

STATE HISTORICAL RECORDS ADVISORY BOARD

Meeting Minutes

October 5, 2021, 3:30 p.m.

Zoom Conference Call

Board members present: Sharon Davis, Karen Feeney, Lynn Gilliard, Jim Martin, Drew Reisinger, Sarah Koonts, and Darin Waters

Staff present: Adrienne Berney and Brooke Csuka.

I. Welcome and introductions

Sarah opened the meeting by alerting the membership to voting procedures required of virtual public meetings. All votes will be conducted via a roll call vote. She introduced Dr. Darin Waters, who began as DNCR Deputy Secretary and Director of the Office of Archives & History in September. In that capacity he serves as official SHRAB Coordinator and Sarah is Deputy Coordinator. Darin noted that he looks forward to working with the group. He and Drew have already been acquainted by working together in Asheville on projects. Darin was born and raised in Asheville and before joining DNCR, he previously served as a professor and administrator at UNC Asheville for eleven years. He expressed appreciation to Sarah for assisting him as he becomes acclimated to the work of DNCR.

II. Approval of minutes from June 23, 2021 meeting

Sharon moved to accept minutes without revision; Karen seconded. The motion carried unanimously.

III. Reports of Deputy Secretary for the Office of Archives and History and the State Archivist
Sarah explained that many updates are on hold as we wait for state and federal budgets to be passed. She expects to receive state funding for a new records analyst position to be based in the eastern part of the state. The staff member will travel to localities and can help with outreach and needs assessment, especially in areas suffering from regular floods. The new position will be focused on assisting smaller community and municipal offices and the protection of their essential records.

Sarah noted that public hours in the Archives search room have continued to expand. Beginning next week hours will be Monday-Friday, 9-5, and then beginning November 13, Saturday hours will recommence from 9-1 and open days will shift to Tuesday-Saturday. Other highlights from the division are new digital collections recently posted online. Records of the Good Neighbor Council, a precursor of the Human Relations Commission, date to the early 1960s. Some Department of Public Instructions photographs have been added. They document the construction of segregated schools, including many Rosenwald schools that are not already documented in Fisk University's related project. Sharon noted that she attended a Rosenwald school, R.A. Clement, in Rowan County for grades 1-4.

The Colonial Court Records digitization project is nearly complete. The records were processed and new finding aids created for an NHPRC grant that ended in July. As part of this work, selected records from this series have been digitized for online access. Selected loose records have been digitized and made available in TranscribeNC, the online transcription platform of the State Archives. Archivists are currently working to digitize dockets for the NC Digital Collections.

In early September DNCR made a presentation to the Commission of Indian Affairs about various projects and programs relating to NC's tribes. This included information on the SHRAB. The state budget proposal may also include support for the formation of a statewide cultural heritage commission for these communities.

The Friends of the Archives will hold their annual meeting and program on November 1. The program topic will be about cemetery preservation.

IV. Current grant-updates on deliverables

Sarah mentioned that she and Adrienne had recently submitted a third quarter report to NHPRC about the current grant. She reminded the group that online tutorials had been completed in the first year, along with the selection of six organizations to serve through the Traveling Archivist Program. Adrienne discussed TAP progress in the past six months. Staff worked with partners in the NC Community College Archives Association (NCCCAA) to coordinate 2 webinars to meet the training needs of the community college archives audience. Erin Lawrimore instructed both sessions—policies and promotions—with community college archivists. Recordings of both are on the NCCCAA YouTube channel for on-demand viewing. Adrienne noted that the TAP team had initial virtual consultations with all six recipients in the spring. Onsite visits commenced in the summer with Erin visiting three and Adrienne visiting four. Erin's guidance concentrated on arrangement and description and Adrienne delivered supplies and discussed preservation. She will visit the remaining two organizations soon.

Sarah updated the group that we are still waiting to hear results on the proposal for state programming grant for 2022-2023 that we submitted to NHPRC in June. As part of the grant review process, reviewers had some questions about the grant proposal. We have answered those questions and expect to hear if the grant will be funded after the upcoming NHPRC meeting next month.

V. Draft workplan

- A. Contents: Board members were sent the draft workplan via email prior to the meeting. Sarah scrolled through the workplan draft and reminded the group of goals and strategies. There were no changes to the draft deliverables or timeline in the draft.
- B. Board orientation materials: Sarah noted that three board terms will end in 2021. She invited all members to think about possible new board members from professional organizations and communities they work with. As part of the new board strategic plan, board membership will be discussed regularly to seek a diverse pool of potential

candidates to recommend to the Governor's office. Drew asked about whether the board currently had Native American representation. Sarah requested that all members think about resources that would be useful to help orient new members. Adrienne mentioned that Monika had suggested a handout to outline common organizational abbreviations in our field, such as NCPC, NHPRC, etc. Sarah invited suggestions for helpful onboarding materials in any format—written or otherwise. Drew made a motion to adopt the workplan; Lynn seconded. The board unanimously approved the plan.

C. Discussion of advocacy priorities for next year: Sarah discussed that advocacy activities can be raising awareness and acknowledged that some board members are elected officials and must be careful with which issues they promote. As part of her work with the Joint Working Group, whose members include representatives from several major archival and records management associations, the idea has come up to advocate for a federal block funding program to support archives—similar to State Libraries' LSTA grant program, which supports public libraries. This could increase funding for local records preservation. Drew expressed concern that smaller counties may not have resources to digitize important records. Sarah hoped that a new eastern records manager may be able to help gather information about regional needs for such advocacy projects

VI. 2022 meeting schedule

Sarah recommended we set a meeting schedule for the upcoming year. Having an approved meeting schedule facilitates easier position of public meeting notices and agendas. She proposed meeting the beginning of February, June, and October, with June as a planned in-person meeting. Lynn suggested that Wednesdays are good days for her, and Drew concurred that Registers' offices are less hectic mid-week. Sarah tentatively scheduled 2022 meetings for February 2, June 1, and October 5 at 11 a.m.

VIII. Pending business and announcements

Drew made concluding comments about the importance of building relationships with marginalized communities and the impending A250 commemoration as an opportunity to include communities in an unprecedented way. Sarah concurred.

IX. Adjournment

Drew moved to adjourn; Sharon seconded. The motion passed unanimously.