

**Society of Florida Archivists
Board of Directors Meeting Minutes
August 11, 2015**

Attendance: Sandra Varry, Janet DeVries, Erin Mahaney, Susan Swiatosz, Mary Rubin, Tomaro Taylor, Florence (Flo) Turcotte, and Garret Kremer-Wright. Burt Altman joined the meeting in progress.

President Sandra Varry called the meeting to order at 2:06 p.m.

Approval of Minutes: Janet called for approval of the May 14th board minutes and the June 10th board minutes. Sandra motioned to approve the minutes with edits, Flo seconded, the motion carried. The minutes from the May 14th general meeting were reviewed and will go before the general membership for approval at the next Business Meeting.

Board Reports

President: Sandra reported that she, Tomaro, and Erin had a conference call with the Society of Georgia Archivists (SGA) about the joint meeting next year. They are looking at hotels for the meeting in late September 2016. The contract and agreement is under review. Both entities will be 50% responsible for the conference (with profits divided based on membership attendance) and the SGA will handle the money for the meeting.

Past President: Tomaro is working to arrange for FSU or UF to host Society of American Archivists (SAA) Digital Archive Certification (DACS) workshops in conjunction with the Association of Research Libraries (ARL). The host is responsible for providing the space for the workshop and daily snacks.

Vice-President: Erin continues to identify sources to host the journal. The editorial board structure is under review. Tomaro suggested a survey sent to our members. Erin will draft the survey to determine who is interested in contributing.

Treasurer: Florence Turcotte was formally appointed SFA Treasurer, replacing Ben DiBiase. She will be added to the Bank of America account once meeting minutes are prepared and signed by the SFA Secretary. Paypal will also be updated to reflect the change.

Secretary: No Report.

Committee Reports

Annual Meeting: Since we are partnering with SGA on this year's annual meeting, the board decided to look into the idea inviting the South Carolina Archivists to a future annual meeting or having a regional joint meeting.

Membership: Garret reported seven new members have joined since the annual meeting in May. Included in this number is one institutional member.

Web Communications: Tomaro reported that Krystal is reviewing the SFA LinkedIn group. She paid for two years of web hosting with Wild Apricot since there was a significant price break for two years. She and the Web Communications team are looking at a replacement host for the SFA listserv.

Directors: No report.

Newsletter: Marissa is working on the summer issue of *The Florida Archivist* and it comes out next week.

New Business:

Membership Fees: A slight increase in membership dues will be written into the Bylaws revision; student dues will remain the same.

Old business

Journal and logo contest: –Erin is looking at the journals produced by the Society of Georgia Archivists and University of Buffalo and the systems they use to host open-access journals.

Flo continued the discussion on membership dues and conference rates, suggesting that members pay a nominal increase in fees, rounding out at least \$30-35 / per year. She suggested a more substantial increase in conference rates as many members are typically reimbursed for travel. Sandra agreed, also adding that inflation should be considered when discussing conference rates.

Tomaro reminded the board that changes to the membership dues structure must be voted on by the membership. She suggested that the Board agree upon set fees and then submit those fees to the membership for approval.

Sandra asked Garrett, Susan and Mary to work on a new membership structure for the Board's approval.

Sandra motioned to adjourn the meeting; Flo seconded. The meeting adjourned at 3:02 pm.

Respectfully submitted,

Janet DeVries, Secretary