

**New England Archivists Business Meeting
March 22, 2014
1:00 p.m. - 1:30 p.m.
Sheraton Portsmouth Harborside Hotel
Portsmouth, New Hampshire
FINAL AGENDA**

- 1:00 Call to Order (Alyssa Pacy)
- 1:00-1:02 NEA Announcements (Alyssa Pacy)
- 1:02-1:03 Approval of 2013 Annual Business Meeting Minutes (Silvia Mejia)
- 1:03-1:05 Membership Votes (Alyssa Pacy)
By-laws change allowing for revolving membership - must pass by 2/3rds majority
Membership Dues increase - must pass by majority
- 1:05-1:10 Treasurer's Report (Juliana Kuipers)
- 1:10-1:15 Awards
Archival Advocacy Award (Paige Roberts)
Distinguished Service Award (Paige Roberts)
Richard L. Haas Records Management Award (Colin Lukens)
Richard W. Hale, Jr. Professional Development Award (Joanie Gearin)
- 1:15-1:18 Announcement of Election Results (Paige Roberts)
- 1:18-1:20 Volunteer Appreciation (Alyssa Pacy)
- 1:20-1:30 President (Jill Snyder)
- 1:30 Adjournment (Jill Snyder)

New England Archivists Annual Business Meeting

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Portsmouth, New Hampshire

March 22, 2014 1:00 pm – 1:30 pm

Call to Order

Alyssa Pacy called the meeting to order and welcomed conference attendees to the annual business meeting. She thanked Kelli Bogan and the program committee for the wonderful job.

Approval of 2013 Annual Business Meeting minutes

The Annual Business Meeting minutes of March 23, 2013 were approved.

VOTES

The following two votes were approved: 1. change to a revolving membership period 2. increase annual dues (from \$30 to \$35 for members, from \$15 to \$17.50 for students, from \$40 to \$45 for institutional).

Treasurer's Report

Juliana Kuipers presented NEA's financial report for FY 2014 (Jan. to Dec.). Overall, NEA financial status is in good condition with total assets of over \$90,000. NEA has \$15,000 in different restricted funds for Hale and Haas award and she said that there is only enough money for two additional awards. She announced that NEA will be adding a donate button to the web site to make it easier for those who want to donate to these awards. She pointed out that assets went down \$9,000 from last year this is in part due to last year's 40th anniversary expenses.

Archival Advocacy Award

Paige Roberts presented Northeast Document Conservation Center (NEDCC) with the Archival Advocacy and Distinguished Award for over 40 years protecting cultural heritage collections.

Distinguished Service Award

Paige Roberts presented the Distinguished Service Award to Jane Ward for her significant contributions to NEA during the past 26 years.

Richard L. Haas Records Management Award

Colin Lukens announced the winner of the 2014 Haas Award. Christina Zamon, Head of Emerson College Archives and Special Collections. Zamon will use the funds to experiment with AToM as both an archives and records management tool configure with Amazon EC2cloud storage support as well as to discover the operability of said configuration with third party solutions such Preservica and Recall. The goal is to explore the possibility of operating an archival description and records management system without having to rely on dedicated IT and archival staff.

Richard W. Hale, Jr. Professional Development Award

Joanie Gearin announced the winner of the Hale Award for 2014. Eugenia Kim, Digital Archivist at Emerson College Archives and Special Collections. Kim will use the award to attend the joint International Association of Libraries, Museums, Archives and Documentation Centers of the Performing Arts Theater Library Association 2014 meeting. She will establish a web site to document the history of 20th c. Boston concert dance.

Scholarships Recipients

Jessica Burdeau announced the winners of the scholarship awards. Vivian Lea Solek is the winner of the Student Travel and Meeting Scholarship and Elizabeth Cousins is the winner of the Regular Member Scholarship.

Announcement of Election Results

Paige announced the election. Vice-President President Elect: Colin Lukens, Secretary: Adrienne Pruitt, and Representative-at-Large: Silvia Mejia.

Volunteer Appreciation Alyssa Pacy thanked the following volunteers on behalf of the Board (see attached list)

Remarks from Incoming President (Jill Snyder)

Alyssa Pacy introduced Jill Snyder as the incoming president.

Ms. Snyder began her remarks by talking about the issues of openness and transparency. She shared with the attendees NEA's recent accomplishments, new partnerships, and future plans. She talked about the Diversity Task Force work and recommendations. She stated that the Board will have a finalized diversity statement by June and will appoint a diversity coordinator to the Board in the coming year.

NEA plans for the coming year include: identifying constituency groups such as historical societies, government and religious archives and defining their needs. The Board will be researching a sustainable developing structure for NEA through the work by the Developing Task Force and will continue with community service projects as seen in the past two spring meetings. Lastly, Ms. Snyder stated that NEA will be embarking on a new strategic plan and it is her hope that members will offer feedback. She said that by understanding membership needs, supporting the exchange of ideas, and building a sustainable organization NEA will stay true to the principles of openness and transparency. She then thanked the attendees for being part of NEA.

Adjournment

The Annual Business Meeting adjourned at 1:26pm

The Board thanked the following members for their NEA service this past year:

Education Committee

Mathieu Deschaine for serving a three-year term (Education Committee).

Communications Committee

Karen Eberhart for serving two-year term
Peter Nelson for serving two consecutive two-year terms
Andrea Benefiel for a one and a half-year term
Sarah Shoemaker for a three and a half-year term

Web Committee

David Read for serving a three-year term

Diversity Task Force

Michelle Gachette and Karen Adler Abramson, co-chairs
Andrew Elder
Rebecca Meyer
Sara Smith
Eric Maynard

Development Task Force

David Read, chair
Colin Lukens
Jane Ward
Alyssa Pacy

Officers and Committee Chairs

Paige Roberts as President
Silvia Mejia for two consecutive terms as Secretary
Joanie Gearin for two consecutive terms as a Rep-at-Large
Lisa Long Feldman for a three-year term as Chair of the Communications Committee
Judy Farrar for serving a three-year term as co-senior editor of the Newsletter
Sally Barkan for serving a three-year term as co-senior editor of the Newsletter
Jessica Sedgewick for serving one three-year term as Co-chair of the Membership Committee
Kelliann Bogan for serving as the Chair of the Program Committee