

June 17<sup>th</sup>, 2019 NWA Executive Board

## Meeting Agenda

2pm – 3pm PST

1. Roll Call and Past Minutes Approval – 2 minutes
2. New Board Member welcome and introductions – 5 minutes
3. Board Basics: Voting (Max) – Review guide beforehand – 4 minutes
4. What to expect this Year (Max) – 4 minutes
  - a. Western Roundup / naming – see below – 3 minutes
5. Communications (Max) – 3 minutes
  - a. Editor Intro (Veronica) – 5 minutes
6. Membership (Elizabeth) – see report below – 4 minutes
7. Treasurer Updates (Brian) – 4 minutes
  - a. NCH Proposal – See attached – 3 minutes
8. State Reps:
  - a. Oregon (Andy) – 3 minutes
  - b. Washington (Steve) – 3 minutes
  - c. Idaho (Ashlyn) – 3 minutes
  - d. Alaska (Max) – 3 minutes
  - e. Montana (Kellyn) – 3 minutes
9. Meeting Recap (Kellyn) – 4 minutes (including a+b)
  - a. LAC Report
  - b. PC Report
10. Procedures and By-Laws (Anne) – 4 minutes
11. NWA History Project (Bryce) – 4 minutes
12. Wild Apricot Payments (Max) – 4 minutes
13. Future Meetings (Max) – 4 minutes

## NOTES:

Total 72 minutes (12 minutes overtime) – We will try to cut some of this a little as we go and then Table anything for the next meeting or over email so that we do not exceed 60 minutes.

Agenda Items 1-4 and 5(a) are critical “First meeting” items. 4(a) is a vote requested by SCA

7(a) is a vote to determine our response to a timely request from MARAC

Western Roundup Rename:

Gathering of Western Archivists (GWA)

Western Archivists Meeting (WAM)

Western Archives Associations Meeting (WAAM)

Joint Conference of Western Archivists (JCWA)

Joint Meeting of Western Archivists (JMWA)

Western Archivists Conference (WAC)

Membership Report:

Members as of 6/13: 209 active members; 11 renewals pending payment by check

The first reminder to renew was sent out to membership on June 20<sup>th</sup>.

The next reminder will be June 24<sup>th</sup>.

It's been brought to my attention by someone I work with that our membership renewal instructions page is out of date. <https://northwestarchivistsinc.wildapricot.org/news/378699>

I'd like to correct this and to work with Rachael to review our other renewal pages to simplify them if possible.

As board members renew their own memberships, please send me comments on the process if you notice anything wacky/confusing, etc. Please use my work email address instead of the NWA Gmail address to get in touch with me, as I will see your message more quickly.

[elizabeth.russell@providence.org](mailto:elizabeth.russell@providence.org)

For new state reps: FYI that if I approve the applications of new members from your state, I'll send you an email with their name so that you can send a welcome to them. Also, if you would like a tutorial on how to look at membership records in WildApricot, let me know and I'll be happy to walk you through it over the phone.