Society of American Archivists—Indiana University Student Chapter  
General Meeting Minutes  
October 1, 2009  
4:30 p.m.-5:30 p.m.

I. Fundraising
   a. Fundraising and Grant Writing E-Conference
      i. Online conference to help libraries and archives meet the challenge of finding  
         funding in these tough economic times.
      ii. Program is for beginners through advanced levels on all aspects of grant writing  
         and fundraising
      iii. Thursday, November 19, 2009 from 11:00 a.m.-5:30 p.m. Eastern time
      iv. Free for students. Register using password distributed at the meeting.
   b. Past Items for Fundraising
      i. Bracelets
      ii. SLIS design to be used on tote bags, t-shirts, etc.
   c. Our fundraising activities must be done under the guidelines of the student activities  
      office. The environmental Health and Safety Department does not allow bake sales, nor  
      are they encouraged by the dean.
      i. http://sao.indiana.edu/student_org_handbook.html
   d. Potential fundraising sources—let the Fundraising Chair (Bethany Burkhart-Fiechter  
      (bcburkha@indiana.edu)) know which of these you would be interested in. We can do  
      what ALA did and set up a table with SAA volunteers selling any of these at specific  
      times
      i. Tote bags
      ii. T-shirts
      iii. Water bottles
      iv. Mugs
      v. Eco-friendly products like tote bags or plant bulbs
      vi. Zucchini Prints might be able to put designs on products for us
   e. Contact the Fundraising chair if…
      i. You have any fundraising ideas
      ii. You have any ideas for ways of promoting the October archives events in a way  
         that will earn us some money (It might be too late for this, though. We will  
         probably have to plan this for next year)
      iii. You are interested in participating in fundraising events
      iv. You can draw and would like to create a design for tote bags, t-shirts, etc. We  
         will eventually post all the designs online so they can be voted on. Potential  
         design ideas:
            1. An SAA design
            2. A general, SLIS design
            3. Artwork

II. Publicity
   a. Amy set up a Facebook page for SAA, which everyone should become a fan of
   b. Many Archives Month events coming up—these are all on the Facebook page
   c. Info Share—from 10:00 a.m. to about 4:00 p.m. the first Tuesday of every month tables  
      are set up in the lobby of Wells publicizing groups and events. Phil Bantin wants us to try  
      to have a table at the next one. We need volunteers to sit at the table and talk about  
      upcoming archives events.
d. Let Publicity Chair (Jeremy Floyd (jjfloyd@indiana.edu)) know if you have any other ideas for how we might publicize events. We currently use:
   i. Facebook Events page
   ii. SAA website
   iii. Listserv
   iv. Posters (in SLIS areas)
e. We need to contact the Director of Communications of the library to find out if we can put up posters and flyers in the main areas of the library

III. Events
   a. We are hoping to have one tour and one general meeting per month, one to two guest speakers or panels a semester, and maybe one workshop a semester
   b. Contact the events chair (Amy Jankowski (ajankows@umail.iu.edu)) if you have any ideas for events
   c. The first event will be a tour of the Map Library
      i. The Map Library is closing at the end of the semester and being incorporated into Government Documents, so we should visit it first
      ii. Mia will talk to the head of the Map Library about arranging a tour
      iii. The Map Library is only open 8:00-5:00 on weekdays
      iv. Thursdays and Fridays best for most SAA members. We will try to arrange a tour in early November, possibly after 5:00
   d. We can plan to go in groups to the archives month events during October, especially since these events could use better attendance.
      i. Jeremy will send email reminders for each event
      ii. Send an email to the listserv if you are interested in going to one of the events and don’t want to go alone
      iii. Events we are currently planning on attending as a group:
         1. WPA Federal Radio Project Recordings and the Sound Directions Project
            a. Tuesday, October 27, Archives of Traditional Music. Lecture from 12:00-1:00, followed by a tour
            b. We’ll just meet there
         2. Keynote Speaker Mildred Kalish
            a. Wednesday, October 7, Monroe County Public Library Auditorium
            b. Includes a book sale and signing
            c. We will meet at 4:30 outside the SLIS computer lab and go together
   e. Preservation workshop
      i. We will try to organize one
      ii. This would be a resume-building event
      iii. Joel Silver or someone from ALF might be willing to run it. Jessica will look into scheduling this.
   f. Midwest Archives Conference
      i. Next one will be in St. Louis, probably in March
      ii. We might try to organize a group trip

IV. Outreach
   a. Internship at University Archives to collect and process records of IU student groups
      i. Training session later this month for those interested
         1. This will cover things like the general collection policies of the archives
         2. We might have two if it’s too hard to schedule everyone at one
         3. This will be scheduled using a Doodle Poll.
4. Email the Outreach Chair (Sara Szakaly (sszakaly@umail.iu.edu)) if you are interested
   ii. This internship would provide experience in processing and outreach to organizations
b. School and community outreach projects. Possibilities:
   i. Photo preservation workshop
   ii. Talks to a high school history classes about value of primary resources and archival research. We have curriculum packets we can use for these.

V. Academic
   a. Conference
      i. This will consist of a day of student paper presentations and one or more workshops
      ii. Email Academic Chair (Valerie Higgins (vahiggin@indiana.edu)) if you are interested in participating in planning this event
      iii. We are hoping to send out the call for papers in mid November and to hold the actual conference in early March
      iv. We will pay for food with conference fees and what funds SAA has available
      v. Ideally, we would hold this at the Lilly Library, since this location might be a draw for people outside of IU
      vi. Anyone with a paper they would like to present should submit it
   b. Round table discussions
      i. These provide an opportunity for SAA members to initiate discussions about topics they’d like to know more about
      ii. Email the Academic Chair if you have any suggestions. Current suggestions are:
         1. Career, internship, or scholarship oriented round table discussion. Phil Bantin and people have recently graduated (like Carrie Schwier and Eric Wood) might be willing to be panelists

VI. General
   a. We’ve found more records on past SAA events which will be useful
   b. In the past, we had people from the history department in SAA. Current SAA members also working on history degrees should see if anyone else in that department is interested in joining. We should also get our events on their department listserv.
   c. Send Jessica Moad (jemoad@indiana.edu) your email address if you haven’t been receiving emails
   d. For future meetings, we will continue to meet in room 001, but we will try to follow the formal meetings with a social event at a restaurant afterwards