



### **Annual Business Meeting**

Virtual via Zoom

16 October 2020

12:30 p.m.

#### **1. Call to Order**

12:31 p.m.

#### **2. Approval of Minutes of the 25 October 2019 meeting**

Approved

#### **3. Reports of Officers**

- a. **Directors** – Tracy Power and Tabitha Samuel reported that the 2019 annual conference was well attended with 35-40 participants. The board discussed plans for a 2020 spring workshop and summer social but were postponed due to COVID-19. SCAA coordinated three Town Halls on reopening during COVID-19. Most of the directors' work involved planning the virtual annual meeting with the board. We received excellent submissions for this year's meeting. Tabitha led the way making this meeting happen and Tracy is grateful for her work and the rest of the board (see Directors' Report).
- b. **Treasurer** – Graham Duncan reported that SCAA is in great shape with total assets of \$35,199. There was less financial activity this past year because there was no spring workshop or summer social and the annual meeting registration was free. Most incoming funds were membership dues and the major expense was the post office box fee (see Treasurer's Report).
- c. **Membership Officer** – Evan Spencer reported that, as of today, there are a total of 45 paid memberships. Evan sent 80 renewal emails in 2020; 45 responded and re-upped. We are down about three members since last year. In early 2020, he reached out to SC and NC universities to attract student members, and a professor at Coastal Carolina is interested in developing a relationship. Efforts were cut short due to COVID-19. Evan also created a new Google Form to replace Wufoo for membership signups, which will be submitted to the board to consider and approve (see Membership Report).

#### **4. Old Business**

- a. None

#### **5. New Business**

- a. **Election of New Officers** – In Kimberly McClure's absence, Jim Cross coordinated the elections for the Nominating Committee. Jim wished to thank Kimberly, Ann Merryman and Morgan Jones King for their work on compiling the slate of candidates. Nominations for positions were opened to the floor. Hearing none, a motion was made and seconded to close nominations from the

floor and accept the slate of officers by acclamation(see SCAA Board Nominations). All members approved.

- b. **2020 SCAA Annual Awards** - Kathryn Slover thanked the Awards Committee, Michael Fondren (SCDAH) and David Mash (Lander University), in their assistance with selecting this year's award winners. The Friends of the Archives Award was presented to Charles Philips, senior historian at Brockington and Associates. He was nominated by Virginia Ellison from South Carolina Historical Society for being a staunch advocate of archives. The President's Award, given every year to the SCAA president for service to the association, was presented. Last year, due to unforeseen circumstances, Kim McClure was not awarded the president's award. This year, we awarded her the 2019 President's Award for her service to the board and continued work as past president. The 2020 President's Award was presented to Jim Cross for his service. He led SCAA's great work this year through a challenging time.

## 6. President's Remarks

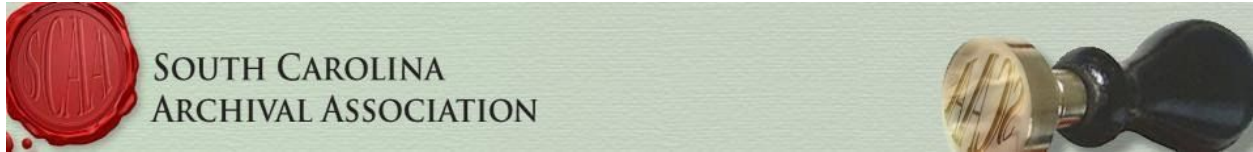
- a. **Outgoing** – Jim Cross reported that this has been an interesting and challenging year, disrupting lives, work, and the work the SCAA board wanted to accomplish. While many things were set aside for COVID-19 priorities and we were unable to hold a spring workshop or summer social, the board adapted and completed a number of initiatives. This included the town halls, a new YouTube channel, new administrative manual, and steps to make SCAA an organization that values and actively embodies the principles of diversity, equity, and inclusion. Jim thanked all the board members for their hard work on behalf of the association in difficult circumstances (see President's Report).
- b. **Incoming** – Krista Oldham thanked all for electing her as president for the upcoming year. She promised to recommit herself to the struggle against systems of oppression and presented a land acknowledgment to demonstrate this commitment. Krista thanked President Cross and the executive board for their work in a scary and uncertain time. It will be an honor and privilege to continue this work and support the profession. Krista wants to begin her tenure acknowledging that 2020 has been an emotional and stressful year with a global health pandemic that disproportionately affects people of color. She recognized the killings of George Floyd, Breonna Taylor, Ahmaud Arbery, Nina Pop, Tony McDade, and countless others. Our membership plays a significant role in what is told, how it's remembered, and what is forgotten. This is the time we need to take action. What does that action look like and how do we respond both in the short term and the long term? Krista laid out an optimistic path forward for the membership, SCAA, and the profession, with opportunities to collaborate with the South Carolina Library Association and the South Carolina Association of School Librarians in statewide advocacy. She will continue to help develop and engage in activities that support SCAA membership, and she looks forward to hearing from members about their needs, concerns and aspirations.

## 7. Adjourn

1:00 p.m.

A video recording of this meeting is available on the SCAA YouTube channel at <https://youtu.be/RtZM45Kh8Bc>.

-Respectfully submitted by Jessica Serrao, Secretary



**Directors' Report  
2020 Annual Meeting  
Friday, October 16, 2020**

**2019 Annual Meeting, October 25, 2020, Hosted by Newberry College**

The 2019 Annual Meeting was held October 25, 2020, in the Gnann Conference Center at the Center for Teacher Education, at Newberry College. The theme for the meeting was “Two Decades of ‘Connecting Collections,’” focusing on efforts to connect constituencies and communities with the resources (and stories) in collections large and small. The keynote speaker was Evan Spencer of the South Carolina Department of Archives and History (SCDAH), on “South Carolina, the American Revolution, and Hockey: Unlikely Connections at the SCDAH.” Other sessions featured presentations on archival work at SCDAH, the University of South Carolina-Columbia, Clemson University, the Lexington County Museum, the Crumley Archives at the Lutheran Theological Southern Seminary, Newberry College, and the University of South Carolina-Upstate. The meeting was well attended, with 35-40 participants, a significant percentage of our membership (typically about 45-50 members).

*The 2019 annual meeting program accompanies this report in a separate .PDF file.*

**2020 Spring Workshop and 2020 Summer Social**

Though in its January 2020 meeting the board discussed plans for a spring workshop and a summer social, neither event could be held due to the COVID-19 pandemic. It is hoped that both events can be held in 2021.

**Virtual Town Hall, June 1, 2020, Hosted by Clemson University**

At the suggestion of Brenda Burk of Clemson University, the SCAA hosted a Virtual Town Hall for members and member organizations on June 1, 2020, to foster discussions of the plans, strategies, and solutions archives, libraries, museums, and other organizations were making to reopen their collections to the public in the midst of the pandemic. The discussions were wide-ranging and in-depth, and the opportunity to share ideas and information with each other was most welcome. A recording and a transcript of the chat are available.

## **2020 Virtual Annual Meeting, October 16, 2020, Hosted by Clemson University**

The Directors worked with President Jim Cross to coordinate the efforts of the SCAA Board in planning, calling for proposals for, investigating the technical and other logistics and requirements for, and developing the agenda for our organization's first-ever virtual annual meeting.

Extensive board discussions after COVID-19 pandemic focused on SCAA's options: to try and hold the meeting in person; to cancel the meeting altogether; or to attempt to hold the meeting online in a virtual format. President Jim Cross offered Clemson University as a host for a virtual meeting via Zoom, with the flexibility of attendees being able to attend all or part of the day, and the added benefit of having the meeting sessions recorded.

The Call for Proposals went out on June 26, 2020, with a deadline of August 15, 2020.

There were several formats for presenters to choose from:

- Individual presentations
- Group presentations
- Discussion
- Lightning Round
- Poster presentations

The Directors received ten submissions, which were arranged into three sets of concurrent sessions with a lunch period and the annual business meeting in the middle of the day. We also invited a pair of opening and closing keynote speakers to speak on diversity, equity, and inclusion topics: Dr. Tiffany Momon of and Sewanee (The University of the South), and Sarah Calise of Middle Tennessee State University.

***The 2020 annual meeting program accompanies this report in a separate .PDF file.***

First-Year Director Tabitha Samuel led the way in making this meeting possible by organizing the final agenda, contacting all the program participants, and coordinating the dozens of tasks required to make our conference wholly virtual yet still a worthwhile experience for us all.

We are very grateful for the dedication, advice, and encouragement of the Board—President Jim Cross, Vice President Kathryn Slover, Treasurer Graham Duncan, Secretary Jessica Serrao, Membership Officer Evan Spencer, and Past President Kim McClure—and it is our sincere hope that we will be able to have our 2021 annual meeting together in person as we have always done before this year.

Respectfully submitted,

Tracy Power, Second Year Director  
Tabitha Y. Samuel, First Year Director



## Treasurer's Report October 16, 2020

CHECKING ACCOUNT: \$ 7,447.56 (Pending Balance)  
\$ 7,447.56 (Available Balance)

PAYPAL BALANCE: \$ 8,660.22

HART ENDOWMENT (#...80119)

Total in account: \$ 6,844.07

Next maturity date: 12/08/2020

BB&T CERTIFICATE OF DEPOSIT (#...04268)

Total in account: \$ 12,247.23

Next maturity date: 02/10/2021

**Total Assets: \$ 35,199.08**

### INCOME FOR 2020

Membership dues: \$660.00

Additional donations: \$5.00

Hart Endowment (#...80119): \$6.26

Certificate of Deposit (#...04268): \$11.22

Total \$682.48

### EXPENSES FOR 2020

January board meeting: \$47.41

PO Box fees: \$148.00

PayPal Fees: \$19.65

Total \$215.06

**2020 SCAA Membership Report**  
**10/16/2020**  
**SCAA Virtual Annual Meeting**  
**Evan Spencer**

**Current Members**

As of 10/14/2020, SCAA membership stands at the following:

- 41 current, paid members (including 4 institutional memberships)
- 80 membership renewal emails sent in 2020 total
  - o 25 membership renewal emails for October members sent 10/14/20

**Student Outreach**

Early in 2020, I attempted to reach out to universities in South Carolina with programs geared towards Archival Studies, Library Science, and Public History. I made contact with a professor at Coastal Carolina, but efforts were cut short due to the pandemic. Future membership officers could build on these initial conversations and hopefully gain some student members and interest.

**New Membership Form**

Over the course of 2020, the Membership Officer worked with other board members to create a Google Form for memberships. This form stands ready to be used in the future in place of the current Wufoo Form.



## **Blog Editor 2020 Report**

### **16 October 2020**

A total of 41 blog posts were made during the period October 28-October 15, 2020. In addition to posts relating to SCAA event and Board actions information was provided relating to COVID-19 quarantine research for archival and library materials, workshops and meetings held by other archival organizations such as PALMCOP, and other news that would be of interest to members.

When appropriate, the blog posts or a message to check the blog were made to the SCAA Facebook page and the SCAA listserv. Town Hall notes and the SCAA 2020 Virtual Annual Meeting Program were distributed via the listserv and/or an email list of Town Hall participants.

James Cross  
Blog Editor



## SCAA Board Nominations

### October 16, 2020

**Graham Duncan (Treasurer):** I have an undergraduate degree in History and Southern Studies and a Masters in Library and Information Science from the University of South Carolina. I've worked in various paraprofessional and professional positions at the South Caroliniana Library since 2005, and currently serve as the Head of Collections and Curator of Manuscripts.

**Michael Fondren (Membership Officer):** I was born and raised in the state of Arkansas. I received my BA in History from Southern Arkansas University in 2015 and my MA in Public History from the University of Arkansas at Little Rock in 2018. During my MA program, I took classes in archival management, digital history, oral history, and community history. To continue my professional development, I became a certified archivist in 2019. I decided to place my MA concentration in archival management after a fun and interesting processing internship from the Arkansas State Archives in 2016. Since then, I have worked at the UA Little Rock Center for Arkansas History and Culture (2016-2017), Arkansas State Archives (2016-2017), Butler Center for Arkansas Studies (2016-2017), Southwest Arkansas Regional Archives (2018), and the University of Arkansas Special Collections Department (2018-2019). I moved to South Carolina for a full-time permanent position at the South Carolina Department of Archives and History in 2019 where I work as a processing archivist over gubernatorial records.



**Erin Allsop (First Year Director):** Hello! My name is Erin Allsop and I am running for the first year director position with the SCAA. I am the archivist for Central Piedmont Community College where I preserve, manage, and provide access to institutional historical records; oversee processing and digitization projects; develop educational opportunities with faculty; and provide instructional sessions to contribute to student success. I am a graduate of the C.U.N.Y. Queens College MLIS program in New York. Prior to and throughout library school, I was the archivist for various institutions, including the Waldorf Astoria Hotel, Brooklyn College, The Green-Wood Cemetery, and the American Irish Historical Society. During my last year of library school, I was awarded a fellowship with the Queens Public Library and the Citi Center for Culture (Citibank Archives) where I was able to learn more about community and corporate archives through the Queens Memory Project. I have worked in archives since 2010 and my archival interests include digital preservation, community archives, and archival outreach/advocacy. My personal interests include dance, cooking, animal rescue, and local history. I have previous experience with serving on an archival organization board where I was the secretary for SNCA (2016-2020) and the secretary for the Archivists Roundtable of Metropolitan NY (2013-2015). I am eager to step into a more challenging volunteer role and become more involved in the planning process for educational workshops and conferences. Thank you very much for this opportunity!

**Ann Abney (Vice President/President Elect):** Ann Abney is currently the Special Projects Archivist at South Carolina Political Collections at the University of South Carolina. Prior to moving to the Palmetto state in 2019, she was a processing Archivist with the National Archives at College Park, MD. She has interned or volunteered at a number of archives including the National Library of Wales and the National Museum of American History. Her personal research interests include archival literacy, and official memory as sanctioned by school textbooks. She holds a BA in History from Carroll University (Wisconsin), and a MA in History and a MLS in Archives, Library, and Information Management from the University of Maryland. She has two cats, Snap and Grommet, and loves a good historical novel or quilting project.

**Krista Oldham (President):** Krista Oldham is the University Archivist at Clemson University, where her responsibilities include overseeing the acquisition, description, and preservation of University records, as well as supporting and promoting their use. Additionally, Krista is responsible for assisting in developing and managing a comprehensive, institution-wide records management program. She earned a M.I.S. from the University of Tennessee, Knoxville and earned both a M.A. in History and a B.A. in History from the University of Arkansas, Fayetteville. Prior to starting her position at Clemson, Krista worked at Haverford College as the College Archivist/Records Manager for Quaker and Special Collections and at the University of Arkansas, Fayetteville Special Collections as the Senior Archivist and the Senior Archives Manager. In addition to her archival work, Krista served as Co-Director of the Arkansas Delta Oral History Project, an initiative led by the endowed Brown Chair in English Literacy. She is a co-author of *The Arkansas Delta Oral History Project: Culture, Place, and Authenticity*, which was published in 2016 by Syracuse University Press.



## President 2020 Report

### 16 October 2020

This year proved to be a challenge. The COVID-19 pandemic restricted travel and forced SCAA members to suddenly switch to working from home, disrupting not only the work of our association but more importantly, member's lives. Both the Spring Workshop and Summer Social had to be cancelled and a number of initiatives that the Board had hoped to work on this year, such as beginning a strategic planning process for SCAA, possible changes to the *Constitution* and *Bylaws*, outreach to underserved constituencies, and website updates had to be curtailed or set aside.

However, the Board was able to adapt to the "new normal" of online meetings and balancing the needs of work and home and in the process a number of important accomplishments were achieved, among them:

A beginning was made in creating an Administrative Manual to help improve continuity and efficiency by carefully laying out the duties of each officer, going beyond what is in the Constitution and Bylaws to reflect the various tasks the officers must do to fulfill their responsibilities;

The Board, on behalf of SCAA, signed on to a collaborative open letter to SAA Council on archivist salary transparency sponsored by the Ad-Hoc Working Group on Archivist Salary Transparency;

Three online Town Halls on reopening archives, museums, and other cultural heritage institutions to the public were held on June 1, July 16, and September 10, 2020 and were well-attended, with 51, 42, and 31 participants respectively;

An SCAA YouTube channel was created for the videos of the Town Halls and is available for distribution of other videos by the Association in the future;

The first virtual Annual Meeting;

And the Board creating and approving the "SCAA Statement on Racism and Recent Events" which committed SCAA to the goal of making anti-racism a part of all aspects of archival work a permanent, central focus of our organization

moving forward. The two keynotes today are but among the first steps in the process of making SCAA an organization that not only values, but actively embodies the principles of diversity, equity, and inclusion.

I want to thank all the Board members—Kathryn Slover, Tabitha Samuel, Tracy Power, Graham Duncan, Jessica Serrao, Evan Spencer—and past President Kimberley McClure and Webmaster Angela Flenner for all their hard work on behalf of the Association under difficult circumstances.

While we may not have done all we wished to do I believe we have laid a foundation that others can build upon in the future.

James Edward Cross  
President

DRAFT