if you would like to make any updates.

Respectfully submitted,
Don Sailer

Regional Archival Associations Consortium Representative

Spring 2021 MARAC Steering Committee Report

- Continued receiving and reviewing RAAC announcements and requests
- Responded to requests for information as appropriate

Respectfully submitted,
Andrew Cassidy-Amstutz



Spring 2021 NATIONAL COALITION FOR HISTORY Report
MARAC Steering Committee Meeting, April 9, 2021

K-12 HISTORY AND CIVICS FUNDING BILL REINTRODUCED IN CONGRESS: Legislation has just been reintroduced authorizing the federal government to make a large investment in K-12 history and civics education. The bill authorizes \$1 billion in spending per-year over the next six fiscal years for grants to states, institutions of higher education, qualified non-profits, and researchers. The National Coalition for History has endorsed the bill which has been renamed the “Civics Secures Democracy Act.” The bill has been reintroduced in the House by Rep. Rosa DeLauro (D-CT), Rep. Tom Cole (R-OK) and Rep. Earl Blumenauer (D-OR). The legislation has been reintroduced in the Senate by Sen. Chris Coons (D-DE) and Sen. John Cornyn (R-TX).

AMERICAN WOMEN’S HISTORY MUSEUM & NATIONAL MUSEUM OF THE AMERICAN LATINO: Last September, NCH endorsed the *Smithsonian American Women’s History Museum Act*, legislation to establish an American Museum of Women’s History (AMWH) as part of the Smithsonian Institution. The bill was included in the FY 21 omnibus budget package along with legislation authorizing the creation of a Latino museum. The Smithsonian now begins the challenging prospect of simultaneously raising the funds needed to build both the National Museum of the American Latino and the AMWH. Fifty percent of the cost must be raised privately with the remaining half coming from federal funds. The funding bill includes \$6 million each to the museums to begin the process.

UPDATE ON CIVIL RIGHTS COLD CASE COLLECTION ACT: Back in January 2019, President Trump signed into law the “Civil Rights Cold Case Records Collection Act of 2018 (Public Law 115-426). It authorizes the National Archives to create a collection of unsolved civil rights case files. In addition, the law establishes a Civil Rights Cold Case Review Board to determine which records can be released to the public.

The law delineates the appointment process for five individuals to serve on the review board, designating the American Historical Association, Organization of American Historians, Society of American Archivists and American Bar Association as groups to be consulted in the nomination process. Last spring, NCH facilitated the submission of potential nominees to the Trump administration on behalf of AHA, OAH and SAA. However, in late summer the White House announced it wanted additional names, without specifying reasons as to why the original pool of applicants was not sufficient. The Trump administration failed to appoint members to the panel before leaving office. The Biden administration is being urged to move expeditiously to make its appointments so that the long-delayed work of the review board can finally begin. \$2 million is designated to fund the Civil Rights Cold Case Review Board. Stay safe, be well

—Jan Zastrow
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