

## Board Meeting

Kentucky Council on Archives April 10, 2017

- Meeting came to order at 3:34 pm on Tuesday, January 17, 2017 via FreeConferenceCall.com. Edna Fugate, Sandra Baird, Sarah Dorpinghaus, Daniel Weddington, Jaime Burton, Johna Picco, and Medan Mummey were present and accounted for.
- 3:35 the minutes from the last meeting were approved.
- 3:35 Membership update: Membership numbers are down, due largely to the fact that many members wait for Spring Meeting registration to renew their membership. The new membership lists will go up on the website after the Spring Meeting.
- 3:36 Records retention: Daniel has received some electronic files and a box of materials. Other aspects of this discussion were tabled until Dieter has a chance to update us.
- 3:37 Fund Award/SAA Workshop co-sponsorship: Board decided to survey the membership for their top three choices. Daniel will distribute a form to the Board to vote on their top picks. The results will be presented to the Membership for voting.
- 3:41 Jaime has an email ready to go, calling for submissions to the Spring newsletter. The current deadline for submissions is April 18<sup>th</sup>. The goal is to have the newsletter go out Friday the 21<sup>st</sup> or Monday the 24<sup>th</sup> at the latest.
- 3:43 Bylaws update: Discussion of changing the membership year. Jaime to write up a piece about the proposal for the newsletter. Will be presented to the Membership for a vote at the Spring Meeting. Responsibility for the Facebook page and possibly other social media platforms needs to be assigned to one board member. All of this and other proposed updates to the bylaws will be discussed further at the in-person board meeting after the Spring Meeting.
- 3:55 Board nominations: Four positions are up for election: Vice-Chair, Treasurer, Secretary, and Newsletter Editor. Jaime is happy to continue serving as the Newsletter Editor if no one is interested in running for it. Possible names considered were Elizabeth Reilly, Sarah Wade, Ida Sell, and Sarah Hopley.
- 4:01 Spring Meeting discussion: There were six presentation proposals. Five were accepted, with the sixth pending further information. It was proposed that questions be collected throughout the day and answered during a forum at the end. Start time will be 10:00 A.M. with two hours allotted for presentations, one each for the business meeting, the forum, and lunch, then an hour to an hour and a half for the tour at the end. Registration fee to be determined via email discussion after we get input from Heather and prices from a few area vendors. Daniel has a preliminary feedback form posted already for peer review and will be including the link in the program. The website will be updated and the program completed once the details are worked out. May also include a bit of reflection on KCA at this Meeting due to it being our 40<sup>th</sup> anniversary.
- 4:26 Meeting adjourned