

Archives/Historian Position  
2008-2009 Year End Report

**Committee Member:**

- Dianne Danov, University of Minnesota

**Accomplishments:**

- Collected the materials from committee/taskforce/appointed position/website data via CD and combined all committee activities to store on a single CD for MAFAA archives.
- Collected current year statistical data to continue to maintain the MAFAA historical data document. Also, burned the statistical data onto a CD to add to Archives.
- Put together a MAFAA photo CD slideshow of the MAFAA activities during the 2008-2009 year to be shared with the MAFAA membership at Spring Conference and other MAFAA events.
- Combined all old pictures from MAFAA events, both paper photos and CD onto one set of MAFAA CD photos to keep in Archives.

**Recommendations for the Future:**

- Continue maintaining the MAFAA historical data for each year to have the history of the organization. At the end of each year, the data should continue to be burned on a CD and a copy stored in the Archives file.
- Continue to collect all committee/taskforce/appointed position's documentation electronically and make a CD for storage in Archives. Require chairs to submit the documentation request. This will continue to help with the limited space available at the Minnesota Higher Education Office.
- Continue some form of MAFAA yearly photos for memories of the organization's activities during the past year.