

STATE HISTORICAL RECORDS ADVISORY BOARD

Meeting Minutes

October 10, 2023, 10:00 AM

Online via Zoom and YouTube Streaming

Board members present: Katherine Calhoun Cutshall, Karen Feeney, Lynn Gilliard, Scarlett Hargis, Erin Lawrimore, Drew Reisinger, Deputy Secretary Darin Waters, and State Archivist Sarah Koonts

Staff present: Adrienne Berney and Matt Zeher

I. Welcome

Sarah welcomed all to the meeting.

II. **Approval of Minutes** Sarah asked if all members if they had a chance to review the February 14, 2023, minutes sent with the board meeting agenda. Drew moved and Katherine seconded a motion to approve the minutes as submitted. A roll call vote was conducted, and the motion passed unanimously.

III. Reports from the Deputy Secretary for the Office of Archives & History and the State Archivist

Dr. Waters began his remarks with a note of thanks for the service of all board members. Director of the State History Museums, Ken Howard, recently retired after 16 years. Dr. Waters is going between his office and the Museum of History. He noted that the new state budget includes \$180 million for renovation and expansion of the Museum of History. Overall, the department fared well in the newly adopted state budget. Although the Museum and State Historic Sites received capital project funding, some requests from the Office of Archives and History were not funded. Sarah noted the budget included staffing for the new state historic site at Thomas Day's workshop in Milton.

State Archives updates: Today is Electronic Records Day to raise awareness about electronic records preservation. Staff have produced a [blog and video](#) about the perils of removable storage media. Tour requests are increasing and exceeding pre-pandemic levels. A wide variety of groups have been coming to the Archives for tours, including a group of local middle school students Adrienne is working with on a document transcription project. Programmatic outreach continues with quarterly programs and staffing of booths at major festivals, such as the American Indian Heritage Festival and the African American Cultural Celebration. The State Archives is partnering with Karen and the Society of NC Archivists for a series of virtual programs during October. In June the Archives presented a program on African American genealogy as part of Raleigh's week-long Juneteenth activities. Outreach for collections development and education also is expanding with the department's application to NHPRC to expand the NC American Indian Heritage Commission's oral history program. Staff also have been working with faculty at

UNC Pembroke on a grant to develop primary source materials for K-12 classrooms related to American Indians.

Sarah reminded the board that the new records analyst based in New Bern is available for training on disaster planning for public records. Adrienne recently conducted the annual meeting of the agency's Cultural Resources Emergency Support Team. She also held wet records recovery training for the division's disaster response team.

The North Carolina Digital Collections, a joint project of the State Library and State Archives, migrated to a new platform recently. The new platform will be more flexible with features such as exhibits and collection spotlights. Almost 700,000 images were moved in a short period. Sarah also highlighted some behind-the-scenes preservation programs, including re-boxing, barcoding, and reprocessing some older collections with better descriptions and updated finding aids.

In America250 updates from the division, Sarah noted that she regularly promotes the recorded modules from the SHRAB workshops. Staff are working on "One Day Wonder" exhibit development and prototyped one recently for constitution week with a display of constitutional materials at the Page-Walker Arts and History Center in Cary.

Sarah encouraged board members to follow State Archives' social media, blog and podcast accounts. She highlighted the return of the preservation grants for county registers of deeds in the new budget. It looks like each county can apply for \$2,000 in the initial grant round. Finally, she noted that Darin has recently been appointed to the NHPRC board as a representative from the American Association for State and Local History.

IV. Current Grant

Adrienne provided updates on activities and deliverables in the current grant. The two-year grant is winding down, and she has some budget clean-up to do. The workshops were a success. 120 people from 73 different organizations attended the 5 regional workshops. SHRAB board members participated by hosting and/or attending the workshops.

Print-on-demand exhibits are underway. A summer intern assisted Adrienne with creating the initial drafts. Adrienne is now in the final stages of working with a graphic designer on layout. She asked for board volunteers to help her with the final reviews. The oral history kits are in three locations (Raleigh, Western Regional Archives, and New Bern). We have had one loan and several inquiries. Adrienne encouraged board members to share that these resources are available. Staff are working to order a fourth kit for the Charlotte area with Polk State Historic Site staff managing the loans.

Adrienne noted that the scholarships, even with the increased amount, still were not popular. She awarded 6 for attendees traveling longer distances to the SHRAB workshops. A recent publicity blast about the availability of the scholarships did not yield any further interest. She

anticipates redoing the budget to account for the money that won't be spent in that line item. About \$8,000-\$10,000 may be unspent. Some may be repurposed to print two sets of the exhibit panels for the A250 team to make available as a traveling exhibit option. That way, the exhibit would be available for both print-on-demand and borrowing options.

The Traveling Archivist Program is going well and concluding for this year. She and her team have completed 5 full consultations. The AMY Library visit, however, is on hold due to challenges with the staff contact. Partner archivists were able to assist with some site-visit-only consultations (without supplies). Elizabeth City State University received that level of service. Erin and the university archivist from UNC Charlotte have been working with some community college consultations, including Fayetteville Tech and Southwestern Community College. Adrienne also consulted with the Wendell Museum without providing supplies. Erin noted that plans for training at Johnson C. Smith University have been interrupted and hopes to complete that by the end of the year. Drew mentioned that the Yancey County Commissioners may have voted to sever their relationship with the AMY Library—a possible factor for the delay with the TAP visit. Drew also volunteered to help review final exhibit panel drafts.

V. Grant Application Status

Sarah noted that the NHPRC should consider SHRAB's grant application at the November meeting. Adrienne reminded the group that the grant was to expand capacity for public libraries as centers of community archiving by training librarians and showcasing successes, such as programs Karen and Katherine manage.

VI. Board Updates

Sarah updated the board on the new Archivist of the United States, Dr. Colleen Shogan. Erin highlighted a coming virtual program where the SAA President, Helen Wong Smith, will discuss archival issues with Dr. Shogan. Sarah also provided a summary of the recent "Archives on the Hill" advocacy effort in July 2023. The session discussed the importance of raising awareness among elected officials about the importance of archives and trained participants to visit legislators' offices.

In statewide A250 updates, Sarah noted the addition of a research historian to the team. The new state budget provided for a local grant program for counties and other entities to support commemoration programming. Additional A250 projects include a federal grant-funded effort to elevate the Race to the Dan campaign as a North Carolina story with national significance. The Department hosted a teacher workshop in August and more recently a one-man theatrical performance about African American veterans by Dr. Sonny Kelly. The board discussed some best practices for the formation of a diverse commemoration committee on the local level. Sarah mentioned Halifax and Mecklenburg counties as models. Katherine and Drew hope to spur planning in Buncombe County and Katherine noted that the bicentennial commission from Asheville continued to be active beyond the celebration and turned into an ongoing Greenworks committee.

The board discussed the 2024 meeting schedule and Sarah proposed February 13 and October 8. Drew seconded. After a role call and unanimous vote, the board approved the meeting schedule.

VII. Pending business and announcements

Drew noted that October 10, 2024 will be the tenth anniversary of marriage equality in NC and encouraged planning for activities to recognize that event. Drew's Buncombe County office issued the first legal N.C. licenses. Sarah mentioned that Barbara Groome, a member of the NC Historical Commission, is from Asheville and would be a good person to include in any county A250 effort.

Adjournment

With no other business before the board, the meeting adjourned at 10:50 am.