

**Massachusetts State Historical Records Advisory Board
Bi-Monthly Meeting**

September 14, 2016
10:30 am to 12:30 pm

Massachusetts Archives
220 Morrissey Blvd
Boston, MA 02125

Attendance:

Gloria Greis; Cliff McCarthy; Dan McCormack; Veronica Martzahl (Secretary and deputy coordinator); Kari Mai Taari; Tony Vaver; Jack Warner (coordinator)

Guests:

Rachel Onuf; Michael Steinitz

Absent:

Pleun Bouricius; Rob Cox; Gregor Trinkaus-Randall

Date of November meeting

The group discussed the regularly scheduled date of the November meeting (second Wednesday) which would fall on the day after the national presidential election. The group agreed to change the date of the next meeting to Thursday, November 17, 2016 from 10:30 am to 12:30 pm at the Massachusetts Archives.

Resignation

Penni Martorell has submitted her resignation from the MA SHRAB. The group discussed possible replacements including Jim Moran from the American Antiquarian Society and Peter Drummey from the Massachusetts Historical Society.

Workshop Update

Two grant writing workshops are scheduled for the month of October. The first workshop will be held at the Athol Public Library on October 7th and the second will be at the Great Barrington Public Library on October 27th. Both workshops will be conducted by Gregor Trinkaus-Randall.

The MA SHRAB will also be holding its first Personal Digital Archiving: Train the Trainer workshop on October 11th at the Massachusetts Archives. This is in conjunction with the Council of State Archivists Electronic Records Day programming. Veronica Martzahl will conduct the workshop and it is based on the model developed by a consortium of institutions in Georgia and work from the Library of Congress.

Community Preservation Commission

Jack Warner contacted Stuart Saginor regarding speaking to our group about the Community Preservation Commission. He was unable to join us for today's meeting, but was interested in coming to the November meeting. See above regarding date of November meeting.

Roving Archivist report:

See Appendix A for Rachel Onuf's written report.

Rachel highlighted here recent experiences with The Trustees of Reservations and Plimouth Plantation, both of which were very positive. Rachel is currently serving as an internship supervisor for a Simmons College SLIS student at Plimouth.

Roving Archivist Applications

The group reviewed the following applications for regrant funds:

- College of the Holy Cross – Category 3 – approved unanimously following extensive discussion.
- Historical Society of Old Yarmouth – Category 1 – Approved by unanimous consent.
- City of Beverly – Category 1 – Approved by unanimous consent with direction to Rachel to include Terry French in the visit, if possible.
- Cambridge Historical Society – Category 1 – Approved by unanimous consent.

The group confirmed approval of the following applications that were reviewed online:

- Robert Treat Paine Historical Trust – Category 2 – Approved by unanimous consent.
- Westford Museum and Historical Society – Category 1 – Approved by unanimous consent.
- Medfield Historical Society – Category 1 – Approved by unanimous consent.

Regrant Applications

The group reviewed the following applications for regrant funds:

- Noble & Cooley Center for Historic Preservation – \$1,000.00 - approved by unanimous support following discussion of funding multiple applications for a single organization

The group also tentatively approved \$500.00 in funding for the Grafton Public Library once a more extensive supply list is received.

NHPRC Grant Review process

The group discussed changes to the National Historical Publications and Records Commission (NHPRC) grant review process. Several Board members did not receive login information for the system. They will contact Dan Stokes regarding this issue to make sure that it is in place for the next round.

New England Archivists Conference

The group charged Dan McCormack with following up with the Conference Committee to secure a timeslot and location for a regional SHRAB meeting.

Veterans' Collections and Monuments Preservation Grant Program

The group was joined by Michael Steinitz from the Massachusetts Historical Commission for discussion of a new grant program funded by the General Court this year. This grant program provides \$200,000 “for preservation matching grants for municipalities and nonprofit organizations to preserve veterans monuments, memorials and other significant sites and historic documents.”

The group discussed the timeframe for launching the grant and for receiving applications. The program will be launched ASAP and applications will be due December 31, 2016. The maximum grant amount will be \$7,500.00 for applications from single applicants and \$10,000.00 for collaborative applications. There is a form that is required for the MHC for physical site applications (Project Notification Form (PNF)). The group briefly discussed means of distributing information and also discussed website options.

Appendix A:

Report from Rachel Onuf

Dear SHRABites,

Since the July SHRAB meeting I have been to the following category one recipients:

- Brighton-Allston Historical Society
- Tewksbury Town Clerk
- Boston Latin School

And category two recipients:

- Lexington Historical Society
- Lancaster Historical Commission
- Trustees of Reservations

And to these category three recipients:

- Plimouth Plantation
- Annisquam Historical Society

After consulting with Veronica and Jack, I also met briefly with the new Director of the Fairbanks House, a place I roved to in 2015. I provided him with a disaster plan template and encouraged him to revise and resubmit the unsuccessful regrant application his predecessor had submitted.

I have four more visits currently scheduled for September-October and am waiting to hear back about the timing for one more, and Board decisions on four more.

I took a bunch of time off in August and am still behind in writing reports. I'm doggedly whacking away at them whenever I have a chance and hope to be caught up within a month.

I might finally have a Simmons intern to supervise at a roving site! Elisa Walker will be working on a digital project at Plimouth Plantation and Donna Webber would like me to work with her. I suspect she is helping with the Mayflower II collection. I will know more when we meet: I rove there Tuesday.

Respectfully submitted,

Rachel