

**Delaware Valley Archivists Group
Planning Committee Minutes
Princeton University
June 5, 2008**

Present: Robert Sieczkiewicz, Deborah DelCollo, Beth Lander, Joanne McKinley, Christine DiBella

Absent: Matthew Lyons, Lee Arnold, Ellen Morfei

The meeting was called to order at 3:20.

The minutes of the April meeting were approved.

Treasurer's Report

The next regularly scheduled treasurer's report is due in July.

Past President's Report

Ellen reported in that nothing as yet had been firmed up regarding a joint DVAG/SAA DACS program.

Membership Report

Deb noted that 40 members were in arrears on memberships, a relatively low number compared with past years.

Web Coordinator's Report

Matthew reported in that he was unsuccessful in mounting the pdf file of the "Archival Arranger" to the website using his computer at home. He would attempt again using his system at his office.

NJDARM Anniversary

Joanne reported that the New Jersey Division of Archives and Records Management (NJDARM) will be celebrating its 25th anniversary this fall with a program entitled "Great Expectations." NJDARM is seeking non-profit sponsors for the program scheduled for October 6, 2008. Sponsors may either take a table at the event and have an ad in the event program for a fee of \$100.00, or take a program ad for \$50.00. Those in attendance at the program, expected to number between 250 and 300, will include New Jersey government agencies, PARIS grant recipients, historical societies and other affiliated groups. The event will be held at the Marriot Hotel in Trenton.

The committee suggested that DVAG take a table at the event for the \$100.00 fee. DVAG's participation in the event will be put to the full Planning Committee for a vote.

Joint Meetings

A brief discussion ensued regarding the possibility of holding joint meetings with other affiliated groups such as the PA/NJ/Delaware caucuses of MARAC during months in which the caucuses do not hold meetings. Committee members were asked to submit possible meeting dates for 2009.

Programs

Christine noted that she was still working on the creation of a session on certification for archivists.

Deb suggested that DVAG participate in Monmouth County's Archives Day program in October. She noted that there was a minimal cost for participation and that participation may help increase exposure for DVAG. There was some concern that the Monmouth County event may be too close to the NJDARM celebration.

Rob asked for suggestions for other ways to increase exposure to and membership in DVAG. Beth suggested hosting a meeting at the Mercer Museum in 2009 aimed at local historical societies and other institutions in Lehigh, Bucks, Hunterdon and Montgomery counties that may not be aware of DVAG.

DVAG Institutional Directory

Jack McCarthy and Adrienne Pruitt have volunteered to take charge of updating the DVAG institutional directory. There is the possibility that the current directory will be broken up according to geographic areas, with each area being assigned to a local coordinator responsible for making initial contacts to institutions.

Discussions continued regarding the possibility of either getting free labor to mount the directory from the website, or offering a small stipend to hire someone to do the same.

DVAG Website

Thanks were given to Matthew in absentia for taking over as interim Web Coordinator. The committee discussed the possibility of enhancing the content of and access points to the website.

Christine suggested that there should be more information on the website regarding DVAG meetings and other affiliated sessions. Deb thought that DVAG members should offer reviews of meetings that they attend (including regular DVAG meetings) to inform those members who can't attend. Deb also suggested mounting more photographs of meetings and members on the DVAG website, or publish more images in the "Arranger."

Rob asked if any committee members knew how difficult it was to mount an RSS feed off the website. Such a feed could be used to allow members a direct link to DVAG information without their having to access our website.

Christine suggested the creation of a DVAG blog to use as a means of improving communications among our members. She noted that PACSCL has a staff member who acts as "editor" of its blog who posts approved messages. PACSCL uses its blog as an "in-between" newsletter.

The meeting was adjourned at 4:00.

Respectfully submitted,

Beth Lander