

CIMA Council Meeting Minutes

Wednesday, February 10th, 2010; 9:30 am (mountain time)

1. Call To Order, Michael Frazier
2. Secretary - Approval of minutes to the last council meeting , John Murphy
3. Treasury Report, Walter Jones
 - A. \$3,000 set aside for JWA; 1000 has been deposited in appropriate account.
 - B. \$18,500 in CIMA account as of today.
 - C. Walter Jones has invited Brandon Metcalf to serve as CIMA "Treasurer Intern" for the next year or two. This was tabled for later discussion.
4. Life-Time Achievement Awards Committee Report follow-up, John Murphy
 - A. This committee met on January 27th, 2010. In attendance was John Murphy, Michael Frazier, Melanie Sturgeon, Steve Hussman, Jeff Kintop, and Alan Virta; committee member Greg Thompson was absent.
 - B. In addition to selecting an individual to receive the first CIMA Life-Time Achievement Award; the Awards Committee also created a second award: the annual CIMA Service Award, to celebrate the accomplishments of newer members to the CIMA organizations. (Individuals who have participated in CIMA for 5-10 years) As part of this process, they selected an individual to receive the new annual CIMA Service Award.
 - C. Guy Rocha was selected by the *CIMA Awards Committee* as the recipient of the first CIMA Life-Time Achievement Award. A back-up recipient was selected, if Guy Rocha is unable to attend.
 - D. Su Kim Chung was selected as the first recipient of the first annual CIMA Service Award.
 - E. Both of these actions on the part of the *CIMA Awards Committee* were approved by *CIMA Council*.
 - F. In addition:
 - a. *CIMA Council* authorized John Murphy to amend the CIMA Life-Time Achievement Award Bylaws to reflect the change in name of the committee to the "**CIMA Awards Committee**," as well as the addition of the new award.
 - b. CIMA Council authorized the distribution of a \$500.00 travel stipend to Guy Rocha to attend the **Seattle Western Round-Up** meeting.
 - G. Next steps: 1. Michael Frazier, as CIMA president and *exofficio* member of the CIMA Awards Committee, will notify award recipients of their selection for the two awards and will invite award recipients to attend the May **2010 Western Round-Up** meeting in Seattle, Washington. 2. The CIMA Newsletter editor will facilitate brief articles regarding the two award recipients will be prepared for the CIMA newsletter. 3. Award recipients will offer brief comments (3-5 minutes) at the **Western Round-Up** meeting.

5. Journal of Western Archives – Tom Sommer

A. The inaugural meeting was held February 10, with representatives from CIMA, SRMA and SCA.

B. Journal Director: Gordon Daines. Managing Editor: John Murphy. Technical Specialist: Cory Nimer. CIMA Representative: Tom Sommer.

C. The journal will be published twice a year. The board and editor will meet in January and May.

D. The journal will advertise in newsletters, and journal personnel will solicit articles from conference presenters.

E. The editors and board will write policies and procedures and send submissions to the peer reviewers. Their review policy will be posted on the journal's website. There are a few articles in process right now. They use a management tool called "Bepress".

F. They plan on publishing the first issue on April 19. They will be able to add as many articles to each issue as they see fit.

G. Currently the journal website is located on the Utah State University library server, and also sponsored by BYU. CIMA is handling the accounting. The journal will be published online in PDF format, so that any reader can print it out in whole or in part as they wish.

6. 3 Year Planning Committee Report follow-up, Charles Stanford

A. The survey is online. Cory will put the link to it on the website. So far only 16 people have responded and the majority have said that attending the Fall Caucus in Cedar City is a possibility.

B. Society of Southwest Archivists canceled their board meeting. They have not yet rescheduled but Linda Reib will let Charles Stanford know when they meet and what they decide, concerning a future joint-conference.

7. Nomination Committee Report follow-up, Kristi Young

A. Two people have agreed to run for council. (They were unnamed during the meeting.) Nobody has been nominated people outside of Utah.

B. Vice President candidate: Cory Nimer. However, if he is elected we will have to replace him as webmaster.

C. Treasurer candidate: Walter Jones will run again for a new 2 year term. This will be his last.

D. Michael called for a new "Call for Nominations" announcement on the website. Kristi will write a short blurb for this and give it to Cory to put up.

8. 2010 Western Round-Up Report , Cory Nimer

- A. Plans are to add a session to the program on Saturday (May 1, 2010) and move the business meeting to Thursday afternoon (April 29, 2010). Cory wants to know if anyone in the council has reservations about this. We all agreed that it would work for those attending.
- B. Brandon Metcalf will not be attending the conference. Question posed, "Would a call-in arrangement be possible for Brandon?" It might be too expensive. Further research required.
- C. There will be a poster session on Friday morning, probably in the vendor area. Proposals not being presented will be invited to make their presentations into posters.
- D. Registration is still light. They expect enough participants to meet the costs, but it is still too early to tell.
- E. Final decisions will be made on grants next meeting, but Michael has only received four registration grant requests. Eight grant requests will come from the U of U, plus more from council and the LDS Church History Library.

9. Newsletter report & 2010 Annual Membership Drive progress report, Michael Frazier

- A. The mailer is ready to send. It includes the membership reminder, the grant information, reminder of the conference, the postcards and the magnetic calendar. It will be mailed today.
- B. The newsletter is still delayed. The framework is together, it needs more development and editing. It should be finished within the week and sent by February 15. Kristi will help edit. There will be an electronic April issue, and then the special printed issue for the conference. There should be plenty of advertising to help pay for that issue.
- C. Cory: which issue of the newsletter will have an announcement about the *Journal of Western Archives*? If Cory and Gordon send Michael a brief announcement he will put it in the January-February issue. Michael will call on his successors to continue to promote an increase in membership.
- D. Membership numbers continue to be down. We currently have 60 paid members, Michael hopes we can get at least 20 more members this year. Michael will challenge his successors to concentrate on the membership numbers in coming years.

10. Other Business; Next meeting March 10th, 2010. 9:30 am Mountain Time.

- A. Charles gave kudos about Gordon appearing in *BYU Magazine* about digitizing the *White and Blue*.
- B. Next meeting will be longer because we will discuss grant applications. Michael encourages applications for Steve Wood and Travel grants.

11. Adjournment

Meeting minutes: John Murphy and Charles Stanford.