

**Awards Committee Report**  
**MARAC Spring Steering Committee**

Awards Subcommittee reports are compiled below. Several of the committees are in part of their active season! A scholarship has been awarded for the one day symposium in April, a Distinguished Service Award winner has been selected, and Finding Aid Award winners have been selected. Note: There is no report from the Custer Awards Committee since there has been no new activity Winter Steering.

In addition, chair Kira Dietz has been working on a draft proposal with Tara Maharjan from the NJ Caucus. We hope this will be an agenda item for the Spring Steering Meeting. This has also prompted some larger questions about the process of adding new awards and how to make new and future awards sustainable, which I also hope to bring to the meeting for discussion.

In the upcoming months, before remaining terms end, I hope to collect some feedback about the Awards Manuals from outgoing committee members for future revision.

Respectfully submitted,  
Kira Dietz  
Awards Chair  
March 28, 2024

Finding Aids Committee Report MARAC  
Spring Steering Committee Meeting  
April 10, 2024

The Finding Aids Committee received 9 submissions for the 2024 Finding Aids award. We met as a committee to review all submissions.

The winners are:

1st Place, Frederick M. Miller Finding Aid Award: Rutgers, The State University of New Jersey for the [finding aid to the Francis Paudras collection on Bud Powell](#)

[<https://archives.libraries.rutgers.edu/repositories/6/resources/285>]

2nd Place: Em Longan of The New York Public Library, for the [finding aid to the Benjamin McLaurin papers](#) [<https://archives.nypl.org/scm/21082>]

3rd place: Dustin Frohlick, of the Special Collections and Museums of the University of Delaware Library, Museums and Press, for the [finding aid to the Shipley-Bringham-Hargraves family papers](#)

[<https://findingaids.lib.udel.edu/repositories/2/resources/2315/>].

The Committee does not have any other work or business that needs to be addressed at this time.

Submitted by:

Laura Bell

Senior Co-Chair, Finding Aids Award Committee

Distinguished Service Award Committee  
Report MARAC Spring Steering  
Committee Meeting

The DSA Committee received one new nomination this year. This year's nominee was also nominated last year; the group that nominated this person requested that the nomination materials from 2023 be added to the nomination materials from 2024, which made for a robust nomination packet.

The DSA Committee met asynchronously over e-mail to discuss whether the single nomination was strong enough to make the nominee the winner. The DSA Committee unanimously agreed that the year's nominee should receive the award.

The name of the recipient is not included in these notes so as to keep it a surprise for as long as possible, but our 2024 awardee is an exemplary member of MARAC and the profession at large and we're grateful for their ongoing service.

Submitted by:  
Sara Borden  
DSA Senior co-chair

Scholarship Award Committee Report  
MARAC Spring Steering Committee  
Meeting

As the spring MARAC meeting was replaced with a one-day symposium, several modifications to the scholarship process were made this year as a test case. Scholarship amounts were reduced by half and the process for requesting funds was simplified slightly (mainly by the removal of the requirement for a recommendation letter). This still seemed to fit the process and reduce the burden on applicants and the committee. A single scholarship was awarded for the symposium for use towards travel funds.

Scholarship Awards Committee and the Awards chair will debrief about this process and consider whether this modification application process should be documented for future use for shorter MARAC meetings/events.

In addition, since this information was requested, in the last year, there have been a total of 16 applicants for the past two rounds of scholarship awards, including the "mini" awards just given. Seven (7) each round = 14 = 2 applicants for the "mini" = 16.

Submitted by:  
Chris Ameduri  
Scholarship Committee Senior co-char  
With input from Kira Dietz

## **Becker Award--DRAFT PROPOSAL For MARAC Spring Steering Committee**

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/Qualifications**

- Living or working in the MARAC Region
- Be a MARAC member in good standing
- Working in the archival field for 5 years or less
- Becker Award can only be awarded to a member once

### **Required Materials**

1. Cover letter/Formal proposal, not to exceed 1,000 words.
2. Resume
3. 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
- The New Jersey Caucus will secure pledges from membership toward the archival education fund

### **Rubric**

**This has been modified from an existing Awards rubric as a potential model.**

<b>Instructions:</b> Please assign numerical values using the following scales as appropriate:	1 - Yes 0 - No	1 - Yes 0 - No	5 - Excellent 4 - Very good 3 - Good 2 - Fair 1 - Poor 0 - Not included	1 - Yes 0 - No	5 - Excellent 4 - Very good 3 - Good 2 - Fair 1 - Poor 0 - Not included	5 - I'm blown away! 4 - Made a good case 3 - Made a fair case 2 - Made a weak case 1 - Did not make a case	5 - Excellent 4 - Very good 3 - Good 2 - Fair 1 - Poor 0 - Not included	5 - Excellent 4 - Very good 3 - Good 2 - Fair 1 - Poor 0 - Not included	10 - Outstanding! ... 5 - Middle of the road ... 1 - Weak application
	<b>Application</b>	<b>Cover Letter</b>				<b>Resume</b>			<b>Overall Score</b>
<b>Name</b>	Is the candidate eligible for the award?	Does the application outline candidate's goals?	Score the provided goal outline.	Does the application explain how the scholarship would help the candidate meet the goals?	Score the explanation of how scholarship can help meet goals	Score your assessment of the case the candidate makes for receiving the scholarship (e.g. did they convince you they need this scholarship?)	Score the relevance of the experiences /education as provided on their resume.	Demonstrate attempts to be involved in the profession? (clubs, conferences, internships)	Rate the overall strength of the application (select a number from 1-10)

## Some proposed guidelines/logistics

- Potentially a stand-alone committee with standard creation/membership (which would require changes to the by-laws)
- First election, if there was a Fall 2024 kick-off (special election in Fall 2024): staggered terms (1x 1-year term, 2x 2-year [most votes becomes the junior co-chair] and 2x 3-years terms [most votes becomes the junior co-chair after 1-year senior co-chair cycles off]) + ask Steering to appoint a senior co-chair for 1-year term
- By-laws for other committees state 6 people for committee moving forward
- Funds must be spent within one year; submit all receipts at once after the fact
- Award will be given at Spring Meeting/in conjunction with Spring Meeting
- Only one winner a year

## Open/Discussion Questions for Steering

- Are the current proposed eligibility criteria and required materials enough?
- As we are moving forward, who specifically needs to be part of the continuing conversation?

- Tara has people who have said they are willing to donate. How can we go about indicating that there is support? How many years of funds would we like to see committed at the start?
- What happens if there isn't enough funds for an award in a given year? (ie has this happened with other awards and what does that situation look like)

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## Communications Committee Steering Report

**March 29, 2024**

The Communications Committee is composed of Michael Martin, Missy Nerino, Carolyn Friedrich, Lara Szypszak, Anna Juliar, Renae Rapp, 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; Anna Juliar, Caucus News Editor
- *The Practical Archivist* Editorial Board: Heidi Abbey Moyer and Renae Rapp, Co-Editors-in-Chief; Molly Tighe, Editorial Board Member
- Social media: Kathleen Donahoe

### Role Changes

In February 2024, Emily Johnson departed the committee, as she accepted a job outside of the MARAC region. We thank her for her work on the Committee.

Anna Juliar joined the Committee after the January meeting. She is serving as the inaugural Caucus News Editor for MAA.

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

The Spring 2024 (Vol. 53, No. 2) issue of MAA has an anticipated publish date during the first week of April 2024. A social media post advertising the issue will also be posted in early April. The issue will also be noted in SAA's next *In the Loop* newsletter.

This issue includes a feature article about the centennial of the death of Italian actress Eleonora Duse and additions of theater ephemera at the University of Pittsburgh Library System to support commemorative exhibitions. The theme of performing arts ephemera collections continues with an article about dance and other performing arts posters in



the Special Collections in Performing Arts at the University of Maryland and their exhibition highlighting the research value and appeal of these materials. A third article explores the processing, collection scope, and outreach issues with the Repertory Theater of America collection at Alvernia University Archives. Other articles include details about MARAC's Mentoring Program, an interview with Aaron Purcell, a 2023 Arline Custer Award winner, about his book, *As Wolves upon a Sheep Fold*, and an article about accessing rights-restricted digital collections at the Library of Congress.

The MAA team is drafting a template and publishing schedule in anticipation of the forthcoming Strategic Plan, which 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.

In line with this template, the MAA editorial team will soon revisit the Style Guide to make updates to include guidelines for committee leaders as well as for caucus representatives. This spring issue was the first for new Caucus News Editor Anna Juliar. The updated Style Guide will reflect changes based on lessons learned, with the goal to document and streamline all aspects of submission to the MAA.

The advertising editor will contact ACA on May 1 ahead of the next issue to inquire about restarting their advertising contract. Lucidea has specifically asked that the advertising editor contacts them again in the fall in the hopes that their company will resume advertising at that time.

The Summer 2024 issue is currently being planned with an estimated publish date of early July 2024.

### ***The Practical Archivist: MARAC Technical Leaflet Series***

- Completed Work
  - Drafted and submitted Spring 2024 report to Communications Committee, due by March 29, 2024
  - Continued monthly meeting schedule via Zoom (1st Friday of each month as needed and/or possible).
  - Held February and March 2024 Editorial Board meetings. Reviewed our goals for the rest of Spring and Summer 2024.
  - Communicated with and reviewed two, new designs for *The Practical Archivist* received from Krista Hanley, Graphic Designer at Dickinson College.
  - The Editorial Board did not receive any public domain images from MARAC members for possible use on the cover of the newly-designed

*The Practical Archivist*. However, the Editorial Board identified two, public domain maps from the Library of Congress that illustrate all the states that make up MARAC.

- Worked with the MARAC Web Team to ensure that website now reflects the publication's current title, *The Practical Archivist*.
- Received one of two peer reviews of current manuscript (No. 16 on inclusive and reparative description) with recommendation to "revise and resubmit." Followed-up with author for revisions.
- Identified peer reviewers for next issue (No. 17 on textiles).
- Continued to revise 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.
- Continued discussing leadership and composition of the Editorial Board. Michael Martin has generously agreed to begin serving on the Editorial Board for the next calendar year beginning July 1, 2024. We still anticipate needing another person to serve as a Co-Editor-in-Chief for the coming year plus one additional member. The Editorial Board would welcome additional members!
- Current Work
  - Continuing to work with Krista on new design and workflow for *The Practical Archivist*.
  - Awaiting receipt of one additional peer-review in late March for current manuscript (No. 16 on inclusive and reparative description); work with author on requested revisions prior to publication. Expected publication, with new design/layout, by early Summer 2024.
  - Work with new author on next issue (No. 17 on textiles), who has agreed to submit first draft of publication by May 15, 2024, for review by the Editorial Board by June 15, 2024, with an anticipated publication date of Fall 2024. Initiating contact with peer reviewers for this publication.
  - Continuing to revise the style guides for authors and peer reviewers.
  - Continuing transfer content from Alex Japha's (previous editor) personal Google Drive to MARAC Google Drive. Identify content that will need to have restricted access to maintain confidentiality with the peer-review process.
- Future Work
  - After current manuscript is completed, finalize temporary ISSN with Library of Congress; copy of publication will need to be submitted.
  - Revise publication schedule and timeline documentation.
  - Consider Call for Proposals (CFPs) for Spring 2024. As we have two manuscripts in the "pipeline," any new proposals would likely have a Spring/Summer 2025 publication date.

## **Social Media**

- On the blog we posted 5 times since late January, getting 464 views and 344 visitors. These posts were also shared to Facebook and X/Twitter.
- On X/Twitter, we tweeted and retweeted 8 times; the analytics feature is still undergoing maintenance, so my best calculations say we got 478 impressions on those tweets.
- On Facebook there were 29 posts shared by both me and other members over that two-month period. There were 30 different people who either posted or commented, and our page during that time period received 2,302 views. The most popular posts continue to be about professional development opportunities and ongoing MARAC news, like the upcoming Symposium.
- On YouTube, we didn't share any new videos, but our uploaded content received 266 views and we had a total of 9.7 hours watched. There were 3000 impressions on our thumbnails (how many times these were shown to YouTube viewers) and our thumbnails had a 3.4% click-through-rate, which is actually about .5% higher than it was in the last report. The channel had 194 unique viewers during this time.

### **Additional News**

- Committee had a discussion on potential use of AI in MARAC publications, based on SAA's Publications and Editorial Boards crafting Norms and Recommendations statements about use of AI for submissions to those publications
  - Tabled discussion at present while waiting for SAA's statements and research to go public
- Committee discussed the newly passed Strategic Plan and the committee's duties
  - In particular, Objective 3, Goal D notes that committees should be submitting something regularly to MAA about the workings of each committee.
  - The MAA Team would like additional clarity on the expectations of this goal from Steering and are working on a template for submissions

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

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## MARAC Education Committee Report 29 March 2024

### Activities and ongoing tasks:

Our March event ([Don't] Take it Personally: Addressing Vicarious Trauma Among Archivists, Lunch & Learn) was well received by those who attended, but although it had a full registration of 25, only 12 people showed up. Not clear why.

Question: We currently put recorded events into DRUM after a one-year waiting period. Is there any reason we should not also put them onto the MARAC YouTube channel, using the same waiting period as we do for DRUM?

### Workshops proposal form is open for rolling submissions:

[https://docs.google.com/forms/d/e/1FAIpQLSe8eU8LqYtQx0FBk1\\_3r6QWyVWHjOI26zAPg51\\_4SMotmz3\\_g/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSe8eU8LqYtQx0FBk1_3r6QWyVWHjOI26zAPg51_4SMotmz3_g/viewform?usp=sf_link)

### Upcoming Workshops:

<b>2024 Workshops</b>				
<b>Workshop Title</b>	<b>Presenter(s)</b>	<b>Date</b>	<b>Mode</b>	<b>Length</b>
Project Management in the Archival Workspace	Vin Novara	April 7	Phila., PA	Full-day
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
Red Flags; When to call a conservator	CCAHA staff	Late June	Virtual	Half-day
You're Hired! How to Navigate the Job Application Process (Tentative)	Peter Carini <a href="mailto:Peter.Carini@dartmouth.edu">Peter.Carini@dartmouth.edu</a>	Fall?	Virtual?	2 half days

Workshop Title	Presenter(s)	Date	Mode	Length
Born Digital Preservation (Tentative)	Dara Baker		Virtual	
Personal Archiving and the Virtual Footlocker Project Curriculum	Dr. Edward Benoit	August 7	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
<b>2025 Spring Meeting Workshops</b>				
Teaching with primary sources	Rachel Grove Rohrbaugh <a href="mailto:grover@etown.edu">grover@etown.edu</a>		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**  
**Membership Committee Report March 2024**

**Membership**

- Vicki Russo, Chair
- Kevin Delinger
- David Grinnell
- Sarah Leu
- Laura Melbourne
- Jordan Patty
- Emily Somach, Mentoring Subcommittee Co-Chair
- John Zarrillo, Mentoring Subcommittee Co-Chair

**Progress and News**

- After reorganizing the committee's roles, and planning for a Junior Chair, the committee member who had volunteered for that position had to step down. We have since been unable to find a volunteer replacement. This means that for the upcoming 2024-2025 Fiscal Year, the Membership Committee will be in need of a new Chair and Co-Chair. The Committee will be meeting with MARAC Chair-elect, Ali Zawoyski, on April 3, 2024 to discuss this issue and encourage volunteers from within the committee to take on these roles or recommend MARAC members from outside the committee who may be interested.
- The Membership Committee continues to work on the Academic Institution Liaisons Project (AILP) with the goal of having MARAC members be liaisons for academic institutions in order to provide information to the faculty and students about MARAC - local caucus events, conferences, membership brochures, classroom visits, etc.

## **MARAC**

### **Nominations and Elections Committee**

Report for April 5, 2024 Steering Committee meeting

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

Elections ran from January 25 through February 8, 2024. On behalf of the Nominations and Elections Committee, we are pleased to share with you the successful candidates from the 2024 MARAC elections (attached below). All candidates have been notified of the results and the successful candidates have accepted their respective positions.

I would like to take this opportunity to thank my fellow members of the 2023-2024 NEC for their help preparing for the election and notifying candidates. I would also like to thank Sara Predmore for all of her support and assistance in preparing the ballot and ensuring that things went as smoothly as possible throughout the election process.

I plan to reach out to the incoming NEC Chair, Tiffany Cole, and meet with her to ensure a smooth transition. I encourage those of you moving out of your positions to reach out no later than mid-May to discuss the transition with the newly-elected members.

Thank you also to the Steering Committee members for your help with recruiting candidates. I enjoyed working with all of you and I hope to serve again in other capacities in the future.

Best,

Jenny Mitchell

Chair, Nominations and Elections Committee

### **MARAC 2024 Elections Results:**

#### Chair-Elect (1 position)

Zachary Hottel

Shenandoah County Library

#### Treasurer (1 position)

Amy Fitch

Rockefeller Archive Center

#### Diversity and Inclusion Coordinator

Tara Wink  
University of Maryland

Distinguished Service Award Committee

Cheryl Stadel-Bevans  
U.S. Department of Housing and Urban Development

Arline Custer Memorial Award Committee

\*Allison Fischbach  
Johns Hopkins University

KayAnn Warner  
Erie County Historical Society

Finding Aid Award Committee

\*Sarah Alender  
Corning Museum of Glass

Isabel Folck  
Hollins University

Scholarship Committee

\*Megan Craynon  
Maryland State Archives

Stephanie Schwartz  
Historical Society of Princeton

Nominations and Elections Committee

\*Tiffany Cole  
James Madison University

Kathy Evans  
Shenandoah University

Jessica Lacher-Feldman  
University of Rochester

Caucus Representatives:

Delaware

Diane Bockrath



Hagley Museum and Library

Maryland

Jen Eidson

University of Maryland - College Park

New Jersey

Diane Biunno

Rutgers University

New York

Melissa McMullen

University at Albany

Pennsylvania

Isaac Alexander

Virginia

Steven Bookman

Old Dominion University

Washington DC

Jason Speck

Hillwood Estate

West Virginia

Grace Musgrave

West Virginia University