

Kansas City Area Archivists
April 18, 2019 annual spring business meeting

Nineteen members were present at the meeting.

Adam Paxson started the meeting at 3:08. He officially turned the senior co-chair position over to Samantha Bradbeer and mentioned taking on a role as nominating chair to continue ensuring transitions in the organization's leadership.

Treasurer's report: Lindsay Warner provided a financial report for calendar year 2018. The checking account has \$294.45, the savings \$9.50, and the money market account almost \$12,000. Revenues for 2018 were over \$1,000, mostly from membership fees, and expenses were almost \$450. Banking fees are nominal and are for Square in order to process memberships paid by credit card, including online payments, which probably evens out with postage costs from mailing in membership forms and payment.

Scholarship Committee report: Tara Laver provided a scholarship committee report. Four scholarships are awarded per calendar year; both Megan Rohleder and Ethan Anderson have been awarded scholarships to attend MAC this year. Two more scholarships are available this calendar year; awardees can request up to \$250, and awardees are requested to submit an article to the newsletter after attending their conference or workshop or other professional development opportunity.

Minority Internship Committee report: Letha Johnson provided an update on the minority internship. There will not be one this year due to lack of time to update the process in a timely fashion. The committee is planning this summer to go through all the documentation, and is hoping to make for a more seamless, online application process to start fresh next year.

Constitution and bylaws updates: Samantha Bradbeer and Anselm Huelsbergen have revised and updated the KCAA constitution and bylaws, with input from the steering committee. The biggest change regards the calendaring for the organization. According to the proposed revisions, elections, dues, and business shall all be conducted January 1-December 31. Additionally, the steering committee wished to revise elected and appointed committee chair positions in order to have term limits. There were other minor updates as well to bring the constitution and bylaws up to date.

Motion: Marcella Huggard moved, Letha seconded, unanimous approval of revisions to the bylaws and constitution as submitted to the membership.

Junior co-chair election: Megan Rohleder has nominated herself for the junior co-chair position. Unable to join the meeting, she provided a biography that Samantha shared with the membership. She has been with the Kansas Historical Society as electronic records archivist and in various leadership roles in the State Archives since 2016. Samantha asked if there was

anybody else interested in holding the junior co-chair position, and there were no nominations from the floor.

Motion: Letha moved, Lindsay seconded, unanimous approval of Megan as junior co-chair.

Other positions: Samantha reminded everyone that the KCAA is seeking a newsletter editor. Potential content includes exhibit announcements, profiles, announcements about special projects, job or internship announcements, etc. She also mentioned wanting to replace the current Secretary with a new person and that KCAA is looking for host institutions. The committees are also seeking members, particularly the Education and Membership committees. If interested in serving in any of these positions, members are encouraged to contact Samantha.

Listserv transition: The UMKC listserv is being retired to be replaced by the mailchimp newsletter system. One or two institutions are having issues with the mailchimp system getting through their email servers, but for the most part the transition is otherwise going smoothly. Until those issues are resolved we'll continue using the UMKC listserv. Adam and Samantha will look into whether mailchimp can embed evites in order to ease the RSVP process for meetings.

New business: The steering committee asked for ideas for topics for the fall educational meeting. Samantha pointed out that the meetings and serving on committees helps certified archivists with recertification; Letha suggested that this information should be on the website. Other members at the meeting supported having more mixers and social activities between the spring and fall formal meetings. Samantha will send out a survey to help narrow down timing and hosting for mixers.

Official meeting concluded at 3:38 p.m.; Samantha turned the meeting over to host archivist Jonathan Casey at the World War I Museum, who introduced the afternoon speaker, author James Heiman, who spoke about his research process for writing the book *Front Lines to Headlines: The World War I Overseas Dispatches of Otto P. Higgins*.