

**Society of Indiana Archivists
2017 Members' Business Meeting Minutes
Ball State University Alumni Center
Muncie, Indiana
March 31, 2017**

I. Call to order

- President Tricia Gilson called the meeting to order at 11:05am. Approximately 45 members and board members were in attendance.

II. Approval of minutes from April 8, 2016 (Brandon Pieczko)

- Carol Street moved to approve the minutes; Noraleen Young seconded. The motion carried and the 2016 annual meeting minutes were approved by the membership.

III. President's Report (Tricia Gilson)

- Tricia Gilson thanked the organizers of the 2017 SIA Annual Meeting (Carol Street, Claire Horton, Brandon Pieczko, Jackie Shalberg, and Lydia Spotts) and the MAC Speakers' Bureau pre-conference workshop (Carrie Schwier, Jamillah Gabriel, and Claire Horton).
- Tricia also thanked Menzi Behrnd-Klodt for teaching the MAC Speakers' Bureau workshop, and the sponsors of this year's annual meeting (Ball State University, Midwest Archives Conference, IUPUI School of Informatics and Computing, and Indiana State Historic Records Advisory Board).
- Tricia introduced and thanked the SIA Board for all the time they spend supporting the organization:
 - Tricia Gilson, President
 - Carol Street, Vice President
 - Richard Bernier, Treasurer
 - Brandon Pieczko, Secretary/Webmaster
 - Jackie Shalberg, Past President
 - Carey Beam, Board Member
 - Jamillah Gabriel, Board Member
 - Jennifer Noffze, Board Member
 - Carrie Schwier, Board Member
 - Adriana Harmeyer, Newsletter Editor
- Tricia recapped the 2016 Fall Workshop ("Past History, Digital Future") about Indiana DPLA metadata. 23 people registered for the workshop (14 members, 9 non-members). There were favorable comments about the quality and content of the workshop, less favorable comments on the location and parking situation. Two-thirds of workshop attendees expressed a preference for holding the fall workshop in Indianapolis going forward. Suggested future topics include copyright, interpreting LOC headings for XML, and archival processing.

- Tricia also introduced the new SIA logo. She explained how the previous logo did not work well on social media and how the board had commissioned multiple versions of the new logo for different uses.
- Tricia said that during the next year the board will be exploring options for online payments for member renewals, meetings, and workshops. The organization also hopes to build a stronger social media presence using the new social media policy, and complete a revision of the SIA Handbook.
- Tricia encouraged members to get more involved in the organization by serving on a committee or volunteering to help with social media outreach.

IV. Treasurer's Report (Richard Bernier)

- Rich Bernier presented the treasurer's report for March 31, 2016-March 31, 2017.
 - Total assets as of March 31, 2017 are \$20,652.76.
 - Total income was \$6,911.08; total expenses were \$4,536.12
 - Beginning 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.
 - Ending balance in the checking account was \$16,407.06, in the savings account was \$3,896.31, and in the scholarship account was \$349.39.
- Rich explained that we received \$1,500 in donations to help offset the cost of the annual meeting this year. Rich thanked Carol Street for all her fundraising efforts.
- Rich explained that we do have some expenses this year that we did not have last year including the subscription fee for WildApricot (website and membership management).
- Rich said that we have received more donations for the scholarship fund this year than we did last year because the board encouraged members to specifically donate to the scholarship fund rather than to the general fund.
- Rich presented the proposed budget for July 1, 2017 - June 30, 2018. It is a balanced budget and involves income from membership dues, annual meeting and workshop registrations, and donations and expenses including annual meeting and workshop costs, scholarships, accounting fees, and administrative expenses such as subscriptions for QuickBooks and WildApricot. The estimated income totaled \$6,327 and the estimated expenses totaled \$5,478.
- Carol Street moved to approve the budget; Joan Hostetler seconded. The motion carried and the 2017-2018 SIA budget was approved by the membership.

V. Membership Report (Jackie Shalberg)

- Jackie Shalberg reported that as of March 29, 2017 we had 118 total active individuals. This includes 76 individual memberships, 5 retiree memberships, 11 student memberships, 1 volunteer membership, and 25 people representing 13 institutional memberships.

- There were also 3 new memberships pending payment and 1 membership pending a level change.
- Last year at this time we had 124 active individuals, and the year prior 111 active individuals.
- Jackie asked members to contact her if they have any questions or suggestions on how to recruit new members.

VI. New Business

A. Election of new officers and board members (Tricia Gilson)

- Tricia Gilson thanked the outgoing officers and board members for their service:
Carol Street, Vice President
Richard Bernier, Treasurer,
Jennifer Noffze
Carrie Schwier
- Tricia thanked Carrie Schwier and Wes Wilson of the Nominating Committee for assembling the slate of candidates for the board election.
- Tricia introduced the slate of candidates for the SIA Board of Directors (2017-2019):
Vice President: Claire Horton (Director of Archival Processing, Indiana State Archives)
Treasurer: Jared Brown (HR Representative, Muncie Public Library)
Board Member: Ashley Chu (University Archivist/Librarian, Taylor University)
Board Member: Lydia Spotts (Indiana State Archives)
- There were no additional nominations from the floor.
- Sally Childs-Helton moved to approve the slate of candidates; Noraleen Young seconded. The motion carried and the slate of candidates was unanimously approved by the membership

B. Scholarship recipient presentation (Jennifer Noffze)

- Jennifer Noffze presented the 2017 Thomas Krasean Student Scholarship award to Kris Johnson, Museum Director at the Indiana School for the Deaf.

VII. Announcements

- In Indiana State Archivist Jim Corridan's absence from the meeting, Claire Horton provided an update on the Indiana State Archives. Claire asked everyone to call their representatives and encourage them to include funding for a new state archives building in the Indiana House of Representatives budget for the next fiscal year.
- Claire reported that the State Archives will be launching its new online catalog next month, as well as an active portal for filing FOIA requests online.

- Claire also reported that the State Archives will be offering tours of its current building in an effort to improve outreach.
- Ronald Darrah of the Indiana Genealogical Society announced that the IGS is offering digitation grants to provide entry-level scanning kits (valued at \$500) to local historical societies and other qualified organizations. He encouraged SIA members to apply.

VIII. Adjournment

- Carol Street moved to adjourn; Lisa Lobdell seconded. The motion carried and the members' meeting was adjourned at 11:41am.

Respectfully submitted,
Brandon Pieczko, Secretary