

Michigan State Historical Records Advisory Board
Quarterly Meeting Minutes
June 8, 2016
Michigan Historical Center
702 W Kalamazoo Street
Lansing, MI 48915

Board members present: Tawny Nelb, Sandra Clark, Cynthia Ghering, Kevin Graffagnino, Nicole Smeltekop, Mark Harvey

I. March minutes review and approval

Minutes were reviewed and a motion made by Tawny to approve the minutes as written and seconded by Kevin. All voted in favor and minutes were approved. Nicole agreed to assist keeping the agenda and minutes up to date on the website.

II. 2017 Board Partnership grant application

Mark posed a change to the grant application shifting the focus away from the Save Michigan History program for the 2017 application and instead focus on local government records. The new direction for the grant would include a local records survey and training opportunities in the regional repository system. The board will still offer a round of Save Michigan History grants in 2017 with non-discretionary funds from the Michigan History Foundation.

Turn around time will be short at the final application is due in 6 days. Mark has drafted the changes and Board members agreed to weigh in and comment/review ASAP.

III. Webinars IV. MAA Adopt-an-Archives partnership

The board then discussed pre-grant webinars for the 2017 Save Michigan History grant cycle. Cynthia agreed to conduct the webinars using the Zoom platform available through MSU. The timelines include a discussion of the MAA Adopt-an-Archives program and pairing mentoring/assessing archivists with potential grantees. Cynthia agreed to create a poster for the June 2016 MAA Conference poster session at the Kellogg Center and Mark agreed to staff the session.

It was also decided that Cynthia would be the liaison between MSHRAB and MAA for the volunteer program.

There was a lengthy discussion that detailed the timelines for both the initial mentoring program and the pre-grant activities. The most important points centered on the need for a continued relationship with the mentoring/assessing archivists and

the local organizations and an initial “letter of interest” submitted by potential grantees prior to application.

IV. 2015-2016 Board Partnership Grant Updates

Grantees have just begun getting underway with projects due to the delay in funding. Final reports are due December 15.

V. New Business

All board members agreed to make an effort to use basecamp as the prime communication tool. Mark conducted testing to assure all members can log into the system. Cynthia echoed the need to use basecamp to maintain a connection as we move forward.

VI. Adjournment

Meeting was adjourned at 11:42 for lunch.