Society of American Archivists—Indiana University Student Chapter
Executive Meeting Minutes
January 23, 2009
2:30pm, SLIS Lab

In attendance: Walla Al-Salmi, Rachel Biars, Valerie Higgins, Jessica Moad

I. Café Press
- Jessica will send everyone the log in information for the account
- Walla will find the necessary tax information and send it to Jessica
- Valerie will work on some large, inked drawings of “slizzard” designs

II. SLIS Student Chapters Get-Together
- The social chair of SLA is organizing a social event for the SLIS student chapters at the end of the semester and has sent us an invitation
- Rachel will RSVP to let them know we will attend and contribute
- We can sell our t-shirts here

III. Tours
- February: Mathers Museum
  - Rachel has arranged for us to have a tour
  - Up to 20 students
  - 1-1.5 hours
  - Working with, storing, and tracking objects. How we learn from those objects
  - How the museum deals with managing multiple types and sizes of objects
  - We will see everything: the preservation lab, storage areas, etc.
  - There will be handouts
  - Date undecided, but we will probably have it around 1:00 on a Friday
    - Jessica will check to make sure this time and day won’t conflict with too many classes and let Rachel know if it looks like a good time
    - Rachel will select a Friday
- March: ?
  - We might do an art archive on campus
  - We can ask for suggestions at the general meeting
- April: Indianapolis Art Museum
  - Walla requested a tour for April, but we haven’t heard back from them yet

IV. ALF Programs
- Rachel has been emailing them, but they keep saying they will get back to us
- If this happens at all, it will probably be in April

V. Nashville Trip
- This was cancelled due to bad weather last semester, and we probably won’t reschedule it since
  - the reason for going was to let people do Christmas shopping
  - there wasn’t much enthusiasm
- We will ask at the general meeting if people are still interested and will only reschedule if there is a resounding “yes”

VI. Public Service
- Jessica will plan something for the next month

VII. Conference
• Rachel will ask Dina and Lisa for info about the previous conference and send any info to Valerie
• Valerie will look at the information about the previous conference on the SAA website

VIII. General Notes on the Individual Projects
• Jessica: Public programming, funding
• Walla: Indianapolis art museum tour
• Valerie: Conference
• Everyone should give Rachel weekly updates on their progress
• Everyone should have brief presentations about their project ready for the upcoming general meeting and assemble committees of interested members
  o Rachel will bring sign-up sheets for these committees
  o Everyone will be responsible for scheduling meetings with their own committees

IX. Roundtable Discussions
• We will ask again for suggestions at the general meeting
• Possibilities: oral history, museums

X. Dreamweaver or CSS Workshop
• We will see at the general meeting whether there is any interest in a Dreamweaver or CSS workshop by Walla
• These kinds of workshops are already offered by SLIS, but we might be able to do a shorter one: an hour or an afternoon

XI. Upcoming Meetings
• General meeting: Friday, January 30, 4:00, LI033
• Officer meetings: probably will only be held once a month, since we will see one another every week in class. Next one will be in February

The meeting concluded at 3:10pm

Individual “to-do” lists:

Rachel:
- RSVP to the social chair of SLA about the SLIS chapters get-together
- select a date and time (probably a Friday at 1:00 in February) for the Mathers Museum tour
- continue to pursue the ALF workshops
- get info on the previous SAA conference from Dina and Lisa and send to Valerie
- bring sign-up sheets for the various committees to the general meeting

Jessica:
- send everyone log in information for the Café Press account
- check to make sure a Friday 1:00 tour of the Mathers Museum would not conflict with too many classes and let Rachel know if it looks like a good time
- plan a public service activity for the next month
- prepare a brief presentation on individual projects (public programming and funding) for the general meeting in order to assemble committees
- schedule meetings with your committees and send weekly updates to Rachel
Walla:
-find necessary tax information for the Café Press account and send to Jessica
-continue to pursue the Indianapolis art museum tour
-prepare a brief presentation on individual project (Indianapolis art museum tour) for the general meeting in order to assemble a committee
-schedule meetings with your committee and send weekly updates to Rachel

Valerie:
-work on slizzard designs
-look up info on past SAA conference on SAA website
-prepare a brief presentation on individual project (conference) for the general meeting in order to assemble a committee
-schedule meetings with your committee and send weekly updates to Rachel