



Winter 2023
Board Meeting
Monday, February 20
11:00 - 12:00 pm
Zoom meeting

Attendees

Present: Ruth Bryan, Rusty Heckaman, Elizabeth Reilly, Dieter Ullrich, Cathrine Giles, Mark Meade, Heidi Taylor-Caudill, Megan Mummey

Absent: Sandra Baird

Proceedings

- The Kentucky Council on Archives board meeting was called to order at 11:03 am by Chair Ruth Bryan.
- The meeting agenda was approved by the board.
- Minutes from 01/19/2023 board meeting, taken by Reilly, were approved by board.

Treasurer's report

- Ruth presented the 2022 Annual Treasury Report put together by Sandy. Total membership is 64. Total income was in the red but that was due to paying for six SAA webinar registrations for the Fall Meeting 2022.
- Ruth presented a spreadsheet she created to keep track of yearly expenses and income, though could not initially find this information for years before 2022. This information should be documented and tracked going forward.
=> Ruth will add a few new columns to this spreadsheet including one to keep track of "special expenses."
- We need to decide when we want our fiscal years to change over. January 1 would make sense because of the date of our state filling, but June 1 would make sense for Spring Meeting elections.
- In order for Sandy to attend a Board meeting it would need to happen either after 5:30 pm on a weekday or on a weekend.

=> Ruth will add some 5:30 pm weekday times on the next doodle poll for scheduling the next board meeting.

Newsletter Editor's report by Cathrine Giles

- Cathrine posted the Winter 2023 Vol. 45, Issue 1 newsletter today (2/20/23)

Education/Travel Award Committee (E/TAC) update (Megan)

- Committee just had a meeting and they => will draft a report to discuss at the April board meeting, and then will present to members at the Spring meeting. After that the board will make a decision, then present that to members at the Fall meeting.

Regional Archival Associations Consortium (RAAC) (Heidi)

- Heidi will attend the next RAAC brown-bag discussion on archival publishing this Wednesday 2/22.
- Heidi posted a question on the RAAC list-serve seeking information about how other organizations support continued education and received a few helpful responses including "Archives for accidental archivists" classes and pay-as-you-can workshops.

Nominations update (Rusty, Reilly)

- So far Rusty has received one nomination for Newsletter Editor.
- => Rusty will send out another call for nominations in 2-3 weeks (since newsletter just went out today). Ruth reminds us that personal appeals and recommendations work well. => Reilly will work on her 2 new archivist colleagues about running for Board positions.

Spring 2023 and Fall 2023 meeting planning (All)

- Date of the meeting will be either Friday May 12 or Friday May 19, although more speakers may be able to attend on 5/12 because AIC conference is the weekend of 5/19. We need to make sure the venue has remote presentation capabilities.
- Ruth suggested we look into possibility to do community service the day before or after the meeting at Appalshop/Hindman
- Ruth spoke with Leah Hamilton of KY Arts Council as a potential keynote speaker (most work on cultural institutions disaster response is for arts organizations rather than archival/historical). Ruth has seen her speak and enjoyed it.
- We need to make a decision about the venue and then make reservations for both 5/12 and 5/19 (then cancel the one we won't use)
- => Rusty will contact Bailey Richards, Hazard's Downtown Coordinator, who may be able to provide information about venues, food, and lodging.
- => Rusty will get some names and contacts for commercial vendors for possible presenters

- => Rusty will bring up this meeting at the next KY Disaster Network meeting
- => Cathrine will reach out to KY Emergency Management, state-level response
- => Mark will reach out to Jeremy Smith (ETSU) and Stewart Plein (WVU)
- => Rusty will contact the Corvette Museum
- => Ruth will reach out to her Caroline or Chad at Appalshop and Melissa or Will at Hindman
- => Cathrine will contact Rebecca Halbmaier at KDLA

Old Business

- Ruth will send out to Board the document regarding a new membership survey.

Action Items

- ☐ Ruth will add a few new columns to yearly budget spreadsheet including one to keep track of "special expenses."
- ☐ Ruth will add some 5:30 pm weekday times on the next doodle poll for scheduling the next board meeting.
- ☐ Ruth will reach out to her Caroline or Chad at Appalshop and Melissa or Will at Hindman
- ☐ Megan and E/TAC committee will draft a report to discuss at the April board meeting
- ☐ Rusty will send out another call for nominations in 2-3 weeks (since newsletter just went out today).
- ☐ Rusty will contact Bailey Richards, Hazard's Downtown Coordinator, who may be able to provide information about venues, food, and lodging.
- ☐ Rusty will get some names and contacts for commercial vendors for possible presenters
- ☐ Rusty will bring up the topic of our Spring meeting at the next KY Disaster Network meeting
- ☐ Rusty will contact the Corvette Museum about presenting
- ☐ Cathrine will reach out to KY Emergency Management about presenting
- ☐ Cathrine will contact Rebecca Halbmaier at KDLA about presenting
- ☐ Mark will reach out to Jeremy Smith (ETSU) and Stewart Plein (WVU) about presenting
- ☐ Reilly will work on her 2 new archivist colleagues about running for Board positions

Adjournment

Meeting adjourned at 12:00 pm.

Meeting minutes respectfully submitted by Elizabeth Reilly, 2022-2024
Secretary.