

MINUTES
SOCIETY OF NORTH CAROLINA ARCHIVISTS
ANNUAL BUSINESS MEETING

March 31, 2011
Crystal Coast Civic Center
Carteret Community College, Morehead City, N.C.

CALL TO ORDER: President Kim Sims called the meeting to order at 5:13 p.m.

MINUTES: The minutes of the March 5, 2010, annual meeting were posted to the website prior to the meeting. No corrections were put forward either prior to the meeting or during. The membership approved the minutes as posted to the website.

TREASURER'S REPORT: Larry Odzak reporting. Copies of the net worth report were made available at the business meeting. Thanked Board for selecting him to complete Sarahrice Scott's term. SNCA filed Federal Income Tax form 990, which confirms SNCA's exemption from filing federal taxes, September 2010. As of December 2010, all SNCA accounts—one general account and three investment accounts—are now at the State Employees Credit Union. Prior to December 2010, Michelle Francis endowment fund account was at the State Treasurer's office in a STIF (short-term investment fund) account, which was difficult to manage and which yielded no better interest rate than the SECU accounts. SNCA's total net worth as of March 8, 2011 is \$42,326.02.

PRESIDENT'S REPORT: Kim Sims reporting. Thanked Larry Odzak, who filled vacancy caused by Sarahrice Scott's resignation from position as Treasurer. Reported that inconsistencies between board book and bylaws prompted the convening of an ad hoc committee to review these documents, identify inconsistencies, and recommend changes. The committee consisted of the following SNCA members in good standing who were not currently serving on the Board: Dawne Lucas (chair), Rick Collier, and Adonna Thompson. The revised Board Book is available on SNCA's website.

Following delivery of the President's report, SNCA member Ken Marks rose to a point of order, stating that the Treasurer's report needed the approval of the membership. Jennifer Motszko moved to approve Treasurer's report. Dawne Lucas seconded motion. The membership approved the Treasurer's report.

COMMITTEE REPORTS:

PROGRAM COMMITTEE: Cat McDowell reporting. Cat credited Chris Meekins for suggesting the Crystal Coast as an eastern locale SNCA had not visited before and described events leading to decision to collaborate with the South Carolina Archival Association (SCAA). Cat announced the members of the program committee: Jan Blodgett, Ray Christian, Lynn Eaton, Pam Mitchem, and Simms Toomey (SNCA) and Jennifer Neal, Gabrielle Dudley, Brooke Fox, and Elaine Robbins (SCAA). Archives Bootcamp and Oral History pre-conference workshops were offered this spring. SCAA

brought enthusiasm, new ideas and perspectives, and much help to the conference planning process. Noted that moving presentation of awards to the Thursday evening reception, the addition of a Wednesday evening reception for early arrivals and workshop attendees, and online-only evaluation and registration processes are several changes implemented during this year's program planning. Reported the committee's use of excess revenue from last year's meeting to recruit some out-of-state and non-archival speakers and panelists and to waive registration fees for program committee members and invited speakers.

EDUCATION COMMITTEE: Adina Riggins reporting. Adina sent call for members to snca-list May 10, 2010. Thanked the members of education committee: Lisa Carter, Ray Christian, Joy Heitmann, Hal Keiner, Dawne Howard Lucas, Paula Mangiafico, Cate Putirskis, Holly Smith, Barbara Tysinger. Committee selected winner for Williams Award, but did not offer C. David Jackson award. Hopes committee will reinstate Jackson award next year. The committee partnered with program committee and North Carolina Connecting to Collections to offer Archives Boot camp pre-meeting workshop.

PUBLICATIONS COMMITTEE: Mark Custer, chair, reporting. Committee produced Vol. 8, issues 1-2, of *J-SNCA*. Two issues of SNCA newsletter, *The North Carolina Archivist* published, thanks to Katie Nash. Reminded members to look out for calls for submission. Thanked publication committee members & asked those present to stand Jan Blodgett, Audra Eagle, Elizabeth Dunn, Paula Mangiafico, and Cat McDowell were among those who stood to be recognized.

MEMBERSHIP COMMITTEE: Alston Brake, Membership chair, reporting. There are 160 active SNCA members; 36 of those are students; approximately 116 are regular; and 43 are new since last spring. Members are encouraged to check the online directory to see if their information is correct. Directory will be updated in the week following the mtg. Previously, the Membership Committee has been a committee of one. Going forward, the committee intends to hold social events several times a year so SNCA members can network with each other. New committee members are Barbara Tysinger (Triangle area), Diana Sanderson and Michelle Francis (western region), and Arleen Fields (eastern/Sandhills region). Asks meeting attendees to sign up to serve on committees, especially Archives Week, Membership, & Development, for which there are sign up sheets on reg. table. Still looking for someone to help coordinate events in Charlotte Metro and Triad regions (Gwen Erickson indicated she was interested in leading effort for Triad).

ELECTRONIC RESOURCES COMMITTEE: Biff Hollingsworth reporting. As Electronic Resources chair, Biff continued to create, post, update, and maintain web pages as well as moderate SNCA's three e-mail listservs. Biff added and maintained 2010 Archives Week-related content to SNCA website; set up online registration system for this year's annual meeting; and worked with Development committee to update vendor information page.

DEVELOPMENT COMMITTEE: Kim Sims reporting for Pam Mitchem, Development Committee Chair. The committee discussed ways to build the Michelle Francis Endowment and improve the Endowment web page by including more details about how funds are used. The committee plans to continue its efforts to build this Endowment, which may include writing a letter to past SNCA presidents to seek their involvement and support for the fund and/or pursue the idea of holding a raffle or silent auction at future SNCA meetings. Pam worked with SCAA's Development Officer, Jennifer Neal, to create master list of vendors and edit vendor solicitation letter, which went out to vendors at the end of January, 2011. Hollinger Metal Edge, Conservation by Design, and Etherington Conservation Services had pledged support by March 16. The Development Committee also issued a call for nominees for the Thornton Mitchell award. Dr. Hal Keiner was selected as the winner of this year's award.

ARCHIVES WEEK COMMITTEE: Audra Eagle Yun reporting. 2010 theme for Archives Week (AW) was genealogy. The AW committee worked with Geoff Wood, a professional photographer, and Bliss Alexander-Smith, a graphic designer, to create AW bookmarks and postcards to distribute to institutions on request. The AW committee collaborated with Electronic Resources committee to implement Twitter and Facebook accounts for SNCA. AW recently issued call to SNCA membership for ideas on improving Archives Week. Thanked committee members: Sarah Rice Scott, Jennie Clements, Liz Cook, Rebecca Peterson, and Ashley Yandle. 2011 theme will revolve around 150th anniversary of Civil War.

NOMINATING COMMITTEE. Kim Sims presented Nominating Committee report.

The slate was presented to the membership as follows:

- A.** President – Cat McDowell
- B.** Vice President/President Elect – Ray Christian
- C.** Secretary – Nominations to be taken from the floor
- D.** Member at Large – Jennifer Motszko
- E.** Member at Large – Beth Ann Koelsch

Kim called for nominations for open position. Mary Samouelian nominated Barbara Tysinger. Members present approved nomination. Kim then entertained nominations for remaining positions, and there were none. The slate was then approved by acclamation.

Kim turned floor over to Cat, who in turn presented hat to Kim in keeping with SNCA tradition of presenting hat to outgoing President.

OLD BUSINESS: No old business.

NEW BUSINESS: No new business.

ADJOURNMENT: Meeting adjourned at 5:41 p.m.