

NWA Board Meeting

Agenda and Meeting Minutes
October 22, 2021
Zoom Conference Call

Invited:

- President ~ Natalia Fernández - present
- Vice President/President-Elect ~ Robert Perret - absent
- Secretary ~ Kelsey Quinn - present
- Treasurer ~ Anneliese Warhank - present
- Past-President ~ Anne Jenner - present
- Alaska Representative ~ Sara Piasecki - present
- Idaho Representative ~ Amy Thompson - present
- Montana Representative ~ Erin Baucom - present
- Oregon Representative ~ Mathew Brock - present
- Washington Representative ~ Emily Hughes-Dominick - present
- Membership Coordinator ~ Susanne Annand - present

Agenda:

- Call Roll and Approve Agenda - any additions?
- Approval of the September Meeting Minutes
- Treasurer Updates
- NWA 2022 Planning
- NWA 2023 Planning
- Future Agenda Items

Non-Verbal

- Announcements
- October Archives Month \$
- Membership Coordinator Updates
- State Rep Updates
- Projects for the Year

Minutes:

- Call Roll and Approve Agenda - any additions?
 - Done
- Approval of the September Meeting Minutes
 - Motion to approve: Mathew
 - Seconded: Anne
 - All in favor: Yes
 - Note: to post on the website, remove the google drive links
- Treasurer Updates
 - Transition paperwork status: Corresponding with bankers to get approval to add Anneliese, waiting for the banker in Oregon to send paperwork. Brian has sent a

second check for AiR, we are thinking of changing banks to another nation-wide bank or possibly a local bank/credit union. Holding off on honorariums being cashed.

Sara - build into the process of having a position that persists like an executive officer, and/or have past treasurer stay on until the transfer is complete.

Anne - maybe we should fund travel so these things can be made easier.

Anne asked if anyone has reached out to explain why the checks haven't been checked. Anneliese said she would reach out.

Susanne said she could help Anneliese navigate the database for contacts.

- Balances (as of 10/12): after deducting the \$2000 stipend payment to our resident we currently have \$28,233 in checking and \$17,226 in savings.
- Check issued for the archivist in residence (Brian Johnson did this)
- Checks to be issued
 - 2021 conference panel honorariums (Anne will write a letter along with the checks)
- Checks to be cashed
 - Some members have submitted checks (we have 6 months)
- NWA 2022 Planning
 - Updates
 - There was a meeting set between the committee chairs, president, and treasurer on 10/04
 - Connected the conference chairs with the NACR
 - Board to do
 - Review the (tentative) Budget
 - Anything missing at this time? Thoughts on the proposed registration fees?
 - Discussion:
 - Natalia - thinking of dropping the workshop for this conference cycle.
 - Anne - in the past we haven't budgeted for a keynote speaker, perhaps we can draw more people in by getting someone who is prominent within the profession. Panelists outside the org should be compensated as well - the panel could also be a draw for more people to attend the conference.
 - Natalia - community building piece, raffles, door prizes etc. for people engaging in the sessions. If the keynote is asking for a higher price, we can ask the board.
 - Erin, Mathew, Kelsey all stated that the pricing seems to be in-line, and even less expensive than expected.
 - Susanne - pricing question, re non-members +\$35
 - Mathew - late registration fee? Date cut off?
 - Natalia - committees would need to make a decision on that - people needed to be added manually last year while people were registering the week of

Anne - motion to approve draft budget, and Kelsey seconded
All in favor of approving budget
Welcome committee chairs to join board meetings to keep us updated

■ Conference Theme and Dates

- Any feedback or additional thoughts?
- Discussion:

Amy - the theme is not a strong suit of the committee so opinions and ideas are welcome!

Anne - Sustainability resonates with her and our profession

Mathew - in agreement and resiliency

Natalia - sustainability can be taken in other ways with taking care of each other and resiliency etc

Anne - if we have a speaker in mind, that could help determine a theme

Natalia - program committee can think about who would be a good speaker for those themes

■ Info Sharing in November

- A save the date to the membership
- Update to the NWA website with meeting information

Natalia - first two weeks in May seem to have no conflicting events

Sara - for Alaska, it would work well

Robert - end of semester times, so it could be rough for some

Erin - first two weeks in May could be busy

Natalia - would first week be better for Idaho and Montana

Erin and Robert agree

Board seems to be in agreement with May 2nd week for conference

NACR has a lot of ideas to add to the conference with activities, etc.

● NWA 2023 Planning

- We have the funds to support an Alaska conference. Can we officially confirm Alaska as the location for 2023? Sara is in agreement that Alaska 2023 in person is very wanted.

- Motion to approve: Mathew
- Seconded: Anne
- All in favor: Yes

- What additional information is needed from Alaska folks at that time? Since this is an in-person conference, should we get a local arrangements committee going?

■ Discussion:

Sara - first couple of weeks in May are desired, could probably do late May. Normal tourism schedule is off due to COVID, expecting a flood of tourism, pick a date to make it work - Anchorage, is likely the best place due to the availability and lodging, etc.

Local arrangements has a little bit of an informal group for planning - statement could help solidify the committee programming and local arrangements

Natalia - Sara are you interested in being the chair, etc.?

Sara - wants to open it up to others in AK but can certainly be a contact

Anne - people have expressed want for online components

Sara - can we do conference questions/planning via email?

Anne - recommend getting the google drive set up for the planning committee etc and can share templates.

- Are we ready to send a save the date for 2023 to the membership?
 - Discussion: Natalia - announcement “Late Spring 2023 Anchorage”
- Future Agenda Items (next meeting is for Nov/Dec on Dec 10th)
 - Journal of Western Archives - sponsorship contribution
 - Archivist In Residence: Elevate to a standing committee? Should there be a line item re: the money?
 - NAC Roundtable: Chair or member on the board?
 - Conference Planning Check In

Non-Verbal

- Announcements
 - Senate Appropriations Include Increases for Archives: The Senate Appropriations Committee released several spending bills this week and they include increases for archives in a few of the bills. The Senate allocated \$403.6 million to the National Archives and Records Administration (NARA), which includes a \$26 million increase for NARA, matching the House's funding level, and a \$1 million increase for the National Historical Publications and Records Commission to \$7.5 million, which is \$2 million short of the House's funding level. The Institute for Museum and Library Services and the National Endowment for the Humanities received substantial increases this year as well. Read more and find a link to a funding chart on the [National Humanities Alliance website](#).
- Archives Month \$
 - 1 applicant: Anchorage Museum; eligible to be reimbursed up to \$500
 - Event <https://www.anchoragemuseum.org/visit/calendar/details/?id=71061>
 - 2022 Archives Month planning
 - Brian Brown - NF asked him about coordinating OAM 2022 and joining the existing Professional Development, Education, and Awards Committee
- Membership Coordinator Updates
 - 184 active members, 174 showing as “renewal overdue”
 - Only 101 overdue renewals are for 2021 - potential to send reminder
 - 1 new membership is pending action for payment (invoiced)

