

# Midwest Archives Conference Fall Council Meeting

Virtual Meeting

## Day 1

Monday, October 27, 2025; 1pm-3pm EST

Attendance, Day 1: April Anderson-Zorn, Greg Bailey, Cara Bertram, Mary Ellen Ducey, Rosalie Gartner, Melody Hauf-Belden, Marcella Huggard, Benn Joseph, Anu Kasarabada, Sasha Kim, Michelle Sweetser

### *President's Report (Sweetser)*

Discussion items included how best to perform online votes and roll calls. Gartner and Anderson-Zorn had thoughts but not actionable items for the moment. As the Council does not observe Roberts Rules of Order, it was suggested a parliamentary 'cheat sheet' be created. Sweetser will create this document.

Consideration: Meeting Schedule

Sweetser asked for the Council's consideration in moving toward a quarterly meeting schedule. Given busy schedules and an increase in Council business, it seems prudent to stay on top of emerging issues with more regular meetings rather than waiting bi-yearly to address business. Holding the meetings in advance on everyone's calendars should help in making a quorum. Council agreed, suggesting that meetings could be cancelled if warranted.

**VOTE:** Sweetser called for a motion, Kim made the motion, Bailey seconded.

Discussion continued to include that the quarterly meetings would be held roughly in April (at Spring meeting), July (virtually), October (virtually but in conjunction with the Symposium), and January (virtually). A reaffirmation that meetings can be skipped if not needed. The new schedule will go into effect January 2026 and will be evaluated as time goes on. Sweetser called for a vote, which was unanimously approved.

### *Secretary's Report (Anderson-Zorn)*

During the transition between MAC Secretaries this Spring, concerns arose about outdated permissions, excessive email access by individuals no longer affiliated with MAC Council, and the availability of tax and financial information in a basic Google Drive account. Upon the suggestion of the MAC VP at the Spring Meeting, the incoming Secretary explored a free Google Workspace account that she successfully secured. With the help of Greg Foreman, AMC Platform Manager and Transition Specialist, existing email addresses for MAC and documents were transferred to the new Google Workspace. The old Google MAC Drive is still available but will not be updated. Discussions regarding the sunset of the old Google Drive will occur in the future.

During the transfer, the Secretary noted numerous omissions of reports and other files in Google Drive storage. She will explore the MAC Forum to download missing reports to the Drive where appropriate.

With the new Google Workspace, MAC Council now has unlimited email addresses it can issue. A discussion later is recommended to issue official MAC email addresses (where possible) to limit access by outside emails to Drive and other Workspace elements.

#### Council Action items

- Approve a new agreement with JSTOR for hosting the Conference's journal. Council discussion ensued, no concerns, Sweetser will proceed.
- **VOTE:** Voted unanimously on the following positions:
  - Adriana Harmeyer, 2<sup>nd</sup> term as the *Archival Issues* editor (Sweetser called, Kim motioned, Huggard 2<sup>nd</sup>)
  - Anna Marie Hamilton-Brehm, 3<sup>rd</sup> term on the *Archival Issues* editorial board (Sweetser called, Gartner motioned, Ducey 2<sup>nd</sup>)
  - Elizabeth Winter, one term on the *Archival Issues* editorial board (Sweetser called, Huggard motioned, Kim 2<sup>nd</sup>)
  - Rebecca Fitzsimmons, first term on the *Archival Issues* editorial board (Sweetser called, Anderson-Zorn motioned, Huggard 2<sup>nd</sup>)
- **VOTE:** After reviewing the procedural history of the Social Response Committee (est 2020), the Council voted to disband the Committee in favor of a new communication tool where requestors can engage with the Council directly. It should be noted that the Council was clear in that they are not abandoning this important work, especially in our current political climate. The Council recognized the professional difficulties some individuals face in participating in this work. To be more responsive, the Council will explore options for hosting a form where any MAC member can submit a request for the Council to review the drafting of a statement. Sweetser and Anderson-Zorn will explore this route. Sweetser will also address this vote in her upcoming President's letter in the MAC Newsletter. Huggard suggested a membership-wide email. (Sweetser called, Kim motioned, Anderson-Zorn 2<sup>nd</sup>)
- **VOTE:** The Council moved to approve the election slate submitted by Nominating Committee Chair, Benn Joseph. Discussion also ensued about how best to mentor potential MAC members for leadership roles, including outreach in graduate schools. (Sweetser called, Huggard motioned, Gartner 2<sup>nd</sup>)

The Council moved to adjourn Day 1 at 2:39pm EST with all members voting unanimously.

## **Day 2**

Thursday, November 13<sup>th</sup>, 2025; 2pm-5pm EST

Attendance, Day 2:

April Anderson-Zorn, Greg Bailey, Shannon H. Bailey, Cara Bertram, Mary Ellen Ducey, Rosalie Gartner, Shannon Hess, Marcella Huggard, Sasha Kim, Hayley Jackson, Larissa Krayner, Tricia McEldowney, Shae Rafferty, Carrie Schwier, Michelle Sweetser, Adam Wantner

Sweetser gave a welcome and information that some members would come and go throughout the meeting.

### ***Treasurer Report (Ducey)***

Ran out of time during day 1 of the Council meeting, so this was a continuation to allow Ducey time to report and answer any questions. Sweetser asked about approved budgets and where those documents live. Ducey explained that while budgets are approved at the Spring (Annual) meeting, precedent has been for a document that explains current expenditures that show yearly cost increases. Sweetser will work with Ducey and the next Treasurer to create a document that includes more information, including project budgets, budgets for services we are contractually obligated to pay, and expenditures over time. Ducey will include this information for the next Treasurer. The group also discussed the timeline of the current AMC contract, its implementation, and the time to the next negotiation. **VOTE:** Sweetser called for a motion to approve Ducey's report. Kim made the motion, Bailey seconded. No further discussion. The motion was unanimously approved.

### ***Vice President's Report (Gartner)***

#### *Spring 2025 Annual Meeting LAC and PC Reports – Gartner & Rafferty*

Gartner summarized her report and highlighted the following: the Spring meeting had more vendors than they had space for, and thus looking to turn some vendors into sponsors; one vendor was based in Canada and didn't feel comfortable traveling to the US; there were several issues while working with the hotel including hidden or unexpected costs that contributed to a \$14,000 loss; the hot potato bar was well received; and thirty percent of registrants were first time attendees. Given the high percentage of new conference attendees, Gartner sought input on making MAC more accessible and welcoming, especially in the wake of membership fee increases at SAA. Group discussion included the continued support for networking and affinity groups at the annual meeting, reaching out to the new attendees to make them feel welcome, suggestions for dinner sign-ups (similar to MAC Pals), and supporting students and new

professionals. There were questions about posting meetings and other information to the main website; Anderson-Zorn will investigate.

Rafferty discussed the highlights of the Program Committee report, including the satisfaction of most meeting participants. Registration was strong, especially in the workshops offered. Some issues arose from the lack of space for posters, and complaints were made that the posters received insufficient attention. Overall, people were happy with the session and poster topics, with some attendees commenting that they didn't have enough time to do everything they wanted.

#### *2025 Fall Symposium Report (Hess)*

Hess reported on the Fall Symposium held Oct 24<sup>th</sup> and 25<sup>th</sup> at the St. Louis Kaplan Feldman Holocaust Museum, which explored types of trauma in the workplace. Hess reported that the Symposium overall went very well (with lots of compliments on snacks). Participants especially appreciated the diversity in the speakers. The only critique was that participants wished they had more time for discussion. The group expected to use \$4,850 but only spent \$4,135.42, which resulted in a \$1,314.58 profit. They also had \$600 of revenue in sponsorship despite the loss of their Director of Development. Only fourteen participants registered before the deadline, the deadline was extended by a week. They ended up with 32 registrations, most of whom were local. Huggard asked if the Mercantile Library approached them about giving a tour or if they reached out. Hess responded that the Mercantile Library offered the tour.

#### *2026 Spring Meeting in Columbus, OH*

##### Proposal to rework the PDF Program (Gartner)

Gartner discussed her concerns with the current program, including its lengthy content, which makes for a bulky document that is hard to use. Suggestions for updates include reordering sections, reducing the explanation of local area activities, identifying pages with unused space and removing those areas, eliminating pages that only include links, reducing image size, considering double columns, adding a simplified schedule, and refreshing the graphics to bring them up to date. Reminders for the program include descriptions of panels, posters, and other sessions for those who need program excerpts for their academic papers, as well as registration and food break information, to facilitate funding and per diem requests.

##### Program Committee Report (Jackson and Wanter)

Jackson reported that there were 38 proposal submissions with no call for extra submissions. They won't need any pop-up proposals. The Committee worked in thirty minutes between each session. They will call for posters in January.

Wanter reported the committee's work to identify and secure the plenary speaker. They were able to secure their first choice, Doreen Uhas Sauer, a former teacher

and local historian who serves on the local Landmark Commission.<sup>1</sup> **VOTE:** After a discussion about clarifying the honorarium cost, Sweetser called for a motion to approve Uhas Sauer as the 2026 Spring meeting plenary speaker. Gartner made the motion, Schwier seconded. No further discussion. The motion was unanimously approved.

#### Local Arrangements Committee Report (McEldowney)

McEldowney reports the Committee has secured the Ohio State Union and notes it is a ¾ mile walk from the campus hotel, the Blackwell. The Blackwell has already set aside a block for the Spring meeting with rooms already taken. If the block fills, they will open more rooms. The Committee is also looking at other area hotels. They are aware of transportation challenges and have ongoing discussions, including securing a campus shuttle bus. They have raised \$5,000 in donations thanks to OSU Libraries. Other benefits include that the Union does not have a food and beverage minimum, coffee will be significantly less than in a hotel, there is no charge for electricity and a small charge for power cord hookup, and the reception will be at the Blackwell. They should be able to get 20 vendors in the room this year along with 20 posters. They are working on getting tours that are easy walks from the hotel with no added transportation. They are working on getting a tour of the Ohio Stadium. There is a \$19 daily charge to park on campus, but this is common for most parking anywhere in the immediate area, including the hotel. Some places near the campus and hotel are cheaper. Overall, their budget is looking good for the Spring meeting. The Committee recommended the registration rates stay the same, except the student rate drops from \$75 to \$50 to encourage them to be MAC members. A discussion ensued, centered on this meeting being a joint meeting with the Society of Ohio Archivists. In trying to entice new attendees to become members, what do we lose in the process? What about day rates? **VOTE:** After a full discussion, Sweetser called for a motion to approve the suggested registration rates put forth by the Local Area Committee.<sup>2</sup> Ducey made the motion, Kim seconded. No further discussion. The motion was unanimously approved.

Further transportation discussion ensued with McEldowney seeking further guidance on options currently available for renting a private shuttle. More information is needed about the session schedule, handicap accessibility, and drive time one way from the hotel to the meeting site. However, there was a preference for the shuttle option that included more time (a bigger time block), especially as there will already be savings by not paying for technology services.

#### *Fall 2026 Symposium – Ypsilanti, MI (Gartner)*

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<sup>1</sup><https://www.dispatch.com/videos/news/2025/07/06/backbone-of-columbus-historian-doreen-uhas-sauer-is-always-teaching/84446460007/>

<sup>2</sup> Please refer to “Columbus Budget 10.17.2025.xlsx” under 2026 Columbus Meeting LAC Reports and Budget, submitted by Tamar Chute on Oct 17, 2025 in the MAC Community Forum titled “2025 Fall Council Meeting.”

Focused on oral history. The oral history part of the 2025 Symposium was well received so this should be a timely and popular topic. Gartner did not ask the group to submit a report as this was just approved but will meet with them soon.

*Communication with AMC (Gartner)*

There has been a breakdown in communication between LAC and AMC. This was particularly evident during the Spring meeting in Minneapolis. Sweetser will create a document that lists concerns and proposes that she and Gartner have a discussion with AMC regarding the contract, as it/they are not meeting our operational needs.

*Promotional/Testimonial Videos (Gartner)*

AMC has strongly requested testimonial interviews by MAC members for recruitment and retention. There was some confusion among Council members who have experience with this request as to whether this practice was still happening and whether we are interested in it continuing. There was also confusion about how these videos are used and where they are stored.<sup>3</sup> If this is still happening, AMC needs to communicate better at how these are created, where they are featured, and where they are stored. Gartner will table further action until the Membership Committee meets to discuss.

*Continued need for Zoom (Gartner)*

Brief discussion about the need to continue to pay for Zoom now that we have Google Workspace. Some further discussion ensued about how some academic campuses and corporate entities use specific products (i.e., Microsoft) and ban the use of Google products in the workplace. Anderson-Zorn will investigate.

*Feedback on draft versions of Symposium Timeline and Symposium Manual (Gartner)*  
No additional comments.

***Bowen Scholarship Committee (Sweetser)***

Sweetser reported on behalf of the Committee. The Committee requested Council approval to revise their application essay prompt. After a brief discussion, the Council decided this request did not need a vote. The Committee also requested a change to the application to collect information about full or partial tuition scholarships. The Council also declined to vote but asked for further information about how the Committee will collect this information.

***Education Committee (Kramer)***

Updated on programming for 2026 Spring meeting. The Committee just signed with SAA to offer an email course the day before the Spring meeting starts. They will offer two workshops – one on digital preservation (from a local Ohio digitization group) and the other on artifact/textile conservation. They are working on Friday Forums, one of

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<sup>3</sup> Gartner provided last known link to videos:

[https://drive.google.com/drive/folders/1hJuCqI6egmzZ3ap-8JpVG5qX\\_8PfFXJn?usp=sharing](https://drive.google.com/drive/folders/1hJuCqI6egmzZ3ap-8JpVG5qX_8PfFXJn?usp=sharing)

which will include Council members and ways to volunteer with MAC. Another will focus on the role of digital archivist. They will also explore finding space for affinity groups and networking opportunities. The Committee reports good attendance for MACinars and the affiliated coffee chats. Between 20 and 30 people at coffee chats with around 205 attendees at a virtual MACinar. They aren't a huge fan of the webinar feature but it is one of the best ways to deal with large groups. Discussion ensued about possibly offering some higher-level MACinars to MAC members only and others for everyone. Beyond the need to work with AMC to create different kinds of online registration, the Education Committee is "flying the plane as they are building it" with MACinars. There was some consensus that this is worth having a further conversation within the Education Committee.

### ***Vendor Coordinators (Hauf-Beldon)***

Reported there were fourteen vendors at the 2025 Spring meeting with a few who dropped off. The co-coordinators want vendors to continue to be showcased but understand also needing to showcase the posters. The 2025 co-coordinators came into the role with little to no information from last year and found no help with AMC. As they worked through the year, they figured out some things and have made documentation to help the next person in the role. They propose retaining last year's vendor pricing (Staffed commercial, \$600; non-profit, \$300) and do not support offering unstaffed tables. They would like to support more sponsorships in place of tables, especially where the table limit has been reached or when entities want to give 'stuff' as giveaways only. They have brainstormed with Development Coordinator, Sister Virginia Jung, to identify ways to 'elevate the vendor,' i.e. putting logos on big screens, social media call out, etc. Comments were made about reaching out to the Society of Ohio Archivists to team up and make use of their vendor list as well. **VOTE:** Sweetser calls for a motion to approve the proposed registration rates for vendors: Commercial vendors receive two registrations and non-profits receive one. Kim made the motion, Bailey seconded. Discussion ensued about offering discounted additional registrations. The motion was unanimously approved.

### ***Ethics and Inclusion Committee (Sweetser)***

Sweetser reported on behalf of the Committee. In the interest of time, the Council will review materials outside of this meeting and call for a vote in the coming weeks.

### ***Motley Award Committee (Sweetser)***

Sweetser reported on behalf of the Committee. **VOTE:** Sweetser called for a motion to approve the draft rubric for evaluation of applications. Huggard made the motion, Kim seconded. No discussion, the motion was unanimously approved.

**VOTE:** Sweetser called for a motion to approve the essay prompt: "Please describe how your experiences and perspectives align with your interest in archiving. What are your future goals and plans for contributing to the archival field?" (500 words maximum). Anderson-Zorn made the motion, Kim seconded. No discussion, the motion was unanimously approved.

The Council moved to adjourn Day 2 at 4:53pm EST with all members voting unanimously.

Minutes submitted by April Anderson-Zorn, Secretary

Minutes approved by Council on: Jan 9, 2026