

**Society of American Archivists
Council Meeting
June 8 – 10, 2012
Chicago, Illinois**

**Membership Committee Report:
New Member/First-Timer Orientation and Forum
(Prepared by Rachel Vagts, Membership Committee Chair)**

In 2011 the New Member/First-Timer Orientation and Forum was moved from a breakfast time slot into an evening time slot preceding the opening plenary session. The event was very successful, with a large number of new members and first-time attendees at the event. In the past year, members of the Membership Committee, SAA staff member Brian Doyle, SAA President Gregor Trinkaus-Randall, and SAA Council Member Terry Baxter have discussed several ways to continue to improve the event.

The event provides a great opportunity for the Society to connect with new members and to help orient first-time attendees to the Annual Meeting. With more members and attendees coming to the event, it has become necessary to include more seasoned SAA members and to clarify the intent of the event.

The Membership Committee is planning for the New Member/First-Timer event to continue as a scheduled evening event. (In reviewing the draft Annual Meeting schedule at its January 2012 meeting, the SAA Council has agreed with this schedule.) We intend to invite SAA Council members, the members of the Membership Committee, and the members of the Key Contact Subcommittee to serve as event facilitators.

The Key Contact Subcommittee's meeting will directly precede the New Member/First-Timer event. Previously this was scheduled as a Friday morning breakfast and it has been lightly attended in the past. Our hope is that the Key Contacts will be able to attend the New Member/First-Timer event and continue their work to connect new and prospective members to the Society.

The Membership Committee chair has been in contact with the leaders of the Students and New Archives Professionals (SNAP) Roundtable to discuss the event. A personal invitation from the chair will be delivered in advance as well as at the Roundtable meeting.

Finally, we are working with the conference planners to set the room with high-top tables to allow for discussions to take place and to create an environment in which long-term SAA members are able to mingle with the new members and first-time attendees.