

NEA Quarterly Board Meeting

Radcliffe Room, Schlesinger Library, Cambridge, MA 02138

January 13, 2012, 10:30 am to 2:30 pm

Between October 17, 2011 and January 13, 2012 the Board discussed and voted on the following:

- Voted to approve the 2012 Election Slate: Vice-President/President Elect candidate: Alyssa Pacy; Secretary candidates: Silvia Meijia and Marta Crilly; and Representative-at-Large candidates: Colin Lukens and Patrick Collins it passed with a vote of 5-0-0.
- Voted to approve the spring 2012 meeting budget (with amendments) it passed with a vote of 5-0-0.
- Voted to appoint Jason Wood of Simmons College as chair of the Local Arrangements Committee for the fall 2012 meeting it passes with a vote of 7-0-0.
- Voted to approve an endorsement of the guidelines with a letter from NEA as discussed at the board meeting. It passes with a vote of 7-0-0.

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AGENDA

10:30-10:35 Call to Order, Introductions, Additional Agenda Items

10:35-10:55 Membership Committee

- Proposals
 - Bridge Rate
 - Roundtables

10:55-11:30 Conference Reports/Updates

- Fall 2011 Report
- Spring 2012
- Fall 2012
- Spring 2013

11:30-11:45 Online Registration Task Force

11:45-12:05 Education Committee

12:05-12:15 Diversity Task Force

12:15-1:30 Lunch

1:30-1:40 NEA Membership in NCH

1:40-2:10 Website Discussion

2:10 Adjournment

2:10-2:30 Executive Session

- Distinguished Service Award
- 2012 Candidate Slate

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In attendance: Nova Seals, Paige Roberts, Jessica Steytler, Dan McCormick, Joanie Gearin, Hanna Clutterbuck, Jessica Sedgwick, Alyssa Pacy, Diana Yount, Christina Zamon, Juliana Kuipers, Elizabeth Slomba, Maria Bernier, Silvia Mejia, Veronica Martzahl, Karen Adler Abramson, Jessica Tanny, Jane Ward

Call to order, introductions, additional agenda items

Nova called the meeting to order at 10:31am. Present members went around and introduced themselves. There were no additional agenda items.

PROPOSALS

Roundtables: Dan McCormack briefly updated the Board on the roundtable proposal. There was a brief discussion on logistics such as providing space for each roundtable at NEA meetings and impact on the budget. Dan will spend a few minutes at the spring 2012 meeting to talk about roundtables.

Elizabeth moved to approve the Membership Committee proposal on roundtables. Paige seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

Elizabeth moved to charge the membership committee to take the roundtable proposal and develop a governing and organizational structure for roundtables to be approved by the Board. Joanie seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

Bridge Rate: Jessica Sedgwick provided a brief summary of the proposal. The bridge rate will offer a 25% discount to meeting registrations as recommended by the membership on the last survey. The proposal will roll out by the fall 2012.

Nova moved to approve the Membership Committee's bridge rate proposal. Elizabeth seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

CONFERENCE REPORTS/UPDATES

Fall 2011: Maria presented her report. She explained that Dartmouth College charged NEA so little that NEA made a \$5,000 profit.

Spring 2012: Jessica Tanny presented her report. She mentioned that one difference at this meeting there will be a table to sale the new book published by SAA entitled *The Lone Arranger, Succeeding in a Small Repository* by Christina Zamon.

Fall 2012:

Nova moved to appoint Jennifer Fauxsmith, MA State Archives, Gwendolyn Fougy Henry, Boston Medical Center, Janaya Kizzie, Citizens Bank (RI), Michele Tourney Lavoie, American Academy of Arts & Sciences, Abraham Miller, local law firm, Peter Nelson, Amherst College Archives, Rachel Onuf, Independent Contractor, Margaret Peachy, Harvard Law School, Kim Reynolds Boston Public Library, Elizabeth Roscio, Bostonian Society, Amy Rupert EBSCO Publishing, Jessica Steytler Congregational Library to the Fall 2012 Programming Committee. Paige seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

Spring 2013:

Elizabeth moved to appoint Kelli Bogan, Colby-Sawyer College, Karen Abramson, JFK Library, Keith Chevalier, Saint Anselm College, Ashley Nary, Harvard University, Houghton Library, Alison Harris, Harvard University, Houghton Library to the Spring 2013 Programming Committee. Nova seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

Online Registration Task Force

Nova move to authorize the online registration task force to proceed with testing whichever vendor they seemed fit. Elizabeth seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

The Board thanked Maria for working so hard to accomplish the Online Registration.

Education Committee: Alyssa Pacy presented her curriculum proposal. In the proposal the Education Committee asked the Board for authorization to hire someone to develop the curriculum which will then be owned and updated by the Education Committee.

Elizabeth moved to authorize the Education Coordinator to contract with workshop instructors to develop curriculum. Nova seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

Diversity Task Force: Karen updated the Board on the work of the Task Force. She said that the Task Force researched other diversity initiatives, including past NEA initiatives and outside the region to see what has been successful and/or challenging.

Nova move to approve the development of a Diversity Task Force webpage to disseminate information about the mission and activities. Jessica seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

NEA Membership in NCH:

Nova moved to approve NEA rejoining National Coalition for history (NCH). Paige seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

Website Discussion: Veronica updated the Board on the web committee activities. She has started the online renewal process and some issues have been brought up to her and the web

committee is working on fixing them. Veronica also mentioned that the U-Conn is working to set up a repository and that NEA would be able to deposit its records there. There was a discussion on wikis as a form of record keeping for committees.

Nova moved to approve the authorization of the Web committee to draft functional requirements for web redesign. Elizabeth seconded. No discussion. Nova called for a vote. **All members voted in favor. No abstentions.**

Adjournment and Next Meeting Date

The meeting was adjourned at 2:13pm

Next Quarterly Board meeting will take place on March 23, 2012 at Wesleyan University, New Hampshire.

Respectfully submitted,
Silvia Mejia

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Appendices:

- A. Agenda
- B. Communications Committee Report
- C. Education Committee Report final numbers
- D. Fall 2012 Local Arrangement
- E. Immediate Past President
- F. Listsrvs Report
- G. Membership Committee background info on Roundtables
- H. Membership Committee Bridge Rate-Conference Proposal
- I. Membership Committee Report
- J. Membership Secretary Report
- K. Newsletter Committee Report
- L. Online Registration Systems-top choices
- M. Online Registration Task Force Report
- N. Organizational Efficiency Group Report
- O. President Report
- P. Print Coordinator
- Q. Program Committee Spring 2012 Report
- R. Program Committee Spring 2012 Sessions
- S. Spring 2012 Local Arrangement Committee Report
- T. Spring 2012 Program Committee
- U. Treasurer Report
- V. Treasurer Balance sheet 2011
- W. Treasurer Fall 2011 meeting budget draft
- X. Treasurer YE2011 budget vs actual
- Y. Treasurer YE2011 income expense
- Z. Vice President Report
- AA. Web Committee Report
- BB. Web Analytic GeoMap Rpt
- CC. Web Analytic t TopContent Rpt