

State Historical Records Advisory Board

Minutes

The State Historical Records Advisory Board (SHRAB) met on March 28, 2011, at 12:30 p.m. in the Activity Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Barbara Teague, Coordinator, Jim Cundy, Deputy Coordinator; Valerie Edgeworth, Archives Month Coordinator; Mark Myers, Continuing Education Coordinator; Richard Belding, Citizen at Large; Mary Margaret Bell, Jefferson County Public Schools (JCPS); Sue Lynn McDaniel, Western Kentucky University (WKU); Mary Winter, Citizen at Large; and Louise Jones, Kentucky Historical Society (KHS). Not present were: Dr. James Greene, Harlan Independent School District; and Rebecca Ryder, University of Kentucky (UK).

The minutes of November 18, 2010 were reviewed. Edgeworth said that under Kentucky Archives Month Planning, in the first complete sentence on page two, "2012" should be "2011." Bell suggested that the minutes should reflect that Bell, Ryder and Jones had attended remotely using iLinc. Bell made a motion to accept the minutes with the suggested revisions, seconded by Winter. The motion carried unanimously.

CoSA news

Teague said that the Preserving the American Historical Record (PAHR) bill would have to wait for action until the FY 2011 federal budget had passed. Carl Levin (D, MI) and Orrin Hatch (R, UT) continue to sponsor the bill in the Senate. Maurice Hinchey (D, NY) will continue to sponsor the bill in the House of Representatives, while former sponsor John McHugh (R, NY) is now Secretary of the Army.

Teague said that Cundy, Myers and Beth Shields, of KDLA, are Kentucky's IPER training team. Cundy said that they are required to train at least thirty people before the end of the grant in mid-2012. They trained sixteen people, all KDLA employees, on March 17 and March 24. They will train the remainder of the people later in 2011. They will publicize the training to groups such as the Kentucky Council on Archives and state agency records officers.

NHPRC/NARA news

Teague said that the National Archives and Records Administration, under David Ferriero, had undergone a reorganization that included several new senior-level positions.

NHPRC recently held a planning meeting and reaffirmed the state historical records advisory boards as a top priority. They also discussed possibly restructuring grants to better meet the needs of recipients. In their responses to NHPRC regarding the grant applications from the Kentucky Historical Society and Appalshop, NHPRC's reviewers felt generally the same as Kentucky's SHRAB members.

Kentucky Archives Month Planning

Edgeworth said that the Archives Month Coordinating Committee had met twice since the November SHRAB meeting, including that morning. Committee members had discussed the upcoming revision of the Archives Month Website (<http://archivesmonth.ky.gov/>). Bell said she would provide the names of the Archives Week or Archives Month Certificate recipients. The theme for 2011 is "Military." The poster is almost complete. In addition to posters, postcards and bookmarks will be printed. Sister Emma Cecilia Busam and Brandon Slone have been suggested as Archives Month Certificate recipients. The Committee has also drafted a document on advocacy in Kentucky archives that will be presented to the Kentucky Council on Archives. Committee members also suggested various themes for the next several years: Sports (2012), Folklore and Superstition (2013), Agriculture (2014), Civil Rights (2015), Industry (2016).

SHRAB SNAP grants

Teague said that the Board had completed its 2008 SNAP grant. The Board will request an extension for its 2009 grant and will use some of the money to pay the dues of the Council of State Archivists and the remainder to fund this meeting.

Continuing education

Myers said that the workshop "Managing Electronic Records in Archives and Special Collections" will be held on September 8-9, 2011 at the University of Kentucky. The instructors are Timothy Pyatt and Seth Shaw. If any Board members have ideas for continuing education sessions, they should contact Mark.

Suggestions for additional board members

Teague asked whether the Board could suggest individuals who might become SHRAB members. Board members suggested that members should be chosen to help ensure maximum participation. Remote attendance might help in this regard, provided it allowed compliance with the Open Meetings Act (KRS 61.805-850). Edgeworth said that potential members included the current and incoming President of the Kentucky Association of Teachers of History, Other possible members were suggested from Morehead State University, Appalshop and the Filson Historical Society.

Strategic Plan Review

The words "DRAFT: No Circulation or Quotation Without Prior Permission" were removed from the plan. Board members reviewed the action items on its Strategic Plan. The wording, timeline and responsible parties of the various items were adjusted as needed. Wording was changed on two items. Dates were pushed back for many items and changed to "Ongoing" for others. Item 4.3.a, Review SHRAB communications plans in other states, was marked as completed. Item 4.1.a, which involved reviewing the Board's Strategic Plan quarterly, was removed. The Plan will be updated annually.

Teague said she thought the SHRAB could apply for NHPRC funding to establish a regrant program if planning began soon. Matching grant funds would entail using the salary and benefits of all or most SHRAB members. The grant application deadline is in September.

Announcements

Teague said that May 1 is May Day, which is dedicated to disaster preparedness and is sponsored by the Society of American Archivists

On April 8, the Kentucky Department for Libraries and Archives will be featured on an episode of *Who Do You Think You Are?*, featuring Ashley Judd.

There being no further business to discuss, the meeting was adjourned.