

Society of Tennessee Archivists

Executive Committee Monthly Meeting Agenda and Minutes 2025 February 14

Agenda

-  STA Monthly Meeting Agenda and Minutes, 2025-01-15
-  STA Expense and Income Report, 2025
- *Tennessee Archivist*, vol. 44, no. 1, 2025 Winter Newsletter Performance Metrics
- Next Issue of *Tennessee Archivist*
- Fall Issue of *Tennessee Archivist*
- Arrangements Committee Report
- Spring Continuing Education Opportunity

Minutes

Officers Present

- Runyon, Carolyn, President
- Ryland, Christopher, Vice President
- Boshers, Bradley, Secretary
- Billeaudeaux, Brigitte, Newsletter Editor

Officers Absent

- Roberts, Carol, Treasurer
- Lockhart, Lori, Webmaster
- Sowell, David R., Archivist

Notes

-  STA Monthly Meeting Agenda and Minutes, 2025-01-15
 - The members of the Executive Committee present approved the minutes from the January 15, 2025 meeting.
 - The Webmaster will post the minutes of the January 15, 2025 meeting to the STA website at their convenience.
-  STA Expense and Income Report, 2025

- The President reviewed the expense and income report spreadsheet for the 2025 calendar year so that the Executive Committee can keep track of expenditures and accurately report them to the membership.
- *Tennessee Archivist*, vol. 44, no. 1, 2025 Winter Newsletter Performance Metrics
 - The Secretary reviewed the performance metrics for the newsletter, reporting a 50% open rate, 20% click through rate, and only three bouncebacks.
 - The Webmaster will post *Tennessee Archivist*, vol. 44, no. 1, 2025 Winter to the website at their convenience.
- Next Issue of *Tennessee Archivist*
 - The members of the Executive Committee present discussed publishing the next issue of the *Tennessee Archivist* in late July or early August.
- Fall Issue of *Tennessee Archivist*
 - The members of the Executive Committee present discussed the need to publish a newsletter at least four weeks in advance of the Annual Meeting to publish nominations and amendments to the Articles of Organization in accordance with the Articles of Organization.
 - The Newsletter Editor agreed to publish a supplemental issue of *Tennessee Archivist* to include committee reports, proposed changes to the Laws of Governance, and nominations for officers following the requirements in the current Laws of Governance.
- Arrangements Committee Report
 - The Vice President reported on the meeting of the Arrangements Committee, noting that the committee plans to host the Annual Meeting at Vanderbilt University, but provide a tour of the Tennessee State Library and Archives. The Vice President further reported that the Committee plans to issue a call for session proposals in the Spring.
- Spring Continuing Education Opportunity
 - The Secretary reported that they are considering recent impacts of digital-only and e-filing requirements that impact county archives.