

MARAC

Mid-Atlantic Regional Archives Conference

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

MARAC Chair's Report
Submitted July 19, 2013

Summer 2013 Steering Committee Meeting
Meeting date – July 26, 2013

Appointments

The following appointments were made along with ensuring the MARAC website was updated accordingly:

Parliamentarian

- Appointed Dawn Fairchild, PRP as the MARAC Parliamentarian.

Steering Committee Members-at-Large

- Appointed Rebecca Goldman as Steering liaison to Development Committee
- Appointed Amy Schindler as Steering liaison to Finance Committee
- Appointed Jennifer McDaid as Steering liaison to Outreach Committee

Development Committee

- Appointed Emma Stelle to serve on the committee through Spring 2015
- Reappointed Andrew Cassidy-Amstutz and Laurie Preston to terms through Spring 2015
- **Committee has one vacancy (Chair)**

Education Committee

- Appointed Dawn Sherman-Fells and Deirdre Joyce to serve on the committee through Spring 2015
- Reappointed Laurie Rizzo to a term through Spring 2015
- **Committee has one vacancy**

Finance Committee

- Appointed Nancy Melley to serve on the committee through Spring 2015

Membership Development Committee

- Reappointed Rachel Grove Rohrbaugh as Chair to serve through Spring 2015
- Appointed Jason Speck and Salome Jeronimo to serve on the committee through Spring 2015

Nominations and Elections Committee

- Appointed former Steering Committee Members Dan Linke and Tammy Hamilton to serve on the committee through Spring 2014

Outreach Committee

- Appointed Heidi Abbey to serve as Chair of the committee through Spring 2015
- Appointed Elizabeth Scott to serve on the committee through Spring 2015

Publications Committee

- Appointed Kathryn Puerini to serve on the committee through Spring 2015
- Reappointed Iren Snavelly to a term through Spring 2015
- Reappointed Maureen Cech as Technical Leaflets Editor, term will run through Spring 2015
- Reappointed Ilhan Citak as Advertising Editor, term will run through Spring 2015

Other Committee Issues

- Working with Chair of Electronic Resources Committee on makeup of committee and issues needing to be addressed in the coming months
- Working with Chair of Finding Aids Committee on makeup of committee and addressing the transition of the committee from appointed membership to elected members
- Worked with Chair of Meetings Coordinating Committee (MARAC Vice Chair) on makeup of committee and service of various MARAC editors and coordinators

Advocacy

With the efforts of Steering Committee Member-at-Large Jordon Steele and Maryland Caucus Representative Liz Novara, a letter was drafted regarding the retirement of the Maryland State Archivist and the qualifications required in his successor. [to be discussed at the Summer Steering Committee Meeting]

New Administrator

With MARAC Treasurer Jim Gerencser and member Linda Ries, conducted interviews of three candidates for the position of MARAC Administrator. Selected Tammy Hoffman to serve as MARAC Administrator.

SAA Regional Summit

Continued serving as a member of the SAA/Regional Organizations Discussion List, created by SAA at the 2012 Annual Meeting. Serving on a subcommittee looking into governance of the group and representation. Will attend the Regional Summit at the 2013 Annual Meeting in New Orleans, LA. MARAC Treasurer Jim Gerencser will also attend as necessary.

Other Activities

- Wrote "From the Chair" column for Summer *MAA* issue.

Respectfully submitted,

John LeGloahec
MARAC Chair
2013-2015

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July 26, 2013

TO: MARAC STEERING COMMITTEE

FROM: HOLLY OTT, MARAC ADMINISTRATOR (WITH TAMMY HOFFMAN)

RE: ADMINISTRATOR'S REPORT

Submitted to the Steering Committee on Friday, July 26, 2013, in Baltimore, Maryland.

Membership Statistics

There are currently 1102 active members (as of June 30, 2013):

953 Regular Members

24 Retired Members

125 Student Members

Membership Statistics Comparison

	2012 (As reported 6/30/12)	2013 (As reported 6/30/13)
Regular Members	898	953
Retired Members	30	24
Student Members	106	125
Total Members	1034	1102

The current state caucus memberships are as follows:

DC: 191

Delaware: 55

Maryland: 207

New Jersey: 136

New York: 231

Pennsylvania: 254

Virginia: 209

West Virginia: 16

Note: As some members may be part of more than one caucus, total membership numbers and total state caucus numbers may differ.

State Caucus Membership Statistics Comparison

	2012 (As reported 6/30/12)	2013 (as reported 6/30/2013)
DC Caucus	170	191
Delaware Caucus	44	55
Maryland Caucus	188	207
New Jersey Caucus	149	136
New York Caucus	222	231
Pennsylvania Caucus	244	254
Virginia Caucus	168	209
West Virginia Caucus	15	16

Number of new membership applications received and entered into database:

April 2013: 18

May 2013: 7

June 2013: 6

July 2013: 5 (as of July 18, 2013)

Current and Upcoming Projects

Membership Directory: A list of current MARAC membership was sent to Lauren Brown on July 1, 2013 for the MARAC archives. This list will be sent annually on July 1.

Membership Renewal: Membership renewal information for the 2013-2014 membership year was sent electronically to 1035 active members on July 1, 2013. Additionally, membership renewal information was mailed to 204 of those members who had requested paper renewal forms. *Note: 67 members (of the total 1102 active members) had already renewed their dues for the 2013-2014 membership year prior to July 1, and therefore were not sent renewal information.*

Also, in order to better serve the MARAC membership, we have again included additional questions in this year's membership and application forms, enabling members to select paper vs. electronic only communication for the MARAC newsletter, conference programs, election ballots and membership renewal forms.

The number of requests for paper copies of membership renewal forms has increased since 2011. Paper copies of the renewal form were sent to 53 members who requested them in 2011, while 165 members requested a paper copy of the renewal form in 2012 and 204 members requested a paper copy of the renewal form in 2013.

New Member Coupons: A coupon for \$35 off a MARAC workshop was distributed to 104 members who joined between January 1 and June 30, 2013. The MARAC Administrator worked with the Membership Development Committee to implement this new initiative. Coupons will be sent to new members on July 1 (for members who joined between January 1 and June 30) and on January 1 (for members who joined between July 1 and December 31) annually. Each coupon expires 18 months from the distribution date, and the MARAC Administrator will monitor the

date a coupon is redeemed. *Please refer to the Membership Development Committee report for more details.*

Continuing Education Workshops: Registration for the following workshop is currently available:

September 25, 2013: Basics of Digitization for Archives (Albany, NY) – no registrants as of 7/18/13.

The MARAC Administrator will build online registration forms for two additional upcoming workshops in the near future.

Vice Chair Report\Meetings Coordinating Committee

23 July 2013

1. Upcoming Meetings:

Fall 2013

When: November 7-9, 2013

Where: Philadelphia, Pennsylvania

Hotel: Hyatt Regency Philadelphia at Penn's Landing

Room rate: \$169

Local Arrangements Committee Co-Chairs: Lisa Mangiafico (Soroptimist International) and Valerie-Ann Lutz (American Philosophical Society Library).

Program Committee Co-Chairs: Laurie Rizzo (University of Delaware) and Charles Greifenstein (American Philosophical Society Library).

Updates: The program draft has gone to the designer. Due to the availability of space at the hotel, we will be going back to the previous schedule for this meeting.

Spring 2014

When: April 24-26, 2014

Where: Rochester, New York

Hotel: Hyatt Regency Rochester

Room rate: \$123

Reception: George Eastman House

Local Arrangements Committee Co-Chairs: Lori Birrell (University of Rochester) and Brian Keough (University at Albany-SUNY).

Program Committee Co-Chairs: Geof Huth (New York State Archives) and Susan Kline (Syracuse University). Assistant Co-Chair: Geoff Williams (University at Albany-SUNY).

Fall 2014

When: October 16-18, 2014

Where: Baltimore, Maryland

Hotel: Tremont Plaza Hotel

Room rate: \$169

Local Arrangements Committee Co-Chairs: Lindsey Loeper (University of Maryland, Baltimore County) and Nadia Nasr (Towson University).

Program Committee Co-Chairs: Laura Drake Davis (American University) and Arian Ravanbakhsh (National Archives & Records Administration).

Spring 2015

We have received a contract from the Brooklyn Bridge Marriott. The food costs continue to be prohibitive. I will be having a conference call with our NEA Rep (Alyssa Pacy) and Helms-Briscoe Rep (Laura Little) on August 9. Laura is asking for a cheaper menu.

MARAC Program Committee Co-Chair: Sharmila Bhatia (National Archives & Records Administration).

2. Recommendations for Service Awards:

Erie Local Arrangements Committee Co-Chairs: Jane Ingold and Debora Rougeux

Erie Program Committee Co-Chairs: Jessica E. Johnson and Charlotte Sturm

MCC Workshop Coordinators 2011-2013: Lindsey Loeper and Susan Kline

**Respectively submitted,
Mary K. Mannix
Vice Chair**

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July 26, 2013

**TO: MARAC OFFICERS
COMMITTEE CHAIRS
MARAC ARCHIVIST**

**STATE CAUCUS REPRESENTATIVES
MARAC ADMINISTRATOR**

FROM: JIM GERENCSEK, MARAC TREASURER

RE: TREASURER/FINANCE COMMITTEE REPORT

Submitted to the Steering Committee on Friday, July 26, 2013 in Baltimore, MD.

1. Highlights of the Fourth Quarter Treasurer's Report (see attached) are listed below.
 - The income is from membership dues, bank interest, Spring 2013 conference income, newsletter advertising and sales, and off-meeting workshops.
 - Expenses are from administrator's salary, MemberClicks fees, insurance, printing and mailing charges, Spring 2013 conference costs, scholarships and awards, workshop honoraria, investment losses, and credit card transaction fees.
2. MARAC finished Fiscal Year 2013 with a budgetary surplus of \$10,942.47. This is largely due to the success of the Richmond and Erie meetings, as well as the off-meeting workshops. Part of the surplus, roughly \$6,500.00, can also be attributed to sponsorships and vendor exhibit receipts already received for the Fall 2013 meeting to be held in Philadelphia. With an additional net \$1,628.00 in gifts to the restricted funds (\$4,278.00 in total gifts, less \$2,650.00 in spending in response to disaster relief applications), total assets increased by \$12,570.47 over the past year.
3. Average returns (and losses) on investment for MARAC's accounts during the previous quarter, rounded to the nearest hundredth of a percent, are listed below.
 - PNC Savings Account – 0.13%
 - Vanguard Bonds – (3.76%)
4. The Erie, PA (Spring 2013) meeting financial report is attached. The meeting posted a healthy profit of \$6,149.24.
5. As per MARAC policy, 20% of total meeting profit from the past year will be deposited in the Education Fund. This results in an addition of \$3,286.00, and we will thus begin Fiscal Year 2013 with the Education Fund at \$109,071.00.

FY 2013, 4th Quarter (April 1, 2013 to June 30, 2013)

<u>CATEGORY</u>	<u>Budget</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Total</u>	<u>% Budget</u>
INCOME							
Membership Dues	\$28,500.00	\$20,308.00	\$8,163.00	\$2,329.00	\$1,245.00	\$32,045.00	112.44%
Conference Registration	\$55,000.00	\$26,003.00	\$12,335.00	\$17,635.00	\$4,815.00	\$60,788.00	110.52%
Conference Vendors	\$20,000.00	\$6,430.00	\$3,600.00	\$2,000.00	\$4,262.00	\$16,292.00	81.46%
Conference Sponsorship	\$2,000.00	\$500.00	\$1,250.00	\$1,350.00	\$5,350.00	\$8,450.00	422.50%
Publication Advertising	\$3,000.00	\$540.00	\$1,540.00	\$360.00	\$500.00	\$2,940.00	98.00%
Publication Sales	\$350.00	\$35.00	\$210.00	\$175.00	\$70.00	\$490.00	140.00%
Mailing List Sales	\$250.00	\$100.00	\$0.00	\$150.00	\$0.00	\$250.00	100.00%
Off-Meeting Workshops	\$7,500.00	\$4,190.00	\$2,380.00	\$1,785.00	\$2,290.00	\$10,645.00	141.93%
Bank Interest	\$100.00	\$33.89	\$35.02	\$32.88	\$30.28	\$132.07	132.07%
Investment Interest	\$4,000.00	\$845.38	\$223.64	\$205.65	\$0.00	\$1,274.67	31.87%
Gifts to Operations	\$500.00	\$220.00	\$65.00	\$70.00	\$0.00	\$355.00	71.00%
Gifts to 40th	\$4,000.00	\$1,151.00	\$725.00	\$2,056.00	\$0.00	\$3,932.00	98.30%
Miscellaneous	\$0.00	\$200.00	\$0.00	\$0.00	\$100.00	\$300.00	0.00%
Total Income	\$125,200.00	\$60,556.27	\$30,526.66	\$28,148.53	\$18,662.28	\$137,893.74	110.14%
EXPENSES							
Administrator	\$12,000.00	\$4,187.86	\$2,846.56	\$3,472.13	\$3,236.85	\$13,743.40	114.53%
Web Services	\$3,000.00	\$675.75	\$795.00	\$1,020.80	\$795.00	\$3,286.55	109.55%
Archivist	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	100.00%
Accountant	\$1,000.00	\$0.00	\$1,025.00	\$0.00	\$0.00	\$1,025.00	102.50%
Advocacy	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Insurance Policy	\$1,000.00	\$0.00	\$0.00	\$0.00	\$985.00	\$985.00	98.50%
Phone	\$600.00	\$146.16	\$146.38	\$146.67	\$145.69	\$584.90	97.48%
Postage	\$1,000.00	\$100.25	\$1,743.00	\$182.47	\$430.20	\$2,455.92	245.59%
Office Supplies	\$350.00	\$0.00	\$236.38	\$101.69	\$152.92	\$490.99	140.28%
Food	\$4,850.00	\$1,696.45	\$995.88	\$348.62	\$1,245.46	\$4,286.41	88.38%
Travel	\$6,850.00	\$2,474.04	\$502.89	\$2,061.29	\$1,018.80	\$6,057.02	88.42%
Equipment	\$0.00	\$1,096.68	\$0.00	\$0.00	\$925.87	\$2,022.55	0.00%
Printing and Design	\$3,000.00	\$48.92	\$675.72	\$1,743.45	\$3,464.87	\$5,932.96	197.77%
Conference	\$69,000.00	\$835.00	\$38,513.95	\$1,798.00	\$20,152.43	\$61,299.38	88.84%
Lodging	\$1,800.00	\$318.09	\$156.18	\$262.93	\$898.09	\$1,635.29	90.85%
Honoraria	\$3,700.00	\$0.00	\$1,750.00	\$250.00	\$1,700.00	\$3,700.00	100.00%
Awards and Prizes	\$1,300.00	\$0.00	\$800.00	\$0.00	\$750.00	\$1,550.00	119.23%
Scholarships	\$9,000.00	\$0.00	\$5,540.42	\$0.00	\$2,674.60	\$8,215.02	91.28%
Banking Fees	\$4,500.00	\$1,752.31	\$2,290.84	\$829.99	\$1,274.65	\$6,147.79	136.62%
Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$715.84	\$715.84	0.00%
Disaster Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Miscellaneous	\$0.00	\$215.00	\$92.25	\$25.00	\$235.00	\$567.25	0.00%
Total Expenses	\$125,200.00	\$14,296.51	\$59,610.45	\$12,243.04	\$40,801.27	\$126,951.27	101.40%
Net Income or (Loss)		\$46,259.76	(\$29,083.79)	\$15,905.49	(\$22,138.99)	\$10,942.47	

<u>Account Balances</u>			<u>Opening</u>	<u>Credits</u>	<u>Debits</u>	<u>Closing</u>
PNC Checking	\$14,267.47	Operating	\$33,057.99	\$18,662.28	(\$40,801.27)	\$10,919.00
PNC Savings	\$90,981.66	Restricted	\$112,164.00	\$20.00	\$0.00	\$112,184.00
Vanguard Bonds	\$75,463.59	Reserve	\$43,820.00	\$0.00	\$0.00	\$43,820.00
Total	\$180,712.72	Surplus	\$13,789.72	\$0.00	\$0.00	\$13,789.72
		Totals	\$202,831.71	\$18,682.28	(\$40,801.27)	\$180,712.72

Summary - Third Quarter FY 2013

Opening Balance	\$202,831.71
Total Income	\$18,682.28
Total Expenses	(\$40,801.27)
Closing Balance	\$180,712.72

Restricted Funds

			<u>Opening</u>	<u>New Gifts</u>	<u>Spending</u>	<u>Closing</u>
PNC Savings	\$36,720.41	Disaster Assist.	\$1,173.00	\$20.00	\$0.00	\$1,193.00
Vanguard Bonds	\$75,463.59	Education	\$105,785.00	\$0.00	\$0.00	\$105,785.00
Total	\$112,184.00	Finch Award	\$5,206.00	\$0.00	\$0.00	\$5,206.00
		Totals	\$112,164.00	\$20.00	\$0.00	\$112,184.00

Final Balance Sheet

Category	Budget for 200 Attendees	Total for 234 Attendees
INCOME		
Registration Fees	\$13,725.00	\$15,355.00
Exhibitor Fees	\$8,750.00	\$7,562.00
Meals	\$4,625.00	\$4,495.00
Reception	\$750.00	\$250.00
Tour Fees	\$1,700.00	\$415.00
Workshop Fees	\$3,225.00	\$1,800.00
Total Income	\$32,775.00	\$29,877.00
EXPENSES		
Hospitality Suite	\$250.00	\$150.00
Hotel Expenses	\$4,668.00	\$7,030.29
LAC Expenses	\$250.00	\$237.03
Meal Expenses	\$11,685.00	\$8,410.45
Reception	\$4,920.00	\$4,658.15
Registration/Program	\$2,500.00	\$2,058.88
Session/Plenary Speakers	\$335.00	\$0.00
Tour Expenses	\$1,700.00	\$423.59
Workshop Expenses	\$1,850.00	\$759.37
Total Expenses	\$28,158.00	\$23,727.76
NET INCOME / PROJECTED PROFIT	\$4,617.00	\$6,149.24

MARAC Spring 2013 MEETING

ERIE

Final Income

Category	Budgeted			Actual		
	Cost/Item	200 Attendees	Total	Cost/Item	234 Attendees	Total
INCOME						
Registration Fees						
Pre-Reg Members	\$65.00	125	\$8,125.00	\$65.00	160	\$10,400.00
Pre-Reg Non-Members	\$110.00	10	\$1,100.00	\$110.00	16	\$1,760.00
Late Reg Members	\$75.00	20	\$1,500.00	\$75.00	7	\$525.00
Late Reg Non-Members	\$120.00	5	\$600.00	\$120.00	6	\$720.00
Member, on-site	\$85.00	10	\$850.00	\$85.00	6	\$510.00
Non-member, on-site	\$130.00	5	\$650.00	\$130.00	1	\$130.00
Student registration	\$35.00	20	\$700.00	\$35.00	34	\$1,190.00
One day (Saturday only)	\$40.00	5	\$200.00	\$40.00	3	\$120.00
Total Registration Fees		200	\$13,725.00		233	\$15,355.00
Exhibitor Fees						
Ads	\$50.00	5	\$250.00	\$200.00	1	\$200.00
Donations/Sponsorships	\$250.00	4	\$1,000.00	various	2	\$1,212.00
Rental - 1 Table	\$600.00	10	\$6,000.00	\$600.00	9	\$5,400.00
Rental - 2 Tables	\$750.00	2	\$1,500.00	\$750.00	1	\$750.00
Total Exhibitor Fees			\$8,750.00			\$7,562.00
Meals						
Breakfast - Business Mtg.	\$20.00	75	\$1,500.00	\$20.00	86	\$1,720.00
Lunch - Friday	\$25.00	125	\$3,125.00	\$25.00	111	\$2,775.00
Total Meals			\$4,625.00			\$4,495.00
Reception						
Sponsorship	\$500.00	1	\$500.00	\$500.00	500	\$0.00
Guest Tickets	\$25.00	10	\$250.00	\$25.00	10	\$250.00
Total Reception Income			\$750.00			\$250.00
Tour Fees						
Tour #1	\$25.00	20	\$500.00	\$5.00	6	\$30.00
Tour #2	\$35.00	20	\$700.00	\$15.00	9	\$135.00
Tour #3	\$25.00	20	\$500.00	\$10.00	25	\$250.00
Total Tour Fees			\$1,700.00			\$415.00
Workshop Fees						
Workshop #2	\$80.00	15	\$1,200.00	\$80.00	13	\$1,040.00
Workshop #3	\$45.00	15	\$675.00	\$20.00	11	\$220.00
Workshop #4	\$45.00	15	\$675.00	\$45.00	12	\$540.00
Workshop #5	\$45.00	15	\$675.00	Cancelled	0	\$0.00
Total Workshop Fees			\$3,225.00			\$1,800.00
Total Income			\$32,775.00			\$29,877.00

Final Expenses

Category	Budgeted			Actual		
	Cost/Item	200 Attendees	Total	Cost/Item	234 Attendees	Total
EXPENSES						
Hospitality Suite			\$250.00			\$150.00
Hotel Expenses						
Room Rentals			\$3,600.00			\$3,545.00
AV Equipment Tech			\$0.00			\$0.00
AV Equipment Rentals			\$650.00			\$765.00
Miscellaneous Expenses			\$250.00			\$0.00
Taxes / Fees			\$168.00			\$2,720.29
Total Hotel Expenses			\$4,668.00			\$7,030.29
LAC Expenses			\$250.00			\$237.03
Meal Expenses						
Breakfast Buffet - Sat	\$18.00	75	\$1,350.00	\$15.95	96	\$1,531.20
Continental Breakfast - Fri	\$14.00	175	\$2,450.00	\$10.95	173	\$1,894.35
Coffee Breaks Thur (AM & PM)	\$16.00	70	\$1,120.00	\$5.00	varied	\$691.30
Coffee Breaks Fri (AM & PM)	\$10.00	300	\$3,000.00	\$7.95	200	\$1,590.00
Coffee Breaks Sat (AM)	\$5.00	100	\$500.00	\$3.95	96	\$379.20
Lunch - Friday (meat)	\$25.00	100	\$2,500.00	\$19.20	70	\$1,344.00
Lunch - Friday (veg)	\$21.00	25	\$525.00	\$20.20	42	\$848.40
Vendor Lunches	\$20.00	12	\$240.00	\$15.00	11	\$132.00
Steering Committee - Th	\$26.00	30	\$780.00	\$15.00	25	\$835.50
Meal Expenses			\$11,685.00			\$8,410.45
Reception						
Caterer	\$36.00	175	\$4,000.00			\$2,997.15
Beverage Service			\$0.00			\$813.00
Tours			\$0.00			\$0.00
Facility Fees			\$920.00			\$848.00
Total Reception Costs			\$4,920.00			\$4,658.15
Registration/Program						
Program			\$2,000.00			\$1,905.96
Folders, Badges, etc.			\$500.00			\$152.92
Total Registration/Program Costs			\$2,500.00			\$2,058.88
Session/Plenary Speakers						
Lodging			\$200.00			\$0.00
Meals & Registration			\$35.00			\$0.00
Travel			\$100.00			\$0.00
Total Session/Plenary Costs			\$335.00			\$0.00
Total Tour Expenses			\$1,700.00			\$423.59
Workshop Expenses						
Honoraria			\$750.00			\$450.00
Lodging/Meals			\$750.00			\$168.37
Travel (Speakers)			\$250.00			\$87.00
Misc. Expenses			\$100.00			\$54.00
Total Workshop Expenses			\$1,850.00			\$759.37
Total Expenses			\$28,158.00			\$23,727.76

MARAC Archivist Report

July/2013

(for the Steering Committee meeting at Baltimore, Pennsylvania)

I continue to sort out various accretions to the MARAC Archives that have been received in the last five years or so, working towards melding these into the core archival collection and updating the MARAC finding aid accordingly.

It has been a relatively quiet three months. I provided Ed Galloway with information on the job duties for the MARAC Archivist position; this information will feed into the MARAC manual that is currently under construction.

I took time out recently to attend Tom Hollowak's retirement party at the University of Baltimore, partially wearing my University of Maryland hat, but also wearing my MARAC hat as well. It was a nice occasion; I was able to voice MARAC's appreciation to Lucy Holman, UB Library Director, for our being able to hold Steering Committee meetings in Langsdale Library.

I want to express my appreciation as well to Jane Ingold for providing me with some visuals from the Erie, PA conference.

Lauren Brown
MARAC Archivist
University of Maryland