

2024 MUSEUM ARCHIVES SECTION ANNUAL BUSINESS MEETING MINUTES

Museum Archives Section, 24 July 2024

Virtual Business Meeting

Attendance: 72

- I. Welcome and Chair's report (Tara Laver)
 - Review of 2024's *Museum Archives: Practice, Issues, Advocacy* Symposium, held in conjunction with the Yale Center for British Art: 39 onsite attendees; 399 streaming views; 93 concurrent viewers
 - Review of 2023-2024 pop-up sessions: four virtual sessions, with an average attendance of 47
 - Upcoming MAS tour of Adler Planetarium at 2024 SAA conference
- II. Vice-Chair's report (Laura Uglean-Jackson)
 - MAS section elections: open positions, and final vote tallies. New steering committee members elected were:
 - Vice chair/chair elect: Celia Emmelhainz
 - Recording secretary: Kim Bradshaw
 - Web liaison: Lena Hansen
- III. Newsletter Editor report (Kelly Schulz)
 - Request for upcoming newsletter submissions
- IV. Web Liaison report (Kelli Yakabu)
 - Review of resources on the site
- V. Thanks to outgoing MAS officers (Tara Laver)
- VI. New business (Tara Laver)
 - Survey results: review of questions and answers
 - Section conducted a survey of members January 24 to March 1, 2024, to gauge members' opinions on priorities for sections projects and priorities for next 1-3 years.
 - Low response rate but bore out direction steering committee was leaning.
 - Priorities: pop-ups, something at annual meeting, Standards and Best Practices Resources Guide; top topics for programming (40% or more ranking it high): digital preservation, policy and procedure development, training on specific tools or platforms, records management, collection development and appraisal.

- Takeaways/plans: regular (quarterly or more) pop-ups and a museum archives tour at the onsite SAA annual meeting (or similar). In addition, we will maintain Standards and Best Practices Resource Guide. Last updated in 2021, it was a project of the now-disbanded standards and best practices working group. Going forward, the steering committee will organize a committee to review and update every 5 years. In the meantime, can send any new or updated policies for the site to current chair.
- VII. Council Liaison report (Terry Baxter)
- Review of business and actions of the Council
- VIII. Presentations
- Hilliary Bober and Zoe Heinsohn (Dallas Museum of Art), *Reparative Description at the Dallas Museum of Art: From Audit to Access*. Describes the history and mission of the DMA. Discusses collection description audit, audit research, tools, drafting of statements, audit results, and various guidelines for reparative language.
 - Jenna Stout (St. Louis Art Museum), *Files, Fields & Schedules in an Art Museum Archive: The Case for Redescribing Legacy Records*. Describes the history and mission of the museum and the history of archives. Discusses workflow for MARC records, file review, description, prioritizing departmental records, and education in the galleries.
 - Allyce Farino (Denver Museum of Nature and Science), *Migrating History: How Digital Asset Migrations Inspire Change*. Provides a collection overview and mission of museum archives. Discusses migrations, opening of the DAMs, harmful terms, various collections within the archives, next steps, and advice for large projects.
- IX. Questions/comments
- Requesting information on collaborations with colleagues in Denver
 - Will the slides be shared? (yes)
 - Comment regarding museum practice of description/cataloging at the item level vs. archival practice of aggregate description and navigating that within the museum archives context.