Council Meeting
October 30, 2024 -
Boardroom 4 - Hilton Netherland Plaza
09:00 am – 04:30 pm EST

Present: President Kelly Elaine Navies, Vice President Troy Reeves, First Vice President Sarah Milligan, Nishani Frazier, Alissa Rae Funderburk, Shanna Farrell, Carlos Lopez, Francine Spang-Willis, Executive Director Stephen Sloan, Associate Director Steven Sielaff
Members Absent: Past President Tomás Summers Sandoval, Program Associate Hailey Rowe
Others Present:
Minutes Prepared by: Hailey Rowe

Agenda	Discussion & Decisions	Action Required	Responsible Party
Welcome	*icebreaker*		
Standing Business Minutes Approval	APPROVAL OF SEPT. MINUTES: *Troy moves to approve the September minutes, Sarah seconds the minutes. All approved. Minutes passed at [9:10am]*	Post minutes on website	Hailey
Standing Business	Overview of 2024 Virtual Business Meeting *with* Kelly Elaine Navies ● Feedback - attendees liked the format, about 50 attended, 84 registered - would recommend doing it this way again		
Standing Business	Future Annual Meetings ● "Fresh Lessons" from the current meeting with Troy Reeves ○ asking for help and following every lead no matter how it pans out - lean on your people - lean on the people in the Executive office ○ find an off-site venue early - suggest to start looking now ● Atlanta 2025 with Sarah Milligan and Alissa Rae Funderburk ○ meeting with the program committee Wednesday (10/30) tonight		

	○ may pick out a few new people to add to the program committee - still room to also add to the local arrangements committee ○ shared the program committee and local arrangements committee - will have an international rep on the program committee ○ Shanna recommended someone for the local arrangements committee ○ talking with American folklore society, their conference begins the day after OHA's - looking to market to both conferences from both sides - staying in communication with AFS ○ would like to put rates on public website page ○ ASALH will be in Atlanta two weeks before OHA ○ Do program committee members need to be OHA members? - so far everyone on the list for Atlanta's committees are members ● Portland 2026 with Stephen Sloan ○ Mid-October dates ○ Portland Hilton Downtown		
Standing Business	<u>Review of Financials & Draft 2025 Budget with Stephen Sloan</u> ● Fiscal year 2025 budget - met with co-chairs of finance committee to come up with this ● Would like to approve the 2025 budget in December - went through the budget points ● Endowment is doing very well ● Sponsorships exceeded the goal for 2024 ● Need a good workshop idea for 2025 ● Would like Council to look at giving Hailey a raise for 2025 ● May look at bidding out for a new accountant for next year to save a little money ● trying methods to keep AV cost low ● The scholarship committee would like to raise the maximum that could be awarded - asked Council for input ● raised the amount for the conference revenue		

	● could ask scholarship recipients if they would be okay with being publicized to incentivize future applicants - this could be a part of the application process in the future		

Returning Business	<u>STRATEGIC PLAN with Kelly Elaine Navies</u>
	● Review the OHA Strategic Plan (2020-2026)
	● Assessment: How are we doing? Where are we meeting goals? Where are we coming up short? Feedback and use of new tool?
	  ● we should focus on innovative programming – like symposia, build on that - even in small events
	  ● OHA still struggles with financial growth, need to make it a priority
	  ● need to find a way to make OHA self sustaining financially
	  ● would like to see a sustained effort to connect with other organizations, make organizational partnerships
	  ● try to make an effort to have an OHA panel at ASALH
	  ● diversity and accessibility is slow moving, but we have momentum there, folks are engaged
	  ● issue for us is transparency - possibly have a panel at annual meeting for “how-to’s” with accessing OHA materials, upcoming events and/or technologies
	  ○ look at dispersing announcements to partner institutions for them to share with their networks
	  ● accessibility, much has been done, but this goes beyond ASL - bring universal design more into the conversation would be beneficial
	  ● workshop regarding potential committee membership - could do an interest meeting before call for committee volunteers
	  ● creating connections to Public History Programs and groups
			Executive Office

	● OHA is making more intentional relationships with national and other institutional partners - increased fundraising and visibility - some strengths, but areas to grow. Service provider, build resources ● being a very visible resource provider ● oral history is vibing on the pop culture scene ● need to work on building up new leadership, next generation of leaders, engaging new members ● OHA good at focusing on advocacy and diversity ● OHA could develop financially to offer more support ● How can we increase the understanding of the value of oral historians and their work? ● creation of an evaluation rubric for oral history that is distributed to grant managers with humanities councils - resources, information like this ● educational pieces for public and our colleagues ● OHA needs to have broader conversation about our relationship to IRB, ethical framework for oral history ● setting a minimum number of meetings for each committee annually ● OHA needs to find a way to better recognize committee service by members, will work on this next year ● Social justice guidelines need a more visible location on the OHA website		Kelly Elaine Navies Executive Office
Committee Reports	<u>Committee Reports</u> ● Diversity Committee with Francine Spang-Willis ○ Accessibility Guidelines: review and feedback		

	○ Shanna Farrell will work as a member of the subcommittee to incorporate the feedback from the Diversity Committee ● Membership Committee with Troy Reeves ○ updated OHA membership brochure ○ want to evaluate and develop peer mentoring program ● Publications Committee with Sarah Milligan ○ on the verge of implementable initiatives ● Development Committee with Stephen Sloan ● Advocacy Committee with Nishani Frazier ○ working on expanding committee members Discussion of Committees without Reports ● Awards Committees with Stephen Sloan ● Committee on Committees with Kelly Elaine Navies ○ Executive Office survey committee chairs on their needs before Committee on Committee makes appointments ● Education Committee with Carlos Lopez ○ will be effort to build Education Committee up this next year ● Emerging Professionals Committee with Alissa Rae Funderburk ○ mentorship event happening at annual meeting ● International Committee with Shanna Farrell ○ still have not received rubric for how the International Committee makes decisions on awarding OHA scholarships ○ asking for $10,000 from OHA to donate to IOHA to designate for IOHA scholarships to their biennial meeting ● Nominating Committee with Sarah Milligan ○ have worked to develop more clear expectations for committee work and timeline ○ good plan for this year	survey committee chairs meet with International Committee Chair and request rubric work with the committee	Shanna Farrell & Troy Reeves Executive Office Carlos Lopez Troy Reeves and Shanna Farrell will Shanna Farrell

	● Public Programming Committee with Shanna Farrell ○ held an event this year, speed networking in advance of the annual meeting ○ want to curate events and asked about honorarium for potential speaker ● Scholarship Committee with Alissa Rae Funderburk ○ need revisions of the application and forms for annual meeting scholarships ○ new council designee for scholarship committee will work with Alissa Rae on these revisions	to develop public program proposal revise forms and application	Alissa Rae and Troy Reeves Council designee and Alissa Rae
Returning Business	<u>Oral History and the Law Task Force Update with Troy Reeves, Sarah Milligan, and Francine Spang-Willis</u> ● had initial meeting with task force co-chairs to charge them with their work		
Returning Business	<u>Indigenous Initiative with Francine Spang-Willis</u> ● discussion of revisions of what the initiative description and application should look like	send revisions out to Indigenous Caucus for review determine selection committee for Indigenous Initiative	Francine Spang-Willis Troy Reeves
Returning Business	<u>National Park Service with Stephen Sloan</u> ● Archiving Oral History workshop went well in August ● have reached next step in Master Cooperative Agreement with NPS		

Returning Business	<u>Website Update with Steven Sielaff</u> ● *Oral History Review* Extra has launched as part of central OHA website ● old *OHR* blog will be migrated in as subdomain under new OHA website ● up to 110 members on the Find An Oral Historian tool, will update quarterly ● Contract with Rachael Gilg will extend into 2025 for maintenance and support ○ *Sarah Milligan moves to approve and extend Rachel's contract for 2025, Troy seconds the motion. All approved.*	notify Rachael Gilg	Steven Sielaff
Returning Business	<u>Metadata Working Group Crosswalk Update with Steven Sielaff</u> ● overview of Crosswalk Project - completion of Phase 1, Phase 2, and Phase 3 - good feedback ● need to work to develop crosswalk and recommendations for cataloging oral history across a variety of schema ● will work on moving forward and grant projects to support ● Phase 4 will start in spring 2026		
New Business	<u>2025-2029 *OHR* Contract Discussion</u> ● reviewing new contract for *OHR* with Taylor & Francis - publisher of *Oral History Review* ○ the proposal in new contract is for our royalty share to go from 45% to 47%. ● perhaps pursue advertisers for *Oral History Review* - allowed for in contract	ask for additional concessions from Taylor & Francis	Stephen Sloan
Returning Business	<u>*Oral History Review* with Geraldine Richards</u> ● Taylor & Francis excited to extend partnership in renewal contract ● working on new ideas – multimedia, expanding reach of journal, growing citation rate, cover redesign, strategically allow open access to some articles ● T&F can solicit ads for journal or we can work with our own folks to generate advertisers ● increase in OA articles that is being published in the journal since original contract	check on information	

	● be good to connect the OHA more closely with the *Oral History Review* - members to journal ● open access will become more of a force/issue in the future ● if the *OHR* is used in AI work, the funds realized from that would return in *OHR* royalty revenues	of *OHR* availability for free in public libraries expanding FAQs on journal online to address open access and AI	Geraldine Richards Shanna Farrell will bring it up with *OHR* Editorial Board
New Business	<u>OHA Summer Symposia</u> ● Final thoughts on AI and OH (see report) with Steven Sielaff and Sarah Milligan ○ recordings will be moved to membership site in January ○ work toward posting materials from Race and Power Symposium from 2022 ● 2026 Planning with Stephen Sloan ○ Council liked idea of 2026 symposia focusing on trauma and oral history ○ opportunity to curate a good program - presentation, workshops, etc. ■ several Council members expressed interest in involvement	pull materials on Race and Power for posting for 2025 midwinter planning	Shanna Farrell will look into Troy Reeves
New Business	<u>Grant Partnership Guidelines *with* Steven Sielaff</u> ● start discussion of developing process for grantmaking in partnership with the OHA	find grant partnership guidelines for other ACLS orgs	Stephen Sloan
New Business	<u>OHA Membership Survey Results with Stephen Sloan</u> ● 134 responses, report provided ● will be provided to Membership Committee to develop actions from ● members want larger role in public programming/training	create Google	

	● develop contact list - Google Doc - e-blast quarterly that would be positioned to outside folks ● work on reposting social media posts from partners and other programs	Sheet for Council crowdsourcing of contacts	Stephen Sloan
New Business	<u>Recruiting OHA Leaders and Committee Engagement</u> ● useful for Council to make recommendations, use connections to recruit new volunteers and leadership		
New Business	<u>OHA Guide to Volunteer Leadership with Stephen Sloan</u> ● presented for the first time for Council input/feedback ● suggested that we include the time commitment for each volunteer role	include suggested edits and share guide with Council for editing	Stephen Sloan
New Business	<u>NEXT STEPS with Troy Reeves</u> ● Council liaison assignments ○ let Troy know what Committees you have interest in working with ● Monthly meetings: logistics & structure ○ will be meeting on Mondays	contact re: liaison assignments	OHA Council members