

Society of Florida Archivists

Executive Board Emergency Meeting (via Zoom)

March 16, 2020 @ 1:00pm

Attendees: Mary Rubin, Britt Farley, Tyeler McLean, Jay Sylvestre, LuAnn Mims, Gerri Schaad, Annia Gonzalez, Georgen Charnes, Laura Marion

Meeting called to order by Mary Rubin at 1:13 pm

Mary Rubin: This meeting was called to discuss cancelling or postponing of SFA Annual Conference, which was slated for May 2020, due to the recent recommendation issued by the CDC with regards to the COVID 19 that asks for events in the next 8 weeks with 50 plus people in attendance to be cancelled.

Mary referred to Laura and Tyeler for updates about our current contracts.

Laura: Flagler College is willing to work with SFA on new dates within the same calendar year. The contract has not been counter signed, so we should be eligible for an entire refund of the deposit.

Tyeler: The hotel contract stipulates payment of 75% of rooms, which accounts for almost \$7000. If we reschedule within the calendar year, we will have half of that as a credit (\$3500). They have meeting space that could accommodate the entire conference so we could host the meeting there.

Jay: SFA should not be obligated to any money due to the force majeure clause. Please double check with the facilities.

Mary: Suggestions for dates to reschedule the conference land on September. Co-chairs will reach out to facilities to get ideas on ranges available sometime after labor day.

Georgen: Will update the website, take down current dates, and reflect the postponement.

Jay: Suggest refunding or credit for those already registered.

Britt: SFA elections will still be on schedule, ballots will be going out soon. Announcements of new positions will go out via listserv.

Mary: The Awards and Beale Scholarship Committee decisions will be delayed to sync with new conference dates. The audit should be completed as scheduled.

Meeting adjourned at 1:34pm