

- I. Check-in (In attendance: Heather Mulliner, Emily Cabaniss, Joshua Zimmerman, Emily Jones, River Freemont, Dulce Kersting-Lark, Gena Peone, Corey Cherrington)
 - A. Heather: Conference work ongoing
 - II. Guest-Joshua Zimmerman, Awards Committee Co-Chair
 - A. Updates and role on board: here to make a proposal
- Can current NWA finances handle the potential total amount (listed below)? Just as an aside, we haven't given out the total amount for all awards, ever, I believe, but we'd like to change that. (With notes added by NWA Secretary.)
 - Discussion re. Future proposal of the awards committee:
 - Joshua Z., Conor Casey, and Elizabeth Russel have been meeting to strategize getting more applications for funding
 - There have been unused funds
 - The committee has been trying to re-imagine the awards
 - Potentially increase 2 of the awards
 - Changing At large student scholarship to two scholarships of \$1000? \$500 is not very realistic for folks traveling from out of town for a conference
 - Professional Development individual award, would like to increase to \$1000 from \$500
 - Asking for \$1000 extra for these two awards ^
 - Additional listed awards for Emily Jones use
 - JZ: Reserves of \$\$ might not be best stored by our non-profit? Wants to check in on finances.
 - If we do end up giving out more of our funds, could be \$6000 per year in best case situation. Is this acceptable? Seeking board approval/comments.
 - EC: is the premise for change in funding that the amounts for current awards is too low?

- JZ: No, but an increase could make the funding applications more appealing (more awareness)
- EC: What is the committee's plan for increasing engagement in application cycles? What, specifically, will the committee do to get people to apply for our scholarships?
 - Budget increase likely well-received, but how will the \$\$ be given away in practice?
 - JZ: reminders, reaching out to new places (e.g. online programs) for student awards; increased outreach
 - Would make communications plan available when completed. Need to show that we are taking on a different strategy to give away the funds that we have.
- JZ: We would potentially like to increase some of these award amounts. Would that be possible given our financial outlook? We can provide more info as we get a better idea, but we want to know if increases are even a possibility and if possible, an amount. This increase is in hopes of drawing in more applicants and probably more importantly, reflecting the current state of conference attendance, school tuition, and event costs.
 - JZ: considering realities of inflation, the amounts of awards have not been raised for a while
 - EC: how often does the committee meet?
 - JZ: circa every two months
 - EC: Have we received feedback about awards from folks not on the NWA committee?
 - JZ: Good idea to get additional feedback via survey or other method. Tabling, get out the word, informal gathering to solicit feedback?
 - EJ: from budget, there is enough \$\$, and from inflation standpoint, that is a valid reason to raise the award amounts

- NACR also gives out student scholarships, so need to make sure these awards are consistent w/ each other
 - Donations we're receiving: looking at our accounts, AIR and NACR donations are most abundant, but general funds are not as frequently donated to over the past few years (donation trends). Could this impact general awards if this trend continues?
- RF: timing of scholarships/application cycles?
 - JZ: feedback about changing static deadlines to rolling deadlines
 - RF: JZ can attend NACR to discuss scholarships
 - JZ: Trying to reach out to smaller groups of archivists as part of the communications plan for the awards committee.
- GP: Get a handle on numbers of various scholarships that we offer in NACR and general NWA; need to streamline the opportunities presented and the amounts offered
- EC: support for the proposal, but communications and applicant engagement plan is required for successful application
- GP: Is the committee trying to get award increases prior to conference?
 - EC: No, the committee
 - First thing they could change is to make a universal application on the website
 - Pay close attention to current process and their changes to the process to make applying more accessible
- HM: same thought about request for additional info about strategy for raising awareness of awards
 - Outreach essential for awards awareness for NWA membership
- RF: changing current practices for receiving applications would be helpful

- GP: strong outreach within small group of NACR, fundraising more than independent subgroups.
 - EC: is there a way to route applicants from NACR scholarships to NWA scholarships?
 - GP/RF: NACR had four applicants last year and was only able to give out three scholarships
- EC: will pass feedback to Josh that we need a very detailed and specific plan to approve the proposal
 - Communications/marketing plan
 - Reviewing and revising application process
 - We need numbers, very specific, even explaining, for example, how many emails the committee will be sending out per week/month/etc. to expand outreach
 - Proposal cannot be approved unless the plan for change is clear and specific
- EJ: increase in funds might not be sustainable, something to keep in mind. We could do better at asking for donations.
 - None of this proposal is based on concrete numbers, so maybe we should investigate what other organizations are giving out?
 - Are there any facts we can use to justify increasing the scholarships?
 - Committee needs to send out
- EC: will let Josh know that we need a proposal about 2 weeks before next meeting; will forward next five board meetings to Josh
- Can confirm whether the conference fee is waived for scholarship recipients; NACR does waive the fee
- JZ: Do you have any other suggestions/comments/complaints? We've heard from some of you separately. You've given some good feedback. Thank you.
 - NWA Board would like additional information/facts about why the scholarship increase needs to happen

- Also need detailed communication plan from committee

JZ: If you have any questions, Elizabeth or I could be available to chat at a board meeting or whenever.

Award breakdowns (total: \$5500 per year)

- At large student scholarship (\$1500)
3 awards of \$500 *the website says one award, but the procedures manual says three awards are given out annually.
- Professional Development (total \$500) - to benefit individuals
1 award of \$500
- Continuing Education (total \$2500) - to benefit groups
\$500 per state / year
- Archives Month (total: \$1000)
AK, MT, ID - \$700 to split
WA, OR - \$300 to split

Brian Brown hasn't gotten back to me about why these awards are broken down the way they are.

- III. Update from Program Committee
 - A. SAA program will be email archiving
 - 1. Needs sufficient registration, but is funded
 - B. Keynote speaker under construction

1. Still looking for 2nd keynote speaker due to cost
 2. Likely will move forward this week to reach out to agreed upon speaker for keynote
- C. RF working with GP on inviting tribal folks to the conference and crafting the land acknowledgement
 1. Does local arrangements committee have additional updates? GP to connect with Steve
- D. DKL: When does room reservation promotion occur?
 1. HM: currently just call for proposals, but this will likely go out after registration starts
- IV. Look at Regional Archives' NWA spotlight! Produced by Natalia
 - A. Forwarded to everyone from listserv
 - B. Maybe we will receive more scholarship applicants due to this?!
- V. Treasurer's report?
 - A. N/A
- VI. Next scheduled board meeting is for Dec. 25
 - A. EC to propose the meeting to change to Dec. 18th