

Rhode Island Historical Records Advisory Board

Minutes of Meeting – January 4, 2006

Rhode Island State Archives

337 Westminster Street

Providence, R.I.

Attending: Allison Cywin, Donna DiMichele, Jonathan Galli, Stephen Grimes, Michael Hebert, Marlene Lopes, David Maslyn, and Gwenn Stearn, Coordinator

Not Attending: Mark Brown, Jane Civins, Margaret Long, Marilyn Massaro, and Leonard Panaggio

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

I Minutes of the meeting September 7, 2005

Maslyn moved to approve the meeting minutes. DiMichele seconds the motion. Approved unanimously.

II 2006 meeting schedule and venue for May meeting.

Stearn distributed a list of the 2006 meeting dates and reminded members of Long's offer to host the May meeting in Scituate. These

arrangements being acceptable, Stearn will confer with Long. Stearn noted the two additional meeting dates needed for review of grant proposals and awarding of grants. She will send the grant applications and other materials in advance of these meetings. Stearn also noted the need for an evaluation form for members to systematically score grant proposals. DiMichele offered to send the form currently in use at the Office of Library & Information Services (OLIS).

III Discussion relating to the Board's National Historical Publications & Records Commission two year grant project

Stearn distributed a time line and spoke about the educational component of the grant project and the set-up of the two listservs—one for historical records repositories and the other for the Basics of Archives course-takers. DiMichele suggested offering the grant writing workshop through the OLIS continuing education program, in addition to those scheduled under the Board's grant application. A copy of the Project Archivist position description was distributed. Members discussed the description's elements and made suggestions regarding language and requirements. DiMichele offered to post the position on the Library of RI website. Maslyn asked for notification when the position is posted.

IV News and announcements

Stearn remarked that the State Archives anticipates purchasing a microfilm scanner in FY07. The first records to be digitized would include birth, marriage and death indexes. These would be made accessible on the State Archives' website. She also reported that a five year lease extension had been signed for the State Archives. The facility's interior will be painted, recarpeted, and UV film will be installed on the windows.

Maslyn informed members that URI Special Collections will receive a RI Committee for the Humanities (RICH) grant for converting 1,000-1,200 glass plate negatives into contact prints and archival negatives.

DiMichele reported that the wife of Bob Schnare (Naval War College Library) has passed away. She was a well-respected librarian. DiMichele also mentioned speaking with Lisa Long of the Redwood Library regarding damage to their rare book collection. Estimated conservation costs will be as much as 2 million dollars.

Stearn reported that four Board members' terms expire tomorrow: Mark Brown, Allison Cywin, Michael Hebert, and Marlene Lopes. Each had expressed their willingness to serve another term, and she had written to inform the Governor.

Stearn announced that the National Archives & Records Administration (NARA) had recently contracted with the National

Coalition for History (NCH) to monitor auctions for the sale of federal, state and local government records. The relevant government entity would be contacted by NCH when items that may be public records are offered for sale. She also mentioned that the NHPRC will begin accepting grant applications electronically. The e-forms are available online. They will continue to accept paper applications for the time being.

Stearn informed the Board that compiled results of the Heritage Preservation Survey are now available on the website: www.heritagehealthindex.org.

Galli announced that the Federation of Genealogical Societies will hold its annual conference in Boston from August 30 through September 2. In addition, the New England Regional Genealogical Conference (NERGC) will hold its 2007 meeting in Hartford, Connecticut, April 26-29.

V Adjournment

DiMichele made a motion to adjourn and Maslyn seconded the motion. Meeting adjourned at 11:45 a.m.

Read and approved March 1, 2006