

**Society of Tennessee Archivists
Executive Committee Meeting Minutes
April 25, 2014
Wilson County Archives, Lebanon**

Attendees: David R. Sowell, Susan Knight Gore, Carol Roberts, Steven Cox, Eric Head, Kathy Smith, Lori Lockhart, Linda Granstaff, Andrea Fowler, Albert Whittenberg

President Sowell called the meeting to order at 9:00 am.

Bullet Points of the Meeting:

1. President's Report
 - a. May Day Workshops, SAC Meeting
 - b. Mid-year Meeting or Event
2. Vice-President's Report
 - a. 2014 Annual Conference
3. Secretary's Report
4. Treasurer's Report
 - a. Meeting Banner
5. Newsletter Editor's Report
6. SAC Representative's Report
 - a. 2014 SWAC/SAC Joint Conference in New Orleans, May 28-31.
7. Webmaster's Report
8. Archivist's Report
9. Tennessee History Day Coordinator's Report
10. Old Business
11. New Business
 - a. Suggestions for Nominating Committee?
 - b. Next Executive Committee meeting?

President's Report

President Sowell began the meeting by introducing Andrea to the group as well as thanking the Wilson County Archives staff for their kind hospitality.

Discussion about supporting and promoting the upcoming May Day workshops. The details for the May 1st events are as follows:

- WEST TENNESSEE
9:30 to Noon (CDT), National Civil Rights Museum, Memphis.
Conducted by Carol Roberts, Conservator, Tennessee State Library and Archives
- MIDDLE TENNESSEE
9:30 to Noon; 1:30 to 3:00 (CDT),
Gallatin City Hall and Wynnewood.
Conducted by Myers Brown, Archives Development Program,
Tennessee State Library and Archives

- EAST TENNESSEE
9:30 to Noon (EDT), Museum Center at Five Points, Cleveland, Tenn.
Conducted by Dr. Katie Stringer, Director, Blount Mansion

President Sowell also asked about the possibility of a mid-year event. The suggestion approved was to take advantage of the many archivists who have authored books lately. The details for this event are as follows:

STA Author's Roundtable, 8:00 to Noon, TSLA Auditorium, June 28, 2014
(Authors include Tom Kanon, Gordon Belt, Linda Barnickel, Steven Cox and Myers Brown)

Also, President Sowell asked about the appointment of a nominating committee...this will include Eric Head, Kathy Smith and Susan Knight Gore.

Vice-President's Report

Vice-President Gore began her report confirming that October 15th through 17th is the formal date for the 2014 annual meeting as well as the location, the Fogelman Executive Conference Center and Hotel in Memphis. A great deal of discussion then followed regarding possible workshops, sessions, and outside activities for those attending. Some of the items discussed were as follows:

- Pre-conference workshop Wednesday afternoon as well as the subject?
- Some sort of event/activity Wednesday night?
- Business meeting Thursday night or Friday morning?
- Hold a reception at archives like 2013 meeting?
- Possible places of interest in Memphis?

In terms of accommodations for the event, Vice-President Gore has asked for 30 rooms to be blocked off for the event at 79 dollars a night. The Holiday Inns is also available for overflow but at a higher rate.

Secretary's Report

Secretary Whittenberg asked if any corrections/updates of last meetings minutes. It was again suggested that minutes should be made available on the website.

Treasurer's Report

Treasurer Roberts distributed copies of our current budget. Our current balance is \$5,436.86. There are two outstanding debts/projects:

- TN History Day Awards (2) – \$150.00
- Traveling STA Sign or Banner - \$300.00

Newsletter Editor(s) Report

Editor Steven Cox asked for additional information regarding the annual meeting to be published in the July newsletter. He also asked for possible pictures from History Day as well as any new items from any of the archives (new collections, new staff members, new books coming out). One possible interview for the newsletter is with Tom Leatherwood, the Shelby County Register of Deeds.

SAC Representative

Representative Kathy Smith gave a report on the Southern Archivists Conference meeting in New Orleans. This year, this will be a joint meeting with the Society of Southwest Archivists, May 28-31, 2014, at the Hyatt French Quarter and the theme is "Casting a Wide Net." Early registration is 140 dollars but would rise to 165 after April.

President Sowell asked about where SAC would be hosted in 2016 and whether it would be Tennessee (the committee agreed we should not commit due to possible scheduling conflicts).

Webmaster Report

Webmaster Lockhart said we are averaging around 188 visitors to the website a day in April. For the month, we have over 4,000 visitors. Currently, September through December have the highest volume of visitors to our site.

Archivist's Report

President Sowell still feels we need to move our records at TSLA somewhere else due to recent management/policy changes. Kathy Smith mentioned again that Vanderbilt might be able to take the records. Research will continue on this.

Old Business

President Sowell mentioned that it is still a strong possibility that we will have a joint annual meeting with TAM (Tennessee Association of Museums) and TPT (Tennessee Preservation Trust) in 2016.

New Business

President Sowell asked for suggestions for the nominating committee.

The next executive committee meeting will be held at the Heard Library Special Collections at Vanderbilt University on Friday, June 27th, 2014 from 8:30 am to 12:00 pm.

A representative from the mayor's office came by to welcome us as well as thank the group for all its work (also apologizing that the mayor could not come by himself).

The meeting adjourned at 11:55 am.

Respectfully submitted,
Albert Whittenberg, Secretary