

**Society of American Archivists
Council Meeting
January 23 – 26, 2013
Chicago, Illinois**

**2013 Joint Annual Meeting in New Orleans
(Prepared by Nancy Beaumont)**

Program Development

The 11-member Program Committee (plus one 2014 co-chair and several staff) met in Chicago November 9–11 to review the results of their pre-meeting rankings and decide which of the 137 session proposals submitted would be placed in the 70 available slots. The Committee also considered 22 submissions in the “Professional Poster” category. In an effort to loosen up the schedule in response to early findings from the Annual Meeting Task Force, the Committee is planning for four 90-minute and three 60-minute tracks (compared with five 90-minute and two 60-minute tracks in 2012). The “net savings” in the conference schedule is 30 minutes.

The deadline for proposal submissions for Student Paper and Poster presentations is February 1. The Student Program Subcommittee will review submissions and accept three platform presentations and an as-yet-to-be-determined number of student poster presentations.

Jackie, Council of State Archivists President Jim Corridan, and I have begun the process of soliciting ideas for keynote speaker(s). We welcome your ideas!

Conference Schedule

The Annual Meeting Task Force as well as individual members have suggested that the conference schedule could be improved. Unfortunately no one has taken the opportunity to provide a draft schedule incorporating their ideas. I hope to have available at the January 23-26 Council meeting a preliminary draft schedule based on my review of the comments received to date. **Please share your creative ideas for improving the schedule.** We plan to provide speakers with a schedule of education sessions no later than the first week in February.

Paul Henning of Conference & Logistics Consultants has been working with the Hilton New Orleans Riverside staff to determine optimal meeting room configurations. As in recent years, we are most concerned about having a sufficient number of rooms for all of the committee and roundtable meetings on Tuesday and Wednesday. (With 31 current roundtables and the possibility of one new roundtable in 2013, as well as requests for separate section and roundtable steering committee meetings and a variety of “pop-up” meetings, we have reached a critical mass that will require some very creative thinking on the part of the conference planners and some

compromises on the part of component leaders.) As I work on the draft schedule, I am attempting to move one block of roundtable meetings to sometime on Thursday, Friday, or Saturday – although it’s likely that that block may have to revert to the 90-minute schedule for roundtables that existed prior to 2006, when we were also able to accommodate all roundtables in two time slots. Based on comments in response to the Annual Meeting Task Force queries, this option may be welcomed by some roundtable leaders. By the time of the Council meeting I will have issued to the Leader List a query regarding roundtables that may be willing to hold a 90-minute rather than 2-hour meeting.

Host Committee / Social Events

The Host Committee has met to discuss development of its blog (which the Committee hopes to launch by early April), *Archival Outlook* articles, repository tours, and recommendations for possible reception sites, keynote speakers, and local exhibitors/sponsors.

Exhibits and Sponsorships

Given that the majority of our exhibitors are repeats, we decided to forego printing and mailing of the exhibitor prospectus again this year and to rely on email communication and website postings for promotion. Throughout the fall we encouraged prospects to sign up by January 31 to receive a discount on 2013 exhibit space. As of January 16, we have sold 24 booths for total revenue of \$36,500 (compared with 14 booths and total revenue of \$23,500 at the same time last year.) In addition, we have commitments from three of our past sponsors for a total of \$16,500 in sponsorship revenue, as well as the strong possibility of a Silver Sponsorship at \$15,000.

We are now in year 4 of working with C&LC’s “virtual expo hall” software, a sign-up page on the conference website on which prospective exhibitors can view a live, real-time floor plan showing currently available booths and can select and confirm their booth space(s) immediately. This process saves time for the exhibitors and for staff.

Conference Promotion

Promotion of the conference began in the early fall via the conference website and in the January/February issue of *Archival Outlook* with an article by the Program Committee and a “save the date” display ad. Host Committee articles about New Orleans will appear in the next three issues of the newsletter and will be repurposed on the Committee’s blog.

As in 2009, 2011, and 2012, we will not be printing the Preliminary Program, but will prepare both PDF and online versions (based on member feedback). We also plan to mail a “Schedule-at-a-Glance” flyer (again based on member feedback) and to publish a very complete, all-in-one-place Onsite Program. We are looking at strategies for allowing registrants an “opt-out” option for the print Onsite Program based on the availability of a mobile app that would include this information in a simple and convenient format.

As always, I welcome your comments and questions.