

Rhode Island Historical Records Advisory Board

Minutes of Meeting – January 31, 2007

Rhode Island State Archives

337 Westminster Street

Providence, RI

Attending: Mark Brown, Jane Civins, Allison Cywin, Donna DiMichele, Jonathan Galli, Michael Hebert, Peggy Long, Marlene Lopes, Marilyn Massaro, Gwenn Stearn, chair.

Not attending: Stephen Grimes, David Maslyn, Leonard Panaggio.

Also attending: Elliott Caldwell, Project Archivist.

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

I Minutes of the November 1, 2006 meeting

Long moved to approve the meeting minutes. DiMichele seconded the motion. Approved unanimously.

II Procedural discussion and review of RI Historical Records Grant applications (second cycle)

Brown had prepared a written analysis of the twenty-one (21) grant applications, which was distributed to members, explained by Brown,

and discussed at large. Based on members' evaluation scores submitted before the meeting, Stearn then distributed several tally and ranking sheets to assist in discussion of the applications. Stearn complimented Project Archivist Caldwell on her efforts to increase the number of repositories submitting applications in the second cycle. Stearn also thanked members for their diligence in reviewing such a large number of applications and noted that every member had done so. Several members remarked the completeness and varying quality of the applications. It was also noted that several members had recommended that some applicants receive an award greater than \$2,000, whether they had made such a request or not.

¶ Brown moved to limit all grant awards to no more than \$2,000. Civins seconded the motion. Discussion: The greater needs of some repositories were cited as reason for granting awards greater than \$2,000. Voted in favor of the motion: Brown, Civins, Cywin, Hebert, Long, Lopes and Massaro. Opposed: DiMichele. Abstaining: Galli. Motion carried.

¶ DiMichele moved that dehumidifiers and air conditioners be deemed preservation tools. Hebert seconded the motion. Discussion: Whether these were capital equipment expenses. Voted in favor of the motion: Civins, Cywin, DiMichele, Galli, Hebert, Long, Lopes, Massaro. Opposed: Brown. Motion carried.

¶ DiMichele moved that security systems not be considered as fundable under these grants and that they will not be funded. Long seconded the motion. Discussion: Security systems would include fire, intrusion, and water detection. Voted in favor of the motion:

Brown, Civins, Cywin, DiMichele, Galli, Hebert, Long, Massaro.

Opposed: None. Abstained: Lopes. Motion carried.

▫ Long moved that in future, potential applicants be required to attend a grant writing workshop in order to be eligible to apply for a grant. Civins seconded the motion. Discussion: None. Motion carried unanimously.

Upon discussion the Board determined to fund the following applications in the amounts stated. Grant applications from Providence Public Library Special Collections, the RI Coalition of Library Advocates, Whitehall House Museum, and the Block Island Historical Society were not funded.

Slater Mill Historic Site

To create archives space for records - \$1,965

Historical Society of Smithfield

For an archival preservation project - \$1,290

Blackstone Valley Historical Society

For an inventory & collections appraisal study - \$2,000

Tomaquag Indian Memorial Museum

For improving the records storage environment - \$1,645

St. Joseph Parish

For the preservation of records - \$900

Jamestown Historical Society

For improving archival storage - \$2,000

Middletown Historical Society

To purchase UV filter shades - \$840

Bristol Historical & Preservation Society

To inventory the DeWolf & Peck family papers - \$2,000

North Scituate Public Library

To purchase archival shelving - \$2,000

Westerly Public Library

For collections processing - \$2,000

Burrillville Historical & Preservation Society

For archives storage improvements - \$1,440

Pawtuxet Valley Preservation & Historical Society

For a preservation and planning project - \$2,000

West Warwick Public Library

For a records appraisal project - \$2,000

East Greenwich Free Library

For a records inventory project - \$1,950

Salve Regina University

For photographic collections preservation & management - \$1,640

Langworthy Public Library

To process the local history collection - \$1,000

Rhode Island Holocaust Memorial Museum

For a collections appraisal project - \$880

III Adjournment

Long moved to adjourn. Cywin seconded the motion. Approved unanimously. Meeting adjourned at 2:50 p.m.

Approved March 7, 2007