1. Introduction: hello and welcome to SAA SC!

2. Basic Announcements:
   A. IU’s SAA SC website has been updated. URL: [http://www.indiana.edu/~saarchiv/index.html](http://www.indiana.edu/~saarchiv/index.html) It will be linked to on SAA's official website.
   B. All SAA SC members are encouraged to join SAA, although it is not required to be in SAA SC. For $40/year, you will receive SAA publications, discounts on SAA-published books and SAA workshops. Our chapter must have 5 SAA members if it is to be counted as "official" by SAA. If you are an SAA member, please let us know by emailing Donald Force (dforce@indiana.edu).  
   C. It is also a good idea for all members to join the SAA listserv (which is free- you don't need to be a member) by following the directions at the following address: [http://www.archivists.org/listservs/arch_listserv_terms.asp](http://www.archivists.org/listservs/arch_listserv_terms.asp). (Scroll down to the bottom for a link to subscription page.) Many job postings are passed along on this listserv, as well as pertinent information about a variety of topics.
   D. Also a good list to join: SAA Students listserv. Join here: [http://www.archivists.org/listservs/index.asp#students](http://www.archivists.org/listservs/index.asp#students)
   E. Another good group to join: Midwest Archivist Conference (MAC). View their website at: [http://www.midwestarchives.org/index.htm](http://www.midwestarchives.org/index.htm) They host two conferences a year, which are a lot of fun.

3. Beaurocratic Items:
   A. Volunteering of new officers: Thank you to all of our outgoing officers and to who volunteered to be part of the leadership group this year.
   New officers:
   *Vice President: Lisa Hooper
   *Secretary: Kate Moore
   *Treasurer: Eleanor Moss
   *Webmaster: Emily Symonds

   New officers will meet with Donald Force, our continuing president, at a later time.

4. Brainstorming:
   A. Tours of the Newberry Library in Chicago with the Special Library Association Student Chapter.
   B. Workshops: Electronic Finding Aids; EAD/TEI; Preservation
   C. Archives Month Activities- Fliers advertising University Archives and Lilly Library; portable exhibition space with half a panel each on the Lilly, the Univ. Archives, and SAA SC; information on how we view archives in the community and why we want to be archivists.  
   *PRIORITY DUE TO TIME CONSTRAINTS*
D. Archival Outreach: activities for undergrads, high school students, and lower grades; talks by University Archivists for undergrads; Outreach Committee
   E. Speakers from the Archives of Traditional Music and Variations2 project on digital preservation of different types of documents, i.e. sheet music
   F. Liaison with IU's History Department.
   G. Speaker on copyright laws from IUPUI.
   H. Job talk- what it takes to get a job as an archivist.
   I. Student talks on internships.
   J. Social gatherings.
   K. Co-op events with other groups.
   L. Visits to Indiana Historical Society, Allen County Public Library (genealogy collection).
   M. Contact with other SAA-SC groups.
   N. Digitization panel of experts from the Digital Library Program.
   O. Webcasts
   P. Measure interest at other IU campuses.

5. Phil Bantin, Director, Office of University Archives and Record Management:
   Phil is our faculty advisor and came to our meeting to offer his support of our activities. As a faculty member, Phil will be able to facilitate the scheduling of speakers on important topics and will try to help us find more money for programming. He asked that we identify our goals and plans and then come to him for assistance. Phil also volunteered to ask one of the faculty members at IUPUI to be our liaison to SAA SC members in Indianapolis. We are extremely grateful to Phil for his encouragement!

6. Meeting Adjourned