**Annual Meeting Business Meeting**
**October 01, 2024**
**Zoom Teleconference Call**
**03:00 pm – 04:30 pm CT**

**Minutes Prepared by:** Hailey Rowe

| Agenda | Discussion & Decisions | Action Required | Responsible Party |
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| **Welcome** | *Welcome [3:00PM]*<br>*President Kelly Elaine Navies read a poem to begin the meeting* | | |
| **Review of Minutes from 2023 Business Meeting** | Don Ritchie moves to approve the 2023 minutes, Leslie McCartney seconds. Vote by poll - 31/31 approve, 5 did not vote | Post minutes on website | Hailey Rowe |
| **President's Report with Kelly Elaine Navies** | Farewell to Outgoing Leaders<br>● Tomás Summers-Sandoval, Alissa Rae Funderburk, and Carlos Lopez<br>Oral History and the Law with Troy Reeves, Sarah Milligan, & Francine Spang-Willis<br>● Recruited a task force - 7 people total<br>● Troy: discussed the task force and charges<br>○ began with the idea that the *Oral History and the Law* manuscript needed a revision but original author wasn't interested in writing the new edition<br>○ became the Oral History Law and Ethics task force<br>○ gave thanks to all of the task force members - went over the charges briefly<br>○ 10 month timeline<br>○ next step will be to set up a meeting with the co-chairs | | |

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| | Indigenous Initiative Award with Francine Spang-Willis<br>● Working with Tomás and indigenous caucus members on the OHA indigenous award<br>● almost completed - just a few more questions to answer<br>● applications to open in 2025<br>Highlights of the Past Year<br>● ACLS Conference - decision to have an executive council came from this<br>● Executive council wrote a support letter for SPOHP in response to the alumni who thought the program was being threatened<br>● Tomás created the Latine Caucus<br>● Developed a committee reference guide based on previous work done by Linda Shopes<br>● accessibility guidelines are looking to be finalized in late October<br>● Designated funds for a single parent scholarship<br>● AI in OH symposium - very successful and are looking at doing this every other year<br>● Welcomed a new editorial team for *The Oral History Review* | | |
| **Associate Director's Report with Steven Sielaff** | OHA Website<br>● Find an Oral Historian tool overview<br>○ highlighted the public profile submission form<br>○ 110 members are currently in the tool<br>● Latest news/updates<br>○ *OHR* news and updates will be integrated into the OHA website<br>○ Memberclicks site will be a main focus for review in 2025<br>AI in OH Symposium<br>● Final report is available for everyone's review in the drive folder<br>● allowed institutions to register as well<br>● a total of 250 registrations, raised over $9,700 for the association through this event<br>● may look at a shorter symposium in the coming years | | |

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| | ● suggest using the webinar model in Zoom<br>● closed registration a week before the event, people were still interested in purchasing the event tickets to access the recordings<br>● all links to recordings will be available in memberclicks in early 2025 to members | | |
| **Executive Director's Report with Stephen Sloan** | <u>Bylaws Revision</u><br>● bylaw revision proposal has been distributed<br>● 1st change: would like to shift membership to a 12-month anniversary membership - grace period will be built in<br>● 2nd change: description of committee appointments - would like to change the wording from a specific date to just to say appointments are finalized in the fall of each year<br>**Jeff Corrigan moves to approve the revision of the 2 bylaw changes discussed, Don Ritchie seconds. Vote by poll 37 of 37 voted to approve, 5 did not vote**<br>● The membership timing transition will begin after January 1, 2025<br><u>Membership Report</u><br>● ended last year with a record number of general members<br>● now have a record number of partner members<br>● life membership rate will be raised in 2025 - it's currently at $1000, will be $1250 in 2025 and in 2026 the new rate of $1500 will be finalized<br><u>Development Report</u><br>● committee has worked to come up with a fundraising initiative - letter in the mail if you gave in the last 7 years - will look at doing an end of the year ask as well<br><u>Office Report</u><br>● Program Associate Hailey Rowe will not be at the annual meeting<br>● Moving into award negotiations for a NPS cooperative master agreement - did a workshop for the NPS over the summer<br>● office is operating smoothly - responsive to member requests | | |

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| | ● Membership survey is out - closes on October 9 | | |
| **OHR Report with Holly Werner-Thomas** | ● created documents for future editors and reviewers to help future editor transitions<br>● much behind the scenes work is going on<br>● working on updating the mission statement<br>● there's a demand for more practice based articles<br>● Media Review Editor Bud Kliment will be handling the online content<br>○ will be building on previous editor's ideas and content<br>○ a goal is to make the review and association more intertwined<br>● Indigenous CFP will be live on the website soon | | |
| **Election Results** | ● Executive Director Stephen Sloan shared new OHA leaders | | |
| **Future Annual Meetings** | <u>Atlanta 2025</u><br>● Call for papers will be out soon<br>● Great responses to the site choice<br>● working on finalizing a planning committee to meet with in Cincinnati<br>● title is Exploring our American stories<br>● Bettina Love will be the keynote speaker<br><u>Portland 2026</u><br>● October 13-18, 2026<br>● Council goes through rounds with our search firm to look for potential sites for the annual meeting<br>● Portland's bid was very competitive<br>We are working on organizing a joint meeting with the American folklore society with 2027 - possibly Chicago | | |
| **Financial Review with Finance Committee co-chair Mary Larson** | ● Report on 2023 review<br>● Walked through pages 2 and 3 - had increases in most areas of the revenue, drop in grant income in 2023 (because it was the last year of NEH grant)<br>● expenditures went down in member services, fundraising costs remained about the same. | | |

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| | ● Increase in net assets of about $90,000 over the previous year - further breakdown of the expenses on page 4<br>● Page 5 - record of cash flow explained<br>● Switched from an accrual basis to a cash basis - to help match the books to the review | | |
| **Preview of Upcoming Annual Meeting in Cincinnati** | <u>2024 Annual Meeting Program</u><br>● Cover art was done by Sam Kremer<br>● Thanked Program Chair Ellen Brooks, conference committee, and executive office for all of their work<br>● Keynote is not a part of a lunch, there is no meal to pay for this year<br>● Business meeting is happening now rather than at the annual meeting<br>● Presidential reception will be off site at the Cincinnati Club and will have a jazz trio<br>● Yoga is planned for Thursday and Saturday morning<br><u>SCHED</u><br>● Ellen walked us through SCHED<br>● Different this year: doing both 60 and 90 minute sessions - Project spotlight sessions which are lightning rounds to spotlight work | | |
| **Q&A** | ● Indigenous caucus award will be available in early spring along with our other awards | | |
| ***Looking Ahead & Adjourn*** | Adjourned at [3:51 PM] | | |