

Society of Florida Archivists
Board Meeting – Conference Call
September 6, 2011 @ 1:30 pm
Minutes

Present: Mike Zaidman, Tomaro Taylor, Kathy Turner, Flo Turcotte, Bill Modrow, Mary Flekke, Burt Altman, John Nemmers and Beatrice Skokan.

1. Call to Order/President Report – Mike Zaidman

- Thanks expressed for the Society of Florida Archivists representation at SAA annual.
- IPER Workshops- Mike went to the Hollywood workshop. Fifteen people attended the workshop.

2. Secretary/Acceptance of Annual Meeting Minutes-Florence Turcotte

Flo will forward the minutes from the annual meeting to board members for review and submission to Burt (website) and Bea (minutes).

3. Treasurer's Report – Kathy Turner Thompson

- See statements for balances and savings.
- There was a net gain of \$2,555 from the SFA annual meeting.
- SFA expenses were over \$2,000.
- Scholarship funds totaled: \$813.

4. Vice President's Report- Tomaro Taylor

Newsletter update- Electronic & Print:

- Printing cost totaled \$165 for the last newsletter. Tomaro will investigate other options for printing because of ongoing issues with the current printer.
- SFA will consider moving to a predominantly online version of the newsletter while offering print copies to members who request them. This online option will cut down on expenses associated with mailings.
- The next newsletter will highlight the option of going green or receiving the copy by mail. Burt will also post the announcement on the website.
- Implementation of the online issue will begin in 2012.
- Tomaro made a motion to move toward moving to an electronic newsletter starting in 2012. Mike second and the motion carried.

5. Director's Report – Flo Turcotte and William Modrow

Nothing to report.

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6. Membership Report – Mary Flekke

- Mary reported: 1 renewal and 2 new memberships since the annual meeting.
- 1 former member has moved to Connecticut.

7. Membership Database (Wild Apricot) – John Nemmers

- *Wild Apricot* went live last weekend and dozens of people have inputted membership information.
- Database guidelines- the board will articulate policies of dissemination of information via *Wild Apricot*. John can start a list of guidelines and submit them to the board for discussion at our next meeting. The guidelines from the listserv could be extended to the membership database.
- SFA can maintain the current web site and use *Wild Apricot* only for the membership component. John will compare features from both the website and *Wild Apricot* and make recommendations.
- Board members should visit the site and provide feedback.

8. Annual Meeting – Mike Zaidman

Local Arrangement Committee – Update from Tomaro, Flo, Sandra Varry and Burt

- Hotel accommodations have been made with the Hyatt Regency in Sarasota from May 1st to the 4th. The contract has been signed.
- Luncheon will take place at the hotel. Expenses total \$2,000.
- The room rate will be \$119 per person with free parking.
- The rate is a good deal.

- The *Viva 500 Anniversary* is being organized by the State of Florida and other cultural organizations. Mike will forward information to Flo and Burt to investigate SFA participation. Rachel Potter is the contact person with the office of Cultural Affairs.

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9. Other Business

Announcement- Burt Altman

- Steering Committee Connecting to Collection- Burt will attend sessions at the Virginia exchange program for Connecting to Collection the second week of September.

- Promotional material and application forms will be available for SFA members who are interested in emergency training.

- Announcement – Tomaro Taylor
- Submissions are being sought for the 2012 Program Committee for SAA “Beyond Borders” Annual Conference.

Meeting adjourned at 2:11 p.m.