

**Delaware Valley Archivists Group
Planning Committee Meeting**

25 April 2007

New Jersey State Archives, Trenton

Present: Robert Sieczkiewicz, Debbie DelCollo , Beth Lander, Joanne Seitter, and Scott DeHaven.

Absent: Ellen Morfei and Joan Lowe.

Robert Sieczkiewicz called the meeting to order at 1:45 pm.

The minutes of the 14 December 2006 meeting of the Planning Committee, having been approved by email on or about 19 December 2006, were not read.

Old Business

Robert reported that Ellen had received a reply from Secretary Small to DVAG's letter of concern regarding the Smithsonian's business agreement with Showtime.

NHPRC is, once again, not funded in the President's budget. The Committee voted to fax letters of concern to area legislators, especially those on the relevant appropriations committees.

Joanne has received no negative comments regarding the first fully electronic edition of the *Archival Arranger*. By email, Ellen reported receiving one. Although the member understood the reasons for going fully electronic, they still preferred receiving a paper copy in the post.

Scott reported no progress in finding institutions to host the three most requested SAA "IT for Archivists" series workshops. He will focus on finding hosts in May and report back to the Committee then. Joanne mentioned that widening the scope of potential hosts beyond colleges/universities may be beneficial. As an example, she mentioned a new facility at the Cherry Hill Public Library.

A finding aid for the DVAG archive at Temple University's Urban Archives is nearing completion. Barbara Beaucar and Wendy Tann have been diligently working on this project for the last six weeks.

Scott reported that the Freedom Credit Union account was closed, and a new account, at Philadelphia Federal Credit Union (PFCU), opened in February. He and Robert are signatories. Scott explained that the PFCU account includes checking and savings "shares." The savings share is where money earns interest, and the bulk of DVAG's non-operational funds are kept there.

The elections report was read for the record. Scott distributed the same information to the Committee by email back in January. To summarize: 68 valid ballots were returned as of 24 January 2007. Robert Sieczkiewicz was elected vice-chair, and Deborah

DelCollo membership coordinator. Robert's term of office, as vice-chair, is through 31 December 2007; he will serve as chair for 2008. Debbie will serve as membership coordinator through 2008.

Robert reported on his work as DVAG representative to the Alliance for Response Forum. The forum, being held at the College of Physicians of Philadelphia on 13 June, is an all day event designed for repository managers to meet and discuss emergency preparedness issues with members of the local first responder community, in addition to conservators and staff from the Conservation Center. DVAG is supplying its mailing list for invitations. No DVAG funds are being requested.

New Business

Beth Lander was elected by the Committee to serve as DVAG Secretary until the next regularly scheduled election for that post.

Robert reported that Matthew Lyons and Lee Arnold are interested in the open Treasurer's seat, and one of the available at-large seats. The consensus of the Committee was that Robert should approach both Matthew and Lee to determine what roles they would most like to fill. Upon news from Robert, the Committee will take up the matter to formally appoint them to their roles. The Treasurer will serve until the next regularly scheduled election.

Robert put forward the idea of DVAG developing a mentoring program. The purpose would be to provide a way for new archivists to gain from the knowledge of experienced professionals. It would also be a channel for people new to the area, or fresh out of school, to become members. Discussion followed; further discussion will be needed to determine possible ways forward. It was agreed that it would be helpful to make contact with the leaders of area graduate programs to judge their reaction and eventually elicit support. Also, reaching-out to other organizations with such programs in order to obtain "lessons learned" might also be done in advance of any decision to implement such program.

The Committee declined to support DVAG joining the National Coalition For History (NCH). Discussion included the following:

- Full membership is beyond DVAG's financial resources, and it is not clear what kind of input we would be given as a result.
- DVAG's mission, as outlined in the by-laws, does not include advocacy. NCH is primarily an organization that is focused on advocacy.
- The Committee's past letters of concern regarding NHPRC funding, and staff cuts at the College of Physicians, demonstrate a willingness to speak out when existing archival programs are threatened, whether the situation is nationwide or local. It plans to continue this when consensus can be reached.

After further discussion, the Committee also declined to support the National Security Archive's proposed letters to the Attorney General of the United States, and Archivist of the United States, about the "possible destruction of court records from the cases involving the detainees being held at Guantanamo Bay, Cuba." The Archive submitted the letters to NCH with the hope it would provide support and be a signatory. It was recommended that information be distributed by the DVAG listserv for the benefit of

members who wished to register their views by communication with the National Security Archive.

Reports

Editor's Report: The Winter issue of the *Archival Arranger* was distributed electronically for the first time. Deadline for Spring/Summer submissions is 7 May.

Acting Treasurer's Report: Scott reported a total balance of \$3900.35 as of 25 April. He referred Committee members to his formal report. He mentioned that he did not keep running totals for donations separate from membership dues, but can provide this information in coordination with the Membership Coordinator. There was a question about the frequency of the Website hosting payments. Scott responded that DVAG was billed quarterly.

Vice-Chair's Report: Robert reported that the next scheduled DVAG membership meeting is 6 June 2007 at the American Catholic Historical Society in Center City, host is Louis Ferrero. It has not been decided at this point whether the Committee will also meet. Two additional membership meetings have been arranged for 2007: week of 15 October (hosted by PACSCL Survey Group / Christine DiBella at Bryn Mawr College) and week of 25 November (hosted by the Athenaeum / Michael Seneca).

Membership Coordinator's Report: Debbie reported a total membership of 184. Of these, 100 have paid membership dues for 2007. 7 of the 100 are new members. She also reported five orders for the *Directory of Archival Repositories*. Discussion ensued regarding members in arrears. Debbie will send an email notice to the 84 members who fall into this category. There will be another opportunity to reach-out to arrears members when the *Arranger* is distributed at the end of May. The Committee agreed to help Debbie follow-up with members in arrears on an individual basis.

Web Coordinator's Report: *Joan provided a report by email. However, since none of the Committee members in attendance had a copy, the report was not discussed. A summary of the report follows:*

Routine maintenance activity (adding minutes and announcements, for example) has been done. The PC needs to address the re-posting of the back issues of the *Arranger*. Joan has them in PDF, but the files are very large (between 20 and 40 megs each). Production of a virtual tour is unlikely due to lack of response from repositories.