I. Welcome to new prospective members. Brief explanation of our mission and goals as an SAA student chapter and through what programs we hope to accomplish this goal. Introduction of officers.

II. Treasurer Elections. Election by ballot. Since the attendance was low, it was agreed that voting would be extended for 24 hours through the listserv.

III. Dues. As our budget is so small, it has been decided that dues will be instated for a one-time payment of $5. As this is our first year doing this, dues will be optional. However, it was noted that it is a small fee and financial constraints have limited what we want to accomplish as a group. Dues will help keep us funded.

IV. Outreach Programs. We keep active through various programs, for which volunteers are needed to keep them going. All of these programs have been well received and have brochures posted on the SAA-SC web site.
   - High School Outreach. Chapter members visit area schools to teach students about primary and secondary resources. Also, members have participated in History Day.
   - Senior Outreach. Members have visited Senior centers demonstrating ways of preserving their paper memories. Contact has already been established and the momentum needs to be maintained.
   - History Class Outreach. Eric Sandweiss, history professor, has invited us to demonstrate to a 1 hour class various databases, catalogs, specialty indexes, and archival resources for a provided topic area. Lisa Hooper and one more person will do this on September 18, 2007.

V. Established Events.
   - Semi-established:
     - 45 minute panel discussion on phone interviews – how to prepare, what to expect, etc
     - Field trip to UIUC
     - Panel discussion for fall term. Need topic and volunteers. Last years event caused significant non-IU interest.
   - Ryan Lee: Assistant IU Archivist will give a presentation in the Spring regarding TEI, what it is, its value for archives and why it should be important to archivists.
   - Graduate Conference in Archives, Rare Books, and Manuscripts, and Special Collections: This one day event will provide a forum for students to share their understanding and knowledge, their research without the

i. Paper presentation (3 student papers will be submitted by Nov. 20, reviewed anonymously by a panel of volunteers from our chapter for selection.

ii. Workshop: Brad Cook – Description and Storage of Photographs

iii. Tours – TBA

iv. Working on getting a 1-day workshop for the 8th on EAD with Ryan Lee and Jen Riley – No guarantees.

v. VOLUNTEERS NEEDED!!
   1. paper selection
   2. registration
   3. design of programs
   4. food detail
   5. tour organizing

VI. Any Last Suggestions.
   • Dina: Go outside of IU; a lot of people in Indiana would be happy to have us for tours, etc; other possible speakers: Doug Sanders, Archivist at Butler Univ., Barbara Truseau (for oral histories)
   • Get list together of possible internships for members
   • Suggest members join national SAA or Society of Indiana Archivists, as they have cheaper rates for students
   • Volunteer signups by door as people leave. Also, Lisa will put out another request for volunteers through the listserv.