

**Society of Indiana Archivists**  
**2016 Members' Business Meeting Minutes**  
I.H.S.'s Eugene and Marilyn Glick Indiana History Center  
Indianapolis, Indiana  
Friday, April 8, 2016

**I. President Jackie Shalberg called the meeting to order around 9:32 pm. Approximately 44 members and Board members were in attendance.**

Jackie Shalberg introduced and thanked the SIA Board:

Carol Street, Vice President  
Richard Bernier, Treasurer  
Liz Fisher, Secretary  
Lori Lindberg, Board Member  
Jennifer Noffze, Board Member  
Andrew Noga, Board Member  
Carrie Schwier, Board Member  
Brandon Pieczko, Webmaster  
Adriana Maynard Harmeyer, Newsletter Editor

Jackie recognized Carol Street, SIA Vice President, and her team of professionals on the Programs and Local Arrangements Committee — Carey Beam, Bethany Fiechter, Tricia Gilson, Claire Horton, Brandon Pieczko, and Carrie Schwier — for creating a great lineup of activities, sessions, speakers, and networking opportunities this year. With about 80 attendees, Jackie recognized it as one of the largest attended annual meetings.

Jackie also recognized the generous financial support from the Indiana State Historic Records Advisory Board and Indiana Archives and Records Administration, with funding from the National Archives; IUPUI Department of Library and Information Science; and Indiana University Department of Information and Library Science. Thanks also went to the Indiana Historical Society for their support in hosting us in their gorgeous facility at a very reasonable price.

**II. Approval of minutes from April 11, 2015 (Liz Fisher)**

- Lori Lindberg moved to approve the minutes and Wesley Wilson seconded. The motion carried and the 2015 annual meeting minutes were approved by the membership.

**III. President's Report (Jackie Shalberg)**

- Jackie announced that SIA was approved as a public charity under Internal Revenue Code section 501(c)(3), and further classified under 509(a)(2). The first set of IRS forms from SIA are due by May 15, 2016. SIA is receiving assistance with the forms from CPA Peggy Fisk from Mid-America Audit & Tax, Inc.
- Jackie reviewed the SIA fall workshop held in October 2015 at Ball State University on electronic records and digital preservation. It was very well attended and sold out, with 36 attendees.

- Jackie noted that the SAA pre-conference workshop was cancelled due to low attendance. She asked the membership for their feedback through the post-annual meeting survey.
- Jackie informed the membership that the new SIA website platform, Wild Apricot, is going well with all content from the former website transferred over; but SIA is still learning all that Wild Apricot can do.

#### **IV. Treasurer's Report (Richard Bernier)**

- Rich said that because of membership increase, SIA is doing well and has the ability to do more for programming through the year. For example, SIA received two \$500 donations for the annual meeting.
- Rich noted that there is less money in the scholarship fund versus other accounts currently.
- Rich indicated that administrative costs are going to fluctuate over the next two years due to payment cycles.
- Rich informed the membership that the allocated \$400 for the purchase of a laptop to host QuickBooks was not used and that SIA saved money through receiving a donated laptop from Denise Buhr.
- Rich noted that the 2015-2016 annual meeting expenses are not entirely reflected in last year's annual Treasurers Report and the proposed budget for this coming fiscal year includes \$100 for tech support at hosting institutions for the annual meeting.

Richard Bernier gave the treasurer's report for April 1 2015-March 31, 2016.

- Beginning balance in the checking account was \$10,010.58, in the savings account was \$3,640.87, and in the scholarship account was \$914.26.
- Ending balance in the checking account was \$13,823.16, in the savings account was \$3,772.35, and in the scholarship account was \$609.38.
- Total assets as of March 31, 2016 are \$18,204.89.

Rich presented the proposed budget for July 1, 2016-June 30, 2017. It is a balanced budget and involves income and expenses, including membership dues, annual meeting and workshop expenses, accounting fees, and administrative expenses such as the purchase of QuickBooks Desktop with support, and the Indiana Business Entity fee. The estimated income totaled \$6027.00 and the estimated expenses totaled \$5159.00.

Wesley Wilson moved to approve the budget; Brandon Pieczko seconded. The motion carried and the 2016-2017 SIA budget was approved by the membership.

#### **V. Membership Report (Jackie Shalberg)**

- Jackie reported on behalf of the membership chair, Anne Thomson, since Anne was unable to attend.
- Jackie reported 124 active members as of April 6, 2016; 86 individual members; 20 institutional (with 14 institutions represented); 4 retired; 12 students; 2 volunteers; which doesn't include 3 pending new memberships.
- Jackie noted that the membership is higher compared to last year, when SIA had 111 members.

## **VI. New Business**

### **A. Election of new officers and board members (Jackie Shalberg)**

- Jackie Shalberg thanked Liz Fisher, Lori Lindberg, Anne Thomason and Andrew Noga, for all their tireless work as board members, officers, and SIA supporters.

Jackie Shalberg presented the Nominating Committee's slate of officers:

President: Tricia Gilson, Archivist and Curator at the Columbus Indiana Architectural Archives

Secretary: Brandon Pieczko, Digital Archivist for Manuscript Collections at Ball State University

Board Member: Carey Beam, Director of the Wylie House Museum

Board Member: Jamillah Gabriel, Librarian at the Black Cultural Center and Metadata Specialist in the University Libraries in a joint appointment at Purdue University

Noraleen Young moved to approve the slate, Mary Jo Shingler seconded.

There were no nominations from the floor.

Nominations were closed.

The new board was elected by unanimous vote by the membership.

### **B. Scholarship recipient presentation (Carol Street)**

- Carol Street introduced and presented the Thomas Krasean Student Scholarship award to Sheila Bigelow.
- Carol said the Scholarship Committee had a high number of applicants this year - five.

## **VII. Announcements**

- Jackie reminded the membership about the dining opportunity following the annual meeting and asked for members to sign up if they were interested.
- Jackie advertised that SIA is looking for committee members and persons interested in being an officer or board member in the future. Email SIA at [siaarchivists@gmail.com](mailto:siaarchivists@gmail.com).
- Jackie passed the gavel to incoming SIA President Tricia Gilson who thanked the SIA board and Jackie for recruiting her and she's looking forward to serving the organization for the next two years.

## **VIII. Adjournment**

- Mary Jo Shingler moved we adjourn; Noraleen Young seconded. The meeting adjourned at 9:55 PM.

Respectfully submitted,  
Liz Fisher, Secretary