

Awards Committee Report

MARAC Winter Steering Committee

Kira Dietz joined as Awards Committee chair in November 2023 to take up the remainder of an existing term. Kira has compiled the reports received from subcommittee chairs and plans to talk further with chairs about their workflows and current needs.

This fall, there has been an inquiry from a caucus with interest in establishing another award, which the Awards chair plans to bring to the upcoming winter Steering Committee. (See proposal below.)

Ron Becker New Professional Award for MARAC

The New Jersey Caucus would like to start a new award in honor of Ron Becker, a founding member of MARAC. This award would be to encourage professional development for new professionals (5 years or less in the archival field) within the MARAC region. This award would be different in that it specifically targets new professionals who may be working part-time for institutions that do not provide funding and require additional skills to enhance their resume. This award would cover professional development, including:

- Conference expenses – including membership, registration, flights, lodging, meals, gas mileage, etc for any professional organization, not just MARAC
- Editorial services/fees for article, journal, or book submissions
- Continuing education course(s) or certification(s) either online or in person for any educational opportunity that the candidate relates to their professional goals, not just those explicitly related to archives and its related fields. Examples: project management, computer science, database management, privacy, and data security.
- Workshop fees and travel

Eligibility

- Living or working in the MARAC Region
- Working in the archival field for 5 years or less

Required Materials

1. Formal proposal, not to exceed 1,000 words.
2. Budget documentation that references and justifies expected costs

Proposed Funding

- We suggest that this funding come from the archival education fund.
- This award would be for up to \$1,500, given once a year

- This number was decided as an SAA certificate for Arrangement & Description (A&D) or Digital Archives Specialist (DAS) Certificate Program would cost approximately \$1600, Courses at the Rare Book School are \$1,395
- Candidates can apply for multiple classes up to the total amount of the award
- With other MARAC awards, do we allow people to receive the award more than once? This award should follow other MARAC award standards
- The New Jersey Caucus will secure pledges from membership toward the archival education fund

Submitted by:
Kira Dietz
Awards Committee Chair

REPORT OF THE CUSTER COMMITTEE

Submitted by Tyler Stump, Committee Senior Co-Chair, January 24nd, 2024

In the Fall, the Custer Committee made its final deliberations of the 12 submissions from 2023 and selected three winners: Aaron Purcell's *As Wolves Upon a Sheep Fold: The Civil War Letters of Ohio Surgeon William S. Newton* and Kelly McAlonie Hayes' *Louise Blanchard Bethune: Every Woman Her Own Architect* were selected for book prizes (these books received identical high scores) and Mary Schreiner's *Realities of Life in an Institution: Dispelling Misconceptions of Disability* (published in *Pennsylvania History: A Journal of Mid-Atlantic Studies*) was selected for an article prize. Book prizes were for \$200 and the article prize was for \$100.

Awards were announced at the business meeting during the MARAC conference in Saratoga Springs. Aaron Purcell was in attendance and was able to receive his award personally. Kelly McAlonie Hayes was not able to attend but her editor from SUNY Press did come and gave some remarks and accepted the award on her behalf (see photo below). Mary Schreiner was not able to attend either but wrote some remarks which were read at the meeting. With the timing of the award selection and the fall MARAC conference date winners are given very short notice and it seems difficult for anyone to plan to attend the conference unless they happen to live in the area or were already planning on attending before hearing of their award.

We had a short post highlighting each Custer award winning publication that was published on the MARAC blog: <https://themaracblog.wordpress.com/2023/10/30/arline-custer-memorial-award-winners/>. The University of Buffalo (where Hayes works) also issued a press release highlighting her award: <https://www.buffalo.edu/ubnow/briefs/2023/12/hayes-mcalonie-custer-award.html>.

Co-chair Elise DeAndrea is currently working on an article about Aaron Purcell's book and the archival research that went into it, which will tentatively be published in the *Mid-Atlantic Archivist* Spring issue.



Distinguished Service Award Committee

The call for nominations went out to the membership on December 13, 2023. The deadline for nomination submissions is January 31, 2024.

As of January 25, 2024, no new nominations have been received, however we have two nominations from 2023 that have rolled over. One of the rollover nominations has had materials added this year as multiple people have come forward to nominate the person again.

Submitted by:

Sara Borden

Distinguished Service Award Committee

Finding Aids Committee

Report for MARAC Winter Steering Committee Meeting
January 2024

The Finding Aids Committee received 9 submissions for the Finding Aids award prior to the December 31, 2023 deadline and will begin reviewing the submissions in the coming weeks.

The Committee has no other current work or business that needs to be addressed at this time.

Submitted by:
Laura Bell
Senior Co-Chair, Finding Aids Award Committee

Scholarship Committee

The Scholarship Committee selected recipients for the Marsha Trimble Meeting and Travel Award (Scotty Beland), the Joan Echtenkamp Klein Meeting and Travel Award (Emily Borowski), and the Karen A. Stuart Local History Collection Workshop & Conference Attendance Award (Jill Tominosky) for the Fall 2023 MARAC meeting in Saratoga Springs, NY. The committee also selected a recipient for the Graduate School Archival Education Scholarship, Miya Upshur-Williams.

Currently, the Scholarship Committee is preparing to award travel scholarships for the one day symposium in Philadelphia in April.

Submitted by:

Christine Ameduri & Kira Dietz

Scholarship Committee Chair & Awards Committee Chair

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Communications Committee Steering Report

January 26, 2024

The Communications Committee is composed of Michael Martin, Missy Nerino, Carolyn Friedrich, Lara Szypszak, Renae Rapp, Emily Johnson, Jill Tominosky, Molly Tighe, Heidi Abbey Moyer, and Kathleen Donahoe. Kevin Clair and Sara Predmore are ex-officio members.

Committee Assignments

- Co-Chairs: Michael Martin and Missy Nerino
- *Mid-Atlantic Archivist* Editorial Staff: Carolyn Friedrich, Editor; Lara Szypszak, Associate Editor; Jill Tominosky, Advertising Editor
- *The Practical Archivist* Editorial Board: Heidi Abbey Moyer and Renae Rapp, Co-Editors-in-Chief; Molly Tighe and Emily Johnson, Editorial Board Members
- Social media: Kathleen Donahoe

Upcoming Role Changes

The Committee will soon be welcoming a new member, Anna Juliar, in the newly created position of Caucus News Editor, part of the *Mid-Atlantic Archivist* editorial staff.

At the end of FY23, Michael Martin's tenure as co-chair ends. He plans to continue on as a member of the committee, although its exact capacity is undecided. It is undecided if Missy Nerino will serve as the sole chair or if a co-chair will be added. The committee plans to discuss at the next meeting.

Lara Szypszak plans to renew her capacity as Associate Editor for another two years, through June 2026.

Heidi Abbey Moyer plans to cycle off as Co-Editor-in-Chief of *The Practical Archivist* after June 2024. Renae Rapp will continue as Editor-in-Chief, but they are looking for new members beginning July 2024.

Mid-Atlantic Archivist (MAA)

The Winter 2024 (Vol. 53, No. 1) issue of MAA was published electronically on January 22, 2024. A social media post advertising the issue was also posted on January 22. The issue will also be noted in SAA's next *In the Loop* newsletter.

This issue included a feature article about The Robotics Project at Carnegie Mellon University and an article for the *Preservation Post* column about photographing oversized materials. Other articles included details about the upcoming Symposium, an introduction to MARAC's Meetings Policy Manual, and a software review for Tropy. This is the first software review to appear in the MAA.

The MAA team is drafting a template and publishing schedule in anticipation of the forthcoming Strategic Plan. The new Strategic Plan calls for the inclusion of committee updates in the MAA. To assist committees in writing their updates to membership and for consistency across issues, a template and guidelines for completing the template will set expectations for all involved. A publishing schedule will help in editorial and coordination issues, and committee chairs can plan their reporting well in advance. Similarly, expectations will be set for all authors, eliminating any confusion about word count and layout space when it comes to the design phase.

The advertising editor will contact Lucidea and ACA on February 1 ahead of the next issue. These advertisers previously dropped their ads in the MAA. Lucidea has specifically asked that the advertising editor continues to contact them in the hopes that their company will resume advertising in the near future.

The MAA team welcomes Anna Juliar as the Caucus News editor, a newly created position on MAA. The addition of this role to the editorial team will hopefully streamline the communication process for caucus representatives, and also ease the editorial work-load on the previously 3-person team to collect and edit the news items that typically come in sporadically and in various states of completion. The added member will also bring another set of eyes to the editorial team during the busy editorial process as issues are ready to go to the designer.

The Spring 2024 issue is currently being planned with an estimated publish date of early April 2024. The issue is set to publish with an eye toward the performing arts.

The Practical Archivist: MARAC Technical Leaflet Series

Completed Work

- Established monthly meeting schedule via Zoom (1st Friday of each month as needed and/or possible).

- Held November and December 2023 Editorial Board meetings, with all four members. Reviewed our goals for the rest of the calendar year and into Spring 2024.
- Held Zoom meeting in mid-November with Krista Hanley, Graphic Designer at Dickinson College, to discuss *The Practical Archivist*. Focused goals on creating new design options and workflow for layout of each issue so Editorial Board members can focus efforts on content vs. layout. Pending Krista's work, expected in mid-to-late January 2024, moving forward with new design to streamline layout and standardization of publication. Overall goal is to enhance efficiency and enable publishing at least 1 issue (possibly 2 issues) per calendar year.
- Completed email discussions with Communications Committee Co-Chairs and Amy Fitch, Treasurer and MARAC Finance Committee Chair to request additional, ongoing funding (\$1,000-\$1,500 annually) that will enable redesign and ongoing publication layout for *The Practical Archivist*. This request was approved by Amy Fitch on December 4, 2023.
- Blog post submitted and posted to the MARAC Blog on December 4, 2023, and forthcoming 1-page ad in Winter 2024 issue of *The Mid-Atlantic Archivist* to solicit images from MARAC members. The Editorial Board is seeking a public domain image, preferably a map of all MARAC states, that would be used for the cover of the newly-designed *The Practical Archivist*.
- Updated MARAC website to reflect current title, call for proposals.
- Formally accepted proposal submitted by author for the next issue (expected publication in Fall 2024). Topic is textiles.
- Completed first draft of new style guide for authors and, following discussion among editorial board members, identified areas for further improvement and strategy to improve consistency across the guide.
- Discussed leadership and composition of the Editorial Board and communicated back to Co-Chairs of Communication Committee. The Editorial Board anticipates needing additional members for the coming year. Heidi Abbey Moyer will be stepping down as Co-Editor-in-Chief at the end of June 2024, and Renae Rapp will take over as Editor-in-Chief in July 2024. Also, one member of the Editorial Board may need to complete service before the end of the term. The Editorial Board would welcome new members!

Current Work

- Draft and submit Winter 2024 report to Communications Committee, due by January 26, 2024.
- Continue to work with Krista on new design and workflow for *The Practical Archivist*.
- Continue to work with two peer reviewers for current manuscript (inclusive and reparative description) that is still being considered; delayed timeline due to

holidays in December and revisions to overall publication. Expected publication, with new design/layout, by early Spring 2024.

- Work with new author on textiles for Fall 2024.
- Continue to revise the style guides for authors and peer reviewers.
- Transfer content from Alex Japha's (previous editor) personal Google Drive to MARAC Google Drive.

Future Work

- Receipt of peer-reviewed decisions/comments in late February/early March for current manuscript on inclusive and reparative description; determine next steps for publication.
- After current manuscript is completed, finalize temporary ISSN with Library of Congress; copy of publication will need to be submitted.
- Shepherd discussions with author on next issue about textiles.
- Begin to identify peer reviewers for textiles issue.
- Continue to transfer content to MARAC Google Drive.
- Revise publication schedule and timeline documentation.
- Draft new Call for Proposals (CFPs) for Spring 2024. As we have two manuscripts in the "pipeline," any new proposals would likely have a Spring 2025 publication date.

Social Media

On the blog we posted 7 different times, and we had 596 views with 417 visitors during the time since our last report. All of those posts have been shared to X (Twitter) and Facebook.

On Facebook, there were 102 total posts, the top-performing ones focusing on job opportunities, professional development opportunities, and some MARAC updates like the publication of the MAA. 95 different people posted and commented, and our page had upwards of 4,600 views in that time.

On X we posted and reposted content 18 times. Our tweets gained 1401 impressions as far as I can tell; the analytics for the site have actually gotten worse since our last report, and now there's very little data about any posts.

And finally, on YouTube we had just under 400 channel views in the last four months, with approximately 39.4 hours of watchtime total happening on our channel. We've gained 8 subscribers, and our best performing videos seem to be virtual tours from previous meetings. The videos received approximately 5,500 impressions and the thumbnails of our videos have a click-through rate of 2.8%. Considering we haven't published anything new on the channel since August and haven't advertised much about it in the meantime, it's interesting to see that the audience is still growing!

Additional News

The committee met on January 19, 2024, to discuss ongoing activities prior to the winter Steering meeting.

Since the last meeting, the Committee has been actively using its Google Drive folder for more of its operational activities to help with continuity.

Since the Fall 2023 meeting, Sara Predmore established an e-list for the Communications Committee through MemberClicks. Members of the committee have been using this for communicating with the committee, and it seems to have been effective.

The committee plans to meet again sometime in March, prior to the symposium occurring in Philadelphia on April 8.

Respectfully submitted by
Michael Martin & Missy Nerino
MARAC Communications Committee Co-chairs

MARAC
Diversity and Inclusion Committee Report
February 2024

The Diversity and Inclusion Committee is comprised of the following members: Rayna Andrews (chair), Ali Zawoyski, Joseph Azizi, Jessica E. Johnson, and Rachael Dreyer

The committee discussed matters over email and met virtually, with others, to plan the 2024 Symposium.

Committee Members

Armando Suarez had to step down from the committee. Rachael Dreyer was appointed to the committee in his place for the remainder of his term.

Three additional members (Mark Wolfe, Genevieve Girvan, and Melissa Erlandson) have been appointed to the Committee for terms beginning in July.

Symposium

Plans are moving ahead for the Spring 2024 symposium. The program will include 8 lightning talks (order TBD):

- Affordable and Easy Universal Design in Archival Instruction
- Reflections on unpaid labor, or volunteering in archives
- Centering Diversity, from Archives to Archivists
- Documenting los Hermanos en Cristo: Oral History, Community Engagement, and Archival Collecting at Messiah University
- Mrs-Spelling: A Reparative Description of an oral history collection at the Anacostia Community Museum
- Beyond the Namesakes: Navigating a Storied Past with Collecting and Reputation
- Editing Wikipedia, Advancing DEI: Spotlighting Newark History in Rutgers Archives

We have a discovery meeting with our trainer from Right To Be to discuss the Bystander Intervention and Conflict De-escalation training and how it can be customized for archives and special collections. This is scheduled for January 30.

D&I session scholarship

Three presenters indicated interest in the scholarship for the symposium. The D&I committee and symposium planning committee agreed that we could offer 3 scholarships of \$400 each as the symposium is a single day.

Resource page

A reminder that the D&I committee has a [resource list](#). Anyone can send articles or resources to the committee chair for inclusion in the list.

Member term updates

Jessica E. Johnson - term ends summer 2025

Armando Suarez - term ends summer 2025

Joseph Azizi- special appointment, term ends summer 2024

Ali Zawoyski- term ends summer 2024, but now chair-elect, serving on the committee as a non-voting member

Rayna Andrews - term ends summer 2024

Respectfully submitted by Rayna Andrews (chair)

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MARAC Education Committee Report 2 Feb 2024

Activities and ongoing tasks:

- Kay Lewandowska has resolved most issues with DRUM, there are a few outstanding questions about some previous recordings that Workshop Coordinators Elizabeth Wilkinson and Amy MacDonald are working to answer. Recordings of the virtual workshops may now be uploaded to DRUM and made public after 12 months.
- Our January 9 event (Multiple Origins and Multiple Outputs: An Archives and Digital Scholarship Coffee Talk), was well attended, with 21 of a max 25 registrants.

Workshops proposal form is open for rolling submissions:

https://docs.google.com/forms/d/e/1FAIpQLSe8eU8LqYtQx0FBk1_3r6QWyVWHjOI26zAPg51_4SMotmz3_g/viewform?usp=sf_link

Upcoming Workshops:

2024 Workshops				
Workshop Title	Presenter(s)	Date	Mode	Length
Red Flags; When to call a conservator	CCAHA staff	March?	Virtual	Half-day
Centering Professional Wellness	Rachael Woody	February 23	Virtual	Half-day
Lunch & Learn: [Don't] Take it Personally: Addressing Vicarious Trauma Among Archivists	Victoria Fernandez	March?	Virtual	~1 hour
Project Management in the Archival Workspace	Vin Novara	April 7	Phila., PA	Full-day
Workshop Title	Presenter(s)	Date	Mode	Length

An Introduction to Building Digital Exhibits: Creating Best Practices, Exploring Omeka, and Navigating Plug-ins and Web-based Tools	Kira Dietz and Corinne Guimont	May 29 & 30	Virtual	2 half days
Basics of Consulting	Rachael Woody	June 4	Virtual	Half-day
Embracing Folklife Collections: The Roles of Community and Shared Stewardship (Tentative)	Ryan Koons and Laurainne Ojo-Ohikuare	Summer?	In Person; Baltimore, MD?	Full day
You're Hired! How to Navigate the Job Application Process (Tentative)	Peter Carini Peter.Carini@dartmouth.edu	Summer?	Virtual?	
Born Digital Preservation (Tentative)	Dara Baker		Virtual	
Personal Archiving and the Virtual Footlocker Project Curriculum (Tentative)	Dr. Edward Benoit		Virtual	Half-day
2025 Spring Meeting Workshops				
Teaching with primary sources	Rachel Grove Rohrbaugh grover@etown.edu		In-Person	Full day
Project Management in the Archival Workspace	Vin Novara		In-Person	Full day
Sustainable Oral History projects and programs (Super tentative)	Elizabeth Call; Marilyn McKinley		In-Person	Full day

Respectfully submitted:

Colleen Bradley-Sanders, Chair

May Casey, Website Coordinator

Melissa Erlandson, Communications Coordinator

Kay Lewandowska, Digital/DRUM Coordinator

Amy MacDonald, Co-Workshop Coordinator

Elizabeth Wilkinson, Co-Workshop Coordinator

**MARAC
Nominations and Elections Committee
Report January 25, 2024**

The Nominations and Elections Committee consists of: Laura Christiansen, Christie Lutz, Hannah Morgan, Maegan Peterman, and Jennifer Mitchell (chair).

NEC has finalized the ballot for the 2024 Election with 32 candidates running across multiple elections. A big thank you goes to everyone who volunteered as well as the officers and caucus representatives who helped recruit candidates.

The election announcement went out on Thursday, January 18th. The ballot opened on January 25th and will close on February 7th. Paper ballots have been discontinued this year which should expedite getting the results.

Submitted by,
Jennifer Mitchell