

Mid-Atlantic Regional Archives Conference
Business Meeting
Saturday April 27, 2013
Erie, PA

MINUTES

- I. Call to Order – the meeting was called to order at 8:28am.
- II. Approval of the Agenda – the agenda was approved by the membership
- III. Approval of the Fall Business Meeting Minutes – the minutes were approved by the membership
- IV. Chair’s Report
 - a. Upon his term ending Ed gave thanks and welcomed new steering members.
 - b. Reminder MARAC is an all volunteer organization, please get involved!
 - c. Write blog posts or MAA articles, please visit the MARAC blog and start a dialog.
 - d. DRUM – Digital Repository at the University of Maryland is in full swing – Thank you Arian Ravanbakhsh and the Electronic Records Committee.
 - e. SAA Regional Summit has a subgroup of three individuals from six different Regionals and three members of council working together on forming governance, mission, etc., with the intention of improving communication.
 - f. Holly Ott, MARAC Administrator of the past four years has resigned as she is pursuing her doctorate at Penn State University. We thanked Holly for her amazing service (flowers and a standing ovation was given). The search will begin for a new administrator. Holly will remain with us till August and the hope is to have a new person in the position in July so that there is overlap for training. The search committee will include Jim , MARAC Treasurer who is the supervisor for the position and two local central PA members, the administrator works out of Dickinson College.
- V. Vice Chair’s Report
 - a. Welcome to Erie! Thank you Local Arrangements Committee Co-Chairs – Jane Ingold and Debora Rougeux; Program Committee Co-Chairs – Jessica E. Johnson and Charlotte Sturm.
 - b. Fall 2013 Meeting – Philadelphia, Pennsylvania, November 7-9, 2013. Local Arrangements Committee Co-Chairs – Lisa Magiafico and Valerie-Ann Lutz; Program Committee Co-Chairs – Laurie Rizzo and Charles Greifenstein.
 - c. Fall 2014 Meeting will be Baltimore, Maryland, October 16-18, 2014. Local Arrangements Committee Co-Chairs – Lindsey Loeper and Nadia Nasr; Program Committee Co-Chairs – Arian Ravanbakhsh and Laura Drake Davis.
 - d. Spring 2014 Meeting will be Rochester, New York.
 - e. Then there will be a co-meeting NEA in Spring 2015, hoping for Brooklyn, but location has not been decided yet.
 - f. If you want MARAC to come to your home town contact Mary!
- VI. Treasurer’s Report
 - a. Reviewed 3rd Quarter Report, which as always looks very high because we have not paid our bills for the current conference yet, however, will we finish in the black and continue to grow and give more scholarships.
 - b. Reviewed the budget for fall meeting, which was approved by Steering.
 - c. Reviewed the budget for next fiscal year, which was approved by Steering.
 - d. Opened to questions, none were asked.
- VII. Awards Announcements and Presentations

- a. Finding Aid award winners were announced.
 - b. Scholarships & Travel Awards winners were announced.
 - c. Service Awards were awarded to the Local Arrangements and Program Committees for the Fall 2012 Meeting in Richmond, Virginia and to Tom Hollowek of the University of Baltimore for his support of MARAC and allowing off-conference Steering meetings to be held at the university.
 - d. Distinguished Service Award was given to Lisa Magiafico.
- VIII. Election results were announced
- a. There was a 40% return rate in voting.
- IX. Membership survey presentation
- a. Members of the Membership Development Committee are in the process of analyzing the survey results. Out of 40 questions 4 were free response, which requires additional coding and analysis and is in progress.
 - b. Additional survey results were reviewed
 - c. 32.3% of membership responded to the survey.
 - d. Demographics show that a majority of membership are white, females.
 - e. 47% work at colleges and universities, next highest was government, however, overall responses were diverse.
 - f. Top topics that were desired for workshops/sessions were related to digital and electronic records.
 - g. Keeping MARAC affordable was among the high concerns.
 - h. Suggestions for improvement were:
 - i. Blog more. *(MARAC has a blog, please contribute) (<http://marac-blog.blogspot.com/>)
 - ii. Improve the MARAC website.
 - iii. Increase MAA content *(MAA would like to have more articles, please submit articles to MAA). (<http://www.marac.info/publications>)
 - iv. Changes to Program Committee procedures.
 - v. Variations in Program Content.
- X. By-law change
- a. Re: organization of the Finding Aid Awards Committee
 - b. Motion was approved unanimously.
- XI. Invitation to the Fall 2013 Conference in Philadelphia, PA
- XII. Announcements and Adjournment
- a. Motion was made to adjourn the meeting the meeting adjourned at 9:34am.