

Michigan State Historical Records Advisory Board Meeting

April 3, 2014

Michigan Historical Center, Lansing, Michigan

The meeting was called to order at 10:10 a.m. by Mark Harvey, State Archivist.

Present were: Sandra Clark, Director of the Michigan Historical Center, Mark Harvey, State Archivist, Nicole Garrett Smeltekop, Archivist at Albion College, Tawny Ryan Nelb, Nelb Archival Consulting, and Mary Jo Remensnyder, recording Secretary.

Present by Conference Call: Patrice Merritt, Executive Director, Detroit Public Library Friends Foundation and Dr. Frank Boles, Director, Clarke Historical Library, Central Michigan University.

Approval of Minutes

Tawny Ryan Nelb made a motion to approve the minutes of November 14, 2013 with a couple of small corrections. The minutes were approved.

Grant Information

Mark Harvey said we have \$1,200 of unrestricted funds left that we are using for travel expenses.

New Board Appointment

Mark Harvey noted that Erik Nordberg resigned in July of 2013. Mark said that the vacant appointment has been offered to J. Kevin Graffagnino and he has accepted. Dr. Graffagnino is excited to join the Board. He is the Director at the William Clements Library at the University of Michigan.

Patrice Merritt said that Dr. Graffagnino made several valuable comments and suggestions at the Summit that was held last September in 2013.

Mark Harvey also said that Larry Merrill of the Michigan Townships Association (Lansing) would also be a good candidate to make an appeal to the Governors' office if we could expand the Board. We have been ineffective since we are a smaller group than we have been in the past years.

Tawny Ryan Nelb asked if the staffing is a priority for us in order to move forward? Mark Harvey said that we have lost momentum since the Summit in September of 2013. Mark Harvey said that the Michigan Historical Center has new managerial staff that will be hired soon, a new Museum director, and also a new Foundation Development director.

Tawny Ryan Nelb said that she will compile some information about Michigan State Historical Records Advisory Boards and look at the Governors' website. She will forward this information to everyone once she has put it together.

CoSA Information

Mark Harvey said that he is working on the CoSA website with Jill Arnold, a draft is done. No deadlines are set by CoSA however for the website.

The cap for CoSA board support grants is \$35,000. They are doing 20 grants at this time. CoSA is active and effective as an advocacy for us. The CoSA state electronic records initiative is the most current project at this time.

Frank Boles noted that CoSA is targeting certain audiences.

Conference Calls

Mark Harvey said that we will try to have the first MSHRAB Advisory Committee conference call late this month. Items to be conveyed will be updates to the strategic plan and possible partnership linkages.

Sandra noted we need to schedule these calls in advance or we won't get the calls made. Ask people to submit an agenda. Possible discussions could be about projects they are working on, problem issues they are having and to talk about advocacy ideas. If there is no agenda for that month the call could be cancelled.

Tawny Ryan Nelb noted that we need to make the people in these monthly calls feel involved. Frank Boles asked who has all the contact information? Tawny Ryan Nelb volunteered to identify and gather tangible ideas to discuss on advocacy.

Mark Harvey asked if it is viable to seek an Executive Order to the Governor to expand the Board's members? Sandra Clark said we could make a request to expand, as other states do have larger MSHRAB Boards.

State Website

Mark Harvey asked if the wording is correct on the MSHRAB's mission on the website. Frank Boles said it was narrow and was not sure what our mission is at this time. Sandra Clark noted we need more partnerships and to make others more

aware of our collections and increase our visibility. One idea we discussed was that we should have a table with information at the Michigan Archival Association Conference.

Mission Statement

Sandra Clark said a possible wording could be “to foster partnerships and raise public awareness to Michigan’s rich archival collections.” Some points we could highlight would include:

- Best practices
- Grant writing
- Partnerships
- Encouraging grants
- Advocacy
- Providing educational resources

Nicole Garrett Smeltekop said the Michigan Archival Association sees themselves as a professional development organization. Mark Harvey said he will send a link to everyone to our new MSHRAB website. Patrice Merritt said the advocacy bullet needs more “pop.” We discussed if someone would be more likely to click on “Save Michigan History” or “Advocacy.” Patrice Merritt also noted we might add “Alliances” to the bullet points. Mark Harvey said we could include a bullet point entitled “Solicit new collections.”

Nicole Garrett Smeltekop said that small “mom and pop” organizations need to be made more aware to the public since some of them are not known or advertised.

Strategic Plan

Mark Harvey will make some changes and corrections to the draft Strategic Plan and get the web link out as ideas come in. Mark Harvey will also finish the phone contact list and send it out to everyone.

Mark Harvey said the Pocket Response Plan is in the works and we will finalize that and send out to everyone.

Miscellaneous

Tawny Ryan Nelb said that we need to review and find resources that are already out on websites. There is still a lot of information out there that we could utilize. Mark Harvey said given the resources we have at the present time the Strategic Plan should be sufficient. In 1994 we had a much larger MSHRAB Board.

Patrice Merritt shared that Elizabeth Myers has resigned from the Walter P. Reuther Library in Detroit. She had only been there 18 months. She has accepted a position at Smith College in Northampton, Massachusetts.

Patrice Merritt said that Pewabic Pottery is getting a handle on their archives collections and manuscripts. Most of their collection is 3-dimensional objects and papers. Pewabic Pottery does not have a Collections Committee.

Patrice Merritt also said the *Detroit News* has been advertising Detroit Public Library tours and free Docent tours will be offered and so far these have been very well received.

Frank Boles has received 31 applications to put newspapers on-line. Tawny Ryan Nelb complimented Frank Boles on his newsletter and said it was wonderfully done and showed a good breadth of their collections.

Sandra Clark noted that the Governor's office has a new legislation liaison for the Department of Natural Resources. His name is Trevor VanDyke and he is our gateway to the Legislature. Sandra Clark sends Email requests to him to be sent on to the Governor's office.

Confirmation of Board Meeting Dates

The next dates of the board meetings to put on your calendar will be:

June 12, 2014

September 18, 2014

November 13, 2014

The meeting was adjourned and had lunch at 11:45 a.m.

Respectfully submitted,

Mary Jo Remensnyder, Recording Secretary