



COLORADO HISTORICAL RECORDS ADVISORY BOARD

Wednesday, July 30, 2014, 10:00 a.m. – 2:20 p.m.

Location: Colorado State Archives

Meeting Minutes

The meeting of the Colorado Historical Records Advisory Board (CHRAB) was called to order by George Orłowski, Board Coordinator at 10:20 a.m.

Members present:

Beverly Allen (by telephone for 1 hour), Christine Bradley, Dan Cordova, Duncan McCollum, George Orłowski, Jacilyn Spuhler, Janet Lynn Bishop, Jay Trask, Johanna Harden, Kris Christensen and Tracie Seurer

Member Emeritus present: James E. Hansen

Members absent: Virginia Hansen

Recording Secretary

Jaci Spuhler agreed to be recording secretary, beginning with this meeting.

Review of Board Membership and Terms

Romaine Pacheco has noted that Jay Trask and Johanna Harden are at the end of their terms on August 31. Amy Blackwell and Shaun Boyd have been appointed to take their places September 1, 2014. Duncan McCollum has time constraints and is willing to switch terms with either Jay or Johanna to extend one of their terms.

Virginia Hansen has resigned so there is another vacancy. Mary McCarthy was suggested as an appropriate appointee.

SNAP Grant Budget

The budget for the next year is \$28,000. Kristen moved and Duncan seconded that \$20,000 be designated for the regrant program; \$8,000 designated as administration and outreach. [Since we have allocated more in subgrants -- \$20,725.00 – our admin budget will be \$7,275.]

Dan Stokes has requested more detail on the outreach description in the grant.

COSA fees will be paid with CHRAB funds this year; next year, they will come out of Archives operating expenses.

Review of Re-grant Applications

Discussion prior to the actual application review reminded that our goal is to 1) pay attention to smaller repositories; 2) focus on primary sources before newspaper microfilm digitization; 3) look closely at those institutions previously funded; 4) expand statewide; 5) look for innovation; 6) look for increasing access to materials.

While newspapers are critically important for preservation research and local history research, considering a Colorado digital archive like California's with funding from the State Historical Fund (at least \$50,000 per year for the next three years) would be a better project than individual CHRAB grants for newspaper funding. The economy of scale in a large project would make it more productive and we could ensure that small papers from outlying areas would be included.

With that in mind, the grants from Colorado Mesa University, Loveland Public Library, and Wilkinson Public Library for newspaper digitization were given second tier status. Bessemer Historical Society joined the the second tier, having received several CHRAB grants previously.

After the CHRAB plea for more applicants at SRMA, we received grant requests from some large institutions that we will keep in the first tier pool, given that plea. Kris volunteered to look at our application and tweak the process now with several years' experience in the re-grant program.

- City of Leadville. Not funded. Need a professional consultant to develop a plan for an NEH PAG grant; support from City Council. State Archives willing to work on records management with the City. [Need a list of consultants for archives and records management available to grant applicants.] Jay
- City of Steamboat Springs. \$2,500. Will ask them to drop the digitized product into microfilm and share with State Archives. Where will the records be accessible and in what format? Kris will follow up.
- Clear Creek Library District. \$2,498.35. Great great but needs to be rewritten to show shelving as a match. Kris will follow up.
- Costilla County Economic Development Council. \$2,477.76. Bev will follow up.
- DPL, Western History/Genealogy Dept. \$2,475. Dan will follow up.
- Flagler Historical Society. Not funded. Not an appropriate strategy. Newspaper microfilm needs to be digitized; remaining papers need to be microfilmed. Kris will

follow up, possibly with the help of Mary McCarthy to explain the Colorado State Library program and best practices.

- DeWeese-Rudd Museum Group, DBA Friends of the Museum and History Center. \$1,000. For preservation purposes, send a duplicate copy of the product off site.
- Historic Manitou Springs. \$1,000. Not to include shelving. Give them leads on used shelving. Kris will follow up.
- Palisade Historical Society. \$1,500. Boxing hard copies of the Palisade Tribune, beginning with the oldest, cleaning as they box. Jaci will follow up.
- Rifle Creek Center for Historical Preservation. \$2,225.13. Jaci will follow up.
- Roxborough Area Historical Society. \$500. Rewrite with volunteers' time as match, not the already-purchased file cabinets. Shaun will follow up.
- Sedalia Historic Fire House Museum. Not funded [Janet moved, Kris seconded] by acclamation. Shaun will follow up.
- William Wise Law Library, CU. Not funded. Kris will follow up.
- Westminster Area Historical and Museum Society. Not funded. Multi-year plan needed, with the assistance of a conservator. Dan will follow up.

Second Tier Applicants

- Bessemer Historical Society. \$1,500. Consider State Historic Fund grant for the site. Passed by acclamation[Chris moved, Duncan seconded]. Bev will follow up.
- Colorado Mesa University. \$1,000. Newspaper digitization partial funding.
- Loveland Public Library. \$1,000. Newspaper digitization partial funding.
- Wilkinson Public Library (Telluride). \$1,000. Newspaper digitization partial funding.

Total awarded: \$20,701.24. Grant announcements will be made August 1, 2014.

Outreach and Education

Fall Workshop

The Fall Workshop will be held at the Colorado Supreme Court Library on September 8, 2014.

Spring Workshop

The Spring Workshop will be held at the Rifle Public Library. Janet, Jay, Jaci and George will be polled for the best Friday in April.

Future Meetings

We can do several upcoming meetings with Go-to-Meeting, as needed. It would be a good idea to plan our annual meeting for the site of one of our recipients, possibly Clear Creek. We could have the business part in Georgetown (Chris Bradley).

Thanks to Johanna Harden for the gift of wildflower seeds to the Board. Her contribution has been great and she will be missed.

Adjourned at 2:20 p.m.

jspuhler