

Michigan State Historical Records Advisory Board Meeting
June 17, 2021
Michigan History Center
Zoom Online Conference
10:00 a.m. to 12:00 p.m.

Board members present: Marian Matyn, Mark Harvey, April Maycock, Lindsay Hiltunen, Sandra Clark, Lance Werner

Staff and visitors: Jessica Harden, Andrea Gietzen, Paulette Carter-Scott, Julee Durkee

Call to order and welcome

- Call to order at 10:08
- Welcome to guests
 - Paulette Carter-Scott, Lansing resident
 - Julee Durkee, Hastings resident

Approval of March 25, 2021 minutes

- Jess fixed a typo in previous meeting date.
- Lindsay moved to approve with that correction, Marian seconded. Motion passed.

Review remaining 2021 meeting schedule

- There is one remaining meeting scheduled for October 7. Board members did not indicate that they had conflicts.

Update on 2022 NHPRC grant application and board work 7/1/2021–12/31/21

- Application was due June 7 and was submitted a week ahead of time thanks to the subteam's hard work.
- The budget is almost entirely pay for the visiting archivist, with some money for regrants after site visits.
- For background, MSHRAB does regrants after an archival assessment. Regrants are to help organizations to preserve historical records and make them available.
 - Genealogy groups can apply, but they may need to partner with an institution that holds records (i.e., CADL local history room).
- If the board is awarded the grant, it begins no earlier than 1/1/2022. The board is usually notified by December.
- Board work between 7/1/2021 and 1/1/2022
 - Survey to locate public records held in local libraries, historical societies, etc.
 - AoM will be doing background work and possibly reviving the survey to provide background for visiting archivist work in 2022.
 - Save Michigan History website updates
 - Mark has been working with Jill Arnold at AoM to update the SMH website. Basics of Archives videos should be up early next week and will be marketed through listservs, etc. Videos explain 5 different aspects of archival practice.

Final report for 2019–2021 grant

- This grant was initially awarded in 2019. The board may come up a bit short on spending all the money just because of all the Covid-related changes to the work.
- Recap of work
 - Digitizing Wayne County Probate Court index
 - AoM staff and student assistants are getting very close to completing this work.
 - Working with Iosco County to recover records damaged in last year's floods
 - Andrea turned in final inventory to the county and the insurance company approved digitization of anything to be sent back to the county or to the archives. The county has allowed AoM to take the lead with the digitization vendor to ensure that the electronic files are usable for both the county and AoM.
 - Basics of Archives video series
 - Mark will check in with Lance offline to talk about promotion opportunities.
- Final report will be posted in Basecamp and on the SMH website.

Board member updates

- Kent District Library opened a new branch that was entirely funded by private donations. There are now 21 locations plus a service center.
- Frank Boles and a reference librarian are retiring from the Clarke. The search for a new director will begin September 1.
- The Michigan Archival Association online conference will be Monday-Tuesday of next week. That might be a good place to share the Basics of Archives videos.
- Wayne County Probate has partnered with a vendor to digitize all the records at their off-site storage facility. Digitized records are available to the public online.
- Michigan Tech is transitioning back to in-person work next month. Andrea is visiting to discuss local repository work next week. The Quincy Mine Hoist Association has located some films in a storage closet and is working with MTU to determine the content.

Adjourn

- Lance moved to adjourn, Marian seconded. Meeting adjourned at 10:37.