



Membership

Dean Dawson, Coordinator
Laura Samuelson, Nome
Zachary Jones, Juneau
Bruce Parham, Anchorage
Dennis Moser, Fairbanks

Judith Bittner/Jo Antonson, Anchorage
Megan Friedel, Anchorage
Teresa Fahning, Soldotna
LaRue Barnes, Cordova
Toby Allen, Anchorage

Alaska State Historical Records Advisory Board Meeting Minutes

Meeting Date:	June 27, 2013
Meeting Location:	Teleconference
Minutes Recorded by:	Dean Dawson, State Archivist
Roll Call:	<p>Present at the Meeting:</p> <p>Judy Bittner, Office of History & Archaeology Dean Dawson, Alaska State Archives Bruce Parham, Anchorage Zach Jones, Sealaska Heritage Institute Toby Allen, Municipality of Anchorage Dennis Moser, UAF</p> <p>Others Present:</p> <p>Bob Banghart, Deputy Director of SLAM Larry Hibpshman, Alaska State Archives</p> <p>Members Absent:</p> <p>Laura Samuelson, Carrie M. McClain Memorial Museum Megan Friedel LaRue Barnes, Cordova</p>

I. Items Discussed:

The meeting began at 1:30 PM. Dean mentioned that Dennis Moser and Zach Jones were reappointed to the Board. Toby Allen is a new appointment. Gladi Kulp decided to retire from the Board and Megan Friedel has left the state and is now with *History Colorado*. Dean sent *Letters of Appreciation* to Teresa Fahning who left the state and Gladi. Roll call was conducted and a quorum was present. Zach motioned to accept and Bruce seconded to accept the minutes. After hearing no objection the October 10, 2012 minutes were approved without dissent.

A. Basic Archival Training.

Dean provided a debrief on ASHRAB-sponsored *Basic Archival Training* workshop held in Anchorage April 25 at the Consortium Library. This training covered archival terminology/principles, ethical responsibilities, fundamentals of acquisition, appraisal, arrangement, description, disaster preparedness, and preservation of archives. Board members Zach Jones, Megan Friedel and Dean conducted the training, with collaborative assistance from UAA archivist Arlene Schmuland; NARA archivist Robyn Dexter; and, senior archivist with the Alaska State Archives Larry Hibpshman. Eleven individuals from mostly Anchorage, but also Haines & Wasilla, attended this training. I sent Stephen Rollin, Academic Dean over the Consortium Library, a *Letter of Appreciation* for Ms. Schmuland, who was a last minute substitute for an ASHRAB member that was unable to attend. Dean thanked everyone that assisted with this successful training.

B. Board Member Updates.

Judy mentioned that she, Dean and Jeff Lafferty from the State Homeland Security Emergency Management Office, met in Portland recently pursuant to an Emergency Preparedness IMLS grant from the Washington DC nonprofit Heritage Preservation out of DC, IMLS encouraging collaboration and joint efforts prior to and in the event of disasters. Judy has worked with the Alaska Historical Commission and others regarding anniversaries and said there will be a Cold War symposium in Sept 2014. She was contacted by the Advisory Council on Historic Preservation about a Library of Congress workshop that will take place in Fairbanks on digital records. Dean mentioned that the Division of Libraries Archives & Museums is going to have representation at the workshop. Judy also plans to send some of her staff. Dennis encouraged everyone that is interested to get applications in very soon. Zach said that Sealaska is involved in establishing a new building for their Library Archives and Museum. They will be shovel in the ground ready very soon. He also continues doing exhibits and making their Alaska native language collections more accessible. Toby said he works for the municipality of Anchorage and they are continuing to prepare for transition to an electronic record keeping program. He is visiting with departments getting retention schedules squared away to ensure information continuity, but that the MoA is still in a paper domain. Larry reported on the Exxon Valdez Oil Spill Litigation Records project that it is in its final stage 12 weeks left. All appraisal, arrangement, and preliminary description has been done; sub-series will be uploaded into World Cat soon. He mentioned they are creating three dictionaries including: 1) acroymns 2) a list of people involved in spill, remediation or litigation, and, 3) a list of other related collections still in development. The last task force meeting will be held August 28. Larry is working on how to deal with restricted items and a final report. There have been initial patron requests for these records already including two scholars from Harvard. Dennis mentioned that they are the hosting site for the Library of Congress *Train the Trainer* with respect to digital collections and encouraged anyone interested to contact them. Rachel Seale and Dennis attended disaster response training a couple months ago that Scott Carlee from the State Museum was involved with. UAF's Exxon Valdez materials are locked down right now due to the sensitive photographs of archaeological sites. Although they have finished processing collection it will be difficult to use due to the restrictions. Bruce mentioned his SLAM advocacy work, testifying in the Legislature in support of the project for the Cook Inlet Historical Society. Dean said that the State Archives is still trying to hire a records manager and that another recruitment will begin July 1st.

C. Update on the SLAM Project.

Bob Banghart, Deputy Director/Chief Curator of the Division of Libraries Archives & Museums provided an update on the SLAM project. Project will be 100% on schedule beginning July 12th. The facility is going up with walls and columns, and complete enclosure is expected by mid-July, and then contractors will begin the second floor. The building is looming large over everything right now. Bob thanked everyone for their support during this exciting time. \$30M+ is still needed for final completion funding and there has been only a minor escalation in costs. The finished exterior panels are being manufactured in Fairbanks and will be tested in California next week. Equipment for the building is being bid out now. Museum closure will be Feb 28, 2014 and relocation of objects into the new Vault will begin next day. Additional staff have been hired for relocation and coordination. Bob mentioned that the mitigation for historical aspects going full-on satisfactorily. Weekly contractor meetings are being held for Museum staff. Dean referred everyone to the SLAM website for images. Bob mentioned the time-lapse photos.

D. NHPRC Update.

Dean provided an overview of the NHPRC funding situation. The current fiscal situation is quite severe. The NHPRC issued a press release recently that stated they had distributed about \$2M for documentary editing and archival projects. He referred everyone to NHPRC website for listing of projects. Support level funding at about \$5M is the recommendation but final funding could be halved.

E. Archival Certificate of Excellence Award.

Dean mentioned that this will be the third year for the *Award*. He said that Amy Carney who won the award last year is now employed with the Division. There is a need for a four-week lead time to advertise. He will send out latest drafts of the program at a later date. The Board will choose the winner at our next face-to-face meeting in September.

F. Old Business

The idea of a logo was discussed at our October meeting. Although Dean had addressed this issue with the Head of Technical & Imaging Services in November nothing to date has been done. The plan is to work on it soon with the new publications specialist. Hopefully at our face-to-face there will be a couple logos for discussion. The logo will constitute a branding of the ASHRAB and be used on correspondence, brochures, posters, etc that the ASHRAB is involved with or develops.

II. New/Other Business

No new business was forwarded to Dean and there was none on the floor.

III. Next Meeting Date, Time & Location:

The date of the next ASHRAB Meeting will be 1:00 – 4:00 PM September 25, 2013 in Haines in conjunction with the Alaska Historical Society/Museums Alaska joint annual conference. Dean mentioned that the ASHRAB grant will pay for one night's lodging, travel, and one or two days' per diem and that more information on this will be forthcoming. The meeting concluded at 2:30 PM.