

**Delaware Valley Archivists Group
Planning Committee Meeting
28 November 2007
Athenaeum of Philadelphia**

Present: Lee Arnold, Joan Lowe, Matthew Lyons, Joanne McKinley, Ellen Morfei, Robert Sieczkiewicz

Absent: Scott DeHaven, Debbie DelCollo, Beth Lander,

Ellen Morfei called the meeting to order at 1:30 pm.

Membership Report

The membership report was submitted. Dues renewal notices will go out to the membership soon.

Treasurer's Report

The treasurer's report was submitted. The balance as of October 18, 2007 was \$4,154.46. Income for the period was \$39.06 and expenses were \$29.85 (for web hosting), for an ending balance on November 28, 2007 of \$4,160.67.

Vice Chair's Report

The Vice-Chair reported on possible outreach activities for 2008. The first possibility is to reach out to undergraduates, particularly students of color such as students at Cheyney and Lincoln University campuses in Center City. Matthew volunteered to gauge interest among DVAG members via the DVAG-L list and/or a survey on surveymonkey.com.

Another opportunity for outreach is with Phi Alpha Theta (PAT), the history honor society. Joanne talked to the PAT coordinator at Rowan University. There is a regional PAT event, at which a DVAG representative could potentially talk about archives to PAT members.

In order to reach out to DVAG members and potential members who cannot attend our customary afternoon meetings and repository visits, we will also hold several evening events. The first will be February 27 at the Historical Society of Pennsylvania – a panel session on electronic records and digital collections.

Newsletter

Joanne will send a call for submissions this week. The deadline for submissions will be mid-December with a publication date of mid-January. This edition of the *Arranger* will feature working hotlinks to the URLs in the text.

Nominations and Elections

The deadline for volunteers and nominations will be December 7. The committee discussed using surveymonkey.com or an electronic ballot for this election, but decided to postpone such a step until 2008. Ellen will compile and send paper ballots.

DVAG Archives

Ellen has received an update from Barbara Beucar, who is processing the DVAG Archives. Physical processing is complete and Barbara is preparing the finding aid.

Alliance for Response

Joanne has replaced Robert as the DVAG liaison to the Alliance for Response Steering Committee. The Alliance is discussing a regional network of similar institutions that wish to pool resources to disaster response and recovery.

SAA IT Workshops

Scott reported via e-mail on that Haverford College is willing to host two workshops from SAA's *IT Series for Practicing Archivists*. Haverford can host these after the college's commencement on May 18. The two workshops are "Digitization of Archival Materials" (half day) and "Digital Libraries and Digital Archives" (full day).

The committee agreed to provide support of up to \$600 for refreshments, publicity and to subsidize partial registration fees for DVAG members. This is similar to what we did for a previous earlier SAA EAD workshop at Temple University.

Partnership for the American Historical Record (PAHR)

Ellen received a request from Ben Primer to support legislation before Congress, the Preserving the American Historical Record Act. Ellen will forward the information to the Planning Committee and, if the committee agrees, send letters of support to area congressional representatives.

Contact Information

Ellen reminded Committee members to send their current contact information to Joan for updating the DVAG website.

New Business

Joan raised the question: How can we make DVAG-L, the electronic mailing list (or listserv), more active? It was agreed that the list is valuable as it is, but there would be a benefit to having more information to members. One committee member expressed

confusion about how the list works, indicating that this uncertainty may be widespread among the membership. Joanne suggested an article in the *Arranger* that would explain how to use the listserv. Joan volunteered to write the first draft.

Meeting adjourned at 2:50 pm.

Respectfully submitted by Robert Sieczkiewicz.