2018-19 NWA Executive Board

Meeting Agenda

November 05, 2018 | 2-3:00 pm PST

(712) 451-0265, access code: 326360

1. Roll Call & Past Minutes Approval
2. Procedural updates (MAX)
   1. Member renewal policy
   2. Permanent Archives Month fund
3. By-Law revision update to start in November (BRYCE)
4. Native American Collections Roundtable meeting (STEVE BINGO/BRYCE/MAX)
   1. Tribal Coordinator will most likely be Creston “Dana” Smith
   2. Honorarium standards for tribal participation at annual conference (color guard, prayer, etc.)
5. Membership (ELIZABETH)
   1. Automated renewals revisited
   2. Directory opt out issue revisited
6. 2014-2017 Survey Results (MARIECRIS)
7. Annual Meeting updates (KELLYN)
   1. Vendor questions from Donna McCrea (BRYCE)
      1. Target $ goals?
      2. Charges to send materials to put on a table, but not actually send a person to staff a booth?
8. NWA Records Planning (BRYCE)
9. Communications (COLLEEN)
   1. Webmaster thank you (ANDREW)
   2. Blog updates from Archives Month?
   3. Social Media updates including Instagram proposal
   4. Website updates
10. State Representatives news, updates, & plans
    1. Washington (MEG)
    2. Montana (KELLYN)
    3. Oregon (ANDREW)
    4. Idaho (ASHLYN)
    5. Alaska (SARA)
11. Committee Reports discussion [see reports below]
12. Other organizations’ updates
    1. CIMA (ASHLYN)
    2. SRMA (KELLYN)
    3. RAAC (MARY)
       1. Mary has moved from the Membership Subcommittee to the Grants and Development Subcommittee.

**REPORTS**

**Professional Development, Education, and Awards Committee, Anneliese Warhank, 2018-10-30**

Nothing new to report.

**Local Arrangements Committee Report, Heather Hultman, 2018-10-31**

Here are the updates for LAC:

* I’ve reached out to the Gallatin History Museum to utilize their facility for the reception and am waiting on confirmation for holding it on May 15, 2019. As I mentioned in a previous email, they have indicated they were willing to host without charging a fee.
* I will be recruiting bids for heavy hors d’oeuvres and a cash bar for the reception this next month and should have that information available for the next meeting.
* I have put together a survey for tour options to be distributed to the members so that we can determine which might be of interest. I have been working with Kellyn to see about getting the link to this survey distributed. I’ve attached a pdf of the survey to this email.
* I have designed a blog page with local amenities and interesting things to see that I will be forwarding to Colleen Needham for addition to the Annual Meeting webpage in the next week or so. If you want to look at the page and have suggestions on things I might have missed, the link is<https://hultman-hc.home.blog/2019-northwest-archivists-conference-bozeman-montana/>
* I will also be sending Colleen the prices on the room block and the Hotel contact information when I forward her the information about the blog.