

**Society of American Archivists Foundation  
Board of Directors Meeting  
January 22 - 23, 2014  
Silversmith Hotel, Chicago, Illinois**

- # Written background report for discussion and possible action.
- \* Written report, with discussion and clarification only as needed.
- \* **PLEASE READ ALL MATERIALS IN ADVANCE OF THE MEETING\***

<b>WEDNESDAY, JANUARY 22 • 9:00 am – 5:00 pm</b> <b>Silversmith Hotel, 10 South Wabash Street, Chicago Room</b> <b>Breakfast: 8:30 – 9:00 am, Lunch: 12:30 – 1:30 pm</b> <b>Group Dinner: 6:00 pm – 9:00 pm</b>		
<b>I.</b>	<b>BOARD BUSINESS (Wednesday, 9:00 am – 10:00 am)</b>	
	<b>A. Adoption of the Agenda</b> (0114-SAAF-I-A-Agenda) #	Eaton
	<b>B. Introduction of New Members</b>	Eaton
	<b>C. Reference: 2013 Actions</b> 1. <b>January 2013 Minutes</b> (Approved 2/22/13) (0114-SAAF-I-C-1-Minutes0113) * 2. <b>March 19, 2013, Conference Call Minutes</b> (0114-SAAF-I-C-2-ConfCall0313) * 3. <b>Interim Action: Revise Development Committee Description</b> (0114-SAAF-I-C-3-DevCommDescrip) * 4. <b>August 13, 2013, Minutes</b> (Approved 9/4/13) (0114-SAAF-I-C-4-Minutes0813) *	Eaton
	<b>D. Reference: Pre-2013 Actions</b> (0114-SAAF-I-D-PastActions) *	Eaton
	<b>E. Reference: Articles of Incorporation and Bylaws</b> (0114-SAAF-I-E-1-Incorp) * (0114-SAAF-I-E-2-Bylaws) *	Eaton
<b>II.</b>	<b>EDUCATION SESSION (Wednesday, 10:30 am – 12:30 pm)</b>	
	<b>Alexander “Sandy” Macnab: “Developing Your Resources”</b>	Macnab
<b>III.</b>	<b>DISCUSSION ITEMS (Wednesday, 1:30 pm – 5:00 pm)</b>	
	<b>A. Priorities for Funding Proposals and Grants</b> 1. What Are Our Priorities? 2. How Will We Evaluate Proposals?	Duffy

	<b>B. Ongoing Key Contact Support for the Foundation</b>	Duffy
	<b>C. Analysis of 2013 Annual Appeal</b> (See reports at IV.A., C., and D.)	Eaton
	<b>D. Building Our Development Activities</b> 1. Status of Development Committee Selection 2. Development Committee Assignments	Eaton/ Primer
	<b>E. Ideas for 2014 Development Activities</b>	Primer
	<b>F. Course of Action and Timeline for Development of Governance Policies</b> (0114-SAAF-III-F-GovPolicies) #	Eaton/ Martin
	<b>G. Other Discussion Items from Board Members</b>	Eaton
<b>IV.</b>	<b>REPORTS (Wednesday, 4:00 pm – 5:00 pm)</b>	
	<b>A. President’s Report</b> (0114-SAAF-IV-A-Prez)	Eaton
	<b>B. YTD Financials</b> (0114-SAAF-IV-B-FinRev) *	Duffy / Jurczak
	<b>C. 2013 Summary of Funds</b> (0114-SAAF-IV-C-2013Funds) * (7/1/13 – 12/31/13 and 11/1/13 – 12/31/13)	Duffy/ Jurczak
	<b>D. 2013 Summary of Donors</b> (0114-SAAF-IV-D-2013Donors) * (7/1/13 – 12/31/13 and 11/1/13 – 12/31/13)	Beaumont/ Jurczak
<b>THURSDAY, JANUARY 23 • 9:00 am – Noon</b> <b>Silversmith Hotel, 10 South Wabash, Chicago Room</b> <b>Breakfast: 8:30 am – 9:00 am, Lunch “To Go”</b>		
<b>I.</b>	<b>BOARD BUSINESS (Continued) (Thursday, 9:00 am – 11:00 am)</b>	
	<b>F. Selection of Fifth Development Committee Member</b> (0114-SAAF-I-F-DevComm)	Eaton
	<b>G. Election of 2014 Officers (President, Vice President, Treasurer)</b> (0114-SAAF-I-G-Election) #	Bell
	<b>H. Plans for Meeting at 2014 Joint Annual Meeting</b>	President
	<b>I. Adjournment</b>	President