



Internal Advisory Group Meeting Notes
Friday, December 2
11:00 a.m. - 4:00 p.m. EST, with a break from 1:00 - 2:00 p.m.
Held Virtually via Zoom

Suzanne Davis, AIC President, started the meeting at 11:03. She started the roll call, allowing each participant to introduce themselves and their role with AIC.

2022 and 2023 Annual Meeting Updates and 2024 Themes

Cory Rogge, AIC Vice President, and Ruth Seyler, AIC Meetings Director, shared information about the upcoming 2023 Annual Meeting in Jacksonville. The theme will be “Conservation in the Age of Environmental, Social, and Economic Climate Change.” A task force of five members and five board/staff members has been working to identify ways to support the local LGBTQ+ and BIPIC communities and to showcase Jacksonville’s rich and diverse history. Cory announced a keynote program with Dr. Nicole Robinson, Ennis Davis, and Ben Garcia. Local organizations will be invited to attend the keynote panel. All talks will be either livestreamed or recorded and the recordings will be translated into Spanish. A green attendee initiative with recommendations on how attendees can reduce their carbon impact is also being developed. A survey will be sent to members this year to hear member thoughts about the future of the annual meeting.

The 2024 annual meeting will be held in Salt Lake City, Utah. IAG participants were asked to discuss and respond to a poll of potential annual meeting themes. The initial themes under consideration are:

- Expect the unexpected: embracing and managing change, uncertainty and surprise
- Connecting through heritage: promoting cultural equity through heritage preservation
- We shall overcome: the power of collaborations and connections
- Accessing conservation: expanding opportunities
- Beyond the bench: changing roles in cultural heritage preservation

Many ideas were shared in open discussion and were captured in the chat. A poll was modified with new ideas and participants were asked to share their top three theme ideas.

- Expect the Unexpected: Embracing and Managing Change, Uncertainty, and Surprise (31%)
- **Connecting through Heritage: Promoting Cultural Equity through Heritage Preservation (38%)**
- **What’s Your Story? The Power of Collaborations and Connections (54%)**
- Accessing Conservation: Expanding Opportunities (31%)
- Changing Roles in Cultural Heritage Preservation (21%)
- Ethics for a Changing World (23%)
- Storytelling (26%)

- **Embracing Change: Ethics & Changing Roles (38%)**
- Embracing Change: Evolving to Meet Today's Challenges (18%)

Ideas about collaboration in the meeting were shared and captured in the chat.

Accessibility Report

Board member Molly Gleeson and FAIC Outreach Coordinator Katelin Lee shared results of the [AIC Accessibility Survey](#) created by the Equity and Inclusion Committee in 2021. The survey received 558 responses; 29% reported having a disability, and a minority of those participants reported feeling understood and supported by their colleagues. Key EIC recommendations include:

- Accessibility audit
- Including accessibility goals in strategic planning
- Ongoing data collection
- Funding for accessibility
- Consistent baseline accessibility standards for all events and workshops
- Training and resources
- Raising awareness for needs, support, and advocacy

Molly also encouraged attendees to consider the following in their work with AIC groups:

- Do you feel like you have access to information that can help you address the recommendations?
- What tools and supports do you want AIC to prioritize to improve accessibility? Is there specific training that could help in your roles?
- Do you see addressing some of these recommendations as a priority for your group? How might you do that or plan to do it? Are there specific areas you want to focus on?

FAIC Trivia Poll

Which big anniversary is FAIC celebrating in 2022?

- a) 30
- b) 40
- c) 49**
- d) 50

How many people are on the Held in Trust Steering Committee and Working Groups, which have been writing our report outlining a vision for a sustainable, just, and equitable future for the field?

- a) 15
- b) 38
- c) 112**
- d) 83
- e) 22

How many N95s did FAIC send to local communities for NHR and AFR recovery efforts in 2022?

- a) 420
- b) 1,420**
- c) 2,410
- d) 4,012

Held in Trust Project Update

FAIC's HIT project is developing a strategic plan for the future of the field. The National Convening will be held at the Library of Congress on April 28, 2023. The full event will be livestreamed via the LOC YouTube Channel. The final report should be out by Summer 2023. The vision statement for the project is: "A vibrant and resilient future for conservation and preservation depends upon the development of new, highly collaborative paradigms and structures embedded with social justice, equity, and environmental action."

Key takeaways of the project include:

1. Climate change poses an existential threat and requires immediate action.
2. Collaboration is a guiding principle.
3. We must incorporate DEIA practices throughout the fields of conservation and preservation.
4. Cultural heritage preservation is a human right deserving of resources, attention, and credibility in the private and public sectors.
5. Communication and advocacy are key to the sustainability of the field.

The findings will be broadly shared with partners and allied communities.

Strategic Plan and Action Planning

The board-approved strategic plan for 2023-2025 was shared in the IAG online community the previous day. As a next step, an action plan will be developed over the coming months to create actionable items to help us meet the goals.

The group broke out into different rooms to discuss the following prompts:

1. What parts of this plan are you and your group most excited to work on, and what are some specific action steps you hope to take?
2. Where do you see your work intersecting with that of other groups, and what are some ideas about how to collaborate to align shared goals and actions?

FAIC Trivia Poll

Approximately how many AIC members provide general conservation assessments through FAIC's Collections Assessment for Preservation (CAP) program?

- a) 75
- b) 110**
- c) 50
- d) 95

Which publication(s) are administered by FAIC?

- a) JAIC
- b) AIC News
- c) **CoOL**
- d) **Global Conservation Forum**
- e) AIC Wiki
- f) **ACTS FACTS archive**

How many scholarships did FAIC provide to support attendance to the 2022 AIC Annual Meeting (in-person and virtual)?

- a) 27
- b) 37
- c) **67**
- d) 97

Financial Summary

Treasurer Elmer Eusman presented a summary of AIC and FAIC's 2023 budget, which were approved by the boards of each organization on December 1st and November 30th, respectively.

Updates from the Bylaws and the Ethics Core Documents Review Task Force

Board member Samantha Springer shared updates from the Bylaws Committee, which was charged with updating the bylaws to reflect the membership designation vote that passed last year. The board also asked the committee to look at potential changes to improve DEIA in the organization. Once a draft is finalized, it will be sent for legal review, then shared with AIC's Professional Associates and Fellows for vote, as required by the current bylaws.

Board member Jennifer McGlinchey Sexton shared that the Ethics Core Documents Review Task Force just issued a call for subgroup participants, and there was a good response to the call. The subgroups will recommend changes to the core group based on their areas of focus.

Communications Guide and Related Updates

Board member Sarah Reidell encouraged everyone to visit the Volunteer Resources page (<https://www.culturalheritage.org/membership/volunteer>), which hosts the new Communications Guide. The goal of the guide was to clarify expectations for all written communications that represent AIC groups. It outlines best practices and definitions, and reminds groups of their staff and board liaisons that are there to help.

Katelin Lee (klee@culturalheritage.org) noted that she welcome social media content from groups.

Sarah R. encouraged groups to draft and edit handbooks and guides for new leadership, and to use community discussion archives, community libraries, the IAG community, and other communication tools. She also encouraged people to track group leadership

history and share it with new leaders. A CommCom project management spreadsheet template was shared to show a way to keep track of projects.

There was discussion about sharing resources between groups, so groups that don't have these materials can borrow templates from groups that do.

Suzanne adjourned the meeting at 3:57 p.m.