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## FSA Annual Meeting Minutes 2012

Field Services Alliance Annual Meeting  
Salt Lake City, UT  
October 3, 2012, 1:30 pm

The meeting was called to order by Jeff Harris, FSA President.

Minutes: The minutes from the midwinter meeting were reviewed and no changes were suggested. Steve Stearns (Field Program Curator Historical Services Branch, National Guard Bureau) put forth a motion to approve the minutes. The motion was seconded by Stacy Klingler (Assistant Director, Local History Services, Indiana Historical Society). All were in favor of the motion and the minutes were approved.

Presentation: A short talk titled *The Preservation Roadmap*, which outlined effective preservation strategies, was presented by Laura Hartz Stanton (Director of Preservation Services, CCAHA).

Presentation: A short talk titled *Museum Interpretive Initiative* was presented by Megan van Frank (Program Officer, Museum and History Programs, Utah Humanities Council). The talk discussed the training program developed and implemented by the Utah Humanities Council to assist small institutions in developing and implementing interpretive exhibits.

Field Services Manual: Laura Casey (Museum Services Program Coordinator, Texas Historical Commission) was pleased to report that the Field Services Manual was completed. A bound copy was passed around for review. The final document is available on the FSA web site. Laura emphasized that additions can still be made to the manual and/or changes can be made. The intention is that the manual be a flexible document and that it should continue to evolve. The manual includes sections on field services philosophy, ethics, making the case for field services, case studies, and resources.

Agency Reports: Individual members in attendance reported on the happenings at their organizations and discussed trends and concerns in their states or regions.

AASLH Report: Cheri Cook (Senior Program Manager, AASLH) gave updates on the StEPs program. She encouraged state to form groups or networks, formal or informal, to aid institution in completing StEPs. 410 museums are currently enrolled in the program. The program will go through a formal evaluation in 2013 and the AASLH staff will be looking for additional networking opportunities for the program. Cheri also report that AASLH is building a new web site and it is planned to launch in November 2012.

Bethany Hawkins (Program Associate, AASLH) outlined several details about AASLH educational offerings, including:

- The new AASLH professional development brochure was distributed. She announced that there were some changes to the programs, including rebranding the museum education classes. AASLH is continuing with the Collections Camp and will also continue to offer online classes. Some new webinars will be presented by AASLH staff.
- A new free online workshop series, called *What Is*, is being rolled out.
- AASLH plans to continue the option of an online conference in 2013
- With the revamping of the AASLH web site there will now be a Learning Center. This will allow all AASLH learning opportunities together, including webinars, podcasts, and white papers.
- Small Museum Pro is moving to AASLH. It will take about a year to transition the program and rebrand

it.

- The 2013 Annual Meeting will be in September in Birmingham, AL. AASLH will be partnering with the International Coalition of Sites of Conscious to present the program. Session proposals are due November 6.
- There are 58 awards going out this year in the AASLH awards program. Bethany encouraged Field Services to nominate institutions for future awards and to tell institutions that they can self nominate. FSA members can help by writing Letters of Critical Review.
- AASLH is re-launching the mentor program. They are looking for mentors and mentees. Application forms are available on the AASLH web site.

FSA Business: Jeff Harris discussed several topics of FSA business including:

- A booklet on FSA procedures is being developed and is approximately half complete. This effort is being headed up by Stuart Sanders (Community Services Administrator, Kentucky Historical Society).
- Three "Ask FSA Articles" are needed for the *Dispatch*. The articles are short, approximately 250-300 words. If anyone is interested in writing an article, get in touch with Jennifer Thomas (Deputy Director, Virginia Association of Museums). Two ideas for articles were brought forth: one on digitization of audiovisual materials and another on developing a preservation plan.
- The FSA Online Community will begin to be developed in 2013. There will be a public area, but the forum will mostly be private so it can be a forum for discussion among field services staff. It may take a while to develop the community since it is generally not a quick process.
- FSA is looking for a chair for the FSA tips session for the 2013 AASLH annual meeting. The chair will need to line up the session of unrelated tips.
- A new FSA Executive Committee took office in October 2012. Myers Brown (Curator of History and Extension Services, Tennessee State Museum) and Pat Miller (Executive Director, Illinois Heritage Association) are rotating off the committee. Eric Taylor (Heritage 4Culture) and Laura Hartz Stanton (Director of Preservation Services, CCAHA) are newly appointed members. Continuing members on the committee include: Scott Carrlee (Curator of Museum Services, Alaska State Museum), Jennifer Thomas (Deputy Director, Virginia Association of Museums), Jeff Harris (Director, Local History Services, Indiana Historical Society), Laura Casey (Museum Services Program Coordinator, Texas Historical Commission), and Stuart Sanders (Community Services Administrator, Kentucky Historical Society).
- The online directory needs to be updated. Volunteers were solicited and Stacy Klingler, Tami Barnes, and Scott Wands agreed to assist with this project.

Other Business: Stacy Klinger announced that she is the outgoing chair of the Small Museums Committee. At the AASLH meeting the Committee hopes to focus on networking and Stacy passed out small museum stickers that she encouraged all in attendance to wear.

Next Meeting: The FSA Mid-winter Meeting will be held in Nashville, TN March 3-5, 2013. The meeting will be co-hosted by AASLH and the Tennessee State Museum.

Meeting adjourned