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## Minutes of the ADE Annual Business Meeting, Charlottesville, Virginia, 7 October 1999

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# Minutes of the ADE Annual Business Meeting

CHARLOTTESVILLE, VIRGINIA, 7 OCTOBER 1999

President Leslie Rowland called the meeting to order at 4:30 p.m.

The minutes of the 1998 annual business meeting, as published in the March 1999 *Documentary Editing*, were approved.

The President welcomed new members of ADE who were attending the meeting and thanked members of the program and local arrangements committees, and the local sponsors. She also thanked the council and committee members who attended the council meeting. President Rowland said she would be unable to deliver the presidential address because of a family illness.

## Secretary's Report

Secretary Susan Perdue reported the results of the 1999 election, in which 77 ballots were cast: President-elect, Joseph McElrath, Jr.; Secretary, Susan H. Perdue; Treasurer, William M. Ferraro; Director of Publications, Martha J. King; Councillor-at-large, three-year term, Thomas Mason. The Nominating Committee consists of Mary A. Y. Gallagher (chair); Thomas Jeffrey; Ralph Orth; Herman J. Saatkamp, Jr.; and Sharon Ritenour Stevens.

Current membership stands at 521, compared to 491 in September 1998. During 1999 the ADE gained 22 new members and had 5 reinstated, while it lost 9 members through death, resignation, or nonpayment of dues. A breakdown of special membership categories includes 20 patrons, 37 sustaining, 10 students, and 20 retirees. There were 30 contributors for an increase of 100% over 1998.

Four copies of *Only in Books: Writers, Readers, & Bibliophiles on Their Passion*, compiled by J. Kevin Graffagnino, were sent out. Fourteen copies of *Thomas Jefferson in Love*, edited by John Kaminski, were sent out. ADE sold 18 copies of Mary-Jo Kline's *A Guide to Documentary Editing*, and 14 copies of Michael Stevens and Steven Burg's *Editing Historical Documents*. Thirty-four new members received copies of Beth Luey's *Editing Documents and Texts: An Annotated Bibliography* as gifts. ADE has John Kaminski to thank for his expeditious handling of the inventory and distribution of all of the books sent out.

The Secretary acknowledged the new members of ADE attending the meeting. She reported that the website continues to be maintained by Frank Grizzard at the University of Virginia. Nine people have joined ADE via the website application during the year. The website has

also undergone major construction in the last two months. It is located at <http://etext.virginia.edu/ade>.

The first biennial directory was produced this year and sent out in May. 507 copies were mailed out bulk rate to the entire membership. Additional copies remain which are being sent out to new members as they join and upon request at a cost of \$1.55 each (including shipping and handling). ADE members attending this year's meeting are receiving a three-page supplement which includes all those names of people who had information changes in any of the following categories: address changes, new member, email addresses, area code changes, telephone number changes, fax numbers, name changes, or errors due to original keyboarding. The supplement will be made available to the entire membership by inclusion in *Documentary Editing* or a separate mailing.

## Treasurer's Report

William M. Ferraro presented the financial report for Fiscal Year 1998-99 (1 September to 31 August), which showed a surplus of \$3,771, due to payment of advance dues and interest earned. Total cash assets are \$52,112 (\$15,089 in savings, \$35,018 in certificates, and \$2,005 in checking). As of 31 August 1999, the Julian P. Boyd Award had a balance of \$16,358, and the Jo Ann Boydston Award Fund had a balance of \$5,773. The ADE is in good fiscal health. The treasurer's report was approved. The proposed budget of \$23,500 for Fiscal Year 1999-2000 was proposed and adopted. (See p. 23)

## Committee Reports

1. Publications. Martha J. King, director of publications, thanked the publications committee. She acknowledged the efforts of Bill Albertini and Frank Grizzard in updating the website. An ADE logo is now available in an electronic format. Beth Luey has been appointed for another two-year term as the editor of *Documentary Editing*. The journal has moved from camera-ready copy to electronic files. The publications committee will consider the review policies for microfilm editions, and they will work with the membership committee in the upcoming year on revisions to the website.

2. Meeting. Candace Falk reported on plans for the 2000 meeting to be held in San Francisco, at the Berkeley Marina, 5-7 October. Local arrangements will be taken

care of, in part, by the Emma Goldman Papers, the Mark Twain Papers, and the Martin Luther King Papers.

3. Future Meetings. Gary Moulton reported that the 2001 meeting will be in Raleigh, N.C., 4-6 October. Joe Mobley and Donna Kelly of the North Carolina Department of Archives and History are in charge of local arrangements. The 2002 meeting site is Washington, D.C.

4. Federal Policy. Charlene Bickford reported that Arnita Jones has left the OAH and is now at AHA. Page Putnam Miller is retiring at the end of the year as coordinator for the National Coordinating Committee for the Promotion of History. NHPRC will be funded at \$6 million and it is supposed to be up for reauthorization this year. Ann Newhall added that the archivist is seeking reauthorization for a five-year period with a \$10 million cap. The Commission agrees that that is probably a good plan. Charlene testified on Capitol Hill on behalf of the National Endowment for the Humanities.

### **President's Report**

The President presented to the membership four policy decisions made by the council.

1. Audit. As per the ADE by-laws, an audit must be performed every three years or with the change of the treasurer. The Council authorized an audit by a certified public accountant, who will prepare an audit letter at the end of this fiscal year.

2. Reserve. ADE will maintain a reserve in the treasury equivalent to one year's operating expenses exclusive of convention costs. The amount in the treasury over and above this reserve will be designated as surplus funds, available for expenditure on new initiatives.

3. Constitution and By-Laws Committee. This is to be discontinued as a standing committee and appointed as an ad hoc committee. The President thanked Carolyn Holmes and her fellow committee members who have served on this committee most recently.

4. SEDIT-L. The Council wishes to reemphasize the importance of this electronic list as a means of communication among ADE members. To this end, a regular notice about SEDIT-L and subscription instructions will be included in *Documentary Editing*, on the ADE website, in the membership directory, and in the membership renewal mailing.

The President presented and the membership adopted the following resolutions:

1. Model Editions Partnership Resolution. A commendation from the Technology Committee. Resolution was adopted by the membership and was published in the December 1999 issue of *Documentary Editing*.

2. Breakfast resolution. Resolved to adopt the Women's Interest Network Breakfast as a regular part of the annual meeting, the president-elect each year naming someone to host the event.

The President outlined five initiatives resulting from the Council meeting:

1. ADE website. Enlarge the mission of the website to focus on reaching a wider audience. A special ad hoc committee will be formed with the charge of outlining plans for developing the site and identifying the resources required to carry out the plan, and reporting back to Council in six months. It will be chaired by Ann Gordon.

2. ADE brochure. To be revised in the coming year by the Membership Committee and Publications Committee together.

3. Technology Committee renamed. It will now be the Committee on Standards for Electronic Documents with a one-year charge. It will make recommendations to the ADE about reasonable standards to set for the publication of electronic documents.

4. Education and Information Committee. Charged to identify courses at college level on documentary editing and create links to syllabi for such courses that are posted on websites. To conduct an inventory of ancillary activities of editorial projects or individual editors, particularly K-12.

5. Boydston Committee. Members to be appointed to a two-year term to correspond with the biennial span of the award. Committee to publicize award more widely and earlier in the cycle.

6. Councillors-at-large. Charged with responsibility of publicizing winners of awards. ADE members should let them know what lists would be suitable.

Ann Newhall introduced her staff present at the meeting: Tim Connelly, Dane Hartgrove, and Mary Giunta. She suggested that projects let her know if they anticipate any research needs. She said that the deadline for the November meeting is June 1; for the May meeting, October 1. NHPRC has revised the website and is also revising its guidelines. Ann attended Camp Edit this past summer and plans on visiting projects.

Ann Gordon urged members who are interested in a given committee to let her know and to think about next year's program. She thanked President Rowland for her work.

There being no further business, President Rowland adjourned the meeting at 5:40 p.m.

Respectfully submitted,  
Susan H. Perdue, Secretary