Friday, May 10, 2024, NWA Business Meeting

Agenda:

I. Welcome from NWA President Emily Cabaniss
II. Membership Report
III. Treasurer’s Report
IV. NACR Report
V. Scholarship announcements
VI. Archivist-in-Residence announcement
VII. Retirement recognition
   A. Diana Banning
VIII. Announce election results
IX. Gena Peone

Meeting minutes:

I. Welcome from NWA President Emily Cabaniss (EC)
   A. Updates regarding the past year of EC’s Presidency
   B. Committees and board updates
II. Membership Report (created by Susanne Annand, presented by EC)
   A. 17 Alaska, 17 Idaho, 18 Montana, 116 Washington, 13 other
   B. Numbers of total members, numbers of new members
      1. 74 new members
      2. 19 Student members
      3. 243 membership in 2021 to 265 members currently
III. Treasurer’s Report (presented by Emily Jones (EJ))
   A. Emily will be treasurer through next May (2025)
   B. NWA has $69,583.36 split between checking and savings accounts
   C. 2024 conference registration fee raise due to rising overall costs of conferences, especially AV requirements
      1. Early bird registration for members raised from 150 to 200
      2. Regular member registration raised from 175 to 230
      3. Non-member registration raised from 190 to 290
      4. Student registration remained at 100
   D. 2023 conference costs summary:
      1. $19,725 cost with donated AV
      2. $22,195 (some revenue)
   E. Yearly budget requirement overview:
      1. Including insurance, Archives Month costs, Archivist-In-Residence, professional development funds, etc.
   F. 2024-2025 plans:
1. Re-evaluate sustainability of conference costs and cost of registration for conferences
2. Financial review and assessment of NWA awards (this initiative will be led by Emily Cabaniss over the coming year)
   a) i.e. the Awards Committee and NACR do their own fundraising.
      Need to find overlap and would like to consolidate fundraising efforts if/where possible

IV. NACR Report by River Freemont (RF):
   A. Had 11 general meetings
   B. Members include circa 50 to 60 people
      1. 59 in Google Group; circa January 2024, Wild Apricot indicated membership is around 50
   C. Streamlined communications via the Google group
   D. New logo designed by Steve Bingo
      1. Also new site design!
   E. Elections for 3 board positions
   F. 3 Scholarships were given out for 2024
   G. Please place final bids on silent auction items before noon of 5/10/2024
   H. Getting contacts together for a Regional Tribal Cultural Heritage Professionals network
   I. Held reparative description sessions and preparing for reparative description session number three.
      1. All are welcome to attend and engage

V. Scholarship announcements
   A. Three students at large scholarships
   B. One professional development awards
   C. Each of these two awards had 3 applicants total
   D. This committee is looking to overhaul current processes and practices. There is a survey out to NWA members about the awards process and members opinions on how this is going
      1. Please take the survey so your input can be considered

VI. Archivist-in-Residence announcement (presented by Alex Bisio)
   A. This award is for a new archivist (graduated in past 2 years) to do a project with a partner institution
   B. Goal was initially a paid internship committee, turned into this opportunity
      1. So the wider community can understand the value of library/archive/information science education and so we can eventually get rid of unpaid work
      2. Helps new folks realize the value of their education
      3. Seeking fair market value
         a) Recipient this year is Me'i\lani Eyer hosted by Estelita's
            (1) Project will involve digitizing newspapers, oral histories, setting up a digital archives platform, changing the access point of the web archive to be a Black community space
(2) Received seven applications this year!

(3) Any NWA member is welcome to join this committee to volunteer

VII. Thank you to outgoing board members

VIII. Announce election results (Robert Perret)
   A. Reminder that this organization runs on volunteer efforts. Please join in to help make things run smoothly
   B. Thank you to all those who self-nominated!
   C. Please see the NWA board about getting involved
   D. New VP/President-elect: Anna Harbine
      1. New secretary and state representatives for three states

IX. Retirement recognition(s)
   A. Diana Banning (City of Portland)
      1. Acknowledgement given by Jodi-Allison-Bunnell (Montana State University)
   B. Other retirements?
      1. None noted

X. Gena Peone (new NWA President)
   A. Announcing that the 2025 NWA conference will be an online conference in collaboration with other regional archival organizations
      1. There is still a need for a “local arrangements” committee to help run the conference. Please volunteer if interested (open call to volunteer).

XI. Questions and comments from the audience:
   A. Why is the AV cost going up?
      1. EC: Cost of all conferences is going up (see other regional conference costs)
         a) AV was given to NWA by donation in 2023 (Salem, OR conference)
         b) EJ: we require accessible AV, which is costly (each room has 2 mics and there are costs for every add-on, industry cost is going up)
   B. Are we doing a Western Roundup?
      1. Society of CA archivists would not be able to participate
      2. Likely collab with Inter-Mountain Archivists and others
         a) Not financially feasible to do this joint conference in-person
   C. Why are we doing a digital conference next year?
      1. Saving on costs for NWA, while still being able to financially support a Western Roundup type of conference
      2. Note from Mariecris: in the past when NWA did an online conference, the internet failed. Something to be aware of. At a university setting, AV would still have to be setup in large gathering spaces
   D. Can we work with universities to help cover future costs?
      1. EC: talked with British Columbia archivist organization this year about potentially doing a joint conference
a) EC and others to look into additional future collaboration with universities
b) If using classrooms already set up with audio, we could save on that, but all large gathering spaces in any venue would also require AV setup (additional costs to NWA)

2. University of Anchorage has hosted before
   a) RP: campuses often have accessibility issues that hotels and other venues do not
      (1) Would essentially shift costs to attendees because they would likely have to stay at a hotel further away from the venue because the hotel and conference would not be in the same place

3. Comment about costs of mics (Rachel Cohen)
   a) Having two mics in a single room is expensive because they have to be run on completely separate channels
   b) This is crucial for accessibility
   c) Cost for AV this year (2024 conference) was circa $16,000
      (1) Pre-conference AV costed money that was not made back by registration fees

4. Can we seek donation of AV in future?
   a) EC: yes, but free AV is not always to most accessible
      (1) Accessibility is a priority for NWA

5. RF: encourages folks with ideas for improvement to volunteer to work with the NWA board.

6. Comment that local arrangements for Spokane, WA had some tough budgetary constraints
   a) Comments about costs of staffing: minimum wage for WA state is higher than it used to be, so staffing costs have risen.
   b) Costs have generally risen across the board
   c) Inflation contributing to raising costs everywhere, NWA is not an exception
   d) Salem, OR was relatively cheap
   e) Consideration of doing the conference in more economical locations where we can stay in budget

7. Circa $6,000 was cut off of potential AV costs because MIPOPS covered AV for Thursday night
   a) Also, the entire reception was donated, which cut a lot of costs

8. Comment that $200 for a conference that includes some meals is a relatively good deal

9. Journal JWA call for submissions. Announcement from NWA representative to JWA
   a) Representative might be reaching out to conference presenters to submit for publication
10. Is there any financial possibility of doing an in-person conference next year?
   a) Yes, but for a variety of reasons, the board favors the idea of alternating between in-person and remote conferences.
      (1) Accessibility considerations - remote is more accessible for more people

11. Archivist-In-Residence adding a thank you to committee members, Chloe Neilson and Dulce K.L., for their contributions!

12. Awards committee: for the next conference, is $500 enough for someone to attend a conference in-person?

13. Possibility of doing the conference outside of WA due to rising costs in the state.