



29 June 2012 Arizona Archives Alliance Annual Meeting

Tempe History Museum, 10:30 a.m.

Present: Dennis Preisler, Libby Coyner, Jonathan Pringle, Brenda Taylor, Christine Seliga, Jim McBride, Pam Stevenson and Carlos Lopez

Via telephone: Chris Marin

1. Election of Officers – Proposed slate of officers: Dennis Preisler, President; Libby Coyner, Vice President; Jonathan Pringle, Treasurer; Christine Seliga, Secretary; Brenda Taylor, Member at Large; Chris Marin, Member at Large; Chrystal Carpenter, Member at Large. Jim McBride moves, Pam Stevenson seconds.
Approved.
2. Approval of minutes of 27 April 2012 meeting – Brenda moves, Libby seconds.
Approved.
3. Treasurer's Report – Discussion on the yearly budget and the need to draw down the account. Overspent by \$825.
 - a. \$1,500 allotted for ASLAPR
 - b. \$360 allotted for AAO hosting
 - c. One time fees for changing the AZAA name and paying for tablecloth (\$250)
 - d. One time charge for logo but necessary for rebranding purposes
 - e. \$350 cost for SSA-CIMA table but good to participate because it was local
4. Approval of proposed 2012-2013 budget
 - a. Decided to drop History Day stipend of \$250. Stipend information will be taken of the AZAA website.
 - b. Revenue projected to be about the same for the next fiscal year
 - c. Will be reallocating some funds to more directly benefit our goals and membership.

d. Budget approval – Libby moves, Brenda seconds. **Approved**

5. Update on Indigenous Records Symposium

- a. Thanks to Jonathan for all his work up north
- b. AHRAB \$2,274 grant was awarded to AZAA for the symposium
- c. Museum of Northern Arizona selected as site because it is giving us a break on the cost of room and has a better parking situation than NAU, but MNA is not close to downtown Flagstaff and has stipulations about catering. AHRAB money can't be used for food. Discussion on how important the food aspect is because of the location of NMA, because meaningful conversation between participants is expected to occur during mealtimes. Will look at using AZAA funding to pay for the additional food costs.
- d. Jennifer O'Neal, head of National Museum of the American Indian set to be main presenter. She worked on the Protocols for Native American Archival Materials revision.
- e. AZAA will reach out to promote the event to AZAA members and the Native American community first and then see how it fills up and then reach out to other communities.
- f. Promotions package including flyer being assembled by Libby. Some type of e-vite will be used on the website to track RSVPs
- g. Brenda will promote at the AZLA conference at Prescott Community College in August.
- h. AZAA will try to record the event, will need release forms
- i. Jonathan will meet with panel participants in Flagstaff to hash out agenda and finalize name of symposium.

6. Update on Annual Membership drive—

- a. Dennis gave Jonathan some membership checks and projected when all was done that membership monies would be close to last year's figure of \$2,200.
- b. Jonathan would like to see formal membership card idea explored. Dennis agreed to put this on the formal agenda for the next meeting.

7. Update on contribution to ASLAPR— Dennis talked to Melanie Sturgeon regarding AZAA paying directly for an intern who would work there and submit an invoice to AZAA thereby alleviated paperwork for ASLAPR but also serving the AZAA mission of supporting ASLAPR.

8. Program planning –

- a. Discussion on developing a short workshop as the second of the year's workshops after the October symposium. DACS workshop is still an idea. Dennis says Melanie indicated they may have funds and

might be able to do one in Phoenix and in Tucson. So if ASLAPR does it, maybe AZAA does not have to.

- b. Possible photo workshop ideas explored but CCP does have that covered.
- c. Need to focus on what isn't covered by anyone else. Brenda suggests how to advocate for your archive. Dennis suggests partnering with AZLA on this rather than focus a workshop on it.
- d. Libby suggests a short workshop on electronic records because smaller institutions are having a problem with them in terms of long-term preservation, metadata standards, etc. Dennis and Libby will discuss ideas and get back to the board.
- e. February-March a target window for having the short workshop

9. Next meeting, Sept. 7 in Flagstaff at Northern Arizona University.

10. Meeting adjourned 11:30 a.m.