

**Society of Indiana Archivists**  
**2011 Annual Business Meeting**  
Indiana Historical Society  
Eugene and Marilyn Glick Indiana History Center  
Saturday, April 2, 2011

President Wes Wilson called the meeting to order at 11:20 a.m. Approximately 45 members and Board members were in attendance.

Wes Wilson introduced the SIA Board members present:

- Jackie Shalberg, Vice President and Program Committee chair
- Noraleen Young, Board member
- Alison Stankrauff, Board member and Education Committee chair (assisted by committee members, Jennifer Greene and Anne Thomason)
- Jane Gastineau, Secretary-Treasurer
- Kate Cruikshank, Past President
- Michael Vetman, Board member and Scholarship Committee chair (assisted by committee member, Carol Street)
- Beth Swift, newsletter editor
- Shauna Borger, web editor

Jane Gastineau gave the treasurer's report for July 1, 2010 through March 31, 2011:

- Beginning balance in checking was \$7284.17 and in savings was \$100.00
- Ending balance in checking is \$5900.65 and in savings is \$895.27
- SIA funds invested in two certificates of deposit totaling \$4000.00
- Total assets as of March 31, 2011 is \$10,795.92

A detailed report is attached.

Kate Cruikshank moved the treasurer's report be accepted; Michael Vetman seconded; report accepted.

Jane Gastineau presented the proposed budget for July 1, 2011 through June 30, 2012:

**Proposed Budget July 1, 2011 - June 30, 2012 Draft 3/20/11**

**Income**

Membership dues	\$1,400.00	[reflects 2012 dues rate of \$20--70 members @ \$20]
Scholarship Fund donations	\$200.00	[currently \$165 for period Jan.-Mar. 2011]
Annual Meeting registrations	\$1,000.00	[estimate based on 50 paid attendees @ \$25]
Pre-conference Workshop registrations	\$250.00	[estimate based on 2011 registrations]
Annual Meeting donations	\$50.00	[conservative estimate based on 2011 donations]
Fall Workshop(s) registrations	\$1,200.00	[2010 figure]
General Fund donations	\$50.00	[current figure]
Interest	\$25.00	

## Expenses

### *Annual meeting*

Catering	\$1,500.00	[based on 60 attendees @ \$25]
Room fees	\$250.00	[guestimate--no fee in 2011]

### *Pre-conference workshop*

Catering	\$250.00	[based on 25 attendees @ \$10]
Room fees	\$100.00	[guestimate based on \$25/hr for 4 hrs--no fee in 2011]

### *Fall Workshop(s)*

\$1,000.00

Website hosting and fees	\$150.00
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### *Administrative*

Indiana Business Entity Report fee	\$10.00	[due to Sec. of State annually to maintain incorporation]
Supplies/mailing/printing	\$100.00	[2010-11 included 1 book of stamps, a zip drive, SIA bookmarks]

### *Scholarships*

Krasean	\$150.00
Newman	\$150.00
Proposed additional scholarship	\$150.00

**Totals** **\$4,175.00** **\$3,810.00**

Noraleen Young moved the budget be accepted; Tom Hamm seconded; budget approved.

Jane Gastineau gave the membership report for May 1, 2010 through March 31, 2011:

- The Society of Indiana Archivists currently has 96 members: 16 institutional members and 80 individual members. Since the beginning of the membership year on January 1, 2011, SIA has welcomed a total of 31 new members: 6 institutional members and 25 individual members.

Wes gave the president's report on SIA activity for 2010-2011:

- Membership drive: With the thought that there are people in Indiana who would join us if they knew about us, we sent out an invitation to join to over 350 historical institutions, mostly museums, that may have archival collections. Some have joined.
- Fall workshop at Allen County Public Library, Fort Wayne: Excellent attendance for a site outside of central Indiana—we'll try it again in the near future at another non-central Indiana location.
- Offering LEU units and ACA certification points for attendance at SIA workshops and annual meetings beginning with our fall workshop at Fort Wayne.
- New website & logo designed by Carolyn Runyon (at American University in Cairo since January): Now appearing on our website on mailings and on our new banner.
- By-Laws revision including new positions of Secretary and Treasurer and membership chair: Kate will explain the changes and the need for them a little later.
- Grant partnership: We have joined with the State Library in applying for an NEH preservation grant to conduct assessments of repositories preservation needs and provide follow-up with preservation mentors. We are hopeful that the grant will be approved.
- Continued development and refinement of the Annual Meeting and Workshop Manual by Jackie Shalberg, so that we don't lose all the valuable experience learned in planning the meetings.

- Education partnerships: State Archivist, Jim Corridan, is interested in partnering with us in conducting workshops at sites around Indiana. It is a good match since the State Archives and SIA have many of the same goals for providing archival information to repositories statewide.
- Finances (CDs): Rather than pay fees and lose money, we are now earning a little interest. Jane Gastineau has developed more detailed financial reports and budgets for SIA this past year. Having money is useful to SIA so that we can accomplish our purposes such as fostering standards, developing methodology, sharing new developments in the field, exchange of ideas through the annual meeting and workshops, publications such as the newsletter and our website and scholarships.
- Scholarships: Michael Vetman has led the scholarship committee and will be making this year's award next. The scholarships are one of the newer initiatives of SIA that we are planning on growing this year. Larger awards can encourage students and new archivists to attend and get started in the process of learning and sharing about what we do through our professional organization. A possible future area is awards to winners of poster session competitions at annual meetings and/or workshops.
- State Historic Records Advisory Board (SHRAB) report from last meeting: NHPRC grants will be down this year – probably less than 5 million – and 3.4 million is already committed. Preserving the American Historical Records legislation is to be re-introduced this year by Orrin Hatch and Carl Levin.
- National Association of Government Archives and Records Administrators (NAGARA) will meet in Indianapolis in 2013.
- Civil War images are needed from SIA member repositories for 2011 Archives Month poster. Send them to Ted Cotterill <[tcotterill@icpr.in.gov](mailto:tcotterill@icpr.in.gov)> at the Commission on Public Records.

Michael Vetman, on behalf of SIA and the Scholarship Committee, presented the Thomas Krasean Scholarship to Angela Moore. She is a recent graduate of Indiana University SLIS and is currently director of the Berne Public Library. Michael noted that SIA hopes to increase both the amount of the scholarship awards and the number of awards in the future, as reflected in the 2011-2012 budget.

Kate Cruikshank presented the proposed changes to the SIA Constitution and By-Laws. Those attending the business meeting were provided with written copies, so that they could follow Kate's explanations. She noted that the proposed changes would allow for wider distribution of the work of running SIA and its programs, provide greater transparency, and encourage greater member involvement. Once changes in the Constitution and By-Laws are approved by the membership, written procedures/descriptions of officers' duties, etc., will be developed and approved by the Board. After explanation and discussion, Tom Hamm moved the changes be approved; Noraleen Young seconded; changes approved.

Wes Wilson presented the Board's proposal for an increase in SIA dues to begin with the 2012 membership year, January 1, 2012. He summarized the Board's reasoning and discussion:

Why increase dues?

- This meeting and workshops are partially subsidized from membership dues to keep the cost of registration low.
- SIA would like to expand sponsorship of local or regional workshops around the state to reach more people
- SIA would like to increase scholarship amount and types

The Board discussed an increase at a meeting last year following the 2010 annual meeting and proposed an increase as follows:

- Individual - from current level of \$10 to \$20
- Institutional – from current \$15 to \$30
- Volunteer /Student/Retiree – from current \$5 to \$10

But what do you think?

- Should we keep it at its current level?

- Raise it to, say, \$15, individual
- Or the board recommended \$20, individual?
- What do you feel comfortable paying annually?

Discussion followed during which the following points were made:

In favor of an increase or change in dues structure

- Dues should be raised to keep up with rising costs/inflation—dues have been the same for years
- SIA's very low dues may make the organization appear like it's not worth much (what one attendee later called "low perceived value")
- Dues might be set up on a voluntary scale—i.e. pay what you can afford or think membership is worth
- Dues might stay the same with the option of donation to the general fund (not just the scholarship fund) included on the membership form

In opposition to an increase

- Many organizations' dues come due in January; an increase could create financial difficulties for some members
- Students can't afford higher dues
- SIA needs to remain low-cost to attract and keep new members

Tom Hamm moved that the issue go back to the Board for further discussion in light of members' responses and that the Board present a new proposal at the 2012 Annual Meeting. Further discussion. Motion seconded by Denise Buhr. Motion passed with one "nay" vote.

Because the dues increase was not approved, the 2011-2012 budget will have to be revised.

Noraleen Young presented the Nominating Committee's slate of officers:

- Patricia Sides, Archivist, Willard Library, Evansville—Vice-President
- Christine Guyonneau, University Archivist, University of Indianapolis—Secretary
- Jane Gastineau, Lincoln Librarian, Allen County Public Library—Treasurer
- Colleen McFarland, Archivist, Mennonite Church USA, Goshen—Board member
- Michael Vetman, Reference Archivist, Indiana State Archives—2<sup>nd</sup> term Board member

There were no nominations from the floor. Tom Hamm moved the slate be accepted; Carol Street seconded; slate elected.

Nominating Committee members Wes Wilson, Noraleen Young, and Steve McShane were thanked for their work.

Alison Stankrauff reported that the Midwest Archives Conference (MAC) will meet in Indianapolis in 2013. SIA will cooperate. She will be seeking people willing to help with local arrangements.

Wes presented a proposal that the Board be allowed to approve the minutes of the Annual Meeting at its next meeting, so that minutes are approved promptly rather than waiting a full year until the 2012 Annual Meeting. (This will allow the secretary to send minutes out to the membership not long after the Annual Meeting.) Christine Guyonneau moved the Board approve the minutes; Carol Street seconded; motion passed.

Jackie Shalberg made an announcement regarding logistics for the afternoon sessions.

Wes Wilson asked for a motion to adjourn; Kate Cruikshank made the motion; seconded; meeting adjourned at 12:15 p.m.