

*Submitted by Eira Tansey via survey form provided by SAA on August 31, 2018*

- Name of Section: Records Management Section
- Council Liaison: Erin Lawrimore
- Reporter Submitter Info: Eira Tansey, eira.tansey@uc.edu
- Newly Elected Roster Updates:
  - Courtney Bailey was elected vice-chair/chair-elect (2018-2019, assuming the chair position for 2019-2020)
  - Holly Dolan was elected to the open seat on the steering committee (2018-2021)
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- Activities:
  - Completed
    - Courtney Bailey led our group through updating the Records Management Section bibliography, which we maintain in a Zotero library ([https://www.zotero.org/groups/404345/saa\\_records\\_management\\_section/items](https://www.zotero.org/groups/404345/saa_records_management_section/items))
  - Ongoing
    - We held monthly steering committee meetings between September and July
    - We had regular steering committee member and guest contributions to our section blog (20 posts), *The Schedule*, including Jessika Drmacich's ongoing series profiling "Resourceful Records Managers" (<https://saarmrt.wordpress.com/>)
    - Google Hangouts:
      1. Beth Cron hosted a Hangout in December featuring "Institutional Placement of Records Management and Archival Services" <https://youtu.be/1IFGrE6tlUU>
      2. Brad Houston hosted a Hangout in March featuring "Records Management outside of Archives" <https://youtu.be/Y7ix552MFjI>
    - Student Chapter Presentations on Careers in Records Management
      1. Beth Con presented to the Wayne State Student Chapter in October
      2. Eira Tansey presented to the San Jose Student Chapter in November
  - New
    - Setting projects: This year the steering committee experimented with projects instead of dedicated roles. Eira had a phone call with each steering committee member to help determine what project they wanted to work on for the steering committee this year. This method was very effective with more established members of the committee who already knew the culture and past work of the section, but it had slightly less success with newer members of the steering committee, who needed additional support in finding projects to work on.

- April RIM month: As a way to generate more productive conversations on our listserv from a more diverse set of voices, we had a weekly discussion prompt on the listserv for RIM month in April. This was a successful experiment we should repeat again, and consider extending out as feasible.
- SAA Strategic plan. Indicate how section has contributed to the 4 goals
  - Advocating for Archives and Archivists
    - Our section plays a critical role in providing a voice for records managers within the Society of American Archivists through our blog, public outreach to student chapters, as well as our record of collaboration with other sections at the joint annual meeting.
  - Enhancing Professional Growth
    - Our Hangouts are a free professional development opportunity for members and non-members of SAA to learn about timely RM topics
  - Advancing the Field
    - Our work updating the Zotero bibliography brings together many important resources for records managers to consult.
  - Meeting Members' Needs
    - Our efforts to make the RMS listserv a useful discussion space as exemplified in the April RIM month efforts is an example of work in this area we hope to expand.
- Annual Meeting
  - Number of attendees: Almost 200
  - Summary of meeting activities and highlights (brief notes): RMS continued its tradition of hosting a joint annual meeting with another section, our third year in doing so. This year we joined the Acquisitions and Appraisal section. The two sections invited two speakers to discuss "Transparency in Appraisal and Retention Scheduling." The first speaker was Lauren Gaines from Thrivent Financial and the second speaker was Nate Jones, Director of the FOIA Project for the National Security Archive at George Washington University. A very lively audience discussion followed their remarks.
  - Link to meeting minutes on microsite: N/A, we did blog about it at <https://saarmrt.wordpress.com/2018/08/22/archives-records-2018-rms-annual-meeting/>
- Does your section have questions or concerns for the SAA Council? Include notes on potential budget requests for Fiscal Year 2020 (July 1, 2019 – June 30, 2020)
  - None at this time