



Executive Board Meeting
SCPC Seminar Room
Hollings Library
University of South Carolina
20 May 2016

Present: Andrea L'Hommedieu, President; Morgan Jones-King, Vice President; Nathan Saunders, Treasurer; Ann Merryman, 2nd Year Director; Molly Inabinett, Secretary

Call to Order: 10:00 a.m.

The minutes from the January board meeting were approved as written.

Officer Reports:

Past President-Steve Smith

- Steve submitted a report to President Andrea L'Hommedieu prior to the meeting. This report recaps the successful joint SNCA/SCAA conference held in March in Charlotte NC.
- As chair of the *ad hoc* committee to evaluate Hart Endowment applications, he asks the board for guidance as to the expenditure limits for the balance for this year. He suggested that board could award an additional \$500.00 for this year and that, after this year, the award expenditures will be tailored to the annual revenues raised for the fund at the Summer Social.
- He also reported that the board was able to award Celeste Wiley a \$500 award to assist in her attendance at the SNCA/SCAA Conference and the SAA-CoSA Joint Annual Meeting in Atlanta this August.

Directors-Ann Merryman and Katie Womble

- Ann reported that she and Katie have been busy planning the fall conference. They have secured photographer Cecil Williams of Orangeburg as the keynote speaker. They are still working on securing a venue for the meeting. Ideally it would be in a location fairly close to Orangeburg.
- Ann presented survey results of the Fall Conference Planning Survey that she and Katie sent out to members using SurveyMonkey. The results concluded that the majority of the respondents would like the meeting to take place somewhere in the Midlands, followed by the Lowcountry, and then the Upstate. Also, most respondents, as audience members, would prefer short presentations (20 min.) over standard length (45 min.) and lightning rounds (8-10 min.) As presenters, they would favor standard length and short presentations over lightning rounds. These results will help determine how to structure the day. There will probably

be time for two blocks of presentations before lunch, annual meeting, followed by the keynote speaker. Ann will send out the call for proposals with the conference theme "Sights and Sounds of South Carolina", which will give us a better idea of the structure of the day as well. The broad theme will allow for a variety of topics of presentations.

Membership-no membership report submitted

Treasurer-Nathan Saunders

- Income to date for 2016 is \$980.00, and expenditures for 2016 come to \$634.59, \$500.00 of which is the Hart Award. SCAA made \$240.00 on the joint spring conference.
- The Hart Endowment will be reimbursed once the CD matures in June. He can also put the past few years of Summer Social money in the Hart Endowment during the grace period.
- Total assets of SCAA come to \$32,419.55.
- Nathan will also transfer \$3,000 from the Paypal account to the general checking account, leaving \$284.54 in the Paypal account to cover transaction fees.

Old Business:

Outreach/Advocacy: Archives Month/Awareness

- It was suggested that SCAA designate two members to serve by promoting Archives Month, which is in October. Andrea will go back and look at some of the membership forms to see if anyone checked that they are willing to serve in some capacity.
- The membership is currently about 65 people, and Archives Month advocacy may be a good opportunity to increase efforts to gain more members. A dedicated membership drive and brochure for SCAA would help these efforts.
- We also need someone to talk at USC's SLIS student orientation to get them involved. Andrea will also reach out to the Student Services department at SLIS to see if they are interested in sponsoring some student attendance at the fall meeting. Ann also suggested reaching out to the student LISSA chapter.
- Andrea suggested having a brainstorming meeting open to the general membership on increasing membership numbers. This could be incorporated into the Summer Social agenda.

SCAA organizational archival collection

- Past President Steve Smith will sign the Deed of Gift of the SCAA inactive organizational records to the South Carolina Library at USC because the agreement was made during his tenure as president.
- Inactive records are considered anything older than five years.

New Business:

Annual Meeting

- Positions opening that will be voted on at the meeting will be: Treasurer, First Year Director, Membership, and Vice President. Board members are encouraged to think about if they would like to be nominated for any of these positions or of other members that may be interested in serving.

RAAC Representative

- Nathan volunteered to serve as the SCAA representative on the Regional Archival Associations Consortium of SAA.

2016 Program Planning:

Summer Social

- Morgan has been busy planning the Summer Social, which will be held at the City of Camden Archives and Museum on July 15th. There will be a tour of the exhibits, archives, and digitization lab. Their photographic collections will be highlighted to tie in with the "Sights and Sounds" theme.
- Lunch will be at Salud, which was recommended by several people. They have a large seating area to accommodate the group. Morgan will include a lunchtime discussion of SCAA outreach and membership goals into the agenda. If there is a big interest, in future years it could be done at a larger, separate meeting.
- The board meeting will be at 11:00 am in the meeting space at the archives.

Fall Annual Meeting/Conference

- The theme is "Sights and Sounds of South Carolina", and the keynote speaker is photographer Cecil Williams, who documented much of the Civil Rights Movement in South Carolina through his photography.
- A venue for the meeting has not been secured yet. Claflin was contacted, but Ann has not heard back. A few other suggestions put forth were USC Sumter, Sumter community center, Presbyterian College, Coker College, Edgefield Archives, USC Aiken, USC Salkehatchie, and SC State. Andrea has a contact at SC State and will reach out to see if it's a possibility to hold the meeting there. If SC State does not work out, USC Aiken and Lander would be good options to explore.
- Andrea suggested making the call for proposals as broad as possible so that we get a wide variety of topics for presentations. Ann and Katie will send the call for proposals soon on the listserv, the mailing list, and Facebook.

Next Meeting-The next meeting will be before the Summer Social at 11:00 AM at the City of Camden Archives and Museum.

Board Meeting adjourned at 11:13 a.m.