

## Midwest Archives Conference Fall Council Virtual Meeting

Monday, October 18, 2021 (Day One)

### Minutes

1:30 p.m. –3:00 p.m. (Eastern Time Zone)

**Present:** Tamar Chute, Michelle Sweetser, Jerice Barrios, Anne Thomason, Jennifer Ho, Katie Blank, Sammie Morris, Daria Labinsky, Donica Swann, Harrison Inefuku, Lynn Smith

*Chute thanked Council for being responsive to votes and initiatives over the summer.*

### Spring Council Meeting Minutes

**Action item:** Council approved the spring 2021 meeting minutes.

### President's Report

Chute summarized her president's report. Labinsky noted that Brandon Pieczko and Ida Mangum were both reappointed to their roles. Chute will update her report. Chute also highlighted MAC's response condemning the removal of the *Making History: Kansas City and the Rise of Gay Rights* exhibit from the Missouri state capitol rotunda.

### Annual Meeting

Sweetser announced that the Annual Meeting will be both in person and virtual. The plenary speaker has been confirmed.

One of our PC cochairs will be on maternity leave from January through March. Scott Brouwer was nominated as interim cochair from January through March.

**Action item:** Council approved Scott Brouwer as interim cochair from January through March 2022.

The program committee has made decisions regarding the program and distributed the speaker's agreement form. One of the speakers raised concerns about the demographic information collected on the form. Sweetser has talked to the cochairs, Chute, and Harrison Inefuku and recommends the form be revised with the help of Inefuku and the EIC. Sweetser has drafted an apology for the form.

Inefuku said the goal of the demographic data was to ensure diversity was being represented and the question was asked in the speaker's agreement form so that demographic

information would not be taken into consideration during the decision-making process. Originally, Council hoped to use this demographic data to fix imbalances; but the sense is that having the question on the form does not help fix imbalances. Session proposal submitters could be asked to answer a question about how their session will contribute to DEI, which will be considered, although some concern was also expressed that white people might write a statement about diversity to gain points without actually representing the voices of the communities they are talking about. Another idea would be to require a member of an underrepresented community to be a part of any session about that community. Concern was also expressed by several council members that people may not want to reveal personal data to a MAC committee.

Changes to the speaker's agreement form will be made before the spring 2023 call for proposals.

It was noted that MAC does not have a diversity statement on the website and that MAC needs a diversity statement. Chute suggested borrowing from the SAA statement if they give permission. Chute will write SAA and get approval to use some of the language. Thomason and Morris will help with the statement.

### MAC 2023 Annual Meeting, Chicago

**Action item:** Council approved Pam Hackbart-Dean as Program Committee cochair.

### MAC Fall Symposium 2022

The Symposium is planned for Indianapolis in 2022, and Jackie Shalberg and Bethany Fiechter have submitted a detailed proposal. Sweetser will verify the dates for the Symposium, and Council will vote to approve the Fall Symposium over email.

### Vendor Coordinator

Sweetser, Blank, and Barrios will meet to see what else, if anything, needs to be added to the vendor coordinator position description. Barrios discussed the importance of the vendor coordinator communicating with the publications chair.

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### **Future Meeting Locations after Spring 2023**

Council began thinking of where to go for the Annual Meeting after 2023. Where haven't we been? Where do we have volunteers willing to be hosts?

### **Treasurer's Report**

Barrios gave the treasurer's report. Council will vote later over email on the report. Council discussed methods of raising the amount of funds available for scholarships.

### **Secretary's Report**

Thomason gave the secretary's report. Thomason will begin going over Google Drive procedures and making sure the process for adding and removing members is clear.

### **Social Justice Responses**

Council had approved a Social Response Committee in October of 2020 to help craft responses and messages, which would then go to Council for approval. Positions need to be filled for this committee. Ho and Swann wrote our last statement regarding the exhibit in Kansas. The process will go smoother if there is a committee to take on this work; for example, members of the committee can volunteer to draft a statement, and the work will be spread out among members instead of the same person each time. This also allows emotional labor to be spread out. The group will need a chair. Ho will be the liaison for the Social Response Committee. The committee consists of the president, secretary, one member of council, and two MAC members, one of whom is a student member.

### **Nominating Committee Report**

Council discussed making the nominating process easier and how to generate more candidates. The volunteer coordinator should help with this process.

**Action item:** *Council approved the Nominating Committee slate:*

### **Vice President**

Jennifer Audsley-Moore, National Archives at Denver, Colorado

Benn Joseph, Northwestern University, Illinois

### **Treasurer**

Jerice Barrios, Archives of the North American Province of the Cenacle, Chicago

Lindy Smith, University of Missouri–Kansas City Missouri

### **Council**

Becky Dampitz, Decatur Free Library, Illinois

Lindsay Hiltunen, Michigan Tech, Michigan

Rebecca Kuske, University of Wisconsin–Stout, Wisconsin

Laurinda Weisse, University of Nebraska at Kearney, Nebraska

### **Nominations**

Mikala Narlock, University of Notre Dame, Indiana

Amber Watts, Fort Hays State University, Kansas

Michael Seminara, University of South Dakota, South Dakota

Austin Justice, University of Southern Mississippi Libraries, Mississippi

### **Strategic Planning**

Donica Swann reported on strategic planning with a recommendation of establishing a mission, vision, and value statement first.

Wednesday, October 27, 2021 (Day 2)

## Minutes

12:00 noon–4:00 p.m. (Eastern Time Zone)

### Welcome and Introductions (Chute)

**In attendance:** Tamar Chute, Michelle Sweetser, Jerice Barrios, Donica Swann, Jennifer Ho, Katie Blank, Sammie Morris, Daria Labinsky, Anne Thomason, Lynn Smith

### Membership and Volunteer Coordinator Discussion

Membership Coordinator Greg Bailey joined us to talk about the membership campaign and the volunteer coordinator position. Bailey summarized the membership report and informed Council that the link to the volunteer form is now included on the membership renewal email. Council then discussed the duties of the volunteer coordinator position and how to fill it.

Labinsky reminded Chute to begin recording the meeting, and the secretary is incredibly grateful for this.

Council discussed having realistic expectations of what the volunteer coordinator can accomplish. Part of the process means making sure committees are aware they can contact the volunteer coordinator to help find people interested in serving on their committees. The volunteer coordinator was confirmed to be a three-year term. Council hopes to have someone in place by spring so there can be transition time prior to the Annual Meeting.

Bailey and Chute will meet to outline the position in more depth before putting the call out.

Council acknowledged that some of the manuals on the website may need to be updated. Thomason will begin this process and make sure the manuals on the website are the latest versions.

### Publications Report

Labinsky summarized the publications report, reminding Council that MAC's publications are only online moving forward; there will be no more print editions after the next issue of *Archival Issues*.

Labinsky brought forth a proposal to digitize the newsletters, including the years 1973–1986 and 2006–2010. This would be an excellent project for MAC's 50th anniversary. The cost would be about \$7,000. Treasurer Barrios said that we have enough to take out of our strategic fund.

**Action item:** Council participated in a nonbinding vote confirming interest in pursuing the digitization of the MAC Newsletter.

Treasurer Barrios will present an amended budget that Council will vote on via email.

### Spring 2022 Meeting in Madison, Wisconsin, Report and Discussion

Council was joined by PC Cochairs Sarah Dorpinghaus and Kahlee Leingang; Deb Nolan and Celeste Isacco from AMC; and Hathaway Hester from the Education Committee. LAC Cochairs Katie Nash and Cynthia Bachhuber joined during the middle of the discussion.

Council discussed the speaker's agreement, and Dorpinghaus confirmed that the speaker's agreement asked if the presenter accepted being recorded or being part of a livestream. Only two sessions did not assent to recording. The conference will be hybrid, and if at least 50 people register, the virtual portion of the conference will pay for itself. The plan is to know in advance which sessions will be available for the virtual conference.

Council then turned to COVID protocols during the conference. The planning committees recommended not requiring masks as PC committee members are uncomfortable asking people to put on masks and many public spaces cannot be controlled. The committee recommended encouraging masks and for shepherds to remind attendees before the start of each session of the importance of hand washing and wearing masks.

Thomason expressed concern about not having a mask mandate, as the public health risk of a large event in potentially cramped session rooms outweighs the discomfort of asking someone to put on a mask. Council discussed requiring masks in the program sessions. Thomason suggested we should have a vaccine requirement as well, acknowledging such a requirement would be challenging to implement. The committees were thanked for their careful consideration of protocols in the COVID era. After discussion, Council decided to vote on a masking requirement for the session spaces only.

**Action item:** Council voted to adopt a masking requirement in session spaces during the MAC Annual Meeting in Madison, Wisconsin, May 2022.

Council then discussed the registration rate for the Annual Meeting. Rates are proposed to stay the same as 2020.

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**Rates:**

Member	\$135
Nonmember	\$165
Student	\$ 65
Member—postdeadline	\$155
Nonmember—postdeadline	\$185
Student—postdeadline	\$ 75
Day registrants	\$ 90
Reception guests	\$ 30
Virtual registration	\$ 49
Nonmember virtual registration	\$ 59

**Action item:** *Council approved the registration rates as stated in the report with the addition of the nonmember virtual rate of \$59.*

**Education Committee**

Hathaway Hester summarized the report. Michelle Ganz proposed a workshop on increasing accessibility in archives for employees and visitors that has been accepted. There will not be an SAA workshop this year.

The committee plans on having the Speakers Bureau be virtual in 2022.

Ho asked if at the MAC Annual Meeting speakers could start each session with a reminder about the code of conduct. Council agreed this would be a good idea, and VP Sweetser said the code of conduct will also be available on the registration form.

**Development Coordinator**

Chute announced that Ida Mangum has resigned as development coordinator, and MAC needs to fill the position. Barrios recommended checking with the current Development Committee to see if anyone is interested before sending out a general call for a volunteer. The new development coordinator would finish Mangum’s term.

**Awards Committees**

President Chute recommended sending out an email blast about fully funding the Mark Greene scholarship. She will work on writing that and send it out.

Council then turned to a discussion of the Awards Task Force. There was discussion of whether recommendation letters should be required for all awards. Sammie Morris will work with award committees and call a meeting to start a discussion about the application process for the awards, making sure we are consistent in how we give the money to winners and other awards issues.

Council then discussed the many problems members and officers have faced with MAC Forums. Chute is going to check with Memberclicks to see if there is a better way.

Jennifer Johnson joined the meeting at 2:24 to discuss the Presidents Award report to redesign the committee structure to match how it actually functions.

In its report, the committee recommended three possible options:

1. Maintain the Presidents Award Committee as is with more responsibilities directed to the state committees.
2. Merge the responsibilities of the state committees with the state representatives on the Membership Committee; ideally, eliminating the role of state committees from the Presidents Award Committee and asking state representatives on the Membership Committee to take on the minimal additional role of sending out the call for nominations for the Presidents Award Committee.
3. Create a new committee structure for the Presidents Award Committee, phasing out or eliminating state committees from the Presidents Award Committee. The new committee would be formed of the three immediate past MAC presidents and perhaps the addition of two volunteers to include member participation in the committee.

The committee prefers option 3 and Council concurred, with perhaps only having one volunteer instead of two.

Johnson will touch base with the current state reps to make sure they do not have any problems with the proposed change. She will also check with Greg Bailey from the Membership Committee.

After Johnson’s conversations and any rewording, Johnson will send a revised report and Council will vote on the change.

### **2021 Fall Symposium**

Tara Laver and Lindy Smith joined us to summarize the 2021 Fall Symposium report. Final attendance ended up at 102 people; the committee decided to allow the 40 people on the waitlist in.

### **Motley Award**

Rebekah McFarland joined us to discuss the Motley award and suggested removing the geographic limitation on the award to encourage more applications and interest in MAC.

***Action item:** Council voted to remove the geographical limitation on the Motley award.*

**Meeting Adjourned at 3:49 p.m.**

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## Between Meeting Actions

Council passed the following motion via email on November 30, 2021:

*Council approved the new volunteer coordinator position and description.*

Council passed the following motion via email on December 9, 2021:

*Council approved the minutes of the Fall 2021 Council Meeting.*

Council passed the following motion via email on December 10, 2021:

*Council approved to change the makeup of the Social Response Committee to the following: president, secretary, one member of Council, and two MAC members. The original configuration was president, secretary, one member of Council, one MAC member, and one student member. After several attempts, no student members volunteered for the position, and the turnover in students every year would make it challenging to maintain the position. Council will strive for diversity in selecting the two MAC members of the committee.*

Council passed the following motion via email on January 13, 2022:

*Council approved the Treasurer's Report and Budget for 2022.*

Council passed the following motion via email on January 19, 2022:

*Council approved Kate Dietrick as the volunteer coordinator.*

Council passed the following motion via email on January 25, 2022:

*Council approved Natalia Gutiérrez-Jones as development coordinator.*

Council passed the following motion via email on February 4, 2022:

*Council approved the amended slate for the 2022 election. The slate will be:*

### **Vice President:**

Jennifer Audsley-Moore, National Archives at Denver, Colorado

Benn Joseph, Northwestern University, Illinois

### **Treasurer:**

Jerice Barrios, North American Province of the Cenacle (Cenacle Sisters)

Lindy Smith, University of Missouri–Kansas City, Kansas

### **Council:**

Becky Dampitz, Decatur Free Library, Illinois

Lindsay Hiltunen, Michigan Tech, Michigan

Laurinda Weisse, University of Nebraska at Kearney, Nebraska

### **Nominating Committee:**

Kayla Harris, University of Dayton, Ohio

Joseph Taylor, Knox College, Illinois

Amber Watts, Fort Hays State University, Kansas