

CALL TO ORDER

The meeting was called to order by SGA President Brittany Parris at approximately 4:00pm.

ACKNOWLEDGMENTS

Brittany Parris thanked everyone for attending the SGA/SFA Joint Annual Meeting, especially with adjustments to the schedule after the recent hurricane. She also thanked the 2016 SGA Board members, acknowledged each position and asked everyone present to stand when their name was called. Additionally, Brittany introduced the incoming 2017 SGA Board members, asked each to stand when their name was called, and thanked everyone for volunteering. Beginning in January 2017, the new SGA President will be Wendy Hagenmaier. Brittany will transition to the role of Past-President/Nominating Committee Chair.

ANNUAL REPORTS (* indicates reports circulated via email)

Officer reports

President

Brittany Parris reported that she worked with the board on the 2016-20 Strategic Plan and corresponded with the Strategic Planning Task Force to finalize plans and timelines for future goals. She provided a *Letter from the President* for the newsletter and held the Q4 Presidents Meeting with the Vice-President and Past-President. She gave closing remarks at the RAAC/SGA Symposium and also solicited nominations for the President's Award without receiving any submissions. Brittany attended the Georgia Archives Institute reception, the GAM proclamation photo-op with the Governor, and corresponded with the Nomination Committee Chair regarding 2016 elections and appointments. She conducted an in-depth review of the SGA Bylaws, working closely with the board on revisions and amendments, hoping for ratification from the membership very soon. Brittany's remaining goals for the year include revisiting position descriptions and timetables in the Administrative Handbook. She will contact board members soon and begin the project.

Treasurer

Justine Fletcher thanked Michael Nagy for his assistance this year and provided information for all updated financial reports, the *Profit & Loss* and *Balance Sheet*. Justine described activities performed to date, including routine transactional tasks, processed checks and PayPal transfers, payments and reimbursements, as well as reconciled all bank accounts to statements for year-end reports. SGA estimated account totals includes:

<i>Money Market</i>	\$85,200	<i>Petty Cash</i>	\$ 200
<i>Checking</i>	\$30,400	<i>Total Liabilities/Equity</i>	\$117,100
<i>PayPal</i>	\$ 1,350		

OTHER BOARD REPORTS (* indicates reports circulated via email)

*Archivist

*Website

*Administrative Assistant

*Listserv

*Provenance

*Subscriptions Manager

Newsletter

Blynn Oliveri announced that newsletter advertising revenue decreased but is expected to go back up. The newsletter page count may need to increase to accommodate more ad space, which means that overall content will need to increase, as well. Future articles could possibly focus on all subjects, including member activities and institutional spotlights. Amanda Pellerin, new Newsletter editor, was introduced and shared her contact information. She encouraged everyone to submit ideas for content to the newsletter. Amanda asked for information about professional presentations and anything else that members might like to share.

COMMITTEE REPORTS (* indicates reports circulated via email)

*Georgia Archives Month Liaison

*Outreach

*Education

*Mentoring Program

*Membership

*RAAC

*2016 Annual Meeting

Scholarship

Meredith Torre thanked the Scholarship Committee members and announced the awards:

- Megan Kerkhoff, Carroll Hart Scholarship
- Candice Larson, Brenda Banks Scholarship
- Jessica Lemming, Ed Weldon Scholarship
- Laura Frizell, Anthony R. Dees Scholarship
- Jesse J. Hockings, Larry Gulley Scholarship
- Kassandra Ware, Taronda Spencer Scholarship

Meredith discussed the silent auction to be held during this Annual Meeting.

Nominating

Sarah Quigley thanked the committee, all nominees, and nominators. She announced new positions, both voting and appointed. Elections were conducted via SurveyMonkey. An SGA Board vote was called for the 2016 Fellow candidate, and Michael Nagy was appointed. Sarah also worked with Wendy Hagenmaier to plan collaboration between Membership and Nominating Committees on the strategic plan diversity initiative.

OLD BUSINESS—none reported

NEW BUSINESS

Brittany announced the next SGA Annual Meeting will be held at Brasstown Valley Resort and Spa in the Georgia mountains. It will occur during the first weekend of November 2017.

ADJOURNMENT

The meeting was adjourned at approximately 5:00pm.

Respectfully submitted on December 21, 2016

Kim Norman, Secretary