

Society of Alabama Archivists

Business Meeting Minutes, November 16, 2005

The annual fall meeting of the Society of Alabama Archivists was held at The University of Alabama on November 16, 2005. President Chris Davidson called the meeting to order at 11:15 a.m.

The 2004 fall meeting minutes were approved as distributed.

- I. The Treasurer's Report was given by Treasurer, Cynthia Luckie:

Treasurer's Report - 16 November 2005

Checking account balance, 10/07/2005		\$ 3,659.60
Income		
2004 meeting registrations	\$ 465.00	
Membership dues	\$ 800.00	
2005 meeting registrations	\$ 525.00	
Total Income		\$ 1,790.00
Expenditures		
2004 meeting expenditures	\$ 330.07	
Postage (3 mailouts)	\$ 133.20	
Newsletter printing (Univ. of Ala.)	\$ 64.29	
Letterhead stationary from Ala. Printing (2000 letterhead sheets, 2000 envelopes, 500 matching blank sheets, 500 blank envelopes)	\$ 398.98	
Miscellaneous – stickers, 2500 mailing labels, colored paper, new receipt book	\$ 59.02	
Total Expenditures		\$ -985.56
Checking account balance, 11/15/2005		\$ 4,464.04
SouthTrust, now Wachovia, CD (renewal maturity date – 12/12/2006)		
Previous Balance	\$ 1,530.62	
Interest Paid	\$ 44.77	
Current Balance		\$ 1,575.39
Total Assets		\$ 6,039.43

The Treasurer's Report was approved as read by Cynthia Luckie.

- II. The members discussed whether the society would like to donate money to the SSA-SAA Emergency Disaster Assistance Grant Fund. Cynthia Luckie,

Treasurer, suggested that \$500.00 be donated since SALA has sufficient funds for a donation of that size. After discussion, a motion was made to approve the donation, it was seconded and approved.

- III. The report of the Nominations Committee was presented to the members and additional nominations and discussion were solicited at that time. The Nominations Committee consisted of Chris Davidson, Tim Pennycuff and Mary Jo Scott.
The committee recommended the following people to serve as officers, as members of the Executive Committee and other positions.

Officers:

Past President: Chris Davidson – Alabama Department of Archives and History
President: Donnelly Lancaster – University of Alabama
Vice Pres.: Laura Anderson – Birmingham Civil Rights Institute
Secretary: Jennifer Beck – University of Alabama at Birmingham
Treasurer: Cynthia Luckie – Alabama Dept. of Archives and History

Executive Committee:

Jim Baggett, Birmingham Public Library (expires 2008)
Susan Bzdell, Morgan County Archives (expires 2006)
Carol Ellis, University of South Alabama (expires 2008)

Other:

Newsletter editor: Carol Ellis, University of South Alabama
Webmaster and Listserv Manager: Jason Kneip, Auburn University Montgomery
Archivist: Mary Jo Scott, Alabama Department of Archives and History

A vote was taken and all the nominees were unanimously elected. Following the vote Chris handed the meeting over for Donnelly to conduct.

- IV. Resolution to amend the By-laws:
Resolved, that another member of the Executive Board shall have his/her name on the Society's bank account in addition to the treasurer. In the event of the treasurer's incapacity to fulfill his/her duties, this officer shall function as temporary treasurer until the membership elects a new treasurer.

The resolution was discussed by the members. It was noted that the additional person should work in the same city as the treasurer so that he/she would have access to the financial papers of SALA. It was suggested that at present the SALA Archivist would be ideal as the co-signer on SALA's accounts since that person would be located in Montgomery as is the current Treasurer. A motion was made and seconded to accept the resolution and was unanimously approved by the members.

- V. Discussion on whether to continue to waive student registration fees for the annual meeting or offer reduced fees to offset the cost of lunch. There was some concern that the cost of lunches being offered for free would be a burden to SALA since the meeting this year was being held at a large university with the potential of attracting a larger than normal number of students. This is not normally a concern when the meeting is held at locations other than the universities. Another concern is the fact that prices for lunch and refreshments vary from year to year. Overall the opinion was that waiving student registrations was a good practice that could potentially bring more students to the meetings and that it is a burden that SALA could afford at the time. Following the discussion it was decided that SALA would continue waiving student registrations and that no vote was needed on the matter.
- VI. Stipends for students to attend SAC meetings was the next matter addressed by the members. It was suggested that SALA may want to begin offering stipends to students to encourage their involvement in the SAC conference that is held in the spring. The next SAC meeting will be held on April 19-21, 2006 in Lafayette, Louisiana. The members approved of the idea and there was some discussion on setting a cap on the amount awarded. It was decided that the Executive Committee would work out the details of the SAC stipend program with a cap of \$500.00 to be awarded. A resolution to institute the stipend program, with the details to be written by the Executive Committee, was approved by the members.
- VII. The formation of regional chapters within SALA was discussed. The idea was that chapters would meet informally between annual meetings to get to know one another and discuss activities at their respective institutions. It was decided that SALA would leave the organization of regional chapters up to the discretion of the regions.
- VIII. Formation of a new Time and Place Committee was discussed by the members. A former committee had contacted various institutions throughout the state and had selected sites for the meeting through 2009 as follows: 2006 – Birmingham; 2007 – Dothan; 2008 – Montgomery; 2009 – Auburn. It was asked whether a location should be selected for 2010 but the consensus was that the schedule is sufficient for the time being. The members felt that there is no need for a Time and Place Committee this year since there is a schedule for the next four meetings.
- IX. There was no new business brought forward from the floor.
- X. The meeting was adjourned at 11:40 a.m.

Jennifer L. Beck, Secretary