2017 Spring Conference at the Clifford Still Museum
Digital Symbiotics: Conservation, Preservation, and Collaboration

The next conference for the Society of Rocky Mountain Archivists is themed Digital Symbiotics: Conservation, Preservation, and Collaboration and will be held on Monday, May 22, 2017 at the Clifford Still Museum (1250 Bannock Street Denver, CO 80204) from 8:00 a.m. - 4:45 p.m.

Immediately following the conference will be a jointly held reception by the Clifford Still Museum and the SAA Student Chapter at University of Denver, which will feature a gallery open house, tours, wine bar and hors d’oeuvres, and plenty of networking opportunity for students and professionals alike.

The conference will look at issues of preservation and conservation in collaboration with technology. We will explore issues related to the preservation and conservation of digital objects and how digital technologies help inform the preservation and conservation of the physical.
The Keynote speaker will be Howard Besser, Cinema Studies Professor and Director, Moving Image Archiving & Preservation Program, New York University Tisch School of the Arts. Howard is a scholar of digital preservation, digital libraries, and film preservation, and has held positions in schools of information science at UC Berkeley, UCLA, University of Michigan, University of Pittsburgh, and now New York University. We are very honored to hear from him in Denver this year.

We will also play host to 10 PechaKucha presentations, as we continue the 20 seconds by 20 slides tradition from last conference, hearing from archivists, conservators, students, directors, and others! We are adding a new presentation style we are calling,

“The conference will look at issues of preservation and conservation in collaboration with technology”

“Conversations” in which two or three professionals will onstage discuss a current issue in depth. And we are bringing two afternoon workshops to you, on the topics of Preservation and Digital Preservation, to give hands on knowledge alongside a fairly sweeping program.

Ultimately, this conference aims to bring people together from a variety of professions and backgrounds to create a dialogue and foster new collaborations as we collectively pioneer the ever-evolving landscape of the digital realm while also preserving access to the physical.

I hope you are excited for SRMA Spring 2017 as we are!

To register, please visit: http://www.srmarchivists.org/meeting/2017-spring-conference/

We hope to see you there!

Adam Speirs, Program Director
Jessie de la Cruz, Member-at- Large

SRMA, in collaboration with Denver Arts and Venues. is accepting proposals from artists who would like to participate in the Archives as Muse program. Artists of all artistic genres, art organizations, or schools may submit proposals. Check out all the details on the SRMA website:

www.srmarchivists.org

Calling All Creatives!
Note from the President

It's kind of hard to believe that this will be my last “Note from the President”. It's been a bit of a personal challenge, though very rewarding, to keep up with the tasks of my real job (day-to-day stuff plus water leaks, new hires, etc.) and the tasks of this volunteer job as President of SRMA. I am looking forward to continuing as your past-president, helping to continue all the work the board is doing to bring you great programming opportunities and professional support. Thanks to all the folks who have thrown their hat into the ring to join us! I do recommend it. It's a great way to peek behind the curtain, influence, and inspire your fellow archivists, learn about the decision-making process, and add a new highlight to your resume.

Another way to inspire and influence is by voting. Every spring we elect new members to the board. Take a look at the ballot for this year and cast your vote. We also need your vote to approve a few changes to the Bylaws. Most of the changes are updates to reflect some of the efforts we would like to put forth to make SRMA work better for you. Some are changes to the language to get us up-to-date.

“Thanks to all the folks who have thrown their hat into the ring to join us [on the SRMA board]! I do recommend it.”

In this issue, we highlight a new special collection. This was one area in our last member survey that was a very popular idea. Meeting our colleagues helps us to be better at what we do. Consider writing about your own collections for future newsletter issues. Also, Jessie and Adam have once again put together a fabulous program. “Program Symbiotics: Conservation, Preservation, and Collaboration” will be held May 22, 2017 at the Clyfford Still Museum in downtown Denver. Consider applying for one of the SRMA scholarships. Scholarships are available for both the SRMA meeting and the SAA conference in Portland, OR.

As always, if you have any questions about SRMA or our activities or programs, you may contact board members via email.

See you in May!

Allaina Wallace
Women’s March on Denver

Denver Public Library, Western History & Genealogy Department
by Jamie Seemiller, Special Collection Librarian
jseemiller@denverlibrary.org

On Saturday, January 22, 2017, over 100,000 people flooded the streets in downtown Denver to protest. The Women’s March on Denver was one of many marches across the country in collaboration with the Women’s March on Washington. The march took place at the door step of the Denver Public Library. As the Acquisitions Archivist in the Western History & Genealogy Department (WHG), I felt that this event gave us a unique opportunity to reach new donors and to preserve the history of the event.

On Sunday, we posted a donation call on the WHG Facebook page. The post reached 25,440 people and was shared 234 times within the next few weeks. We received over 250 emails that resulted in donations of over 1,200 digital photos/videos, 105 protest signs and 12 pieces of ephemera such as “pussy” hats, buttons, and artwork.

“On Sunday, we posted a donation call on the WHG Facebook page. The post reached 25,440 people and was shared 234 times within the next few weeks.”

In an average year I have about 80 in-person donor meetings and receive several hundred emails and phone requests, so this kind of response was exciting and overwhelming. While we normally review every potential donation in a staff acquisitions committee meeting, we decided to forgo our
normal procedure. We felt it was more important to encourage “citizen archivists” and engage with the community.

During the collecting phase, I corresponded with donors by email, phone and in person. I strived to have every donor sign a gift form and to give me background about the items they were donating. In order to manage the flow of donors and materials coming into the library, we created two excel spreadsheets—one for the physical materials and one for digital donations. We had a volunteer inventory the physical materials. Meanwhile, I documented the digital donations and downloaded them on our server. Each individual donation was placed in a folder with the donor’s name in order to track their provenance.

The next step was to appraise the collection. First, we decided to review any materials without a gift form. For the digital material, any donation without an gift form was removed from the collection. This amounted to 18 donations and 160 digital photos. For the protest signs, we decided to keep signs that had a unique message or design. We kept 8 of the 40 signs that did not have gift forms.

Next we discussed how we are going to provide access to the collection. We agreed that we would like to have every donor represented in the online collection. We decided that we can not keep everything, but by curating the donations one by one we can fully represent the event and the individual stories that brought people to the march. While appraising the digital material a metadata spreadsheet was created for import into our digital collections, and a priority list for digitization of the physical materials. Any videos selected will be available on YouTube. We plan to share the collection with the public with a program and exhibit in September and to have the digital materials online this summer.
Consider a facsimile edition. A facsimile is a physical book and a highly accurate one will mimic the look and feel of the original. Yet it is not the original. It is a copy. A facsimile edition conveys all the information of the original object yet is lacking in an almost intangible way. It is not the original, and we know this.

Also consider a digital surrogate of an archival document, say the letters of someone living in the seventeenth century. Similar to the facsimile, digital copies convey all the information contained in the original letters and are also able to give insight into life during that time. Indeed, a digital surrogate is not an original and we know it. It too lacks some quality which the originals have.

Facsimiles and digital surrogates can feature informational and evidential values that most researchers will need, but when it comes to leading instruction sessions in our archives or special collections reading rooms, there is the third type of archival value— intrinsic value—that truly draws in the curious and brings the history in our collections to life.

“...there is the third type of archival value— intrinsic value—that truly draws in the curious and brings the history in our collections to life.”

Intrinsic value is defined by the SAA glossary as: “The usefulness or significance of an item derived from its physical or associational qualities, inherent in its original form and generally independent of its content, that are integral to its material nature and would be lost in reproduction.” For me, the intrinsic value of an object—be it book, document, or artifact—is linked to the concept of “historical empathy,” which can be a powerful way of connecting students of all types to the historical figures and times represented in our collections.

Historical empathy is a pedagogical term of which I was only recently made aware. Jason Endacott and Sarah Brooks define it as, “the process of students’ cognitive and affective engagement with historical figures to better understand and contextualize their lived experiences, decisions, or actions. Historical empathy involves understanding how people from the past thought, felt, made decisions, acted, and faced consequences within a specific historical and social context.” (Endacott & Brooks) Although historical empathy may be gained by examining primary sources via digital

surrogates, there is an immediacy to the effect when someone is able to be placed in physical proximity, if not actual contact, with the object. In the Special Collections and Archives at CU Boulder, one powerful example of objects creating historical empathy are documents related to the history of American slavery. For students who have only learned of slavery in textbooks, seeing the evidence of these practices with their own eyes is a powerful experience.

We can draw a parallel between archiving digital materials and the debate on whether to migrate files to new formats or to emulate the systems and programs that created them. Migration ensures their continued access and will most likely retain their informational and evidential value, but emulation holds the key to preserving the intrinsic value of born digital materials. Through emulation we can work to preserve the experience of accessing a Word document in a Windows 3.1 system, or perhaps also be distracted by the lure of Minesweeper and Solitaire. The experience of working in digital is more than just a static PDF or Excel spreadsheet, it is the operating system and desktop as well.

But the debate over digital surrogates v. paper or emulation v. migration is not an either/or proposition. We have choices and we have context to consider. Moreover, I’d argue for archivists not think in dogmatic precepts, but rather proceed on a careful case-by-case basis. For so many of our collections, digital surrogates are acceptable and are especially needed for remote researchers. However, when we consider the important question of primary source instruction and what we want to achieve with it, we should consider what objects will best create historical empathy for our students via their physical presence in the classroom. When we do this, we can build a rich learning environment that will reinforce not only the importance of our collections, but also help craft a worthwhile learning experience for our students and visitors.
Update! Your Digital Collections and the Digital Public Library of America

Colorado State Library
by Leigh Jeremias, Digital Collections Coordinator
ljeremias@coloradovirtuallibrary.org

The Colorado State Library is excited to announce that Colorado and Wyoming are now a new Service Hub of the Digital Public Library of America (DPLA). The Plains to Peaks Collective (PPC), our new name, is one way to share your unique digital collections with a wider audience. The DPLA website (https://dp.la) is a portal that allows visitors to discover and then go directly to the digital collections in your home institution.

The PPC will:
• Create and share hub standards and supporting documents
• Aggregate your chosen digital collections for inclusion in the DPLA
• Grow your online collections by establishing partnerships with other similar agencies and collections.
• Create resources for shared education and training
Your Participation
We hope that every institution in Colorado and Wyoming has the opportunity to participate in the DPLA through the PPC. The PPC has designed four levels of participation.

Content Hubs
Content Hubs are institutions that have unique digital collections online and share that content with the PPC. They also support the participation of other institutions that may not have the ability to do so on their own. They will:

- Support the PPC participation of other institutions in one or more of the following ways:
  - Collection hosting and storage
  - Digitization services
  - Education and training
  - Metadata remediation
- Act as the primary liaison between the PPC and their contributors

Community Support Hubs
Community Support Hubs are organizations or associations that represent and support institutions that are part of their membership or community. It is anticipated that these partners are not direct content providers but provide support services to their communities in the form of communication, facilitation and education. For the organizations they support they will:

- Act as the primary liaison between the PPC and each organization
- Provide PPC communication and outreach
- Provide educational support and training

Content Nodes
Content Nodes are institutions that have unique digital collections online and will only share their own content with the PPC.
Contributors

Contributors are institutions that may not have the ability to participate in the PPC on their own. They can share content with the PPC through a partnership with a Content Hub.

Basic Requirements

The DPLA and the PPC have many suggestions and recommendations to help make your digital collections more discoverable. However, the basic requirements for sharing your items are:

- A content management system with openly accessible content (not behind a paywall)
- URL back to the object on your online database
- Title of your object
- Thumbnail image
- Rights Statement

PPC Timeline

The PPC is working with seven pilot institutions to gather the initial collections to be shared with the DPLA. During phase one, we will test our technology and establish workflows and processes. In phase two, we will work with other institutions that have digital ready collections. During this time the PPC will also be planning for phase three which will entail working with institutions that need support to participate in the PPC and the DPLA.

We want to hear from you!

To learn more about the PPC or if you would like to participate, please contact Leigh Jeremias at ljjeremias@coloradovirtuallibrary.org or 720-483-4261. We are currently gathering information about all institutions that would like to participate in the future so please reach out.
SRMA Board Member Election and Bylaw Revisions

While the pages below are not the official ballot, they do represent the full text of all SRMA Ballot issues that you, as members, are highly encouraged to vote on during the current election. Voting is online and open until the morning of May 22 during the SRMA Spring Conference, with the results announced during the SRMA business meeting. Note that the Vice-President automatically becomes the President the following year.

To vote please visit:

Board Members and Membership Dues

Board Members

Vice President
Kate Crowe
Other

Member-At-Large
Lisa Dunn
Other

Treasurer
Scott Lewan
Other

Preservation Member-At-Large
Nicole Becwar
Other

Membership Dues Increase

SRMA Current Dues:
- Student: $10.00
- Individual: $15.00
- Institution: $30.00
- Sustaining: $65.00

SRMA Proposed Dues:
- Student/Retiree: $15.00
- Individual: $25.00
- Institution: $50.00 (Pending results from By-Laws Revisions vote)
- Sustaining: $65.00

Rationale: In 2016, SRMA shifted directions to offer more continuing education by bringing SAA DAS courses to Denver and by bringing nationally known keynote speakers to SRMA conferences. This in effect has raised the operating costs of the organization. SRMA's current membership dues are also well below comparable organizations such as CIMA and Southwest Archivists. In the SRMA member survey in October 2016, several due increases were proposed to members. 55% of members supported a dues increase of $10 per year. The above annual dues increases take into account these factors to help the organization grow and to be more in line with other similar organizations.
By-Laws Revisions

ARTICLE I. MEMBERSHIP AND DUES

Section 1. Classes of Membership.

Student. Open to students with proof of scholastic enrollment. Upon payment of dues, students shall have full voting rights.

To Read:

Student/Retiree. Upon payment of dues, students and retirees shall have full voting rights.

Rationale: Change the Student category of membership to include Retiree. Delete the requirement for students to provide proof of scholastic enrollment. The requirement of proof has proven to be cumbersome for the Membership Coordinator and unnecessary.

ARTICLE I. MEMBERSHIP AND DUES

Section 1. Classes of Membership.

D. Institutional. Open to dues-paying organizations supporting the work of SRMA. An institution may designate an individual that is entitled to the same voting rights as an individual member. Should there be more than one (1) department within an institution wishing to join SRMA, each department shall then be entitled to have the same voting rights as an individual member. Upon payment of dues, institutional members shall have full voting rights. Two (2) individuals from organizations with an institutional membership are entitled to attend SRMA events at the member rate.

To Read:

Remove this level of membership.

Rationale: The SRMA Board suggests that the Membership removes the Institutional level of membership. Managing Institutional memberships has become cumbersome for the Membership Coordinator. An Institutional membership is the same price as buying two individual memberships, but only allows the Institution to have one vote. The Membership Coordinator has to then track the Institution and the two people that they designate as the individuals who can attend conferences. To streamline the membership process, the Board feels that Institutions can purchase Individual memberships for their staff to receive full membership benefits.
ARTICLE II. MEETINGS OF MEMBERSHIP

Section 4. Quorum and Vote Required for Legal Action During Meetings.

A quorum requires at least three (3) Board Members, one of whom shall be the President or Vice President; and either one-fourth (1/4) of the voting membership or twenty (20) members voting in person or by proxy, whichever is the smaller number. Except as otherwise provided in this constitution and/or bylaws, a majority of the legal votes cast shall be required to take action.

To Read:

A quorum requires at least three voting (3) Board Members, one of whom shall be the President or Vice President; and either one-fourth (1/4) of the voting membership or twenty (20) members voting in person or by proxy, whichever is the smaller number. Except as otherwise provided in this constitution and/or bylaws, a majority of the legal votes cast shall be required to take action.

Rationale: Clarify the language to three voting Board Members

ARTICLE II. MEETINGS OF MEMBERSHIP

Section 4. Quorum and Vote Required for Legal Action During Meetings.

B. Proxy. All SRMA members should be made aware of the proxy proviso. Only the Secretary may accept proxy votes. The Secretary will cast the proxy votes on behalf of the members. A proxy vote is valid if:

   it is signed and dated by the SRMA member casting his/her vote,
   it is given to the Secretary prior to the beginning of the meeting, and
   it is submitted via written communication - including but not limited to fax, e-mail, and mail.

ARTICLE III. ELECTED BOARD AND GOVERNMENT

Section 5. Nomination and Election of Board Members.

The available officer and Board Member positions of SRMA shall be elected by ballot of the members each year, as described in this paragraph. The nominating committee shall be responsible for announcing vacant positions in the newsletter that precedes the annual business meeting, preparing a list of nominees, and conducting an election. All nominees shall be current members of SRMA. Provision shall be made on the ballot for write-in votes. Members must be provided no less than fifteen (15) days in which to return their ballot. The
nominee receiving a majority of the legal votes cast shall be elected to that position. Voting and balloting may be conducted via fax, e-mail, or mail.

Section 6. Terms of Office.

Any Board Member may resign at any time by giving notice to the President by e-mail, fax, or in writing. A Board Member’s resignation shall take effect at the time specified in such notice and the acceptance of such resignation shall not be necessary to make it effective. In case of a vacancy in the position of Vice President, Secretary or Treasurer, or any other Board position (voting or non-voting), the Board shall appoint a replacement to serve until the next election.

Rationale: Eliminate all references to fax as a means for communication.

ARTICLE III. ELECTED BOARD AND GOVERNMENT

Section 2. Number and Qualifications. The government of SRMA, the management of its affairs, and the regulation of its procedures shall be vested in a Board composed of the following elected voting members: four (4) officers, two (2) Members-at-Large, one (1) Preservation Member-at-Large, and one (1) immediate Past President. The Board also shall be comprised of non-voting appointed members as follows: Newsletter Editor, Electronic Resources Coordinator, Membership Coordinator, Archivist, and other non-voting members appointed for specific ad hoc purposes.

To Read:

Section 2. Number and Qualifications. The government of SRMA, the management of its affairs, and the regulation of its procedures shall be vested in a Board composed of the following elected voting members: four (4) officers, two (2) Members-at-Large, one (1) Preservation Member-at-Large, and one (1) immediate Past President. The Board also shall be comprised of non-voting appointed members as follows: Newsletter Editor, Electronic Resources Coordinator, Membership Coordinator, Archivist, Outreach Coordinator, Continuing Education Coordinator and other non-voting members appointed for specific ad hoc purposes.

Rationale: Add Board Members to this section that were created after the last By-Law revision.

ARTICLE III. ELECTED BOARD AND GOVERNMENT

Section 3. Authority and Duties of Officers. All officers must maintain records that document their activities. All officers will transfer non-current permanent records and pertinent information to their respective successors and the SRMA Archivist at the conclusion of their term. Moreover, the duties of the SRMA officers shall be as follows:
A. President. The President shall: (i) be the chief executive officer of the Society and have general and active control of its affairs and business and general supervision of its officers and directors; (ii) preside at all meetings of the members and of the Board unless the President, in the absence of the Vice President, shall designate another person to preside; (iii) see that all orders and resolutions of the Board are carried into effect; (iv) appoint or terminate special committees and task forces when authorized by the Board and may serve as an ex-officio member of any standing committees except the nominating committee; (v) oversee the long range plan and its implementation; (vi) prepare the agenda for Board and business meetings, conduct official correspondence, sign all documents as authorized; (vii) coordinate with other officers to present all awards and honors; and (viii) perform all other duties incident to the office of President.

To Read:

A. President. The President shall: (i) be the chief executive officer of the Society and have general and active control of its affairs and business and general supervision of its officers and directors; (ii) preside at all meetings of the members and of the Board unless the President, in the absence of the Vice President, shall designate another person to preside; (iii) see that all orders and resolutions of the Board are carried into effect; (iv) appoint or terminate special committees and task forces when authorized by the Board and may serve as an ex-officio member of any standing committees except the nominating committee; (v) oversee the long range plan and its implementation; (vi) prepare the agenda for Board and business meetings, conduct official correspondence, sign all documents as authorized; (vii) coordinate with other officers to present all awards and honors; (viii) to represent SRMA at the Society of American Archivists Annual Conference as funds allow; and (ix) perform all other duties incident to the office of President.

Rationale: Update the President's duties to include representing SRMA at the Society Of American Archivists (SAA) Annual Conference if funding is available.

ARTICLE III. ELECTED BOARD AND GOVERNMENT

Section 4. Authority and Duties of other Board Members. There shall be two (2) Members-at-Large elected in alternate years for two (2) year terms. There also shall be one (1) Preservation Member-at-Large that is elected for a two (2) year term. All three (3) Members-at-Large shall hold voting rights and assist the Board in all functions. Non-voting Board Members shall serve at the pleasure of the Board and be appointed by the Board annually. All Board Members (voting and non-voting) are required to attend or participate via conference call at least two (2) Board meetings per year. All Board Members are responsible for ensuring the transfer of their respective permanent, non-current records to the SRMA Archivist.

To Read:
Section 4. Authority and Duties of other Board Members. There shall be two (2) Members-at-Large elected in alternate years for two (2) year terms. There also shall be one (1) Preservation Member-at-Large that is elected for a two (2) year term. All three (3) Members-at-Large shall hold voting rights and assist the Board in all functions. Non-voting Board Members shall serve at the discretion of the Board and be appointed by the Board annually. All Board Members (voting and non-voting) are required to attend or participate via conference call at least two (2) Board meetings per year. All Board Members are responsible for ensuring the transfer of their respective permanent, non-current records to the SRMA Archivist.

Rationale: Change language from “pleasure” to “discretion” of the Board.

ARTICLE III. ELECTED BOARD AND GOVERNMENT

Section 4. Authority and Duties of other Board Members.

D. Non-Voting Board Members Appointed by the Board.

2. Membership Coordinator. The Membership Coordinator is responsible for soliciting members through a variety of means, including, but not limited to, contacting organizations/institutions with archival programs and making membership information available at regional archival gatherings; collecting dues; maintaining membership lists; completing a written report for the spring meeting; and compiling a membership directory that must be distributed every year to all SRMA members in good standing by 30 June.

To Read:

2. Membership Coordinator. The Membership Coordinator is responsible for soliciting members through a variety of means, including, but not limited to, contacting organizations/institutions with archival programs and making membership information available at regional archival gatherings; collecting dues; maintaining membership lists and listserv; completing a written report for the spring meeting and providing a directory accessible to members.

Rationale: To update the duties of the Membership Coordinator to include the listserv and revise the procedure of the membership directory.

ARTICLE III. ELECTED BOARD AND GOVERNMENT

Section 4. Authority and Duties of other Board Members.

D. Non-Voting Board Members Appointed by the Board.

Newsletter Editor. The Newsletter Editor prepares and publishes a quarterly newsletter. Contents of the newsletter should reflect items of interest to the archival community in the
Announcements

**Bird Damage Unit Records**
*Submitted by Kellie Nicholas, NWRC*

The National Wildlife Research Center recently finished processing this collection that covers the U.S., Africa, Asia, and Latin America. Consisting of more than 60LF, this collection documents a broad range of bird species and bird depredation problems with data, trip reports, field diaries, maps, audio files and more from 1914 to 2008.

*More info: sara.j.szakaly@aphis.usda.gov*

**Colorado General Assembly sessions**
*Submitted by Scott Lawan and Eamon Smallwood, Colorado State Archives*

From 2002-2012, the Colorado General Assembly captured their legislative audio recording using Dictaphone’s Freedom System Manager (FSM) audio recording system, a proprietary format that is no longer supported. In 2016, the National Historical Publications & Records Commission (NHPRC) awarded the Colorado State Archives a State Government Electronic Records Grant to convert and preserve the legislative recordings and make them more publicly accessible. Watch for the full project description in the Summer issue.

Journal of Western Archives

[http://digitalcommons.usu.edu/westernarchives/](http://digitalcommons.usu.edu/westernarchives/)

What if there were a journal dedicated to providing archivists in the Western United States cutting edge research, peer-reviewed scholarly articles, and take-it-home case studies? And what if it were all free?

You’ve probably guessed by now that I speak of the Journal of Western Archives. Supported by SRMA as well as other organizations, JWA is meant to support western archivists. In their words...

> “Archivists in the western United States face a unique set of challenges related to the geography of the West, as well as its recent history. The Journal of Western Archives provides a venue where archivists working in the West can highlight their unique contributions to the archival profession.”

With free (and peer-reviewed) articles coming out on a rolling basis, you’ll want to mark your calendar to check out this valuable resource on a regular basis. Tune in and stay up to date!

Membership Information

SRMA membership is drawn from regular and volunteer staff at archives, historical societies, museums, businesses, government agencies, libraries, colleges and universities, religious institutions, and other persons who are concerned with the identification and care of information that documents the history of our region. Basic membership is only $15, and you can pay online. And recruit some colleagues to join too!

Full information can be found on our web site at:
Rocky Mountain West. The Newsletter Editor is expected to solicit newsworthy items from SRMA members and communicate regularly with the Electronic Resources Coordinator.

To Read:

Newsletter Editor. The Newsletter Editor prepares and publishes a digital quarterly newsletter. Contents of the newsletter should reflect items of interest to the archival community in the Rocky Mountain West. The Newsletter Editor is expected to solicit newsworthy items from SRMA members and communicate regularly with the Electronic Resources Coordinator.

Rationale: To update that the Newsletter Editor publishes a digital quarterly newsletter.

ARTICLE III. ELECTED BOARD AND GOVERNMENT

Section 4. Authority and Duties of other Board Members.

D. Non-Voting Board Members Appointed by the Board.

6. Continuing Education Coordinator. The Continuing Education Coordinator is responsible for coordinating all workshops or classes for members outside of the two main conferences.

7. Other Non-Voting Board Members. On-Voting Board Members may be appointed for ad hoc committees as necessary.

Rationale: Add the Continuing Education Coordinator to the list of Non-Voting Board Members and provide duties

Vote by May 22, 2017 at