

Kentucky Council on Archives

September Board Meeting Minutes

Tuesday, October 11, 2016, 3-4 p.m.

Agenda

- Welcome
 - Edna and Sandy not present
- Secretary report
 - Last meeting's minutes (ok, did not review)
- Newsletter updates
 - DW letter in
 - **Needed ASAP**
 - **Treasurer's report (Heather)**
 - **Spring meeting report (Sarah D.)**
 - Goal is to get it out this Friday; don't need super specific program
- Fall event planning
 - Location updates
 - Now have block of rooms at hotel
 - Once we have count on attendees we can decide what room on campus to hold the conference in
 - Event? Tour? Archives spread out due to environmental issues, so no tour; tour of Public Library (new)? History room there? **Ask Edna if there's at least one space where we can tour—research room? Other places in Pikeville.**
 - Title: **From Point A to Point B: Strategies and Tools for Archives Project Management**
 - Proposals
 - Daniel
 - Megan
 - Danielle Spalenka (Digital POWRR)
 - Jaime—could do one on Basecamp
 - CFP Extension?
 - Yes- Due October 21
 - **Need to reach out to neighboring states- TN Society of Archivists**
 - Networking ideas
 - Outdoor activity? Overlook, but it's a drive
 - Coffee break chat—break into small groups
 - Outstanding questions/concerns/ideas
 - **Cost estimates—very likely \$10- members/ \$15-non member**
 - There are left over snacks from last meetings

- We can pull rest of costs from our funds
 - Coffee will be all day
 - Add note to online registration that says you will only be guaranteed a lunch if you register by x date.
 - **Heather will create PayPal buttons**
- Set date/time/location for next board meeting
 - We will follow up via email
 - Filson folks very busy in October