



# ORAL HISTORY ASSOCIATION

**Council Meeting**  
**June 03, 2024**  
**Zoom Teleconference Call**  
**02:30 pm – 04:00 pm CT**

**Present:** President Kelly Elaine Navies, Vice President Troy Reeves, First Vice President Sarah Milligan, Past President Tomás Summers Sandoval, Alissa Rae Funderburk, Shanna Farrell, Carlos Lopez, Francine Spang-Willis, Executive Director Stephen Sloan, Associate Director Steven Sielaff, & Program Associate Hailey Rowe

**Members Absent:** Nishani Frazier

**Others Present:**

**Minutes Prepared by:** Hailey Rowe

Agenda	Discussion & Decisions	Action Required	Responsible Party
Welcome	[2:31pm] icebreaker and welcome - happy birthday Alissa Rae!		
Old Business Minutes Approval	<u>APPROVAL OF MAY MINUTES:</u> <i>President Kelly Elaine asked the council "All in favor say aye, all opposed, minutes are passed" unanimously at 2:39pm</i>	Post minutes on website	Hailey
Old Business	<u>Accessibility Guidelines Working Group Update with Task Force</u> <ul style="list-style-type: none"> <li>Two subcommittees - brought everything together into one document and made sure the document itself was accessible - Alissa Rae created a glossary - Tomás went through for copyediting and Alissa Rae looked for overall language - very close to getting it to the diversity committee</li> <li>Created a list for diversity committee for their final check, getting it ready for council to approve by the August or September meeting</li> <li>Francine will pass the information along to the diversity committee in June and have the diversity committee return all feedback to council by mid-August</li> </ul>	Send Francine all information to be passed along to the diversity committee - also send to Steven Sielaff for website checks	Shanna

<b>Old Business</b>	<u>Nominating Committee Update with Sarah:</u> <ul style="list-style-type: none"> <li>● Continuing to send out invitations - moving into the backup list</li> <li>● Their list for first VP and council, moved to alternates and need one additional candidate for first VP</li> <li>● If they come up with a new candidate, an email will be sent from Sarah for council to approve via email</li> <li>● Had a discussion of improved timeline for next year's committee</li> </ul>	Create deadline layout for nominating committee	Sarah
<b>Old Business</b>	<u>Updates from Committee Liaisons and Discussions about Committee Progress with Council</u> <ul style="list-style-type: none"> <li>● development committee is still in need of a chair</li> <li>● diversity committee - helpful for committee community when they met consistently (met monthly) <ul style="list-style-type: none"> <li>○ conference ideas: public plenary session within walking distance to the conference site, working on inviting members of the local community, in a local public library/church/community center/town hall - travel diversity awards for students and practicing oral historians - conference passes for community members interested in attending - live stream or virtual conference - inclusive keynote, sponsor tables for those such as graduate students, to attend</li> </ul> </li> <li>● scholarship committee - idea for a public scholarship disbursement/rubric that is used yearly</li> <li>● Idea to have a regular committee meeting schedule on the website or memberclicks for people who may have missed an email or communication - could also be beneficial for</li> </ul>		

	<p>prospective committee members to see what the workload of a committee member is like</p> <ul style="list-style-type: none"> <li>● Chair handbook to teach people how to be a chair: scheduling meetings, how to run a meeting, creating minutes, creating an agenda - how can we foster more collaboration between chairs <ul style="list-style-type: none"> <li>○ possibility of 2 meetings a year with all of the chairs</li> <li>○ Tomás and Kelly Elaine will work together to bring these ideas together</li> </ul> </li> <li>● idea of more activity between October and January to appoint chair</li> <li>● incentives for the chairs may be helpful when recruiting <ul style="list-style-type: none"> <li>○ Ideas for incentive: public recognition for the chairs either via a certificate at the presidential reception or in the program or both, newsletter dedicated to the chairs, membership discount</li> </ul> </li> <li>● idea for big deadlines/timeline for committees to be posted on website <ul style="list-style-type: none"> <li>○ Such as: nominating committee deadlines (could be on the website or something that's handed to the committee each year), biannual report deadlines, when chairs are decided on, schedule for general meetings</li> <li>○ Sarah: Will work on a timeline for future nomination committees</li> <li>○ Steven Sielaff could post it to the top of the committees page on the website</li> </ul> </li> </ul>	<p>Check in with committees regularly - council is expecting a progress report in August</p>	<p>All</p>
<p><b>Old Business</b></p>	<p><u>Update on the Chart of Strategic Plan Goals and Priorities with Alissa Rae</u></p> <ul style="list-style-type: none"> <li>● Document is done - as committees/council make progress on the benchmarks, the colors can change in the document</li> <li>● Feedback is needed on the benchmark goals</li> </ul>	<p>Send document to council after meeting</p> <p>Council to give feedback at August meeting</p>	<p>Alissa Rae</p> <p>All</p>

<b>Old Business</b>	<u>Update on Florida Statement with Kelly Elaine</u> <ul style="list-style-type: none"> <li>no update for now due to not being able to meet yet but it will be taken care of by August</li> </ul>	----->	Kelly Elaine
<b>Old Business</b>	<u>Oral History and the Law Update with Sarah, Troy, and Francine</u> <ul style="list-style-type: none"> <li>The charge is drafted based on the feedback given by council - starting thoughts for potential task force members</li> <li>Email vote will commence over the next week or two</li> <li>If council has suggestions on who should be on the task force, they will be given to Sarah, Troy and Francine, then a list will be curated and sent to Kelly Elaine for appointment - suggestions can also be sent to Kelly Elaine - looking for around 8 people</li> </ul>	----->	All
<b>Old Business</b>	<u>International Committee Proposal with Shanna</u> <ul style="list-style-type: none"> <li>Sent chair an email with clarifying questions - will follow up with her today</li> </ul>	----->	Shanna
<b>New Business</b>	<u>Annual Meeting Updates</u> <ul style="list-style-type: none"> <li>A. Cincinnati 2024 <ul style="list-style-type: none"> <li>in process of contract for keynote speaker</li> <li>finalizing plenaries within the next few weeks</li> <li>tours are being finalized (10-11 possibly)</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>○ working on an off site location - reached out to 4 places last Tuesday - all will cost money</li> <li>○ registration form is almost finalized</li> <li>○ 25-30 posters</li> <li>○ OHA business meeting 10/1 3pm CDT (virtual)</li> <li>○ Kelly Elaine has a contact at the University of Cincinnati that may be able to secure a band</li> </ul> <p>B. Atlanta 2025</p> <ul style="list-style-type: none"> <li>○ created a general interest email that was sent out to OHA members and various organizations in general Atlanta area</li> <li>○ page on the website, email address for the annual meeting, google form for suggestions, created a FAQ list for the website page</li> <li>○ have not reached out to possible keynote speakers yet but it is next on the to-do list</li> <li>○ spoke to a potential chair for the local arrangements committee who seems to be interested</li> <li>○ Angela had an idea to reach out to independent bookstores in Atlanta - and to look at community calendar of events happening simultaneously with annual meeting and creating a calendar of their own to give to members and those interested</li> <li>○ Kelly Elaine will provide a few contacts for venues</li> <li>○ Folklore society is thinking of having their annual meeting right after ours - discussing collaborative planning for any overlap</li> <li>○ Local restaurant “potluck” style at a previous conference - may be worth looking into restaurants who may want to advertise in that way - connect with the Southern Foodways</li> </ul>	<p>Reach out to contact at University of Cincinnati and find out the cost</p> <p>Send Troy the list of sponsors reached out to in 2022</p>	<p>Kelly Elaine</p> <p>Tomás</p>
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	<p>Alliance, if interested, reach out to Shanna for more specific contacts - Kelly Elaine will see if she can find out anything from that previous contract</p> <p>C. Portland 2026</p> <ul style="list-style-type: none"> <li>○ Hilton Portland, 10/14-10/18</li> </ul>		
<b>New Business</b>	<p><u>Comped Registrations to Annual Meeting</u></p> <ul style="list-style-type: none"> <li>● Baltimore - committee chairs got free registration</li> <li>● Program committee gets comped registration</li> <li>● Standing resolution for program co-chair financial assistance to annual meeting</li> </ul> <p><b><i>President Kelly Elaine addressed the council, "All in favor of comping chair(s) [of OHA standing committees] registration say aye" "All opposed?" Passed unanimously</i></b></p> <ul style="list-style-type: none"> <li>● Liaisons to ask committee chairs if they would like to hold a committee meeting at the annual meeting</li> </ul>		
<b>New Business</b>	<p><u>Life Membership Rate Change Proposal</u></p> <ul style="list-style-type: none"> <li>● executive council has discussed it</li> <li>● 90 total life members, usually get a few per year</li> <li>● this tiered approach is a strategy to promote life membership</li> <li>● (This is a proposal to raise the cost of a Life Membership to \$1,500. This cost would remain \$1,000 until the end of 2024, would increase to \$1,250 on January 1, 2025, and increase again to \$1,500 on January 1, 2026.)</li> </ul> <p><b><i>Tomás moved to approve the life membership rate change proposal, Troy seconded, all approved</i></b></p>		
<b>New Business</b>	<p><u>AI Update</u></p> <ul style="list-style-type: none"> <li>● Wednesday - will announce the intro to AI webinar, taking place on July 1, is public, primer for the symposium</li> <li>● Registration for the symposium will close on monday, July 8</li> </ul>		
<b>Looking Ahead &amp; Adjourn</b>	Adjourned at [3:56pm]		

