

Society of Florida Archivists  
Board Meeting Minutes  
March 5th, 2014

Present: Tomaro Taylor, Sandra Varry, Michael Zaidman, Kathy Turner Thompson, Gail Donovan, Erin Mahaney, Garret Kremer-Wright, Burt Altman, Mary Flekke, Katherine Fleming

- 1) Welcome- Tomaro Taylor-
- 2) Approval of minutes from December 19th, 2013 Board Meeting, Katherine Fleming and Burt Altman seconded, all in favor, Erin Mahaney abstained.
- 3) Executive Board's reports
  - a. President – Tomaro Taylor- continuing to work with web communications, Paypal and the general business of the organization
  - b. Vice President - Sandra Varry- Archives Month Florida Committee Proposal- Maintain continuity with the program, poster, and events. Motion to approve the committee was made by Erin Mahaney and Burt Altman seconded the motion. Motion passed. A two year appointment for the committee would consist of 3 core participants, including the Chair, which would be the Vice-President and two other participants. An announcement for committee members would be sent to the listserv. The name for the new committee would be Florida Archives Month, which matches the Proclamation. The name in social media accounts should match.
  - c. Treasurer - Kathy Turner Thompson- Treasurer's Report- Year end reports and budget and invoices for payments have been completed. Kathy asked for approval of the 2014 budget as submitted. Michael Zaidman motioned and Sandra Varry seconded. Kathy discussed the issues of check signing privileges.
  - d. Secretary - Gail Donovan- no report.
- 4) Committee Reports
  - a. Membership - Mary Flekke and Garret Kremer-Wright- 6 new PayPal members although not all membership forms have been received. Krystal Thomas was working to resolve the problem of misdirection in the process. There are 271 member records and some lapsed members will be moved to archive. Garret Kremer- Wright mentioned registrations for annual meeting to date include: 10 members, 2 students, 4 sponsors and 4 regular members.
  - b. Annual Meeting –Sandra Varry - Annual Meeting update- All looks good for the Annual Meeting although the food and beverage costs are high and cutbacks would be needed. The program is full and promising. Tomaro thanked Wenxian and Darla for their work.
  - c. Web Communications - Burt Altman- Website update- A change from Canvas Dreams web platform is being considered for after the Annual Meeting and

Word Press is a consideration. Garret Kremer-Wright suggested looking at Wild Apricot's features that we may not be utilizing.

d. Nominations - Michael Zaidman- Nomination's Committee update- There is a full slate and Survey Monkey will be used, emails for bio's will sent and elections will start the first week of April 2014.

e. Awards, Scholarship and Audit - Tomaro Taylor- mentioned the Scholarship committee will report their selection by April 4th? Ben DiBiase has shown an interest in the Audit committee. Kathy Turner Thompson will send information to Ben DiBiase Mary Flekke suggested a small stipend for performing the audit if a non-member is invited to participate.

5) Newsletter - Tomaro Taylor- Janet DeVries is stepping down and there are two volunteers to assume the role, Marissa Kings and Leslie Siegel. Perhaps a writing sample, publishing and a sample newsletter experience would be helpful. A transition needs to be made in two weeks.

6) New Business

a. Pay Pal – Kathy Turner Thompson-Paypal wants social security number of contact person on account, which is currently the SFA president, or the SFA debit card, which is directly linked to the SFA bank account. It was suggested that Kathy Turner Thompson contact the SGA to see how they handle or to see if SFA can obtain a credit card and link to the credit card.

b. Tomaro Taylor- LuAnn Mims has left Florida Southern and there will be a position posting in May 2014. The location for the 2015 Annual Meeting is UM, Miami. Randall MacDonald has offered Florida Southern College as the host for the 2016 Annual Meeting although the feasibility of Lakeland as a site for the meeting needs to be discussed at greater length in the future. The Crown Plaza in Melbourne, Florida has sent materials for their location for the 2017 meeting and the feasibility of this site needs to be reviewed, as well.

7) Old Business

a. SFA Journal proposal – Tomaro Taylor- Bill Modrow is still interested in establishing the journal, which Burt Altman mentioned would be entirely different than the newsletter and blog entries. The journal would be peer-reviewed, scholarly and applicable toward tenure.

b. Tri-State Annual meeting update- Erin Mahaney- The meeting was wonderful with North Carolina, South Carolina, Georgia, Alabama, Kentucky and Mississippi represented, as well. There was a great turn out for a meeting which would probably be only every three years. Polygon would be interested as a sponsor for SFA. All of the boards from the represented groups worked together to plan the Tri-State meeting.

8) Next Board Meeting will be in April 2014.

9) Motion was made to adjourn and Tomaro Taylor thanked everyone for attending.

