

**Society of Indiana Archivists  
Annual Business Meeting  
Bracken Library, Ball State University, Muncie, Indiana**

**Welcome and introduction of board members**

Kate Cruikshank called the meeting to order at 11:10 a.m.

John Straw, meeting host, welcomed everyone to the new Schwartz complex on behalf of Dean Hafner. In the meeting packets, everyone received a copy of their library newsletter and he encouraged members to sign up to receive it also.

Kate Cruikshank, President, introduced the members of the Board. Present were Secretary/Treasurer Brenda Burk, Vice President Jackie Shalberg, Board Member Jane Gastineau, and Newsletter Editor Beth Swift. Not present were Board Members Paul Brockman and Vicki Casteel, and Past President Elizabeth Wilkinson.

**Report of the Secretary/Treasurer**

The minutes of the 2009 Annual Business Meeting were distributed at the start of the meeting. Motion and second from the floor to approve. Minutes approved.

Brenda Burk reported that for 2009 membership the total was 88. For the current year, the membership total at the end of February was 46. In the fall SIA hosted the Society of American Archivists workshop on grant proposal writing on November 13 at Purdue University with 13 people attending. A scholarship was awarded to Katie Mullins, conservator for the state library and the state archives to attend it.

For the Treasurer's report, there was a decrease of \$561 in 2009 for a year-end total of \$6681 in the treasury. The reasons were a \$498 loss from the 2009 annual meeting and a very expensive mailing due to the bylaws change. This year we anticipate a profit from this meeting and the mailing costs are down and no issues are anticipated in the upcoming year. For the organization, expenses usually are minimal since the newsletter is delivered electronically and not printed and sent via regular mail.

**President's Report on activity, 2009-2010**

Kate Cruikshank reported on the board activities that included:

Support for the archival profession nationally

- Endorsed a book proposal to the Society of American Archivists by the Long Arranger Roundtable for a book geared towards lone arrangers. The proposal has been accepted by SAA, and the manuscript is proceeding apace under the roundtable chair, Alison Stankrauff of IU-South Bend.
- Endorsed the PAHR (Preserving the American Historical Record) legislation (H.R. 2256) introduced into the House of Representatives and about to be introduced in the Senate. SIA is now listed among the many prominent organizations supporting the legislation. (See the full list at <http://www.archivists.org/pahr/>.)

Support for the archival profession in Indiana

- Partnered with SAA in sponsoring a day-long workshop on Grant-Writing on November 13 at Purdue University to support professional development.

- Exploring the possibility of offering LEU credits for our fall workshop and annual meeting, since institutional support for attendance by many librarians may depend upon the availability of such credits.
- Improved coordination with the State Archives with Kate Cruikshank presenting information and a pep talk on SIA at the workshops sponsored by the State Historical Records Advisory Board (SHRAB) in Vincennes, Madison, Indianapolis, Fort Wayne, and Gary, reaching around 170 people in Spring 2009. This year SHRAB is sponsoring a series of five thematic workshops in Indianapolis between March 25 and April 16 and has once again invited SIA to give a brief presentation at each.
- Started process to gain tax-exempt status to aid in future collaborations involving the opportunity to receive federal funding awarded to SHRAB by the National Publications and Records Commission. Paperwork approved on December 23, 2009.
- Continued to seek avenues for possible collaboration with the State Archives to include coordinating activities for Archives Month (October). Although planning is still in the early stages, one idea that was suggested was building publicity around the question, "Do you know there is an Archives in your community?" Other possibilities are creating treasure hunts through visuals distributed around the community that will bring people to archives and historical sites. A program the Alliance of Bloomington Museums did with success last year.
- Partnered with the Indiana State Library in its grant proposal to the Institute of Museum and Library Services (IMLS) entitled *Indiana Preservation Partners: A Statewide Training and Mentorship Initiative*. The two-year project begins the process of building a statewide assessment and training network of small organizations, with intensive mentoring and the end goal of developing policies, procedures, and plans that can be shared with others, thus expanding the network to eventually include everyone working with archival materials throughout Indiana. The Indiana State Library is hoping that SIA will be able to assist both in identifying potential participants in the project and in providing expertise in assessment and mentoring.

#### Strengthening the organization

- Awarded the first ever Thomas Krusean Student Scholarship at the 2009 annual meeting, and in December received permission from John Newman to name the professional development scholarship after him. Thus SIA will now be offering annual scholarships named for two of its founders.
- Established Website Task Force chaired by Carolyn Runyon, newly appointed webmaster, Board Member Jane Gastineau, and former webmaster Brenda Burk to maximize web presence.
- Approved bylaws changes at 2009 annual meeting that provided the addition of a webmaster to the board as an ex officio nonvoting member, changed the officers' terms to two years in order to provide more continuity, and changed the vice president's role to not also be president-elect. As SIA grows, more changes may become necessary in order to spread the load of work more equitably and to ensure that we are able to keep the momentum of our work going, especially as we develop stronger partnerships with others.
- Improved communications with the membership at large and recognized the need to make Board membership seem more attractive by creating the first draft of a Board Member's Handbook so that anyone coming onto the Board will have some recent history at hand and all of the guiding documents of SIA. This work will continue in the next year through an Ad Hoc Committee on Infrastructure and Procedures, consisting of Kate Cruikshank as past president and Jane Gastineau, with Thomas Krusean serving as advisor. Past President Elizabeth Wilkinson

and Board member Maren Read made an important start in that direction by creating the Annual Meeting and Workshop Manual late last spring, which got its first full test in the planning of this year's annual meeting. Among other things, we plan to lay out the procedures following by the standing committees (Education, Scholarship, Nomination) so that service on these committee may seem more accessible to members at large. Other possible projects include developing a New Member Packet, creating a membership directory, and writing a history of the organization from 1989 to the present, continuing that created by Thomas Krasean and Connie (McBirney) Rendfeld in 1989. These are all projects for which help from members would be more than welcome.

### **Thomas Krasean Student Scholarship Presentation**

Kate Cruikshank stated the scholarship is for a graduate student enrolled in an MLS, MA in History, MA in Museum Studies program, or a related field. Brenda Burk presented the \$125 scholarship to this year's recipient, Amanda Hunt, a student at Indiana University Bloomington.

### **2010 Nominations**

The 2010 Nominating Committee consisted of Kate Cruikshank, Jackie Shalberg, Jane Gastineau, and Connie Rendfeld. Kate Cruikshank introduced slate of nominees:

- President (2 years): Wes Wilson
- Secretary/Treasurer (2 years): Brenda Burk
- Board Member Vacancy (one year term): Michael Vetman
- Board Members (two year term): Nancy Masten and Noraleen Young

Motion made and seconded to close the nominations and elect the proposed slate of candidates.  
Approved.

### **Introduction of New Officers and Board Members**

Kate Cruikshank introduced the new members and distributed the newly created board books to old and new board members. The gavel was passed to the new president, Wes Wilson.

### **Comments by New President**

Wes Wilson thanked everyone for entrusting him with the position. He thanked the outgoing president, Kate Cruikshank, for all of her efforts and will continue on the work she started. With travel expenses an issue, the state level organization can play a vital role for the profession. One such example is working with the Indiana SHRAB (State Historical Records Advisory Board) to help preserve Indiana's history.

### **Other Business and Meeting Logistics Information**

No other business. Lunch will be served over in the Schwartz Complex.

### **Adjournment**

The meeting was adjourned 11:50 a.m.