

Society of Georgia Archivists
Annual Business Meeting
Augusta Towers
03 November 2005

CALL TO ORDER

President Sheila McAlister called the meeting to order at 12:46 pm. McAlister welcomed everyone to Augusta. She then thanked the Board for their participation and gave special thanks to Pamela Coleman and Taronda Spencer for organizing the 2005 Annual Meeting.

OFFICERS' REPORTS

Treasurer:

Treasurer Jill Swiecichowski reported that the SGA checking account balance is \$16,859.97. She also reported that in the past year she moved the scholarship funds into separate money market accounts.

Archivist:

Archivist Michael Nagy reported that it had been a quiet year because a large amount of SGA materials had been deposited at the Georgia Archives last year. Nagy stated that he will meet with outgoing committee chairs to gather their records. He also asked that former chairs or Board members turn over their records.

Administrative Assistant:

Administrative Assistant Sybil McNeil thanked the Board and SGA members for their patience in the past year as she became familiar with the position. McNeil reported that there are 209 SGA members, with 24 new members this past year. She also noted that the registration packets contained membership renewal forms and said she can accept renewals at any time.

PUBLICATIONS

Provenance:

Provenance Associate Editor Naomi Nelson reported that Susan Broome had stepped down as editor earlier in the year and that the search for a new editor is ongoing. Nelson reported that the 2004 issue was out and the 2005 issue should be out by the end of this year. She also noted that they are ready to accept submissions for the 2006 issue.

Newsletter:

Miriam Hudgins reported that the Winter issue was the last to be printed and mailed and the April issue was the start of electronic-only publication. She noted that if any member is not getting notification of new issues, to please let her know. She also reported that the deadline for the next issue is 15 November. She said that reports and photos from this meeting would be great to have for the newsletter.

Hudgins reported that Mary McKay is the new newsletter editor and that Greta Browning will serve as assistant editor. She then thanked the regular columnists and others who had contributed to the newsletter in the past year. Hudgins also thanked Penny Cliff for proof-reading the newsletter and Pamela Coleman for helping switch to the electronic format.

Website:

Pamela Coleman reported that website use continues to increase. The most visited pages are Georgia Repositories and Jobs. Coleman asked that if anyone had any suggestions to please let her know.

Subscriptions Manager:

Subscriptions Manager Jody Thompson reported that it had been a quiet year. She also reported that there are 60 institutional subscribers.

COMMITTEE REPORTS**Archives Week:**

Archives Week Chair Jody Thompson reported that 2000 flyers had been sent out this year. On 12 September the Governor signed a proclamation for Archives Week. She noted that Christine de Catanzaro and Mary McKay are next year's co-chairs.

Education:

Education Chair Morna Gerrard was not present so Sheila McAlister reported that there had been 2 very successful workshops in the past year. McAlister then thanked the committee for putting together such great educational opportunities.

Membership:

Membership Chair Valerie Frey reported that the big change in the past year was that the Membership Directory went from a print format to electronic format. This change saved SGA \$594.

Frey also reported that the procedure for welcoming new members had been standardized. She then thanked the committee members. She also thanked Sheila McAlister and Pamela Coleman for their help with the directory format change; Sheila McAlister and Jill Swiecichowski for manning the SGA table at the annual SAA meeting; and Sybil McNeil for all her hard work.

Scholarship:

Scholarship Chair Gilbert Head reported that it had been a productive year for the Scholarship Committee. The 2004 auction raised \$1340 and he thanked those who contributed items for this year's auction.

Head reported that the committee has been rethinking how scholarship decisions are made. He thanked the committee for their hard work. He then presented certificates to the past year's scholarship recipients. Head suggested that scholarship recipients should write an account of the meeting they attend for the newsletter.

Nominating:

Nominating Chair Kayla Barrett reported that the ballots were mailed 30 September and that there was a 45% return rate. She announced the results of the election: Vice President/President Elect—Jill Severn; Treasurer—Elizabeth Barr; 1st Year Director—Tamara Livingston; Nominating Committee—Laura Botts and Christine Wiseman. Barrett thanked all those who were willing to run for office.

2005 Annual Meeting:

Second Year Director Pamela Coleman reported that there had been 62 advance registrations which is a good turn-out for a location outside the Atlanta area. She encouraged attendance at

the extra session. Christine Wiseman will speak about her experience as part of a disaster relief team in the Gulf Coast area following Hurricane Katrina.

Coleman noted the change of venue for the reception and stated that she is trying to organize carpools. She then thanked all the committee members who helped organize this meeting.

2006 Annual Meeting:

Taronda Spencer expressed her thanks and gratitude to the Local Arrangements Committee members. She reported that the 2006 Annual Meeting will be in the metro-Atlanta area, 01-03 November. Spencer noted that there are committee sign-up sheets and encouraged participation.

NEW BUSINESS

By-laws Amendments:

Sheila McAlister reported that the Board had looked at the current by-laws and compared them to previous decisions made by the Board. She stated that Valerie Frey, Michael Nagy, and Gilbert Head worked to make sure all changes were reflected in the by-laws. It was noted that a 2/3 majority of those members present and voting at the business meeting is required for a by-laws change.

McAlister noted that the first change would alter the term of the administrative assistant. She explained that the administrative assistant plays a crucial role and this change would allow for the current assistant to mentor the incoming person. Setting the term at three years would create overlapping years for mentoring.

The amendment was called to a vote. Gilbert Head seconded the motion. Linda Davis, a former administrative assistant, encouraged the members to vote yes. Beth Russey stated it may be hard to find people willing to serve for three years. Deborah Davis suggested that the term could be modeled on the vice-president to president term. However, Sheila McAlister pointed out that position is actually a three year term because after serving as vice-president, then president, the third year that person is chair of the nominating committee. There was concern that the term may be too long. McAlister noted that this amendment basically formalizes something that is already in place and that it more truthfully describes the position.

Glenda Anderson called for a vote. Gilbert Head seconded the motion. A voice vote was taken. The ayes had it, there were no nays.

Sheila McAlister noted that the second change would create the position of listserv manager. She explained that because of the change to electronic format for SGA publications and the passwords necessary, there were more listserv duties, including a yearly purging. This position would be for the same three year term as the website editor.

McAlister asked if there were any questions or comments; there were none. Taronda Spencer called for the vote. Gilbert Head seconded the motion. A voice vote was taken. The ayes had it, there were no nays.

Sheila McAlister announced that Susan Hoffius has agreed to serve as the interim editor of Provenance. The search continues for a new editor. McAlister noted that if anyone was interested in the position they should contact Susan Hoffius, Naomi Nelson, Laura Botts, or herself.

ANNOUNCEMENTS

Valerie Frey announced that the Georgia Archives was interested in forming a state-wide disaster planning committee. Anyone interested should let her know. Glenda Anderson asked about the format and location of meetings, for instance would they be held in Atlanta, or via email, etc. Frey responded that the meetings probably would be face-to-face at first and future formats could be determined.

Sheila McAlister announced that the Board had agreed to donate \$500 to the Gulf Coast archives relief fund. Gilbert Head announced that proceeds from a few items in the auction will also be donated to the relief fund.

Jill Severn announced that UGA currently has an exhibit on rural electrification. Lisa Westrick announced that the Medical College of Georgia would be hosting a traveling exhibit from March to April 2006.

It was announced that Mercer Library was going to have a Frankenstein exhibit. Sheila McAlister encouraged the members to become more involved and stated that sign-up sheets were at registration desk.

ADJOURNMENT

There being no other business at 1:34 pm, Renee Sharrock moved to adjourn the meeting. Gilbert Head seconded the motion and it was approved.