

Executive Council Minutes

September 28, 2004

Portland, Oregon

Present: Rose Diaz, Rebecca Sharpless, Kim Rogers, Mehmed Ali, Mary Ann Larson, Celia Alvarez, Charles Hardy, Madelyn Campbell

The meeting was called to order at 8:35AM

Council reviewed the minutes of the midwinter meeting.

It was moved, seconded, and carried to approve the minutes. (Hardy/Larson)

Secretary's Report (Campbell)

Campbell reported that the annual meeting will be financially successful with an attendance of about 480. With revenue from the annual meeting, the OHA operating budget will probably end the year with close to \$100,000 in reserves.

The Finance committee will be considering how to invest both the operating reserves and the Endowment Fund. Council made several suggestions.

Campbell reported that the relationship with University of California Press was still good. Revenues from membership dues has increased steadily, but there is concern that the number of members has dropped somewhat.

The contract with Dickinson College is due to expire June 30, 2005. Dickinson is currently reviewing the contract and will finalize their decision by the midwinter meeting. Rogers explained that Dickinson is very supportive and expects a favorable decision.

Pamphlet sales have been steady. *Oral History and Community History Projects* is almost out of print and Campbell reported that it will be posted on the website and will be offered for free. It is hoped that a revised edition will be forthcoming. Campbell suggested entering into an agreement with a print-on-demand publisher to republish *Oral History and the Law*. Current supplies will last about one more year.

It was moved, seconded and carried to contract with a print-on-demand company to produce *Oral History and the Law* when needed. (Ali/Hardy)

Campbell reported that Modern Litho Print will be preparing the past 4 Newsletters in PDF format. They will be placed on the website.

Campbell reported on the 2006 site visit conducted by Art Hansen in Little Rock, AK. Several hotels were considered.

It was moved, seconded and carried to meet at the Peabody Hotel in Little Rock, Arkansas, October 25– 29, 2006. (Sharpless/Larson)

Campbell reported that in conversations with Richard Himmel, OHA Archivist, it was suggested that historical tapes of earlier annual meetings should be transferred to another preservation quality medium. Council will consider the cost and feasibility.

Council discussed issues with University of California Press, including the new relationship with The Gale Group, which is sending royalties based on a contract signed several years ago. Sharpless and Larson will work to see how this contract impacts our contract with the History Cooperative.

Council discussed procedures for recruiting and hiring a webmaster and publications editor. Alvarez and Hardy will develop a job description.

President's Report (Rose Diaz)

Diaz thanked everyone for their time and hard work on Council.

As President, Diaz met the deadlines for Newsletter articles, worked hard to finalize four awards committees, which were posted by December, 2003. This year, all past presidents will be honored at a special luncheon and will be given a special lapel pin. Diaz was in touch with most of the past presidents and reported on their enthusiasm to return to active participation in the OHA. Diaz will try in touch with this group to find ways they can become involved. A Presidential Directory was created.

Diaz reported that existing publications are doing well. However, there are no new publications in the works. The website still needs development and the volume of emails sent to the OHA President has increased.

The first Teacher K-12 scholarship was presented this year to 8 Oregon teachers, who will attend the Introduction to Oral History Workshop and various other sessions.

Diaz reported that she would be attending the committee meetings during the conference and will be recruiting members and revitalizing the committees.

A more formal Awards Ceremony has been developed for this year. Recipients have been asked to make short presentations regarding their work. Council discussed ways to publicize the awards to a greater audience so that all nominations for all the awards will be forthcoming each year.

Nominating Committee (Rebecca Sharpless)

Sharpless reported that one person dropped from the slate of candidates for the Nominating Committee, so three candidates were selected from a slate of five.

Those elected were:

Alphine Jefferson, 1st Vice President

Kathy Nasstrom, Council
Michael Frisch, Doug Boyd, Andrew Dunar, Nominating Committee

Council discussed ways to communicate to those newly elected regarding their responsibilities and made suggestions about keeping the work of the association moving along between meetings. The President will continue to take an active role in helping committees define their tasks during the year.

Publications (Diaz)

Council reviewed the reports submitted by the editors and discussed how to proceed to improve the current publications.

It was moved, seconded, and carried to approach Linda Shopes to become the publications editor with a stipend of a minimum of \$3000 per year for a renewable three year term. (Hardy/Sharpless)

University of California Press (Rebekah Darksmith)

Prior to a report from Darksmith, Council discussed ways to increase membership, such as publicizing the benefits of becoming a member, recruiting non-members who attend the annual meeting. Larson recommended using H-Oralhist to encourage readers to join. OHA will try to increase its visibility through the website.

Darksmith reported a drop in renewal rate and recommended a telemarketing campaign to libraries. This would help determine why institutions may have lapsed, although she felt this was an industry wide phenomenon due to budget reductions. She confirmed that there had been some problems with joining on-line and indicated that UCPress would look into it. Council agreed that an on-line survey might be the most economical. Council will review a survey developed by UCPress. Rogers suggested sending a demographic survey with the next renewal notice. UCPress will proceed with this effort. Ali suggested exploring a joint membership with regional associations. Diaz will approach the regional associations. Darksmith was willing to pursue this idea.

UCPress will provide the Executive Secretary's office with a list of lapsed members and a script. 50 calls will be made to get a sense of why members have not renewed. A decision of whether or not to send postcards to a broader international market will be made at the midwinter meeting.

Darksmith agreed that the category of Sponsoring Institution should be eliminated and will update their website.

Membership Contract Renewal (Sharpless)

Sharpless reported progress with Rutledge, Blackwell and Palgrave who are all interested in providing membership services to the Association. She will request that proposed

contracts be submitted by October 1, 2005 and Council will review them at the annual meeting in Providence.

H-Oralhist

Council reviewed a report from Jeff Charnley. Job advertisements will no longer be posted by H-Oralhist unless they are first submitted through the H-Net job listing. Advertisements from for profit companies will be referred to the Executive Secretary or to the University of California Press for possible inclusion in the *Oral History Review*. The longevity of the current editors has contributed greatly to the continuity of the listserve.

Oral History Review

Andy Dunar, the current editor, will be stepping down after the Summer/Fall 2005 edition. Council will be recruiting a new editor, who will begin with the Winter/Spring 2006 issue. They expressed gratitude for his exceptional service and will forward an official letter of thanks. In his report, Dunar thanked his staff: Valerie Yow, Book Editor, Doug Boyd, Media Editor, and Gina Nix, Assistant to the Editor.

2004 Annual Meeting (Rogers)

Rogers expressed her gratitude to Lu Ann Jones, Kathy Nasstrom, Laurie Mercier, and Roger Engeman for their work in creating and promoting the meeting. Rogers reported that fundraising had been difficult and only about \$5000 had been raised. However, the meeting should be financially successful. Council discussed the need for support for Program and Local Arrangements chairs to attend the meeting, in light of decreasing institutional budgets.

It was moved, seconded and carried that beginning with the 2005 Annual Meeting, Program Chairs will be given ½ airfare, two nights lodging and complimentary registration (Sharpless/Larson)

It was moved, seconded and carried that beginning with the 2005 Annual Meeting, Local Arrangements chairs would be given two nights lodging and complimentary registration (Sharpless/Alvarez)

Diaz reported that OHA was asked to provide interpreters for one of the attendees who was deaf. OHA was able to provide some financial assistance to the agency that requested the services on behalf of their client.

2005 Annual Meeting (Sharpless)

Sharpless reported that planning was on schedule. David Stricklin and Pamela Dean are distributing the Call for Papers to various venues. Sharpless will travel to Providence to begin planning with the Local Arrangements Chairs, Linda Wood and Mehmed Ali.

2006 Annual Meeting (Campbell)

Council reviewed the proposed hotels and selected the Peabody Hotel in Little Rock, Arkansas. Alphine Jefferson, newly elected 1st Vice President will be responsible appointing Program and Local Arrangements Chairs and developing a theme.

2007 Annual Meeting

Several locations were discussed including Reno, NV and Tempe, AZ. Council will approach Noel Stowe about the possibility of hosting the meeting.

Committee Reports

Scholarship (Ali)

Ali reported that the selection process went very smoothly. Fourteen recipients, receiving a total of \$7500, were selected and notified of their awards in time for them to make plans to attend the meeting. He thanked his committee, Calinda Lee and Teresa Bergen.

Committee on Committees (Diaz)

This committee, comprised of the Past President, President and 1st Vice President is working to reestablish the standing committees. Diaz will attend all the committee meetings scheduled during the annual meeting and recommend members to Kim Rogers for appointment. Diaz will make a broad request encouraging OHA members to consider volunteering for one of the committees that may be related to their interests. Signup sheets will be available during the meeting.

Council members will continue to act as liaisons and will bring reports of committee activities to the meetings. Liaisons for 2005 are as follows:

Finance – Rebecca Sharpless
Publication – Celia Alvarez
Education – Kathy Nasstrom
Diversity – Mary Ann Larson
International – Mehmed Ali

Council discussed ways the association can be of more use to the wider community, providing support in new ways to those engaged in doing oral history. It was suggested that the work of the OHA could be shifted to a project based model.

International Committee (Diaz)

Rina Benmayor has invited several people to attend the International Committee meeting. She will no longer serve as Chair and will be recruiting a replacement.

Diversity Committee

Alva Moore Stevenson will chair and will work with Mary Larson to discuss mission and future goals.

Old Business

Alexander Street Press (Rogers)

OHA had chosen not to enter a formal agreement with any private organization. But the Association welcomes the participation and presence of Alexander Street Press at our annual meetings. The program chairs have given them an official spot on the program.

Institutional Review Boards (Diaz)

Donald Ritchie and Linda Shopes are still working on IRB issues and are communicating with individuals who have specific questions.

It was moved, seconded and carried that the OHA president will draft a letter to OHRP supporting the efforts of Don Ritchie and Linda Shopes and encourage OHRP to continue to affirm its concurrence with its original policy statement negotiated between AHA, OHA and OHRP, Fall, 2003. (Larson/Sharpless)

New Business

Council discussed the need to preserve the tapes stored in the archive in Denton, TX. Sharpless will determine which tapes have already been published.

The meeting was adjourned at 5:25 PM