NORTHWEST ARCHIVISTS EXECUTIVE BOARD MEETING AGENDA

November 6, 2017 | 10:00 – 11:00 a.m. PDT | Teleconference

Call (712) 451-0265, access code: 326360

Present:

Absent:

1. Call to Order
2. Approval of Minutes (September)
3. Agenda items
	1. Local Arrangements Committee update (Bryce/Mary/Max)
		1. Current committee (Mary)
		2. Rates (Max)
	2. Question regarding conference waivers (September 19, 2017, agenda item 3.c) (Mary):
		1. Proposed: All requests for conference waivers will be considered In accordance with NWA Policies and Procedures Manual Section 2.0 Annual Meeting Local Arrangements, Subsection Registration 5. 0 “Complimentary registration may be offered to speakers, workshop leaders, or session moderators who are not employed as archivists or are not from the NWA five state region. This decision is at the discretion of the Executive Board. It depends largely on whether NWA is meeting jointly and the composition of that organization.” Please submit request, outlining criteria for request to NWA President for consideration by Executive Board.
	3. Program Committee Update (Mary)
		1. [Proposed Theme](https://drive.google.com/open?id=0B3Su7y67gW0RMkE3UENXVENoTTQ2TWZRZksxeDB5UWhwVUEw)
		2. [Call for Proposals](https://drive.google.com/file/d/0B3Su7y67gW0RcFdxUWQ0R000Y3FDSzlyR3ItWWdiVXZpYlpr/view?usp=sharing)
		3. Survey to membership re: Conference workshop offerings?
	4. Communications Survey Results (Crystal)
	5. Email addresses associated with NWA:
		1. Roundtables (e.g., NACR) and Committees (e.g., LAC / Fundraising)
			1. NACR request for email to solicit funds
			2. Question of Fundraising / Sponsors / Vendors
	6. RAAC-NCH (Regional Archival Associations Consortium-National Coalition for History) – Update (Mary)
		1. NWA committed to a two-year membership period. Dues have been paid for FY 2017/18 and 2018/19 in the amount of $500 total.
			1. Future NWA Board will need to consider continued membership before renewal.
			2. Information about: [RAAC (SAA)](https://www2.archivists.org/groups/regional-archival-associations-consortium-raac) and the [NCH](http://historycoalition.org/) (You will see RAAC listed under NCH Members)
	7. Appoint NWA member to fill seat vacated by David Lewis’s departure from Journal of Western Archives Board (through 2018) – Call to go out asking for volunteer to fill position.
		1. Current Board member responsibilities include:
			1. Participate in 2-3 board meeting yearly (teleconference)
			2. Help facilitate the peer review process
			3. Encourage NWA members to submit articles and case studies, including working through State Representatives
			4. Proposed addition to duties: Submit annual report to Executive Board
	8. Future agenda item: consider future NWA support for JWA. [2016 Report](https://drive.google.com/file/d/0B3Su7y67gW0RcTZKWGRya1BobDFuTHdVVFhpZFpMb3I5Rl9V/view?usp=sharing) for reference.