

SOCIETY OF FLORIDA ARCHIVISTS
CONFERENCE CALL
Meeting Minutes
April 2, 2009

1. Call to Order—President Burt Altman called the meeting to order at 2.03PM. Present were John Nemmers, Vice-President; Kathy Turner Thompson, Treasurer; Judith Beale, Secretary; Tomaro Taylor, Director; Mike Zaidman, Director; Elizabeth Laramie Dunham, Immediate Past President and Mary Flekke, Membership Chair.
2. Annual Meeting-- John reported that because of the current economic climate, very few individuals had the budget for travel to the Annual Meeting. The Hilton Hotel has been very helpful and reduced the number of room nights required from 60 to 48, but only 20 nights are currently booked. As that figure is only likely to rise to about 24, we will have to pay for about 24 rooms. The Local Arrangements Committee considered cancelling the Annual Meeting, but that would cost \$10,000. Undoubtedly, the Annual Meeting will lose money; the aim is to minimize losses as far as possible. Attendees will carpool to Cross Creek on Tuesday instead of renting a bus. Metal Edge has committed \$500 to sponsor the Annual Meeting, but Gaylord and Iron Mountain have not offered any help this year. There will be a Silent Auction to raise funds; some books remain from last year, the University Press of Florida has donated some and Mike has a contribution. The full Annual Meeting schedule will be posted on our website shortly. The Local Arrangements Committee will send reminders to the SFA, FLA and FAM lists to attract more possible attendees.

Burt reported that Gerard Clark had requested a special rate for attendees who wanted to attend the Annual Meeting for one day only. We only have 7 reservations so far and 6 of those will be present for the entire meeting so creating a new rate should not cause administrative problems. Liz proposed that we offer a one-time rate of \$50 for SFA members to attend the Annual Meeting for one day. John seconded the proposal and the Board unanimously approved the decision. John will advertise the new rate to members.

3. Secretary's Report—Minutes from the last meeting were approved by email and are on the website.
4. Treasurer's Report—Board Members have the report, which shows a Checking Account balance of \$15,340.64 and a Savings Account balance of \$5,118.63. There is \$865 available in the scholarship fund. The Florida Incorporation Annual report has been submitted with a payment of \$61.25, and the IRS—990 was submitted electronically on April 1, 2009. Burt made a motion to accept the report, John seconded, and the Board unanimously approved acceptance.
5. Vice-President's Report—John reported that Opening Archives plans to apply for funding for additional training around the state and will be coming to the SFA Board for official support in the near future.
6. Directors' Reports—Tomaro/Mike

Tomaro: Reported that she attended two Connecting to Collections meetings in DeBary and Tallahassee. The first meeting had happened in Miami when a hurricane was coming so the attendees concentrated on disaster preparedness. At these recent meetings, attendees focused more on preserving collections and increasing use. The Steering Committee will continue as an Advisory Committee to plan a statewide survey to assess the requirements. Tomaro and Burt will update members at the Annual Meeting.

Mike: Reported that the Gold Coast Archives met recently and of the 15 individuals present, 3 had lost their jobs and some have had to limit their hours. He strongly recommended to

them that they should attend the SFA Annual Meeting to network with other archivists. He suggested that the SFA should have a presence on LinkedIn—Burt will investigate the possibility and report back. The last newsletter cost \$118 in printing at Kinko's; the print shop at JM could do it more cheaply. The Board is happy for the newsletter to be printed anywhere provided that quality is maintained. 8 members have asked to just receive the online version as it is in color. Mike asked that photographs be taken of the scholarship winners at the Annual Meeting and that someone writes a report on the proceedings for the newsletter.

7. Committee Reports

- a. Membership Report-- Mary reported 8 new members, 13 institutional members and 77 individuals. One person paid their dues twice and kindly donated the second payment to the Scholarship fund. Mary is sending reminders to those members who have not renewed.
 - b. Website Revision—Burt reported that he has no additional information; the matter will be followed up on after the Annual Meeting.
 - c. Nominations and Awards—Burt reported that the Nominating Committee of Gerard Clark, Jodi Norman and Beth Golding would announce the results of the election of Board members at the Annual Meeting. Boyd Murphree will send the Award of Excellence with Gerard Clark to the Annual Meeting.
 - d. Scholarship Committee—Judith reported that the committee of herself, Tomaro Taylor and Liz Dunham had met to discuss the applicants for this year's student scholarship and decided to offer 2 scholarships of \$150 each plus registration to Carlos Pearman and Katherine Adams and two awards of registration only to Melissa Barber and Barbara Cardinale. Mary reminded her that the winners needed to complete and return registration forms with copies of their Student ID. Tomaro noted that one of the applicants had previously received a scholarship and proposed that we change the scholarship conditions to limit previous full scholarship winners to only receive a partial scholarship in the future. Judith seconded the proposal and the Board unanimously agreed.
8. Burt announced that the State Archives are writing an NHPRC Grant to update the Guide to Florida Repositories and host it on their website and Archives Florida. The Guide is currently hosted by UCF and Archives Florida and there is an online form to make changes that is rarely used. SHRAB wants a dynamic resource and will contact all institutions in Florida and send out requests in SFA and FAM newsletters and present at the SFA and FAM Annual meetings. The grant would begin in September with Carla Summers as the consultant.
9. A site for the 2010 Annual Meeting was discussed. Liz and Tomaro are interested in hosting in Tampa and John recalled that members in Miami wished to host. He will check whether they are still interested.
10. Burt moved to adjourn the meeting and Tomaro seconded—meeting adjourned at 3.01 PM.