

Awards Committee Report MARAC Winter 2025 Steering Committee

We are very excited to offer the inaugural Ronald L. Becker Award in spring 2025, following approval of the award in the fall (more details below in the Scholarship report. The first call for applications will be going out in February (with a deadline in March) and we hope you will help us spread the word!

Chair Kira Dietz has been working with subcommittee chairs this fall to update the overall Awards Committee manual and subcommittee manuals. We have not fully completed going through and finalizing all the changes, but we expect to be done in the upcoming month and will coordinate those updates with the MARAC Secretary.

Kira is happy to be running for the next full term as Awards Chair for 2025-2028 as we continue to launch Becker, get documentation up-to-date, and look at the potential for a form-based awards submission process.

Reports from awards subcommittees are included below.

Arline Custer Committee (Elise DeAndrea): The 2024 awards were presented at the business meeting in November. The webpage has been updated to reflect these.

- Book Award Winner:
 - Laura E. Helton for *Scattered and Fugitive Things: How Black Collectors Created Archives and Remade History*
- Article Award Winner:
 - Katherine Lukaszewicz for "Finding Father Mollinger: the Historiography of a Catholic Priest"

Distinguished Service Award (Jessica Webster): The call is currently out (deadline 1/31) for DSA nominees. Review of those will begin in February.

Finding Aid/Finch Awards (David Grinnell): The C. Herbert Finch award was not presented this year due to lack of nominations meeting the criteria. The call was open this fall for nominations for the Finding Aids Award. Nominations were received and are currently under review by the committee with a decision pending next month.

Scholarship Awards (Tesa Burns): The Scholarship Committee awarded the Graduate Scholarship, which was announced at the Fall 2024 MARAC meeting. The Awards chair and Scholarship Awards co-chairs are working on new language for the manual and eligibility for the Graduate Scholarship. It's currently written in such a way

that students living in the MARAC region, but attending a program online or in-person outside of the MARAC area are eligible. We are planning to expand it to allow for students living outside the MARAC region, but attending an online program in the MARAC region are also eligible. The “Eligibility” section of the website will be updated to reflect this soon.

The Scholarship Awards co-chairs, with some input from the Awards chair, have decided on the timeline for the Becker Award for 2025. Once the new section of the manual has been finalized, the webpage will be updated so the manual and website match, and the deadline for the inaugural award will be posted (this will be in March and will be staggered slightly with the deadline for MARAC Spring Conference travel awards).

Respectfully submitted,
Kira Dietz
Awards Chair
January 24, 2025

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Communications Committee Steering Report

January 24, 2025

The Communications Committee is composed of Missy Nerino, Carolyn Friedrich, Lara Szypszak, Anna Juliar, Jill Tominosky, Renae Rapp, Michael Martin, Molly Tighe, Heidi Abbey Moyer, Diane Bockrath, Nicole Font, Megan Craynon, and Kathleen Donahoe. Kevin Clair and Sara Predmore are ex-officio members.

Committee Assignments

- Chair: Missy Nerino
- *Mid-Atlantic Archivist*: Carolyn Friedrich, Editor; Lara Szypszak, Associate Editor; Jill Tominosky, Advertising Editor; Anna Juliar, Caucus News Rep
- *Practical Archivist*: Heidi Abbey Moyer and Renae Rapp, Co-Editors-in-Chief; Molly Tighe, Michael Martin, Nicole Font, Diane Bockrath, and Megan Craynon, Editorial Board Members
- Social Media Coordinator: Kathleen Donahoe

Mid-Atlantic Archivist (MAA)

The Winter 2025 (Vol. 54, No. 1) issue of MAA is still with the designer due to the scheduling of Dickinson's holiday break, illness, and her workload. The MAA team expects to receive the first draft of the Winter issue this week (January 20-24). A social media post advertising the issue will be shared, and the issue will be noted in SAA's *In the Loop* newsletter once the final version has been published.

This issue includes an interview with Kathleen O'Neill about working with born-digital archives at the Library of Congress. A second feature discusses a summer internship to process and create a digital site for an ethnographic collection in the Special Collections and College Archives at Gettysburg College. Another article discusses a past exhibit at the Delaware Public Archives focusing on recipes in their collections. The authors approached us about this feature submission. Other articles included a look at the upcoming Harrisburg, Pennsylvania conference and part two of the behind-the-scenes explanation of planning food at MARAC conferences. This issue continues the Committee Update, a new feature added to the MAA as part of the 2024-2026 Strategic

Plan. This update features the Diversity and Inclusion Committee. The Winter issue also continues MAA's series of book reviews with an analysis of *The Remaking of Archival Values* by Victoria Hoyle. Finally, this issue includes an In Memoriam for Danna Bell, highlighting her service to MARAC and SAA and recognizing her friendship with and mentorship of many MARAC members throughout the years.

The MAA team met with leadership at the Steering Meeting on November 8 to introduce the new Committee Update section, including a draft of guidelines and for committee input on the publishing schedule. It was determined that only one Committee Update will be included in each issue. Committees will be on a rotating schedule so that each committee is featured at least once during an approximately three-year rotation. The Editor will schedule a meeting with committee chairs soon to draft the rotation.

The caucus news editor worked with the Caucus Representatives to gather updates for the Winter 2025 issue and is pleased to report that caucus representation continues to be robust, highlighting member accomplishments across the geographic area represented by MARAC.

The advertising editor is pleased to announce that the Academy of Certified Archivists has contracted with us again after a 2-year lapse. Hollinger and NEDCC have renewed their advertising contracts through Winter 2026 and all other advertisers were made aware of an upcoming increase in rates, starting with the Summer 2025 issue.

The MAA team discussed increasing advertising rates with Missy Nerino, Communications Committee Chair; Amy Fitch, Treasurer; and Sara Predmore, MARAC Administrator. It was determined that advertising rates have not been increased since 2015 and a relatively small 25-30% increase was long overdue. This still places MAA's rates below that of similar publications published by other regional archival conferences and would offset recent increases in design costs for the publication. The decision was made that advertisers would be notified of the new rates within the next two months after approval is finalized and that the new rates would go into effect in July 2025.

Following the Fall Virtual Conference, a vendor approached the MAA with the offer to host past issues on their platform free of charge. The previous editor shared a workflow for sending past issues to MARAC's Archivist via the University of Maryland's Box for publication on the Internet Archive. Since there had not been any additions to the Internet Archive during the past five years, the workflow appears to be faulty and has not been maintained. The vendor's outreach has revitalized this backburner issue and raised concerns that past issues could be lost if MARAC's website encountered problems. Conversations are underway to see the MAA and other MARAC documentation added to MARAC's Archives and to explore options for adding issues to the Internet Archives and/or other platforms.

The MAA team is noting a concern here that issues have been delayed several times in the past year. The working relationship with the designer has always been very good. While the team recognizes that most of the delays appear to stem from either illness or

a need to prioritize Dickinson design requests, the situation may call for a reminder that there are time-sensitive elements in each issue that are being impacted, particularly in the Caucus News section of MAA, which frequently carries announcements for upcoming events, as well as calls for nominations for awards and elected positions.

The Spring 2025 issue is currently being planned with an estimated publish date of early April.

The Practical Archivist: MARAC Technical Leaflet Series

Completed Work

- Meeting Best Practices: During late fall and winter, the Editorial Board continued to meet via Zoom on rotating days, either the first Friday or first Thursday of each month. The work of the Editorial Board was conducted via email when possible and in one-hour, online meetings (10-11 am).
- Meeting Dates: Held monthly Editorial Board meetings on November 7 and December 6, 2024, and on January 9, 2025. Monthly meeting dates during spring and summer 2025 are set for 10-11 am on Friday, February 7; Thursday, March 6; Friday, April 4; Thursday, May 1; and Friday, June 6.
- New Publication Online: The Editorial Board is honored to announce the release of our first redesigned issue of *The Practical Archivist*, No. 16, “Practical Steps Towards Adopting More Inclusive and Reparative Description Practices.” It was completed in late December 2024. Authored by Alexandra “Lexy” deGraffenreid, the issue is now available on the MARAC website.
- Another Issue Coming in Late Spring/Summer 2025: Last fall, we received a second draft for *The Practical Archivist* No. 17 on textiles, which required extensive additions and revisions. Another review was completed by the Editorial Board, and it was sent to two blind peer reviewers in early December 2024. One peer review of the manuscript has been completed and the second peer review is expected at the end of January 2025. This issue is still on track for a spring/summer 2025 publication date.
- Documentation/Reports: Drafted and submitted the Editorial Board’s Winter 2025 report to the Communications Committee. Continued to update documentation for the workflows of the Editorial Board as well as style guide for authors and peer reviewers. Completed content for the MARAC Operations Manual.
- MARAC Spring 2025: Submitted proposal to Program Committee for the Spring meeting in Harrisburg, Pa., which was intended to showcase *The Practical Archivist*, solicit new authors, and provide potential authors with an opportunity to ask questions and gain useful information about the publication process. Unfortunately, our proposal was not accepted for the meeting.
- **ACTION ITEM:** Leadership and Membership: Continued to address goals for January-June 2025. Continued discussing leadership and composition of the Editorial Board beyond June 2025, when both Co-Editors-in-Chief will be stepping down. We will need at least two new members to join the Editorial

Board for 2025-2026.

- **ACTION ITEM:** Sought Approval for Expanding Authorship for the Publication: Members of the Editorial Board unanimously voted to change the eligible authors for *The Practical Archivist* so that any archivist (or allied professional) may submit a proposal idea and manuscript for consideration. The policy of the current Editorial Board, and all previous MARAC Technical Leaflet publications, has been to publish the work of MARAC members only. However, to encourage more participation from archivists outside of MARAC, we requested an official change to this policy. We believe that a change in policy was needed. It is more equitable, especially for new and emerging authors, and is in keeping with the policy and practice of similar archival publications, such as *Archival Issues*, published by MAC, the Midwest Archives Conference.
 - The Communications Committee did not object to the change, although priority should be given to MARAC members and MARAC-region archivists and allied professionals.
- **ACTION ITEM:** Seeking Approval for Draft DEIA Statement (See Below): The Editorial Board has completed a draft of a DEIA Statement, which we would like to include in each issue. We are requesting approval of this from the Communication Committee and MARAC Steering Committee as well. Many thanks to Michael Martin and Megan Craynon for leading this initiative.
 - The DEIA statement is still undergoing revision.

“The Practical Archivist: MARAC Technical Leaflet Series is committed to the principles of Diversity, Equity, Inclusion and Accessibility, [as expressed by MARAC](#). These principles guide the Editorial Board of *The Practical Archivist* in order to:

- confront inequity and prejudice
- foster a culture of inclusion within the archival profession, and the MARAC network more specifically
- provide equitable access to the content of *The Practical Archivist*
- document and amplify the voices of traditionally underserved and underdocumented communities, and
- provide publishing opportunities for authors outside of the traditional academic scholarship framework.”

Current Work (January-May 2025)

- Completing online announcements about publication of No. 16.
- Finalize the temporary ISSN with the Library of Congress, beginning with the publication of *The Practical Archivist* No. 16; copy of final publication will be submitted in order to change provisional ISSN to fixed ISSN.
- Compiling comments and edits from peer reviewers to share with the author and continuing to work with the author on the next version of *The Practical Archivist* No. 17.

- Continuing discussions about creation of standing subcommittees to streamline workflows. Subcommittees may include: Policies (Generative AI and DEIA), Marketing/PR, OJS Workflow and Peer Review, etc.
- Continuing to revise documentation for the workflows of the Editorial Board.
- Continuing to revise the style guides for authors and peer reviewers.
- Finalizing draft of Generative AI Statement, with a March 2025 target date, that will be included with each publication.
- Preparing a “Call for Proposals” (CFPs) to be shared at MARAC in May 2025. Investigating standard ad in the MAA for *The Practical Archivist*.
- Securing copy of the long-lost issue of the first issue of the MARAC Technical Leaflet Series No. 1 (missing for quite some time) from the University of Maryland. Many thanks to Megan Craynon for her ongoing work to finalize this.
- Continuing transfer of content from former editor’s Google Drive to MARAC Google Drive. Identifying content that will need to have restricted access to maintain confidentiality with the peer-review process.

Critical Future Work (June 2025 and Beyond)

- Managing the Publication Process: Continue discussion of Open Journal Software (OJS) that can be used to manage journal submissions all the way through publication and distribution. If interested in learning about OJS, visit <https://pkp.sfu.ca/software/ojs/>.
 - A subscription would be required and base costs start at \$400/year. Many thanks to Molly for bringing this to the Editorial Board’s attention for consideration!!
- Leadership: Identify new leadership for the Editorial Board beyond June 2025.

Social Media

On the blog we posted three times, with 277 views and 238 visitors. This number will likely increase with our Spring meeting coming up soon!

On Facebook there were 18 different posts, with the most popular ones about job opportunities, MARAC awards, and content from NEDCC.

On LinkedIn we had 782 impressions, 8 reactions to our posts, 228 views, 146 visitors, and we now have 152 followers—quite the improvement over our first month stats for that platform!

Finally, our YouTube channel had a significant amount of views from the virtual sessions, tours, and posters at the Fall meeting. We had 4,107 views total, with the top day of November 14th having 753 views alone. Our videos had 405 hours of watch time with about 1,600 unique viewers in that time period. We got 36 new subscribers as well. Our thumbnails on YouTube had more than 65,000 impressions, with a click-through-rate of 3.4%.

At the Communications Committee meeting held January 23, 2025, we discussed deleting the former MARAC handle on X, based on recent political events. This evolved into a discussion about routinely surveying MARAC's social media outlets. The Committee decided it might be best to conduct a survey to see how many members are actively utilizing social platforms and their opinions on their use and ethics. In future meetings, the Committee will discuss this more.

Additional News

The Committee as a whole reviewed previous documentation from the MARAC Operations Manual. Between November 2024 and January 2025, all the of the documentation relating to the Communications Committee was updated and resubmitted to the MARAC Secretary.

The Committee discussed membership for 2025-2026, all members who are up for renewal have decided to stay on for an additional term, with the exception of the Co-Editors-in-Chief of *The Practical Archivist*, Heidi Abbey Moyer and Renae Rapp. The Committee Chair will be contacting MARAC's Chair-Elect to ensure these roles are filled for the 2025-2026 year.

The Committee plans to meet sometime in mid- to late-April, before the Harrisburg conference in May.

Respectfully submitted by
Missy Nerino
MARAC Communications Committee Chair

MARAC Diversity and Inclusion Committee Report

January 2025

The D&I Committee met for our quarterly meeting on 1/17 at 1pm via Zoom. The D&I Chair, Tara Wink, also met as needed with the Harrisburg Meeting Liaison, Melissa Erlandson.

Outreach for Political Transition

Met with MARAC Executive Committee and Lou Hines, who emailed the Diversity Chair about what MARAC planned to do to show support of members with the political transition that occurred on 1/20. During the meeting we brainstormed ideas to best support our members, especially those most vulnerable, while also keeping a low profile.

As a result of this meeting the D&I Committee created a new resources list to share with members and on our website. This list will move away from what is currently on our resource list (articles, books, etc.) to organizations to help with people in crisis or experiencing D&I Concerns. The list will include organizations as well as funding opportunities. The existing list will not be discarded but the committee does not have plans to update it. This was a committee-wide project, but Mark Wolfe and Joseph Azizi took lead of the resource list.

D&I Liaison to Meeting Planning Committees

Melissa Erlandson continues to serve as the Harrisburg Liaison. She is attending monthly meetings between the Committee Chairs and executive members of MARAC.

D&I Committee decided on comfort stickers to be displayed on attendees badges at the Harrisburg Meeting. The idea behind these stickers is allowing for an easily identifiable way for attendees to show their comfort with physical interaction. The final decision was to use both shapes and colors to indicate levels of comfort:

Please touch (hug, handshake, etc.): Green Circle

Please ask before touching (handshake okay, etc.): Yellow Triangle

Please do not touch: Red Hexagon

The Committee will work on verbiage to be shared in the conference handouts and at the Registration desk. Tara Wink has done research on D&I focused sticker companies to use for printing and the committee will use its budget for purchasing stickers.

D&I Committee MARAC Operations Manual Update

The Committee was tasked with updating the D&I Section of the MARAC Operations Manual by MARAC Secretary, Kevin Clair. The Committee recommends the following changes:

- 1) Change inclusiveness to inclusion in the first paragraph under Duties/Responsibilities.
- 2) Change membership to six members (was 3 but Ali appointed more in 2024)
- 3) Add “One member will serve as a liaison to each meeting” under Committee Composition
- 4) Combine the Diversity Definition and Statement as it is on the website instead of separating it out as it is on the operations manual. Website statement here:
<https://www.marac.info/diversity-and-inclusion-definition-and-statement>
- 5) Move the Code of Conduct to another part of the Operations Manual, should not be under the D&I Committee as it is a larger MARAC concern

Questions to Steering:

- 1) Under operations the last line states: “The committee shall serve as on-site coordinators for inclusion and diversity efforts at MARAC meetings.”
The D&I committee would like to know how we are responsible for this and what happens if no members of the D&I Committee can attend a meeting. Suggest changing this wording to something more actionable like: “The Committee shall facilitate inclusion and diversity concerns at MARAC meetings and events by having one committee member serve as liaisons on MARAC meeting planning committees.
- 2) The first statement under “Guidelines & Templates” does not make sense. It’s unclear if its still necessary: **Diversity statement and definition drafted and submitted to the Steering Committee a definition of diversity as it relates to our profession, a position statement on diversity, and a code of conduct (see [Final Report to Steering, Fall 2016](#))**

MAA Article on D&I Committee

Tara Wink submitted an article to the MAA on the purpose and work of the D&I Committee. The article will appear in the Winter 2025 issue of the MAA.

Discussed possible Webinar or Webinar series focused on D&I Issues

An idea that came out of the Political Transition Meetings was webinars planned and hosted by the D&I Committee focused on individual or self-advocacy for D&I Issues, like neurodivergence, LGBTQIA+. The D&I Committee briefly discussed this idea in our 1/27 meeting and made plans to schedule a meeting with members of the education committee to discuss feasibility.

Diversity Statement Practical Activist

The D&I Committee responded to a request from the editors of the Practical Archivist to look over their DEIA statement.

Respectfully submitted,

Tara Wink
MARAC D&I Committee Chair

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MARAC Education Committee Report 31 January 2025

Activities and ongoing tasks:

The second webinar in the Caucus Conversations series took place on Wednesday, January 29th from 12-1 PM EST. This Caucus Conversation was organized by Jason Speck and the DC caucus. The webinar was “Web Archiving at the Library of Congress” and the speakers were Carly Boerrigter, Tracee Fugate, and Meghan Lyon, Digital Collections Specialists, Library of Congress, and Melissa Wertheimer, Senior Music Reference Specialist on detail as Digital Collections Specialist, Library of Congress. The webinar was not recorded.

We’re also working on the 3rd Caucus Conversation, coordinated by Jen Gathings and the Maryland caucus. The date will be Wednesday, March 26th (probably from 12-1 PM EST). The topic will be electronic records, publications transfers, and /or digital plats and the speakers will be from the Maryland State Archives: Kathryn Barringer, Director of Appraisal and Description; Megan Craynon, Deputy Director of Special Collections and Library Services; and James Watson, Director of Imaging Services.

Workshops proposal form is open for rolling submissions:

https://docs.google.com/forms/d/e/1FAIpQLSe8eU8LqYtQx0FBk1_3r6QWYVWHjOI26zAPg51_4SMotmz3_q/viewform?usp=sf_link

Upcoming Workshops:

2025 Workshops				
Workshop Title	Presenter(s)	Date	Mode	Length
Embracing Folklife Collections: The Roles of Community and Shared Stewardship	Ryan Koons and Laurainne Ojo-Ohikuare	Summer 2025	In Person; Baltimore, MD	Full day
Accessible Presentations, Exhibitions, and Audio/Visual Resources	Susanna Coit, Jennifer Arnott, and Jennifer Hale; Perkins School for the Blind	June 17	virtual	2 hours

2025 Spring Meeting Workshops				
Primary Source Literacy and Active Learning	Rachel Grove Rohrbaugh grover@etown.edu	5/1	In-Person	Half-day
Project Management in the Archival Workspace	Vin Novara	5/1	In-Person	Full day
Oral History in the Archives	Elizabeth Call; Marilyn McKinley; Landyn Hatch	5/1	In-Person	Full day
Managing Change in your Archives	Fynette Eaton	5/1	In-Person	Half-day
Caring for Photograph Collections	Amanda Murray, Katherine Jacus	5/1	In-Person	Half-day
Managing Digital Records in Archives and Special Collections	Seth Shaw, SAA (@ PA State Archives)	5/1	In-person	Full day

2025 Virtual offerings in the hopper (ALL TENTATIVE):

- Exhibits workshop
- Preserving Digital Collections webinar (July)
- Making outreach videos (summer or fall)

Respectfully submitted:

Colleen Bradley-Sanders, Chair

May Casey, Website Coordinator

Melissa Erlandson, Communications Coordinator

Jessica Grimmer, Workshops

Kay Lewandowska, Digital/DRUM Coordinator

Amy MacDonald, Co-Workshop Coordinator

Elizabeth Wilkinson, Co-Workshop Coordinator

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Membership Committee Report 1/31/2025

1. Co-Chairs met with Sara Predmore to discuss organizing Meeting Match Program
 - a. Submitted call for participation to Conference Program
2. Submitted food requests to Harrisburg committee for Meet & Greet
3. In process of looking over membership charter for updates to MARAC Operations Manual

Respectfully submitted,

Liza Zakharova, Jenn Pulsney - Co-Chairs Membership Committee

MARAC Nominations and Elections Committee (NEC) Report
Steering Committee Meeting
January 31, 2025

The Nominations and Elections Committee consists of: Tiffany Cole (Chair), Kathy Evans, Jessica Lacher-Feldman, Tara Maharjan, and Lori Hostuttler

1. Attended November 8 Steering Committee Meeting
2. Call for 2025 election nominations extended to December 9
3. After call for nominations concluded, NEC members confirmed nominees' membership status, continued interest, and requested biographical statements not initially provided
 - a. Final candidate numbers:
 - Chair-elect (1 candidate)
 - Secretary (1 candidate)
 - Meetings Coordinator (1 candidate)
 - Awards Committee Chair (1 candidate)
 - Member-at-Large (7 candidates)
 - Arline Custer Memorial Award Committee (4 candidates)
 - Distinguished Service Award Committee (2 candidates)
 - Finding Aids Award Committee (5 candidates)
 - Nominations and Elections Committee (7 candidates)
 - Scholarship Committee (6 candidates)
4. Met with Sara Predmore to discuss electronic ballot and election timeline. 2025 election ballot open January 24 - February 6
5. Reviewed and made edits to NEC Operations Manual

Respectfully submitted,

Tiffany Cole
NEC Chair