

MARAC

Mid-Atlantic Regional Archives Conference

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

BUSINESS MEETING
Saturday, April 14, 2018
Hershey, PA, Hershey Lodge, Trinidad Room
MINUTES

- I) Call to Order (Vin Novara)
Meeting called to order at 8:32AM
- II) Approval of the Agenda
Agenda approved by the membership.
- III) Approval of Fall 2018 Business Meeting Minutes
Minutes approved by the membership.
- IV) Chair's Report (Vin Novara)
- A) Diversity and Inclusion: What's Next?
 - i) Look for By-Laws revision ballot later this month
 - (a) Call for discussion and comments. No discussion.
 - (b) Thanks to all involved
 - B) Subsequent updates to the Strategic Plan
 - i) Steering subgroup will begin working on this with a retreat in June. Any data/comments will be handed off to new MARAC chair in July
 - C) MARAC Operations Manual
 - i) Steering Committee is working on reformatting so that the manual is complete and accurately reflects the real work of MARAC Committees, Officers, and other volunteers.
 - D) Thanks to the Sponsors for the meeting
 - Academy of Certified Archivists
 - American Philosophical Society
 - Dickinson College
 - Digital Transitions Division of Cultural Heritage
 - Drexel University Libraries
 - Hershey Entertainment and Resorts Company
 - The Hershey Company
 - Hollinger Metal Edge
 - Temple University Libraries
 - Pennsylvania State Archives, PHMC
 - ITHAKA
 - Troeg's Independent Brewery

- Archives and Information Science Program, University of Pittsburgh
- V) Meeting Coordinator's Report (Mary Mannix)
- A) Welcome to Hershey!
 - i) 380 attendees. Very good attendance.
 - B) Future Meeting Dates
 - i) Wilmington, DE: October 11-13, 2018. Hotel DuPont, \$169 room rate
 - ii) Morgantown, WV: April 11-13, 2019. \$169 room rate
 - iii) Fall 2019. No location secured
 - iv) Spring 2020. Potentially Saratoga Springs, NY
 - C) Hershey Local Arrangements Committee (Pam Whitenack, Tara Wink)
 - i) Pam Whitenack thanks the Hershey® Program Committee
 - ii) Pam Whitenack thanks Mary Mannix (Meetings Coordinator) and Katy Rawdon (Treasurer)
 - iii) Pam Whitenack thanks to the Committee members for individual tasks
 - iv) Pam Whitenack thanks Dave Ranzan (Vendor Coordinator) and Brian Keogh (AV Coordinator)
 - D) Hershey Program Committee (Deirdre Joyce, Jessica Wagner Webster)
 - i) Jessica and Deirdre thank the Hershey Program Committee members
 - ii) Jessica and Deirdre thank the Hershey Local Arrangements Committee
 - E) Mary Mannix thanks the Meetings Coordinating Committee for individual tasks
 - F) Mary Mannix thanks Sara Predmore, MARAC Administrator
 - G) Pam Whitenack thanks the Hershey Lodge
- VI) Treasurer's Report (Katy Rawdon)
- A) Third Quarter 2018 Report and Fiscal Year 2019 budget on tables
 - B) Full reports appear in the *Mid-Atlantic Archivist*
 - C) Budget for Fiscal Year 2019 approved by Steering on April 12, 2018
 - D) Budget for Wilmington, DE, conference approved by Steering on April 12, 2018
 - E) Buffalo meeting made profit of \$4,000
 - F) Katy Rawdon will pass duties to new treasurer to Amanda May as of June 30, 2018
- VII) Nominations and Elections Results (presented by Maegan Peterman)
- A) Please see full report from Nominations and Elections Committee report to Steering Committee
 - i) Officers
 - (a) Chair-Elect, Rachel Grove Rohrbaugh
 - (b) Treasurer, Amanda Koss May
 - ii) Caucus Representatives
 - (a) Delaware, Kevin Brown
 - (b) District of Columbia, Derek Gray
 - (c) Maryland, Matt Testa
 - (d) New Jersey, Don Cornelius
 - (e) New York, Kate Palm
 - (f) Pennsylvania, David Grinnell
 - (g) Virginia, Jessica E. Johnson
 - (h) West Virginia, Jane LaBarbara

iii) Committees

- (a) Arline Custer Memorial Award Committee
 - (a) Jasmine Smith**
 - (b) Matthew Strauss
- (b) Distinguished Service Award Committee
 - (a) Jodi Boyle
- (c) Finding Aids Award Committee
 - (a) Phoebe Kowalewski**
 - (b) Elizabeth Shepard
- (d) Nominations & Elections Committee
 - (a) Jennifer Henderson**
 - (b) Meg Hogan
 - (c) Darlene Richardson
- (e) Scholarship Committee
 - (a) Cindy Bendroth**
 - (b) Colleen McFarland Rademaker
 - (c) Alan Delozier (will serve one year)

VIII) Awards Announcements & Presentations

- A) Joan Echtenkamp-Klein Conference Award (presented by Jodi Koste)
 - i) Curator of Historical Collections at UVA Health Sciences Library. Served as MARAC Secretary, served on numerous committees. MARAC member from 1977-2015. Award is \$250 towards travel and conference expenses
 - (a) Winner: Sharon Monigold
- B) Karen A. Stuart Local History Collection Workshop & Conference Attendance Award (presented by Vin Novara)
 - i) Named in memory of Karen Stuart, Library of Congress archivist and head librarian at the Maryland Historical Society, and active MARAC member on the Publications Committee, and also Maryland Caucus Chair. In honor of Karen's life-long interest in local history and genealogy, this award is aimed at those associated with local history collections.
 - (a) Winner: Angela Rodgers-Koukoui
- C) Marsha Trimble Conference Award (presented by Becky Collier, Chair-Elect)
 - i) Marsha Trimble – history of award. Joined MARAC in 1976 and became involved in Program committees and Local Arrangements committees. Served on numerous other committees and as MARAC Vice-Chair 1999-2001. MARAC's second administrator (1991-1994). \$400 towards conference registration and travel.
 - (a) Winner: Colleen Bradley-Sanders
- D) Service Awards (presented by Mary Mannix)

- i) Local Arrangements Committee Buffalo Meeting
 - (a) Amy Miller
 - (b) Jim Tammaro
- ii) Program Committee Buffalo Meeting
 - (a) Cindy Bendroth
 - (b) Bonnie Weddle
- E) Finding Aids Awards (presented by Alison Reynolds)
 - i) First Place: Elizabeth Jones-Minsinger for her finding aid for the University of Delaware's Philadelphia Custom House records
 - ii) Second Place: Nimitz Library, United States Naval Academy, David D'Onofrio, Website overhaul
- F) Distinguished Service Award (presented by Brian Keogh)
 - i) Purpose of the award is to recognize members who have made significant contributions to the organization as well as to the greater archival profession.
 - (a) Winner: John LeGloahac

IX) New Business

- A) By-Laws Revisions creating Diversity & Inclusion Committee and Coordinator
 - i) Discussed during Chair's report

X) Announcements & Adjournment

- A) Communications Committee (Chris Hartten, Technical Leaflet Editor)
 - i) Technical Leaflets
 - (a) Trying to revitalize the series. Obtaining an ISSN number.
 - (b) First two new publications in 14 years
 - (a) Grace L. Barth, Laura Drake Davis, Amanda Mita
Digital Exhibitions: Concepts and Practices
Leaflet No. 12, 2018
 - (b) Elizabeth Shepard
Compiling a Disaster Plan for Archival Collections
Leaflet No. 13, 2018

- XI) Invitation to the Fall 2018 Conference in Wilmington, DE (Presented by Emily Cottle, Katie Fair, and Maegan Peterman)

Meeting adjourned 9:28AM

Minutes respectfully submitted by Jennie Levine Knies, MARAC Secretary, October 2018