

## **CIMA Council Meeting**

Participants: Michael Frazier (President), Walther Jones, Brandon Metcalf, John Murphy, Tom Sommer, Charles Stanford (Incoming President), Roy Webb, Catherine McIntyre, Erin Passhehl, Linda Reib, Brad Westwood, Kristi Young (Outgoing President)

Date: July 22, 2009

## **Meeting Minutes**

### **1. Welcome to new council members and officers – Michael Frazier:**

Welcome extended to new council members and officers, and a discussion by Michael of the Spring Meeting in Provo and the recent CIMA elections.

### **2. Treasury Report – Walter Jones:**

As of today CIMA has \$21,000.00 in unencumbered funds. In terms of the Spring Meeting we almost broke even; the distribution of scholarships put us a little behind.

Over the course of the last year CIMA spent approximately \$7,000.00.

In terms of the upcoming Fall Meeting we have invited Guy Rocha to participate and will extend \$500.00 to meet his expenses. In addition, there will be related PR costs, etc.

Even though we are doing well financially, we still need to “keep an eye” on our funds.

We also need to prepare for the spring 2010 Seattle meeting.

### **3. Newsletter Report – Roy Webb:**

In the past, the newsletter was published twice a year, in word format, with submissions from CIMA members. Roy Webb encouraged CIMA Counsel members to avoid “bulleted” lists when submitting articles, etc. Also feel free to include job announcements, photographs, etc.

August 21<sup>st</sup> is the deadline for submissions for the fall newsletter, with a report on the Spring 2009 meeting. Roy will produce upcoming newsletters, and all Council members are encouraged to submit material for newsletter.

We should create a “special edition” print newsletter for the Seattle meeting. In addition we will have a summer 2009 newsletter with report on the Spring Caucus.

Michael Frazier will contact scholarship participants regarding newsletter submissions.

#### **4. 2009 Fall Caucus - Michael Frazier, Walter Jones, Brandon Metcalf**

2009 Fall Caucus Theme: “Hard lessons learned: new tricks from old friends.”

The Fall Caucus is scheduled for Wednesday September 30<sup>th</sup>, at the University of Utah Marriott Library. It will be a one day event, and Guy Rocha, will speak on his “life and times” as Nevada State Archivist. Randy Silverman is slated to give a 30 minute presentation.

The conference and luncheon will take place in the Marriott Library Conference room, and Greg Thompson will give the luncheon address. There will be no concurrent conference sessions; one session will be held during every time block. In addition a tour of the new library space will be provided.

Proposed sessions will relate to the conference theme: “hard lessons learned,” and potential speakers include: Pat Scott, Susan Whetstone, Jeff Johnson, Linda Whitaker.

#### **5. 2010 Round-up Discussion - membership travel Assistance, membership survey**

Concerns have been expressed regarding travel costs and getting CIMA membership to Seattle. Suggestions: charter a bus, and provide scholarships and grants. Little interest, however, was expressed in bus charter.

More interest was expressed in providing scholarship/grant funds to subsidize travel and registration costs. We should also attempt to identify under-represented groups or organizations that have not traditionally participated in CIMA activities. We should also explore the possibility of extending funds/grants to individuals who have had papers accepted.

We should also emphasize that all members are eligible to apply for scholarship funds.

CIMA Council will do a survey to gauge interest in the Seattle 2010 spring meeting.

## **6. New Initiative - Formation of a 3 Year Planning Committee - Future Conferences.**

Charles Stanford will head a committee to identify future CIMA conference venues. Each state in the CIMA region should be represented in this committee, and Charles will invite participation in this committee from the general CIMA membership. Katherine McIntyre, Brad Westwood, Linda Reib, and Erin Passehl, have volunteered; and Jeff Kintop will be contacted regarding possible involvement as well.

Charles Stanford will also investigate the potential of a combined meeting with the Society for Southwest Archivists in Las Cruces, New Mexico, for the 2013 meeting.

## **7. New Initiative - Formation of CIMA Recognition Award(s) Committee**

John Murphy will head a committee to develop a regional CIMA recognition award. Kristi Young and Tom Sommer volunteered to participate in this committee, and John will draft a letter regarding the proposed award for the upcoming CIMA newsletter. The Award Committee has been given the task to establish a broadly representative award that will celebrate and recognize life-long achievement in the archives profession in the CIMA region. The committee will establish selection criteria, and will create a “sustainable” and “consistent” award that will be given on an annual basis. Linda Reib will identify a committee member from Arizona, and the first award will be made at the Seattle 2010 meeting.

## **8. Reminder - Michael Frazier will be representing CIMA at SAA, and NLA in Fall CIMA traveling exhibit.**

Michael Frazier will represent CIMA at the SAA/NLA meetings and would welcome “talking points” for those upcoming meetings.

Michael will prepare a report for the CIMA newsletter.

## **9. Set Date and Time for Next Meeting.**

Tuesday, September 1<sup>st</sup> at 9:30 am Mountain Time.

## **10. Adjournment.**

Meeting minutes: John Murphy.