

# **Rhode Island Historical Records Advisory Board**

## **Minutes of Meeting – November 3, 2010**

**Rhode Island State Archives**

**337 Westminster Street, Providence, RI 02903**

**Attending: Mark Brown, Jane Civins, Allison Cywin, Donna DiMichele, Jonathan Galli, Stephen Grimes, Michael Hebert, Marlene Lopes, David Maslyn and Gwenn Stearn, chair.**

**Not attending: Russell Franks, Peggy Long, and Marilyn Massaro.**

**Meeting called to order: 10:07 a.m.**

### **I Minutes of meeting – September 1, 2010**

**DiMichele moved to approve the minutes. Brown seconded the motion. Approved unanimously.**

### **II Board reappointments and appointments**

**Stearn reported that the terms of Civins, DiMichele, Long and Franks would expire January 5, 2011. Each had agreed to serve another term. Stearn will write to the new Governor in January suggesting their reappointment.**

### **III Meeting dates 2011**

**Proposed meeting dates for 2011 are: January 5, March 2, May 4 (outside Providence), June 1 (if needed), September 7, and November 2.**

### **IV Strategic plan:**

- a. Final review and adoption of Goals and Strategies**
- b. Actions taken**

**a. Brown distributed for members' consideration suggested revisions to eliminate any possible ambiguities as the Board reviews the goals and strategies of the revised strategic plan. The Board made minor revisions to the final draft. Brown made a motion to formally adopt the plan as it stands. Grimes seconded. Adopted unanimously. Cywin and DiMichele will draft objectives to be considered by the Board, adopted and inserted into the strategic plan in 2011.**

**b. Stearn informed members that she and Kate Telford, the State Archives Division's Administrative Records and Technical Services Specialist, have begun to make changes to the RIHRAB website in conjunction with the goals and strategies of the strategic plan. The Board discussed the changes and made further suggestions.**

### **V NHPRC grant applications review – recent and anticipated**

**Stearn informed members that the Warwick City Clerk's Office completed their NHPRC grant funded project and submitted a final report. Additionally, the Brown University grant project was fully funded. The University of Rhode Island digitization project application has not yet gone before the Commission. The Board was also informed of a grant application from the Newport Historical Society and that members would receive a copy of the application and evaluation materials this week.**

**It was suggested that the RIHRAB website be used for announcing and congratulating grant recipients.**

#### **VI News and announcements**

**DiMichele announced that Whitney Pape is now the Ezra Stiles Special Collections Librarian at the Redwood Library and that Jennifer Betts has been appointed University Archivist at Brown University.**

**Galli informed members of his attendance at the first annual Genealogy Symposium at the Providence Public Library. Galli said the presentations were well done and the event was well attended. PPL is planning on a spring symposium with an emphasis on ethnic genealogy.**

**DiMichele informed the Board that the Spring 2011 meeting of the**

**New England Archivists will be held at Brown University.**

**Stearn relayed Marilyn Massaro's apologies for her absence. She is working on a new exhibit to open at the Museum of Natural History on November 6 entitled: Curiouser – New Encounters with the Victorian Natural History Collection.**

## **VII Adjournment**

**Cywin moved to adjourn. Galli seconded the motion. Approved unanimously. Meeting adjourned at 11:53 a.m.**

**Read and approved 1/5/2011**