Program Committee
Annual Report, 2010-2011

Venue/Date selection
Credit for suggesting the Crystal Coast as a meeting location for the 2011 SNCA annual
conference is given to Chris Meekins, who first recommended it at an executive board
meeting in 2009 as an eastern locale SNCA had not visited before that also had several
historical sites of interest. As 2011's program chair was very familiar with the area, the
Atlantic Beach/Morehead City/Beaufort area ("Crystal Coast") was enthusiastically
supported as a meeting location and no other potential host cities were investigated.

Using a list of group meeting facilities provided by the Crystal Coast Tourism Authority, in
April 2010 the program chair visited the area to scout three potential conference venues,
four potential reception sites, and one suggested hotel. It was immediately apparent that
the Crystal Coast Civic Center (conference), North Carolina Maritime Museum (reception),
and Hampton Inn Morehead City (accommodations) were best suited to SNCA's needs, and
all offered use of facilities at rates within SNCA's traditional budget. (SNCA is particularly
grateful to the NCMM for offering to waive their considerable normal rental fees). Based on
this information, at its meeting on June 28, 2010, the SNCA executive board approved
Morehead City, NC, and the venues specified above for SNCA's 2011 conference to be held
March 31-April 1. On June 30, 2010 initial contracts were signed and sent to the meeting
facilities.

Joint meeting
On July 6, 2010, the SNCA program chair received an email from the president of the South
Carolina Archival Association (SCAA) inquiring as to whether SNCA might be interested in
collaborating with their organization on our upcoming conference. This correspondence
was preceded by communication between Jan Blodgett of the SNCA program committee
and her step-daughter Brooke Fox, who was an officer of SCAA, and had also been
mentioned at a SNCA executive board meeting in 2009.

Following several phone discussions between the SNCA program chair and several SCAA
officers, on July 12 the proposal for a joint meeting with SCAA was sent to the SNCA
executive board. As a joint meeting would undoubtedly diversify our attendees and
panelists, provide a great networking opportunity and chance to learn from each other, and
increase our attendance (and therefore registration income) with negligible additional
expense to SNCA, the executive board voted to approve this proposal and a formal
agreement was entered into with SCAA.

Program Committee Membership
Planning and preparing for the 2011 SNCA/SCAA conference was a momentous task that
could not have been accomplished without the wholehearted participation and countless
hours of work and thought put in by members of the Program Committee, many of whom
volunteered to take on specific assignments (indicated in parentheses):

<u>SNCA</u>
Cat McDowell (Chair)
Jan Blodgett, Davidson College (programming co-chair)
Ray Christian
Lynn Eaton, Duke University
Pam Mitchem, Appalachian State University (sponsorship/vendor coordinator)
Simms Toomey, UNC Student (catering/supplies coordinator)

<u>SCAA</u>
Jennifer Neal, Catholic Diocese of Charleston (Chair)
Gabrielle Dudley, USC student (poster session liaison)
Brooke Fox, MUSC (programming co-chair)
Elaine Robbins, The Citadel (moderator/volunteer coordinator)

It should be noted that both Danielle Moore and Maggie Dickson of SNCA both originally agreed to serve but were prevented from doing so by changes in personal circumstances.

<u>Committee Meetings</u>
Sept. 1, 2010
A subset of the Program Committee met at the Roger Gant Cottage in Atlantic Beach on September 1, 2010; present from SNCA were Cat McDowell, Lynn Eaton, and Dani Moore; present from SCAA were Jennifer Neal, Brooke Fox, and Elaine Robbins. Major agenda items included discussion of details regarding the agreement between SNCA and SCAA, creation of a rough schedule of activities, visits with the staff of the CCCC and NCMM, visits to potential workshop venues, and some assignment of duties to committee members.

Oct. 19, 2010
Nine members of the Program Committee (Programming Subcommittee) met via four Skype locations on October 19, 2010, to brainstorm conference theme ideas, potential keynote speakers, and pre-conference workshop topics, and to review activities of the Sept. 1 meeting and speaker/session topic ideas submitted by the membership (upon solicitation from the program chair). The committee selected "collaboration" as the conference theme, established a timeline of activities, and further delineated some committee member assignments. (See also SNCA/SCAA Programming Subcommittee Minutes, Oct. 19, 2010, in Program Chair Records)

Dec. 16, 2010
Eleven people were present via Skype at the Programming Subcommittee meeting of December 16, 2010, including Ashley Till and Mary Jo Fairchild of SCAA. The primary purpose of this meeting was to select and schedule speakers and panel topics for the conference. Twelve proposals were received from SCAA and SNCA members in response to the call for submissions emailed to both organizations' listservs on November 2, 2010. It should be noted that the committee instituted a change to SNCA's traditional approach for the 2011 conference by soliciting both full panel proposals (two or more speakers) and individual panel ideas. After review, the Programming Subcommittee approved 3 full-session proposals and combined eight others to create another 4 sessions. The committee

selected three additional speakers to round out the 4 sessions, and all three subsequently accepted our offer to present.

Keynote/Invited Speakers
The committee also agreed to solicit speakers for a panel on shipwreck archaeology (specifically the *Queen Anne's Revenge* and *Hunley)*, with invitations being accepted by David Moore of the NC Dept. of Cultural Resources and Ralph Wilbanks of NUMA. Judkin Browning, spouse of a SNCA member and author of several books on Carteret County, also accepted our invitation to speak. The committee selected Robert Darnton, director of the library at Harvard, and David Ferriero, Archivist of the United States, as top choices for keynote speaker. When both declined, the shipwreck archaeology panel was selected to fill the plenary slot.

See also Programming Subcommittee Minutes, 12/16/2010.

Workshops
At the Dec. 16 meeting, the program committee also approved SCAA's proposal to create a full-day pre-conference workshop on oral history through the Lowcountry Oral History Alliance in lieu of SHRAB Boot Camp, which had waning attendance in recent years. The committee also selected its top preferences from the SAA workshop offerings and sent those recommendations to the SNCA Education Committee, which is responsible for arranging pre-conference workshops. (See also Education Chair Annual Report)

New and/or different in 2011
First and foremost amongst the changes implemented for the 2011 conference is the fact that it was a joint undertaking. The program chair is proud to report that partnering with the SCAA was a fantastic experience which provided practically no complications or frustrations, but which added great enthusiasm, much more help, and new ideas and perspectives to the planning process and on-site production.

This year's program committee broke from tradition in several other ways that are worth noting. In addition to the change in proposal format for 2011 already noted, the presentation of awards was moved from the business meeting to the main evening reception, a Wednesday evening reception was added for early arrivals and workshop attendees, the evaluation process went online, and the registration (although not payment) process went online-only. Due in part to excess revenue from last year, the committee recruited several non-archival or out-of-state speakers to diversify/supplement our panelists and provided them some reimbursement/compensation. Registration fees were waived for all of the active program committee members and for all invited speakers, and on-site duties of program committee members were more formally assigned and scheduled. The program also hoped that a late (as opposed to early) March meeting date and tourist-friendly location would entice a larger turnout.

Conference Statistics and Key Figures
As of Friday, March 25, 117 people had registered to attend the 2011 conference in Morehead City; this represents the highest known attendance in SNCA history. There were 101 early registrants and 16 late, of whom 79 were SNCA members (67%), 20 were SCAA

members (17%), and 18 were non-members (15%); these numbers include 20 students from both organizations. The Oral History workshop had 17 registrants, of which all but 2 also attended the SNCA conference, and 14 people registered for the Boot Camp workshop (co-sponsored with Connecting to Collections NC), of which 5 also attended the conference. Additional statistical information is available in the 2011 attendance report (attached.)

Financial
A report detailing monetary aspects of the 2011 conference is attached.