

State Historical Records Advisory Board

Minutes

The State Historical Records Advisory Board (SHRAB) met on March 26, 2010, 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; Richard Belding, Citizen at Large; Mary Margaret Bell, Jefferson County Public Schools (JCPS); Rebecca Ryder, University of Kentucky (UK); Sue Lynn McDaniel, Western Kentucky University (WKU); Mary Winter, Citizen at Large; Louise Jones, Kentucky Historical Society (KHS); Jennifer Duplaga, KHS. Not present was: Dr. James Greene, Harlan Independent School District; Mark Myers, Continuing Education Coordinator.

Teague welcomed Louise Jones, who will be replacing Jennifer Duplaga as the KHS representative on the SHRAB.

Teague asked if members had any revisions to the agenda. She said that she would discuss KDLA's budget after NHPRC news.

The minutes of August 28, 2009 were reviewed. Bell said that the last sentence of the second full paragraph on page three contained an unnecessary word. Cundy said he would remove the word. Winter made a motion to accept the minutes with Bell's suggested revision, seconded by Belding. Motion carried unanimously.

CoSA news

CoSA continues its work on Intergovernmental Preparedness for Essential Records (IPER) training. This work is funded by a \$2.6 million grant from the Federal Emergency Management Agency (FEMA). Train the trainer workshops will take place later in 2010. The training must be approved by FEMA. There is a link on KDLA's website to CoSA's introductory material: www.kdla.ky.gov/recmanagement/introrecgmt.htm.

Preserving the American Historical Record (PAHR) has done well in the House of Representatives. There will be a subcommittee hearing on the bill. It will be introduced in the Senate next week and will be cosponsored by Senators Orrin Hatch (R, Utah) and Carl Levin (D, Michigan).

NHPRC news

NHPRC received \$10 million in the President's budget and may receive more in the House's budget. They are up for reauthorization this year.

The NHPRC's Founding Fathers Online Project is the Commission's attempt to make the papers of America's Founders available on the Internet. Users can view the project through NHPRC's website and feedback is appreciated.

In response to a question by Ryder, Teague said that there had not yet been any NHPRC Grant applications from Kentucky organizations for this year. This may be due to the fact that entities will have to produce matching funds to receive the grants.

KDLA Budget

Teague said that the department had cut its budget twenty-four percent over the last two years. Cuts had come from operating, travel, attrition, and grant funds. Moving forward, budget cuts will come from general fund grant monies for public libraries and local agencies. Staff will continue to have to do as much as possible using as few resources as necessary.

SHRAB Administrative Support grant and SNAP grants

Teague said that Cundy and KDLA's Renita Van and Barbara Campbell had caught up on grant reports. Cundy said that the SHRAB had requested an extension on its 2008 Administrative Support Grant and its

2009 SNAP Grant. The SHRAB had been awarded a 2010 SNAP Grant of up to \$17,000.00. The Board is still waiting to draw down the 2010 funds.

The SHRAB will apply for another SNAP Grant in September. This grant may be used to fund an intern to work with the SHRAB.

Continuing Education

Cundy reported on continuing education activities in Myers's absence. On Tuesday, March 30, 2010, KDLA will be hosting the webinar "Basic Electronic Management for Archivists," presented by Geoff Huth of the New York State Archives. The face-to-face workshop "Advanced Appraisal for Archivists," given by Frank Boles of Central Michigan University, is in the planning stages and will possibly be held at UK in June or July. The SHRAB should be able to use grant money to support Kentucky archivists who want to attend. This will mean that the SHRAB will have hosted most of the seminars that had been requested in a survey of KCA members.

Kentucky Archives Month Planning

The Archives Month Coordinating Committee had met in the morning. The theme for Archives Month 2010 is horses. The Kentucky Council on Archives will be paying for the poster. The theme for 2011 will be the military. Images for possible inclusion in the Archives Month Poster should be submitted to Donna Baker at Morehead State University by April 30th. Tony Curtis is now representing the Kentucky Historical Society on the Committee. Committee members want to make more of an effort to reach out to public libraries and would like to participate in the Kentucky Library Association Conference in September.

Winter asked how members could provide more than information. Bell said an intern would be helpful in this regard. McDaniel said It would be helpful to know what the SHRAB can provide to the libraries and how to make the resources as easy to use as possible. She suggested paying expenses for SHRAB members or other volunteers who could be speakers. Teague suggested grant funds could be used for this.

Strategic Plan – Review and action plan assignments

Cundy said that at the August 29, 2009 meeting, SHRAB members had discussed the issue of making archives more accessible to educators (Goal 2, Objective 2 on the Strategic Plan). SHRAB members had discussed Kyleidoscope, and the possibility of meeting with personnel from the Department of Education, though assignments were not given. Ryder suggested the SHRAB's role could be to bring the appropriate people together and promote discussion. An important factor is the awareness of those individuals of the SHRAB and resources such as Kyleidoscope. She gave an update on the status of Kyleidoscope. Kentuckiana Digital Library has not been doing a significant amount of promotion of this to repositories. The SHRAB could bring together parties who might have an interest in this sort of resource. Ryder said she would talk to Mary Molinaro to check on the status of Kyleidoscope and see if she would be interested in meeting. Teague also said that the SHRAB should contact appropriate parties at KDE and elsewhere to find out what they need from members of the historical records community. Winter raised the question of who the SHRAB should contact. Ryder said that she was familiar with an Outreach Librarian at KDE doing great work. She will contact him to see if he has any ideas for potential contacts. Teague suggested the SHRAB could also contact KDE's personnel specializing in Social Studies and History and someone involved with the Teaching American History Grants at KHS. McDaniel suggested taking to the Kentucky Museum and Heritage Alliance.

Cundy said that he would work on informational material for repositories that would be interested in applying for NHPRC grants (Objective 1.3). It is particularly important that institutions understand which grant is appropriate for their respective situations.

Announcements

Ryder said that as of May 1 she would be serving as Director of Keeneland Library for fourteen months. This is part of an effort to establish a formal relationship between the University of Kentucky and the Keeneland Library.

Ryder said that the digitized *Kentucky Gazette* will be appearing online at Kentucky Digital Library by July.

McDaniel said that Kentucky Library and Museum will be making records available through KenCat at the WKU Libraries webpage.

Teague said that she will be traveling to Mississippi in July to speak to their Historical Records Advisory Board about the activities of Kentucky's SHRAB.

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