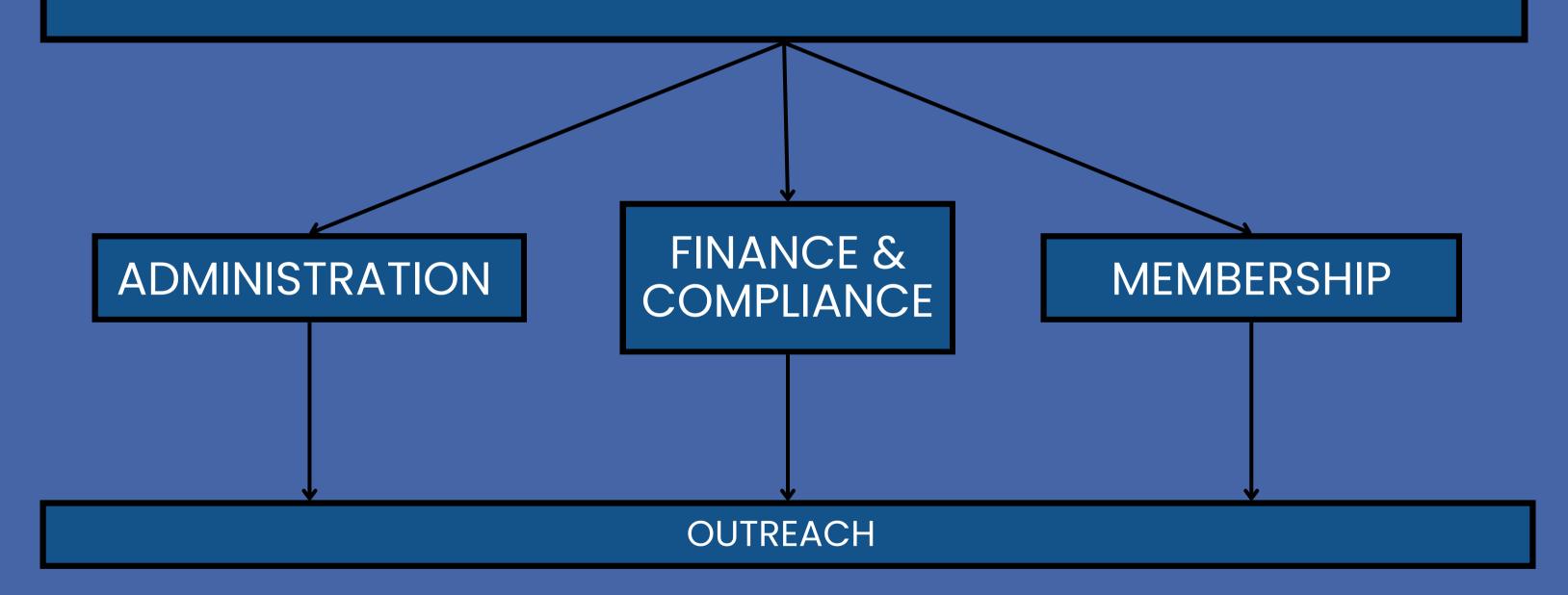
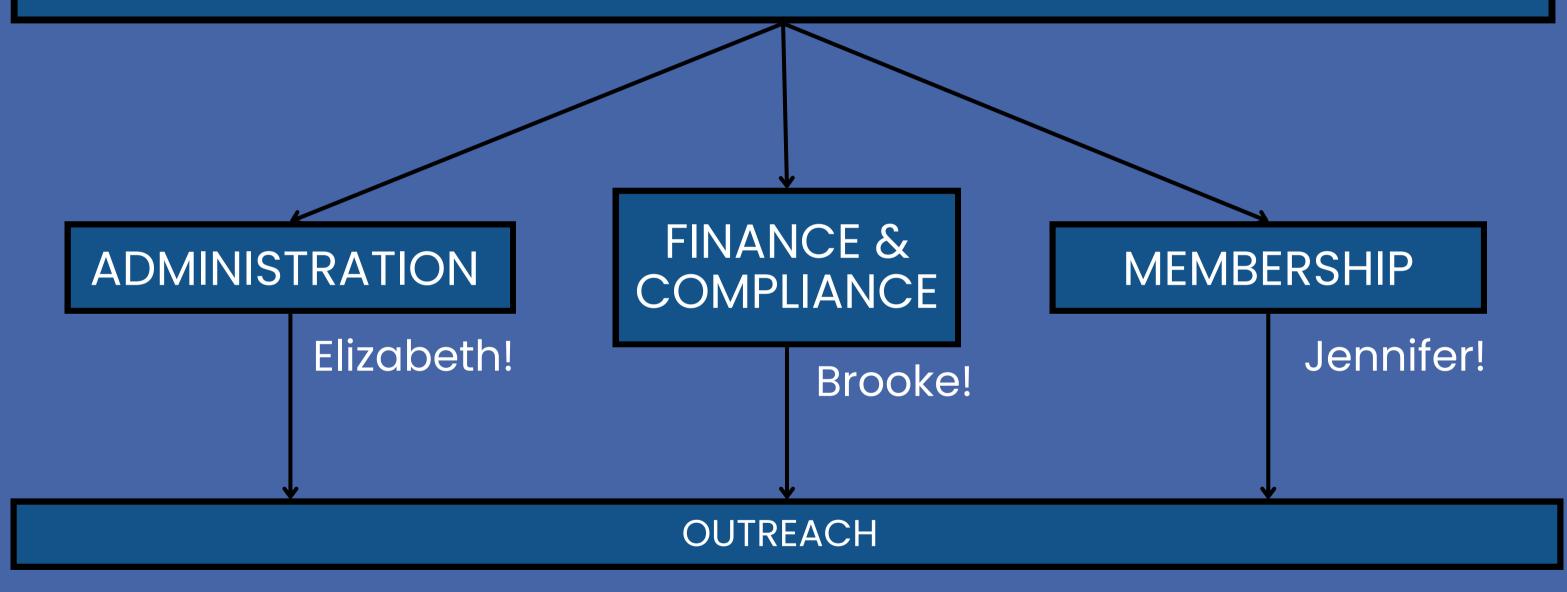
2024

Archivists of Central Texas Board Updates

ARCHIVISTS OF CENTRAL TEXAS BOARD



ARCHIVISTS OF CENTRAL TEXAS BOARD



You?!

ADMINISTRATION

Chair: Elizabeth Stauber

GOAL stabilize administrative structure

Call board meetings

Secretarial/note-taking

- Set agendas
- Plan 3 months ahead
- Invite guests

Branding

Keep messaging consistent

Keep bylaws up to date

- Annual meeting review
- Elections

Keep Google calendars updated

- Board calendar
- Public facing calendar

Records management

ACT History Working Group

FINANCE & COMPLAINCE

Chair: Brooke Lake

GOAL achieve compliance

Budget

- Donations
- Expenses

Insurance

Taxes

- Federal (annual)
- State sales & Use

Accounts administration

- Zoom
- Canva
- Google
- Mailchimp
- Domain/Web hosting
- Password manager

Fundraising

- Grants
- Sponsorships

MEMBERSHIP

Chair: Jennifer Hecker

GOAL engage membership

Membership

- email list
- recruitment

Internal communication

- website
- social media

Programming

- mentorship program
- [social events]
- [repository tours]
- [panels]

Working Groups

- Advocacy
- Membership Model



MEMBERSHIP CLEANUP TASK FORCE

Chair: vacant

GOAL establish a membership body based on ACT email list

- Send mass opt-in email
- Create Membership tracking document
- Groom Google Groups email list
- Email membership confirmations



OUTREACH

Chair: vacant

GOAL engage the public

Promotion

- Create Mailchimp account & add previous AAB attendees
- Create social media posts for Archives Month, etc

Austin Archives Bazaar

- Work with ACT board to find AAB date & venue
- Recruit AAB Steering Committee
- Liaise between ACT Board & AAB Steering Committee; provide support for AAB organizers

Programming ideas

- presentations
- panels
- radio show



archivistscentraltx@gmail.com



The Archivists of Central Texas Players present....



Dedication Ceremonies for An Historical Marker for the Paggi House: Riverside Drive at Lee Barton Drive, Austin, Texas at 4:00 O'clock in the Afternoon on November 2nd, 1980. Transcribed by Mulkey Owens. Austin History Center General Collection, call number A 976.40074 OWPA.

Library Use Only.





FERRING STATES

FINI