



SCAA Board Meeting  
Georgetown County Public Library  
21 June 2013

Present: Beth Bilderback, Mary Jo Fairchild, Andrea L'Hommedieu, Dorothy Walker

Absent: Ashley Burdett, Brent Burgin, Alan Burns, Marleigh Chiles, Julia Cowart, Angela Flenner, Bill McRee

- I. The meeting was called to order at 10:56 a.m.
- II. The minutes had been circulated and a slight addition already noted by Beth. There were no further corrections, so the minutes stood approved.
- III. Reports of Officers:

- 1) Directors:

No directors were present. Mary Jo reported on her involvement with the tri-state fall conference, which is limited to helping arrange the pre-conference workshops. There will be three workshops offered on Wednesday, October 16. The first is an SAA seminar (with an on-site speaker) on digital repositories, capped at 35 attendees, at a cost of \$189. The second is an "archival boot camp," presented by Heather South and SNCA, probably limited to 20-30 people and with a cost of about \$30. The third is an oral history workshop, sponsored by SGA, featuring Arwen Donahue. This will probably also be limited to about 20 participants.

Mary Jo has been discussing with representatives from SNCA and SGA how to split the costs of catering for the workshop day, and they are waiting on more information from Furman on the costs, as well as waiting to see how many people register. Although SGA is hosting registration for the conference, it does not want to host registration for these workshops on its website, so the registration may be done via our website. Mary Jo is working with Angela on this.

Beth said that she had heard from Julia that PALMCOP has announced that the conference registration is open now, but there has not been an announcement made on our listserv or to SCAA Board members. Andrea also said that she had submitted a panel proposal and had not heard yet if it had been accepted or not. No full schedule has been announced (to our knowledge), and we are unsure if our annual business meeting has been included in the schedule (as it needs to be). Beth said she would try

to get some information from the directors and get an announcement out as soon as possible. [Bill actually arrived later in the day and said that he had sent out an announcement of the conference to SCLA, but not to the SCAA listserv; he said he would do so later that day.]

2) Membership:

Brent submitted a report (see attached). He asked how best to format the membership directory that he is putting together. It was thought from previous discussion that the directory would be going on the website, with password protection if necessary. It could also be put online without a filter if members' contact information was limited. One possibility would be to have a section for members individually and another with institutional affiliations. Brent had planned to do a push to contact previous members who had not renewed, but this may not have happened yet. Beth said it would be important to try to accomplish this in anticipation of the fall tri-state meeting.

3) Newsletter:

Julia was absent, but had told Beth that she hoped to publish the next edition of the newsletter in mid- to late August. She is flexible on the timing, but hopes to include as much information as possible about the fall conference. Some ideas for the newsletter were discussed, including announcements of recent grants and Andrea's recent experience finding some "hidden" oral histories that were part of a USC senior thesis.

4) Treasurer:

Andrea distributed a report (see attached). There is one outstanding registration fee due from an attendee at the spring workshop, and Andrea will work on collecting those funds before the end of the fiscal year.

The Hart endowment funds were discussed—whether all of them are in a CD or if any portion is more immediately accessible. We hope to publicize the awards widely to encourage applications toward attending the fall conference. Andrea will try to figure out from the records exactly how the Hart awards have worked in the past. There seems to have been a budget item for Hart awards, and it may also have been the case that funds taken in for the Social in a given year may have simply then been paid out to award winners. If so, since no awards were made last year, we may have more money to award this year. Our publicity for this year's awards will be dependent on how much we plan to give out—perhaps as much as \$800—and how much the conference will cost attendees (registration, hotel, etc.) We could consider offering 8 awards of \$100 each, or asking applicants to state the amount they feel they need (which could differ depending on other sources of support, etc.) Beth will try to get the Hart committee back into operation so that they can review any applications.

5) Webmaster: No report.

IV. Old Business:

1) Institutional memberships:

We have offered these for a couple of years, but Beth pointed out that this has never been approved by a vote of the membership. There seems to have been some confusion on how many people can be covered by such a membership, and none of the repositories who were institutional members the first year renewed that membership, possibly indicating that the responsibility for renewing was not clearly assigned, or that the institutions did not find it worthwhile. In addition, it is unclear whether SCAA is deriving any benefit from offering this type of membership. Beth suggested looking at peer groups to see if and how they offer something similar. If we decide to continue this option, it may need to go on the agenda for the business meeting for a membership vote.

V. New Business:

1) Nominations for officers:

Dorothy, who as past president is responsible for overseeing the election of officers, asked for ideas for possible candidates who would be willing to serve. Beth suggested that Brent may have gotten some names via the “volunteer” portion of the membership registration form. We will also advertise via the listserv and Facebook to try to find some candidates.

VI. No date for the next Board meeting was set—possibly at the fall conference in October.

VII. The meeting was adjourned at 11:56 a.m.

June 21<sup>st</sup> Board Meeting

Membership Officer's Report

<b>SCAA Membership</b>	<b>2013</b>
Regular	59
Retiree	2
Student	16
Institutional	*9
Total	86

<b>SCAA Membership Breakdown</b>	<b>2013</b>
Academic	33
Student	16
Historical Society/County Archives	15
Government	9
Public	5
Church	2
Corporate	2
Retiree	2
Unknown/No affiliation	3

There are actually three Institutional Memberships, and 9 individual members within those. Also it's a bit of a conundrum sorting out the government from the county archives, but they seem a better fit with historical societies. And some of them may be located within public libraries and perhaps should be classed there...perhaps we need to develop a plan about how to count them.

I will be assembling a Membership Directory shortly. Please discuss what format would be best for me to create it in?

## SCAA June 2013 Financial Report

- Membership income 2013: \$505

(Includes memberships that were part of Fall Conference registration and not accounted for in the January financial report)

- Spring Workshop breakdown:

\$340.87 catering

\$145 Webinar

\$163.92 honorariums

\$131.52 other expenses (coffee/donuts/name tags/water/folders)

Income: \$ 690.00

Expenses: \$781.31

- Summer Social 2013

Income: \$220 (as of June 20; expect a couple on site payments)

- Balance in BB&T account as of June 20, 2013: \$9693.40
- CDs

HART ENDOWMENT

Total in account: \$6776.04

BB&T CERTIFICATE OF DEPOSIT

Total in account: \$11988.87 (new statement will be issued in December, 2013)