

**L.A. as Subject Executive Committee Meeting**  
**Wednesday, November 18, 2020, 1:00pm**  
**Via Zoom**

**In attendance:**

Mallory Furnier, Yolanda Bustos, Lisa Crane, Alejandra Gaeta, Phyllis Hansen, Suzi Noruschat, Julie Yamashita, and Liza Posas

**Agenda:**

1. Archives Bazaar Debrief/Report
2. Review of LAAS Calendar Cheat Sheet
3. LAAS Beyond the Bazaar Newsletter
4. Standing Items:
  - New Member Review
  - December General Membership Meeting Agenda (online exhibits lightning round, standing items, trivia?)
5. New Items

**Notes:**

1. Archives Bazaar Debrief/Report
  - There was an average of about 100 attendees per program; Basement Tapes event had about 30 attendees; and Home Movie Day about 86 attendees. People from outside the USA attended.
  - Videos have not yet been posted. Hopefully, this will be done before the December General Membership meeting.
  - Liza will take a look at the numbers regarding videos, the website, etc. in early first quarter of 2021.
  - A common thread for offering programs online is good for accessibility – people don't have to drive into LA.
  - Suzi commented that many were pleased with the variety of offerings.
  - Mallory received a lot of emails with a positive tone; though it wasn't the same as meeting in person.
  - It was agreed that the Reference chat could be tweaked. Some people were intimidated about going into breakout rooms.
  - The question was posed for next year (2021). Will it be in-person or a hybrid? Might we need to impose quantity restrictions?
  - Liza requested more help regarding editing of webpages should we include online content for 2021. There was just too much for one person to do.
  - Overall, there was a good amount of people who volunteered. How do we keep this interest and engagement for next year?
  - The exhibit committee members reported the exhibits went well despite that most had no experience in Scalar. Curtis Fletcher was most instrumental with support from USC. The team spent a lot of time on the exhibits and met regularly. All were agreed that the turnaround time was short. It might be helpful to start earlier as the exhibits team only had about 3 months; perhaps closer to 6 months is recommended.

- There was a lot of enthusiasm for the Reference chat. It was suggested that more time to publicize and describe the Reference chat to attendees could have helped it to work better.
- The question was raised, should the Reference chat be done each year or every other year? Would it be worth doing reference chat separate from the Archives Bazaar – like a Spring chat with members? Perhaps a show and tell of collections/spaces, etc. with images could be incorporated?

## 2. LAAS Calendar Cheat Sheet

- Those who have a leadership role are encouraged to go in and make changes. All are empowered to make changes.
- Mallory proposed doing an annual review of Ad Hoc and Standing Committees and suggested the timing to be during the September meeting after the changeover. Lisa recommended before the changeover as that would allow for Executive Committee members working directly with the committees to weigh in before they rotate off.
- It was agreed that Executive Committee members would talk about our roles during the General Membership meeting in February. Executive Committee members are asked to have about 2 sentences to share with the members about our responsibilities.
- Action: Mallory added two new bullet points to February General Membership meeting
  - Outline roles and responsibilities for Executive Committee Leads (Leads speak briefly for their particular areas).
  - Updates on Ad Hoc and Standing Committees
- There was a discussion about Archives at Risk.

## 3. LAAS Beyond the Bazaar Newsletter

- The newsletter is usually printed on paper and handed out at end of the Archives Bazaar. This year the newsletter will be distributed virtually in December.
- All previous newsletter information is now in the shared Google drive folder.
- After some discussion the following articles were assigned:
  - Talk-shop review and ode to Stella – Liza
  - Two exhibits (can use samples from exhibits) and virtual Bazaar recap (with a shout out to the partnerships for Home Movie Day/Basement Tapes Day) – Suzi, Alejandra and Liza
  - In Memoriam section – Lisa (Mallory will send text and photos used for the presentation shown during the Archives Bazaar Reception)
  - New members for 2020 – Julie
  - Archives at Risk article – Mallory
  - Avery Clayton Award winner - Mallory
  - Resident Archivists article (potential) – Liza will check with residents

## 4. Standing items:

- New member review
  - Garifuna Museum of Los Angeles – yes
  - Burbank Public Library – yes
- December General Membership meeting agenda
  - To be held December 8<sup>th</sup>
  - Suzi will check with the California Historical Society to see if they will give a presentation about reopening following the Covid-19 shutdown

- Mallory will check with folks about sharing their virtual exhibits in a lightning round/talk and/or Alexandra/Anne Marie/Tyson could talk about the LAAS 25<sup>th</sup> anniversary exhibit and Suzi could talk about the Home exhibit.
- Feedback and discussion regarding the Archives Bazaar

5. New items:

- Lisa asked for feedback on the Executive Committee notes
- Discussion of email received from Ken Bicknell
- Everyone was reminded to update their LAAS webpage