

**Area 8 San Diego-Imperial County
Archives Committee Minutes**

May 5, 2021 7:00 – 8:00 P.M.

Zoom ID: 948-0358-4133

Opening: Serenity Prayer

Attendees: Tom C. / John B./ Julie O./ Renee R./ Alan R.

Introductions/Birthdays

None

Approval of Minutes

Approved

Read Practical Experience from the GSO Archives Workbook

Area 14, North Florida

Chair's Activities since last meeting

- Attended ACM via Zoom on 4-15-21
- Visited Central Office with Julie and met with the new manager, Judi, regarding her vision of how the Archives Room should be used.
- Did a walk thru on the Central Office archives filing cabinets.
- Stored some items that had been being held in John's garage.

Business

- Chair reported on results of Central Office visit:
 - Judi is open regarding how we use the Archives Room.
 - She asked that we do not turn the Archives Room into a storage area but otherwise is open to us going through the cabinets to make room for more Archive materials.
 - She welcomed us to come to Central Office after hours.
- Committee discussed whether we should meet live for the monthly Archives Committee meeting. The Committee feels it might encourage more participation from the Imperial Valley members and other areas that are not in close proximity to Central Office.
- Committee agreed to keep the monthly meetings on Zoom and carve out time to meet at Central Office to work on the Archive materials.
- Renee encouraged us to think of any expenses we might incur in 2022. Otherwise, the funds will not be there. Fortunately, ROOTS is considered an Area event so those funds will be available. The Committee discussed ideas to consider when creating a budget:
 - Mileage
 - Materials/supplies for displays
 - Hybrid meeting costs
 - ASL and Spanish Interpretation
 - PRAASA
- Julie O. provided an update and look of the Archives landing page. Committee liked the direction. Julie will contact Karen to arrange a live meeting to see what the software can do.
- Committee is planning to have the ROOTS event live this year, with no hybrid component. Chair will place some next steps on the next agenda.
 - Location: Tom to check on Harding Street location to see if that is a possibility.
 - Speakers
 - Theme

Closing: Responsibility Pledge

Next Committee Meeting: June 2, 2021 @ 7:00 PM

Meeting ended: 7:49 PM