

Rhode Island Historical Records Advisory Board

Minutes of Meeting – November 2, 2011

Rhode Island State Archives

337 Westminster Street, Providence, RI 02903

Attending: Mark Brown, Jane Civins, Donna DiMichele, Russell Franks, Michael Hebert, Peggy Long, Marlene Lopes, and Gwenn Stearn, chair.

Not attending: Allison Cywin, Jonathan Galli, Stephen Grimes, Dave Maslyn, and Marilyn Massaro.

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

I Minutes of meeting – September 7, 2011

Long moved to approve the minutes. Civins seconded the motion. Approved unanimously.

II Board appointments and meeting dates 2012

Stearn reported that she had contacted Brown, Cywin, Hebert and Lopes, whose terms of appointment will expire on January 5, 2012. Each had indicated they were willing to serve another term should the

Governor choose to reappoint. Stearn will therefore write to Governor Chafee in December advising him of this.

In keeping with precedent, Board 2012 meeting dates were agreed for: January 4, March 7, May 2, June 6, September 5, and November 7. Possible venues for the May meeting were discussed and Stearn will explore these further on the Board's behalf.

III Report on Protecting the Past-RI project (DiMichele)

IMLS Connecting to Collections – Implementation Grant

DiMichele reported that a new Project Manager had been chosen but administrative matters had caused some delay. Going forward, priorities will be to arrange for regional community meetings between first responders and cultural heritage personnel with some modifications of the model used for the Newport county meeting; providing more training sessions for cultural heritage staff; determining a new location for 'wet recovery' workshops; and developing additional communication strategies.

In connection with the New England Museum Association's (NEMA) annual conference, DiMichele and Stearn will attend a Summit Meeting of regional leaders in the field of emergency preparedness for cultural institutions. The summit, sponsored by NEMA and COSTEP-MA, will take place in Hartford on November 15. Its purpose is to learn about various initiatives taking place in the New England

states, to discuss means and opportunities for sharing information, best practices, and education, to explore potential collaborations, and to discuss how NEMA might serve as a nexus of information before, during, and after crises.

IV Report on RI Treasures digital collaborative grant project (DiMichele)

Information on the project not being immediately available, it was suggested that State Library or State Law Library project participants might be asked to make a presentation at a future Board meeting.

Franks inquired as to whether newspapers were being digitized in the state. The prior funding by NEH of newspaper microfilming was discussed. Stearn will seek information and report back.

V News and announcements

Stearn informed members that at the request of Sarina Wyant of URI Special Collections and University Archives, the Public Records Administration will work with her to develop a records retention and disposition schedule for higher education records not currently covered under the General Records Schedule. Because such a schedule would also apply to RI College, Marlene Lopes will provide input during the process.

In an update, Stearn remarked that the Civil War era materials survey go out to Rhode Island's 150-plus repositories once the Civil War Sesquicentennial Commission's website is launched.

VI Adjournment

Long moved to adjourn. Brown seconded the motion. Approved unanimously. Meeting adjourned at 10:50 am.

Approved 1/4/2012