

Rhode Island Historical Records Advisory Board

Minutes of Meeting - January 5, 2005

Rhode Island State Archives

Providence, R.I.

Attending: Mark Brown, Jane Civins, Allison Cywin, Donna DiMichele, Stephen Grimes, Marlene Lopes, David Maslyn, Marilyn Massaro, and Gwenn Stearn, Coordinator.

Not attending: Marie Bennett, Jonathan Galli, and Leonard Panaggio.

Meeting called to order: 10:00 a.m.

I Minutes of the meeting of June 9, September 8 and November 3, 2004

Maslyn moves to approve the meeting minutes. Grimes seconds. Approved unanimously.

II Board appointments/re-appointments

Stearn informed the Board that she had written the Governor with the names of members willing to serve another term and with names for open seats. Marie Bennett did not wish to serve again since she

recently became the President of the RI Town and City Clerks Association. Bennett had recommended Scituate Town Clerk, Margaret (Peggy) Long, for the seat traditionally held by a Town or City Clerk. Peggy Long and Michael Hebert, Department of Transportation, Cultural Resources Unit, were the names put forward for the Governor's consideration. Stearn also noted that all Board members' terms had expired as of today, and all efforts would be made to facilitate the appointment/re-appointment process.

III Update on plan for Board grant/re-grant application to NHPRC

Stearn informed members that the Secretary of State's Office had approved the use of funds for a consultant to assist in writing the Board's grant to the National Historical Publications and Records Commission. Stearn explained the procedure to be used and asked members for input on the names of potential consultants. Cywin asked for a review of the grant project components from the Board's previous study and deliberation, and it was decided that these materials should be reviewed at the next meeting. The application will need to be written during March and April so that the Board can review the proposal at the May 4th meeting. The NHPRC submission deadline is June 1.

IV State Archives Division website development

Stearn reported on progress developing the State Archives Division

website and requested members' review, comments, and suggestions. She distributed snapshots of the home page. Members offered suggestions for making web pages ADA compliant. Stearn also reported that the Secretary of State's Office had agreed to continue hosting the Board's website.

V Old business

- State Historical Records Advisory Boards National Mailing List

In follow-up from the November meeting, Stearn distributed COSHRC mailing list forms for Board members to complete.

VI News and announcements

Maslyn informed the Board that the register of the Senator John Chafee records will be posted on the URI—Special Collections website in February.

DiMichele thanked the State Archives for hosting, and staff members Ken Carlson and Tracey Croce for presenting, a genealogy workshop for librarians arranged by the Office of Library and Information Services continuing education program.

Stearn announced that the State Archives will host a meeting of the

Rhode Island Genealogical Society on Saturday, January 29th. Reference Archivist Ken Carlson will give a presentation, followed by two hours of open research time for attendees.

Stearn informed the Board that State Archives staff member Avis Castro will retire at the end of February. Board members will receive an invitation to a farewell gathering to be held in her honor.

Stearn announced that the Council of State Historical Records Coordinators (COSHRC) and the National Association of Government Archives and Records Administrators (NAGARA) will jointly conduct a survey of all State Archives and Public Records Administration programs. A similar survey was last conducted by NAGARA in 1994.

Stearn reported that Congress has approved, and the President signed, the FY05 budget for NHPRC at \$5 million, minus a rescission of .83%

VII. Adjournment

Maslyn moves to adjourn the meeting. Grimes seconds. Approved unanimously.

Meeting adjourned at 11:08 a.m.

Read and approved March 2, 2005.