



Wednesday, April 23, 2014, 1:30 PM – 2:30 PM

Location: GoToMeeting

Meeting Minutes

The meeting of the Colorado Historical Records Advisory Board (CHRAB) was called to order by George Orłowski, Board Coordinator at 1:30 p.m.

Members present:

Beverly Allen, George Orłowski, Jacilyn Spuhler, Johanna Harden, Tracie Seurer, Virginia Sanchez, Kirsten Christensen, Jay Trask, Duncan McCollum

Member Emeritus absent: James E. Hansen

Members absent: Dan Cordova, Christine Bradley, Janet Bishop

Sub-Grantee Status:

- All sub-grantees are on track, except Manitou Springs. With the abrupt leaving of a staff member, the grant coordinator has been overwhelmed and not able to keep up with the project. Kirsten Christensen has been in contact, and CHRAB has extended their project date to May 30, 2014. Kris offered to go down to Manitou to assist if they are still behind by May 15th. Manitou Springs will be submitting an interim report with their progress.
- The Colorado Railroad Museum is the only subgrantee who has completed the Final Narrative Report and Federal Financial Form, but they still have 2 maps to digitize.
- Tracie will send out reminders that these forms are due by June 30, 2014.

Review Sub-grant Application and Guidelines:

- A clarification was added to the guidelines and application regarding how to determine the match amount.

Plans to announce Sub-Granting Program and Solicit Grant Applications:

- Jay will post grant information on the SRMA listserv and blog. Bev will contact CAL, CWAM and AASLH. Tracie will post to website, Facebook and email contact list. CHRAB will be setting up a table at the SRMA Spring Meeting.

Outreach and Education Workshop Planning:

- George would like to set the workshop schedule for the 2014-15 grant period by the Annual Meeting on June 5th. We will add this topic to the agenda.
- Jaci will set up the location on the Western Slope for the spring workshop.
- The fall workshop can be held at the Archives in Denver.
- A professor from the University of Denver, Steve Fischer, will be contacted to possibly teach Preservation 101.

Annual Meeting 2014

- The CHRAB Annual Meeting will be held on Thursday, June 5 at the Archives. We will have coffee and bagels and a brief tour from 9:00 AM – 10:00 AM. The meeting will be from 10:00 AM – 4:00 PM with lunch included.
- Please send suggestions for the agenda.