

MARAC Chair's Report
Summer 2012 Steering Committee Meeting
Submitted: July 6, 2012

Appointments

The following appointment was made along with ensuring the MARAC website was updated accordingly:

Development Committee

- Reappointed Marianne Kasica as Chair (Spring 2012-Spring 2014).
- Reappointed Ben Primer (Spring 2012-Spring 2014).
- Reappointed Dan Horvath (Spring 2012-Spring 2014).

Education Committee

- Reappointed Brian Keough as Chair (Spring 2012-Spring 2014).
- Reappointed Greg Pike (Spring 2012-Spring 2014).
- Appointed Brad Wiles (Spring 2012-Spring 2014).

Electronic Resources Committee

- Reappointed Valerie Addonizio (Spring 2012-Spring 2014).
- Reappointed Joanne Archer (Spring 2012-Spring 2014).
- Reappointed Kathleen Brown (Spring 2012-Spring 2013).
- Reappointed Kirsten Strigel Carter (Spring 2012-Spring 2013).
- Reappointed Michele Lavoie (Spring 2012-Spring 2014).
- Appointed Christie Peterson (Spring 2012-Spring 2013).

Finance Committee

- Reappointed Lisa Mangiafico (Spring 2012-Spring 2014).
- Appointed Alexis Antracoli (Spring 2012-Spring 2014).

Finding Aids Committee

- Appointed Laurel Macondray as new Chair (Spring 2012-Spring 2013).
- Appointed Regine Heberlein (Spring 2012-Spring 2014).
- Appointed Marisa Bourgoin (Spring 2012-Spring 2014).
- Appointed Katy Hayes (Spring 2012-Spring 2014).

Meetings Coordinating Committee

- Reappointed Robin Emrich (Spring 2012-Spring 2014).
- Reappointed Karen Fishman (Spring 2012-Spring 2014).

Membership Development Committee

- Reappointed Sara Borden (Spring 2012-Spring 2014).
- Appointed Laurie Thomas (Spring 2012-Spring 2014).

Nominations and Elections Committee

- Appointed outgoing Steering Committee member Paige Newman (Spring 2012-Spring 2013).
- Appointed outgoing Steering Committee member Jeff Moy (Spring 2012-Spring 2013).

Outreach Committee

- Reappointed Barbara Anne Beaucar (Spring 2012-Spring 2014).
- Reappointed Valerie Wingfield (Spring 2012-Spring 2014).
- Reappointed Heidi Abbey (Spring 2012-Spring 2014).

All committees have a full complement of members except for Development (2 open spots), Education (2), and Membership (1). Note that terms on the still relatively new Electronic Resources Committee are now staggered so that members will be (re)appointed every year like the other committees.

Other Activities

- Wrote "From the Chair" column for Summer MAA issue.
- Wrote letter of support to the Governor of New Jersey and others regarding the proposal to transfer the NJ records management program from the Department of State to the Department of the Treasury.
- Formed an ad hoc committee comprised of the four Members-at-Large to review the current structure and process for the three MARAC awards (Custer, Finch, and Finding Aids) and to make recommended changes where necessary.
- Welcomed all new caucus chairs to their new role and communicated role and expectations.
- Edited draft of letter for Membership Development Committee regarding upcoming membership survey.
- Asked for agenda in advance for SAA's "summit" meeting of the regionals to be held on August 8, but was told that "we have purposely not set a hard agenda because of the nature of the discussion...The common themes to be explored include advocacy, education, and cooperation/collaboration among the regionals and SAA."

Respectfully submitted,

Ed Galloway
MARAC Chair

MARAC

Mid-Atlantic Regional Archives Conference

Delaware • District of Columbia • Maryland • New Jersey
New York • Pennsylvania • Virginia • West Virginia

July 13, 2012

TO: MARAC STEERING COMMITTEE

FROM: HOLLY OTT, MARAC ADMINISTRATOR

RE: ADMINISTRATOR'S REPORT

Submitted to the Steering Committee on Friday, July 13, 2012 in Baltimore, Maryland.

Membership Statistics

There are currently 1034 active members (as of June 30, 2012):

898 Regular Members

30 Retired Members

106 Student Members

Membership Statistics Comparison

	2011 (As reported 7/20/11)	2012 (As reported 6/30/12)
Regular Members	834	898
Retired Members	32	30
Student Members	83	106
Total Members	949	1034

The current state caucus memberships are as follows:

DC: 170

Delaware: 44

Maryland: 188

New Jersey: 149

New York: 222

Pennsylvania: 244

Virginia: 168

West Virginia: 15

Note: As some members may be part of more than one caucus, total membership numbers and total state caucus numbers may differ.

State Caucus Membership Statistics Comparison

	2011 (As reported 7/20/11)	2012 (As reported 6/30/12)
DC Caucus	162	170
Delaware Caucus	41	44
Maryland Caucus	185	188
New Jersey Caucus	138	149
New York Caucus	201	222
Pennsylvania Caucus	229	244
Virginia Caucus	151	168
West Virginia Caucus	11	15

Number of new membership applications received and entered into database:

April 2012: 24

May 2012: 7

June 2012: 18

July 2012: 3 (as of July 6, 2012)

Current and Upcoming Projects

Membership Directory: A list of current MARAC membership was sent to Lauren Brown on July 1, 2012 for the MARAC archives. This list will be sent annually on July 1.

Membership Renewal: Membership renewal information for the 2012-2013 membership year was sent electronically to 934 active members on July 1, 2012. Additionally, membership renewal information was mailed to 165 of those members who had requested paper renewal forms. *Note: 100 members (of the total 1032 active members) had already renewed their dues for the 2012-2013 membership year prior to July 1, and therefore were not sent renewal information.*

Also, in order to better serve the MARAC membership, we have again included additional questions in this year's membership and application forms, enabling members to select paper vs. electronic only communication for the MARAC newsletter, conference programs, election ballots and membership renewal forms.

The number of requests for paper copies of membership renewal forms has increased since 2011. Paper copies of the renewal form were sent to 53 members who requested them in 2011, while 165 members requested a paper copy of the renewal form in 2012. Renewal methods (electronic vs. paper) will be tracked for the 165 people who requested a paper form this year.

Mid-Atlantic Archivist: An electronic copy of the Summer Mid-Atlantic Archivist will be available on 7/9/12. Paper copies are scheduled to be mailed to subscribers on 7/9/12. There are currently 257 members or subscribers who receive paper copies of the newsletter.

Vice Chair\MCC Report
Mary K. Mannix
10 July 2012

Upcoming Meetings

Fall 2012

Status: Program sent to designer (reminder – first program to come out of the Print Shop at Dickinson – color and everything – wahhoo!!!)

When: October 24-27, 2012

Where: Richmond, VA (our fourth visit to this fair city)

Hotel: Omni Richmond Hotel

Room Rate: \$139

Local Arrangements Committee Co-Chairs: Jodi Koste (Virginia Commonwealth University) and Margaret Kidd (Virginia Commonwealth University)

Program Committee Co-Chairs: Vin Novara (University of Maryland) and Joanne Archer (University of Maryland)

Plenary Speaker: Christy Coleman (executive director of the American Civil War Center at Historic Tredegar)

Luncheon Speaker: Ed Ayers (President, University of Richmond; NPR's History Guys)

Note: The Richmond PC will be running a pilot guidebook app for the meeting.

There is no cost to MARAC. The product that will be utilized is

<http://www.guidebook.com>. Per Joanne Archer: “The app is available for iphone, androids, blackberries, and ‘any other devices your audience might use’.

Essentially, at the lowest pricing (currently free) we get the following:

- 200 downloads of the app. These should be sufficient for a pilot.
- Conference schedule including descriptions and I believe locations
- 1 custom section (speakers, exhibitors, sponsors, presenters, dining, nightlife etc)
- Maps
- Customizable Schedules and Reminders
- Real time updates (good for room changes)”

Spring 2013

Status: In the works

When: April 25-27, 2013

Where: Erie, PA

Hotel: Sheraton Erie Bayfront Hotel with Bayfront Convention Center

Room Rate: \$149

Local Arrangements Committee First Co-Chair: Jane Ingold (Penn State Erie) and Debora Rougeux (University of Pittsburgh)

Program Committee Co-Chairs: Jessica E. Johnson (Virginia State University) and Charlotte Sturm (University of Maryland)

Note: Bicentennial Celebration of the Battle of Lake Erie

Fall 2013:

Where: Philadelphia

Status: Contract requested

When: November 7-9, 2013

Hotel: The beautiful Hyatt Regency Philadelphia at Penn's Landing

Room Rate: \$175 ballpark (less than Jersey City)

Local Arrangements Committee Co-Chairs: Lisa Mangiafico (Soroptimist International) and Valerie-Ann Lutz (American Philosophical Society Library)

Program Committee Co-Chairs: Being mulled over

Note: This will be an inexpensive meeting. The reception most likely will need to be held at the hotel. This may become a standard in large cities where the costs of food will be straining our budget. The LAC Co-Chairs are dedicated to making that work, thinking “outside the box”, and/or gaining sponsors.

Spring 2014:

Status: Site visit in August

Where: Rochester, New York

Local Arrangements Committee Co-Chairs: Lori Satter Birrell (University of Rochester's Rare Books and Special Collections Department) and Brain Keough (University at Albany, SUNY)

Note: If Rochester does not pan out, we will be looking at Saratoga Springs.

Fall 2014:

Where: Baltimore? (Would be our fifth visit to Charm City!!)

Status: Proposals received, one site visit, other sites visits on July 19

Local Arrangements Committee First Co-Chair: Lindsey Loeper (UMBC)

This and that

Manual:

On July 7, 2012, the Vice Chair and Treasurer met for nearly 3 hours updating the Manual. Much thanks to the Treasurer for his assistance!!! The Manual will now be forwarded to the Administrator, the Vendor Coordinator, and the Program Editor for comments on their sessions. Laura Little, of Helms-Briscoe, will also be asked to comment on a few details. Hopeful deadline for Manual to be updated on-line – July 31, 2012!

NEA:

The new Vice Chair has opened discussions again regarding a dual meeting. We will be doing the discussing of the possibility this month.

6. Following on the request that the committee consider options for ways to make available suitable funds for the disaster assistance program when the existing restricted Disaster Assistance Fund is insufficient to meet relief needs, Finance Committee recommends that Steering Committee designate a portion of the budgetary surplus at the beginning of each fiscal year for potential use as disaster assistance funds. If and when this designated portion should be fully expended within the fiscal year, the Disaster Assistance Committee will consult with Steering Committee about the potential of releasing additional funds, if needed.

7. Finance Committee recommends to Steering Committee that they adopt the federal rate for mileage reimbursement “driven in service of charitable organizations,” which is currently set at \$0.14 per mile. This change will bring travel costs under control and simultaneously improve equity among those seeking reimbursement for travel expenses. This rate change will go into effect retroactively to July 1, 2012, the beginning of fiscal year 2013.

FY 2012, 4th Quarter (April 1, 2012 to June 30, 2012)

<u>CATEGORY</u>	<u>Budget</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Total</u>	<u>% Budget</u>
INCOME							
Membership Dues	\$28,500.00	\$20,686.00	\$3,730.00	\$2,778.00	\$1,651.00	\$28,845.00	101.21%
Conference Registration	\$55,000.00	\$25,710.00	\$3,566.00	\$33,144.00	\$3,050.00	\$65,470.00	119.04%
Conference Vendors	\$20,000.00	\$6,972.00	\$4,350.00	\$3,822.00	\$1,800.00	\$16,944.00	84.72%
Conference Sponsorship	\$2,000.00	\$1,500.00	\$600.00	\$500.00	\$1,500.00	\$4,100.00	205.00%
Publication Advertising	\$3,000.00	\$210.00	\$1,260.00	\$1,536.00	\$0.00	\$3,006.00	100.20%
Publication Sales	\$350.00	\$65.00	\$140.00	\$140.00	\$105.00	\$450.00	128.57%
Mailing List Sales	\$250.00	\$100.00	\$0.00	\$100.00	\$0.00	\$200.00	80.00%
Off-Meeting Workshops	\$3,000.00	\$0.00	\$0.00	\$3,580.00	\$4,825.00	\$8,405.00	280.17%
Bank Interest	\$300.00	\$72.30	\$68.02	\$54.09	\$37.24	\$231.65	77.22%
Investment Interest	\$3,000.00	\$336.63	\$305.22	\$687.24	\$441.68	\$1,770.77	59.03%
Gifts to Operations	\$500.00	\$113.00	\$26.00	\$40.00	\$17.00	\$196.00	39.20%
Gifts to 40th	\$4,000.00	\$0.00	\$0.00	\$1,200.00	\$200.00	\$1,400.00	35.00%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Income	\$119,900.00	\$55,764.93	\$14,045.24	\$47,581.33	\$13,626.92	\$131,018.42	109.27%
EXPENSES							
Administrator	\$12,000.00	\$2,910.94	\$2,589.66	\$2,960.89	\$3,247.41	\$11,708.90	97.57%
Web Services	\$3,000.00	\$655.59	\$655.59	\$899.75	\$675.75	\$2,886.68	96.22%
Archivist	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	100.00%
Accountant	\$1,000.00	\$0.00	\$1,025.00	\$0.00	\$0.00	\$1,025.00	102.50%
Advocacy	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100.00%
Insurance Policy	\$1,000.00	\$0.00	\$0.00	\$0.00	\$900.00	\$900.00	90.00%
Phone	\$600.00	\$144.63	\$144.78	\$145.81	\$146.28	\$581.50	96.92%
Postage	\$800.00	\$37.00	\$0.00	\$109.03	\$1,543.28	\$1,689.31	211.16%
Office Supplies	\$750.00	\$0.00	\$367.10	\$0.00	\$122.00	\$489.10	65.21%
Food	\$2,450.00	\$339.00	\$39.48	\$605.25	\$229.36	\$1,213.09	49.51%
Travel	\$3,550.00	\$1,557.07	\$92.13	\$2,153.16	\$1,638.34	\$5,440.70	153.26%
Equipment	\$0.00	\$960.44	\$0.00	\$44.52	\$0.00	\$1,004.96	0.00%
Printing and Design	\$3,000.00	\$0.00	\$1,501.12	\$0.00	\$1,980.17	\$3,481.29	116.04%
Conference	\$69,000.00	\$3,157.73	\$29,923.37	\$5,343.44	\$31,569.42	\$69,993.96	101.44%
Lodging	\$1,700.00	\$105.45	\$425.70	\$168.37	\$740.87	\$1,440.39	84.73%
Honoraria	\$1,300.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	115.38%
Awards and Prizes	\$1,300.00	\$0.00	\$600.00	\$0.00	\$500.00	\$1,100.00	84.62%
Scholarships	\$11,700.00	\$584.36	\$2,150.00	\$600.00	\$6,629.32	\$9,963.68	85.16%
Banking Fees	\$4,500.00	\$1,132.44	\$1,620.54	\$1,098.09	\$1,203.88	\$5,054.95	112.33%
Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Disaster Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$35.00	\$1,080.24	\$1,115.24	0.00%
Total Expenses	\$119,900.00	\$12,334.65	\$42,634.47	\$14,163.31	\$53,706.32	\$122,838.75	102.45%
Net Income or (Loss)		\$43,430.28	(\$28,589.23)	\$33,418.02	(\$40,079.40)	\$8,179.67	

<u>Account Balances</u>			<u>Opening</u>	<u>Credits</u>	<u>Debits</u>	<u>Closing</u>
PNC Checking	\$2,411.37	Operating	\$48,259.07	\$13,626.92	(\$53,706.32)	\$8,179.67
PNC Savings	\$90,849.59	Restricted	\$107,321.00	\$70.00	\$0.00	\$107,391.00
PNC CDs	\$0.00	Reserve	\$41,965.00	\$0.00	\$0.00	\$41,965.00
Vanguard Bonds	\$74,904.76	Surplus	\$10,630.05	\$0.00	\$0.00	\$10,630.05
Total	\$168,165.72	Totals	\$208,175.12	\$13,696.92	(\$53,706.32)	\$168,165.72

Summary - Fourth Quarter FY 2012

Opening Balance	\$208,175.12
Total Income	\$13,696.92
Total Expenses	<u>(\$53,706.32)</u>
Closing Balance	\$168,165.72

<u>Restricted Funds</u>			<u>Opening</u>	<u>New Gifts</u>	<u>Spending</u>	<u>Closing</u>
PNC Savings	\$32,486.24	Disaster Assist.	\$720.00	\$5.00	\$0.00	\$725.00
PNC CDs	\$0.00	Education	\$101,475.00	\$65.00	\$0.00	\$101,540.00
Vanguard Bonds	\$74,904.76	Finch Award	\$5,126.00	\$0.00	\$0.00	\$5,126.00
Total	\$107,391.00	Totals	\$107,321.00	\$70.00	\$0.00	\$107,391.00

Final Balance Sheet

Category	<u>Budget for 300 Attendees</u>	<u>Total for 334 Attendees</u>
INCOME		
Registration Fees	\$22,775.00	\$23,800.00
Exhibitor Fees	\$7,950.00	\$8,650.00
Meals	\$6,625.00	\$6,511.00
Reception	\$200.00	\$1,080.00
Tour Fees	\$750.00	\$1,485.00
Workshop Fees	\$3,540.00	\$3,825.00
Total Income	\$41,840.00	\$45,351.00
EXPENSES		
Hospitality Suite	\$500.00	\$1,407.50
Hotel Expenses	\$7,397.00	\$7,203.24
LAC Expenses	\$250.00	\$0.00
Meal Expenses	\$16,698.00	\$14,376.01
Reception	\$6,150.00	\$12,090.33
Registration/Program	\$4,500.00	\$2,948.89
Session/Plenary Speakers	\$200.00	\$0.00
Tour Expenses	\$650.00	\$1,067.00
Workshop Expenses	\$1,900.00	\$1,165.34
Total Expenses	\$38,245.00	\$40,258.31
NET INCOME / PROJECTED PROFIT	\$3,595.00	\$5,092.69

Final Income

Category	Budgeted			Actual		
	Cost/Item	300 Attendees	Total	Cost/Item	334 Attendees	Total
INCOME						
Registration Fees						
Pre-Reg Members	\$70.00	200	\$14,000.00	\$70.00	224	\$15,680.00
Pre-Reg Non-Members	\$115.00	25	\$2,875.00	\$115.00	22	\$2,530.00
Late Reg Members	\$80.00	20	\$1,600.00	\$80.00	20	\$1,600.00
Late Reg Non-Members	\$125.00	10	\$1,250.00	\$125.00	9	\$1,125.00
Member, on-site	\$90.00	15	\$1,350.00	\$90.00	9	\$810.00
Non-member, on-site	\$135.00	5	\$675.00	\$135.00	2	\$270.00
Student registration	\$40.00	20	\$800.00	\$40.00	39	\$1,560.00
One day (Saturday only)	\$45.00	5	\$225.00	\$45.00	5	\$225.00
Total Registration Fees		300	\$22,775.00		330	\$23,800.00
Exhibitor Fees						
Ads	\$50.00	5	\$250.00	\$200.00	1	\$200.00
Donations/Sponsorships	\$250.00	2	\$500.00	various	6	\$1,250.00
Rental - 1 Table	\$600.00	12	\$7,200.00	\$600.00	12	\$7,200.00
Rental - 2 Tables	\$750.00	0	\$0.00	\$750.00	0	\$0.00
Total Exhibitor Fees			\$7,950.00			\$8,650.00
Meals						
Breakfast - Business Mtg.	\$18.00	125	\$2,250.00	\$18.00	123	\$2,214.00
Extra Vendor Boxed Lunch				\$22.00	1	\$22.00
Lunch - Friday	\$25.00	175	\$4,375.00	\$25.00	171	\$4,275.00
Total Meals			\$6,625.00			\$6,511.00
Reception						
Sponsorship	\$0.00	0	\$0.00	\$0.00	2	\$750.00
Guest Tickets	\$10.00	20	\$200.00	\$10.00	33	\$330.00
Total Reception Income			\$200.00			\$1,080.00
Tour Fees (from LAC)						
Tour #1 (E. P. Estate)	\$20.00	15	\$300.00	\$20.00	21	\$420.00
Tour #2 (Welcome Trolley)	\$10.00	15	\$150.00	\$0.00	26	\$0.00
Tour #3 (Ghost Trolley)	\$10.00	20	\$200.00	\$12.00	27	\$324.00
Tour #4	\$5.00	10	\$50.00	\$12.00	48	\$576.00
Tour #5	\$5.00	10	\$50.00	\$55.00	3	\$165.00
Total Tour Fees			\$750.00			\$1,485.00
Workshop Fees (from Lindsey)						
Workshop #1	\$45.00	12	\$540.00	\$45.00	8	\$360.00
Workshop #2	\$80.00	12	\$960.00	\$45.00	25	\$1,125.00
Workshop #3	\$80.00	12	\$960.00	Cancelled	0	\$0.00
Workshop #4	\$45.00	12	\$540.00	\$45.00	26	\$1,170.00
Workshop #5	\$45.00	12	\$540.00	\$45.00	26	\$1,170.00
Total Workshop Fees			\$3,540.00			\$3,825.00
Total Income			\$41,840.00			\$45,351.00

Final Expenses

Category	Budgeted			Actual		
	Cost/Item	300 Attendees	Total	Cost/Item	334 Attendees	Total
EXPENSES						
Hospitality Suite			\$500.00			\$907.50
Entertainment						\$500.00
Hotel Expenses						
Room Rentals (incl. AV and tent)			\$5,000.00			\$5,000.00
AV Equipment Tech			\$0.00			\$375.00
AV Equipment Rentals			\$0.00			\$475.00
Subsidy for Attendees' Room Fees			\$2,147.00			\$1,253.24
Miscellaneous Expenses			\$250.00			\$100.00
Taxes / Fees			\$0.00			\$0.00
Total Hotel Expenses			\$7,397.00			\$7,203.24
LAC Expenses			\$250.00			\$0.00
Meal Expenses						
Breakfast Buffet - Sat	\$19.00	125	\$2,375.00	\$17.00	130	\$2,210.00
Continental Breakfast - Fri	\$10.00	225	\$2,250.00	\$12.00	250	\$3,000.00
Coffee Breaks Thur (AM & PM)	\$7.50	86	\$645.00	\$5.00	100	\$500.00
Coffee Breaks Fri (AM & PM)	\$7.50	450	\$3,375.00	\$9.00	200	\$1,800.00
Lunch - Friday (meat)	\$25.00	145	\$3,625.00	\$22.00	154	\$3,388.00
Lunch - Friday (veg)	\$25.00	30	\$750.00	\$22.00	14	\$308.00
Vendor Lunches	\$15.00	12	\$180.00	\$15.00	15	\$225.00
Steering Committee - Th	\$20.00	30	\$600.00	\$15.00	30	\$450.00
Meal Expenses			\$13,800.00			\$11,881.00
Service Charge (21 %)			\$2,898.00			\$2,495.01
Total Meal Expenses			\$16,698.00			\$14,376.01
Reception						
Caterer			\$6,000.00			\$9,702.75
Service Charge (21%)						\$2,037.58
Entertainment (from MACAH sheet)			\$150.00			\$350.00
Tours			\$0.00			\$0.00
Facility Fees			\$0.00			\$0.00
Total Reception Costs			\$6,150.00			\$12,090.33
Registration/Program						
Program			\$4,000.00			\$2,826.89
Folders, Badges, etc.			\$500.00			\$122.00
Total Registration/Program Costs			\$4,500.00			\$2,948.89
Session/Plenary Speakers (from Bob)						
Lodging			\$0.00			\$0.00
Meals & Registration			\$200.00			\$0.00
Travel			\$0.00			\$0.00
Total Session/Plenary Costs			\$200.00			\$0.00
Total Tour Expenses			\$650.00			\$1,067.00
Workshop Expenses (from Lindsey)						
Honoraria			\$1,050.00			\$450.00
Lodging/Meals			\$0.00			\$0.00
Travel (Speakers)			\$750.00			\$715.34
Misc. Expenses			\$100.00			\$0.00
Total Workshop Expenses			\$1,900.00			\$1,165.34
Total Expenses			\$38,245.00			\$40,258.31

MARAC Archivist Report
July/2012
(for the Summer Steering Committee meeting, Baltimore, MD)

This season seems to be a time when I'm engaged in a wide variety of projects relating to my work as MARAC Archivist.

I continue to participate in planning for the 40th anniversary of MARAC at the Richmond meeting. This might involve helping to develop a "MARAC history quiz" venue for participants at that meeting. (I'm also on the Richmond program as a session presenter, working on a theme that relates to MARAC's institutional history.)

I'm wrapping up a summary compilation of all the changes to MARAC's Bylaws from 2008 to the present; this follows on good work that Laura Drake Davis did in compiling much of this information in 2011. This work needs to be completed so that our webmaster can make the Bylaws current on the MARAC website. I expect this work to be completed by the end of this summer.

I've been engaged in conversations with other staff in the UMD Libraries as we work on more detailed plans for developing an online repository of MARAC session presentations. Arian Ravanbakhsh has already identified this as a discussion topic in his ERC report.

And last but by no means least in order of importance, I plan to launch a full-fledged project this fall to prepare recent MARAC accessions for incorporation into the core MARAC archives and to get these accretions represented in an updated MARAC finding aid. This may involve contacting several of you to ask various "recent history" questions and/or to help me fill some gaps in MARAC documentation. I'll have more to say about this at the Richmond meeting.

I will be at the Steering Committee meeting this Friday (arriving by car) so I can certainly accept any files and publications you might want to pass off to me then. (And for any of you who live on the Hill in DC—you're welcome to hitch a ride—just let me know ASAP.)

Lauren Brown
MARAC Archivist
University of Maryland