



# ORAL HISTORY ASSOCIATION

**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	<i>icebreaker</i>		
<b>Standing Business</b> Minutes Approval	<b>APPROVAL OF SEPT. MINUTES:</b> <i>Troy moves to approve the September minutes, Sarah seconds the minutes. All approved. Minutes passed at [9:10am]</i>	Post minutes on website	Hailey
<b>Standing Business</b>	<u>Overview of 2024 Virtual Business Meeting with Kelly Elaine Navies</u> <ul style="list-style-type: none"> <li>● Feedback - attendees liked the format, about 50 attended, 84 registered - would recommend doing it this way again</li> </ul>		
<b>Standing Business</b>	<u>Future Annual Meetings</u> <ul style="list-style-type: none"> <li>● “Fresh Lessons” from the current meeting with Troy Reeves               <ul style="list-style-type: none"> <li>○ 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</li> <li>○ find an off-site venue early - suggest to start looking now</li> </ul> </li> <li>● Atlanta 2025 with Sarah Milligan and Alissa Rae Funderburk               <ul style="list-style-type: none"> <li>○ meeting with the program committee Wednesday (10/30) tonight</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>○ may pick out a few new people to add to the program committee - still room to also add to the local arrangements committee</li> <li>○ shared the program committee and local arrangements committee - will have an international rep on the program committee</li> <li>○ Shanna recommended someone for the local arrangements committee</li> <li>○ 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</li> <li>○ would like to put rates on public website page</li> <li>○ ASALH will be in Atlanta two weeks before OHA</li> <li>○ Do program committee members need to be OHA members? - so far everyone on the list for Atlanta's committees are members</li> <li>● Portland 2026 with Stephen Sloan <ul style="list-style-type: none"> <li>○ Mid-October dates</li> <li>○ Portland Hilton Downtown</li> </ul> </li> </ul>		
<b>Standing Business</b>	<p><u>Review of Financials &amp; Draft 2025 Budget with Stephen Sloan</u></p> <ul style="list-style-type: none"> <li>● Fiscal year 2025 budget - met with co-chairs of finance committee to come up with this</li> <li>● Would like to approve the 2025 budget in December - went through the budget points</li> <li>● Endowment is doing very well</li> <li>● Sponsorships exceeded the goal for 2024</li> <li>● Need a good workshop idea for 2025</li> <li>● Would like Council to look at giving Hailey a raise for 2025</li> <li>● May look at bidding out for a new accountant for next year to save a little money</li> <li>● trying methods to keep AV cost low</li> <li>● The scholarship committee would like to raise the maximum that could be awarded - asked Council for input</li> <li>● raised the amount for the conference revenue</li> </ul>		

	<ul style="list-style-type: none"> <li>● 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</li> </ul>		
<p><b>Returning Business</b></p>	<p><u>STRATEGIC PLAN with Kelly Elaine Navies</u></p> <ul style="list-style-type: none"> <li>● Review the OHA Strategic Plan (2020-2026)</li> <li>● Assessment: How are we doing? Where are we meeting goals? Where are we coming up short? Feedback and use of new tool? <ul style="list-style-type: none"> <li>● we should focus on innovative programming – like symposia, build on that - even in small events</li> <li>● OHA still struggles with financial growth, need to make it a priority</li> <li>● need to find a way to make OHA self sustaining financially</li> <li>● would like to see a sustained effort to connect with other organizations, make organizational partnerships</li> <li>● try to make an effort to have an OHA panel at ASALH</li> <li>● diversity and accessibility is slow moving, but we have momentum there, folks are engaged</li> <li>● 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 <ul style="list-style-type: none"> <li>○ look at dispersing announcements to partner institutions for them to share with their networks</li> </ul> </li> <li>● accessibility, much has been done, but this goes beyond ASL - bring universal design more into the conversation would be beneficial</li> <li>● workshop regarding potential committee membership - could do an interest meeting before call for committee volunteers</li> <li>● creating connections to Public History Programs and groups</li> </ul> </li> </ul>		<p>Executive Office</p>

	<ul style="list-style-type: none"> <li>● 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</li> <li>● being a very visible resource provider</li> <li>● oral history is vibing on the pop culture scene</li> <li>● need to work on building up new leadership, next generation of leaders, engaging new members</li> <li>● OHA good at focusing on advocacy and diversity</li> <li>● OHA could develop financially to offer more support</li> <li>● How can we increase the understanding of the value of oral historians and their work?</li> <li>● creation of an evaluation rubric for oral history that is distributed to grant managers with humanities councils - resources, information like this</li> <li>● educational pieces for public and our colleagues</li> <li>● OHA needs to have broader conversation about our relationship to IRB, ethical framework for oral history</li> <li>● setting a minimum number of meetings for each committee annually</li> <li>● OHA needs to find a way to better recognize committee service by members, will work on this next year</li> <li>● Social justice guidelines need a more visible location on the OHA website</li> </ul>		<p>Kelly Elaine Navies</p> <p>Executive Office</p>
<p><b>Committee Reports</b></p>	<p><u>Committee Reports</u></p> <ul style="list-style-type: none"> <li>● Diversity Committee with Francine Spang-Willis <ul style="list-style-type: none"> <li>○ Accessibility Guidelines: review and feedback</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>○ Shanna Farrell will work as a member of the subcommittee to incorporate the feedback from the Diversity Committee</li> <li>● Membership Committee with Troy Reeves <ul style="list-style-type: none"> <li>○ updated OHA membership brochure</li> <li>○ want to evaluate and develop peer mentoring program</li> </ul> </li> <li>● Publications Committee with Sarah Milligan <ul style="list-style-type: none"> <li>○ on the verge of implementable initiatives</li> </ul> </li> <li>● Development Committee with Stephen Sloan</li> <li>● Advocacy Committee with Nishani Frazier <ul style="list-style-type: none"> <li>○ working on expanding committee members</li> </ul> </li> </ul> <p>Discussion of Committees without Reports</p> <ul style="list-style-type: none"> <li>● Awards Committees with Stephen Sloan</li> <li>● Committee on Committees with Kelly Elaine Navies <ul style="list-style-type: none"> <li>○ Executive Office survey committee chairs on their needs before Committee on Committee makes appointments</li> </ul> </li> <li>● Education Committee with Carlos Lopez <ul style="list-style-type: none"> <li>○ will be effort to build Education Committee up this next year</li> </ul> </li> <li>● Emerging Professionals Committee with Alissa Rae Funderburk <ul style="list-style-type: none"> <li>○ mentorship event happening at annual meeting</li> </ul> </li> <li>● International Committee with Shanna Farrell <ul style="list-style-type: none"> <li>○ still have not received rubric for how the International Committee makes decisions on awarding OHA scholarships</li> <li>○ asking for \$10,000 from OHA to donate to IOHA to designate for IOHA scholarships to their biennial meeting</li> </ul> </li> <li>● Nominating Committee with Sarah Milligan <ul style="list-style-type: none"> <li>○ have worked to develop more clear expectations for committee work and timeline</li> <li>○ good plan for this year</li> </ul> </li> </ul>	<p>survey committee chairs</p> <p>meet with International Committee Chair and request rubric</p> <p>work with the committee</p>	<p>Shanna Farrell &amp; Troy Reeves</p> <p>Executive Office</p> <p>Carlos Lopez</p> <p>Troy Reeves and Shanna Farrell will</p> <p>Shanna Farrell</p>
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	<ul style="list-style-type: none"> <li>● Public Programming Committee with Shanna Farrell <ul style="list-style-type: none"> <li>○ held an event this year, speed networking in advance of the annual meeting</li> <li>○ want to curate events and asked about honorarium for potential speaker</li> </ul> </li> <li>● Scholarship Committee with Alissa Rae Funderburk <ul style="list-style-type: none"> <li>○ need revisions of the application and forms for annual meeting scholarships</li> <li>○ new council designee for scholarship committee will work with Alissa Rae on these revisions</li> </ul> </li> </ul>	to develop public program proposal	Alissa Rae and Troy Reeves
		revise forms and application	Council designee and Alissa Rae
<b>Returning Business</b>	<u>Oral History and the Law Task Force Update with Troy Reeves, Sarah Milligan, and Francine Spang-Willis</u> <ul style="list-style-type: none"> <li>● had initial meeting with task force co-chairs to charge them with their work</li> </ul>		
<b>Returning Business</b>	<u>Indigenous Initiative with Francine Spang-Willis</u> <ul style="list-style-type: none"> <li>● discussion of revisions of what the initiative description and application should look like</li> </ul>	send revisions out to Indigenous Caucus for review	Francine Spang-Willis
		determine selection committee for Indigenous Initiative	Troy Reeves
<b>Returning Business</b>	<u>National Park Service with Stephen Sloan</u> <ul style="list-style-type: none"> <li>● Archiving Oral History workshop went well in August</li> <li>● have reached next step in Master Cooperative Agreement with NPS</li> </ul>		

<b>Returning Business</b>	<u>Website Update with Steven Sielaff</u> <ul style="list-style-type: none"> <li>● <i>Oral History Review</i> Extra has launched as part of central OHA website</li> <li>● old <i>OHR</i> blog will be migrated in as subdomain under new OHA website</li> <li>● up to 110 members on the Find An Oral Historian tool, will update quarterly</li> <li>● Contract with Rachael Gilg will extend into 2025 for maintenance and support <ul style="list-style-type: none"> <li>○ <i>Sarah Milligan moves to approve and extend Rachel's contract for 2025, Troy seconds the motion. All approved.</i></li> </ul> </li> </ul>	notify Rachael Gilg	Steven Sielaff
<b>Returning Business</b>	<u>Metadata Working Group Crosswalk Update with Steven Sielaff</u> <ul style="list-style-type: none"> <li>● overview of Crosswalk Project - completion of Phase 1, Phase 2, and Phase 3 - good feedback</li> <li>● need to work to develop crosswalk and recommendations for cataloging oral history across a variety of schema</li> <li>● will work on moving forward and grant projects to support</li> <li>● Phase 4 will start in spring 2026</li> </ul>		
<b>New Business</b>	<u>2025-2029 OHR Contract Discussion</u> <ul style="list-style-type: none"> <li>● reviewing new contract for <i>OHR</i> with Taylor &amp; Francis - publisher of <i>Oral History Review</i> <ul style="list-style-type: none"> <li>○ the proposal in new contract is for our royalty share to go from 45% to 47%.</li> </ul> </li> <li>● perhaps pursue advertisers for <i>Oral History Review</i> - allowed for in contract</li> </ul>	ask for additional concessions from Taylor & Francis	Stephen Sloan
<b>Returning Business</b>	<u>Oral History Review with Geraldine Richards</u> <ul style="list-style-type: none"> <li>● Taylor &amp; Francis excited to extend partnership in renewal contract</li> <li>● working on new ideas – multimedia, expanding reach of journal, growing citation rate, cover redesign, strategically allow open access to some articles</li> <li>● T&amp;F can solicit ads for journal or we can work with our own folks to generate advertisers</li> <li>● increase in OA articles that is being published in the journal since original contract</li> </ul>	check on information	

	<ul style="list-style-type: none"> <li>● be good to connect the OHA more closely with the <i>Oral History Review</i> - members to journal</li> <li>● open access will become more of a force/issue in the future</li> <li>● if the <i>OHR</i> is used in AI work, the funds realized from that would return in <i>OHR</i> royalty revenues</li> </ul>	of <i>OHR</i> 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 <i>OHR</i> Editorial Board
<b>New Business</b>	<u>OHA Summer Symposia</u> <ul style="list-style-type: none"> <li>● Final thoughts on AI and OH (see report) with Steven Sielaff and Sarah Milligan <ul style="list-style-type: none"> <li>○ recordings will be moved to membership site in January</li> <li>○ work toward posting materials from Race and Power Symposium from 2022</li> </ul> </li> <li>● 2026 Planning with Stephen Sloan <ul style="list-style-type: none"> <li>○ Council liked idea of 2026 symposia focusing on trauma and oral history</li> <li>○ opportunity to curate a good program - presentation, workshops, etc. <ul style="list-style-type: none"> <li>■ several Council members expressed interest in involvement</li> </ul> </li> </ul> </li> </ul>	pull materials on Race and Power for posting  for 2025 midwinter planning	Shanna Farrell will look into  Troy Reeves
<b>New Business</b>	<u>Grant Partnership Guidelines with Steven Sielaff</u> <ul style="list-style-type: none"> <li>● start discussion of developing process for grantmaking in partnership with the OHA</li> </ul>	find grant partnership guidelines for other ACLS orgs	Stephen Sloan
<b>New Business</b>	<u>OHA Membership Survey Results with Stephen Sloan</u> <ul style="list-style-type: none"> <li>● 134 responses, report provided</li> <li>● will be provided to Membership Committee to develop actions from</li> <li>● members want larger role in public programming/training</li> </ul>	create Google	



	<ul style="list-style-type: none"> <li>● develop contact list - Google Doc - e-blast quarterly that would be positioned to outside folks</li> <li>● work on reposting social media posts from partners and other programs</li> </ul>	Sheet for Council crowdsourcing of contacts	Stephen Sloan
<b>New Business</b>	<u>Recruiting OHA Leaders and Committee Engagement</u> <ul style="list-style-type: none"> <li>● useful for Council to make recommendations, use connections to recruit new volunteers and leadership</li> </ul>		
<b>New Business</b>	<u>OHA Guide to Volunteer Leadership with Stephen Sloan</u> <ul style="list-style-type: none"> <li>● presented for the first time for Council input/feedback</li> <li>● suggested that we include the time commitment for each volunteer role</li> </ul>	include suggested edits and share guide with Council for editing	Stephen Sloan
<b>New Business</b>	<u>NEXT STEPS with Troy Reeves</u> <ul style="list-style-type: none"> <li>● Council liaison assignments <ul style="list-style-type: none"> <li>○ let Troy know what Committees you have interest in working with</li> </ul> </li> <li>● Monthly meetings: logistics &amp; structure <ul style="list-style-type: none"> <li>○ will be meeting on Mondays</li> </ul> </li> </ul>	contact re: liaison assignments	OHA Council members