

Maine Historical Records Advisory Board
Meeting Minutes
March 4, 2016
10 a.m., Nash School Augusta

Present: Ellen Dyer, Sophia Mendoza, Heather Moran, Chris O'Brien,
Dave Cheever
Absent: Steve Bromage, Greg Curtis, Erin Rhodes, Anne Schlitt
Guests: Betsy Spekke, Sam Howes

State Archivist Dave Cheever called the meeting to order at 10 o'clock. He presented an overview of current affairs at the capital, and confirmed to the Board that Dan Stokes, of the National Historical Publications and Records Commission (NHPRC), had affirmed that National Archivist David Ferriero approved awarding Maine an \$80,000 Partnership Grant for Fiscal Year 2017-2018.

In citing that the Board received six applications that in total asked for more money than the \$3,530 remaining in the current State and National Archival Partnership (SNAP) grant, Cheever said that the Board could consider the pending funding in evaluating and making re-grant decisions. The applicants included:

Rockland Historical Society -	\$ 741.90
Yarmouth Historical Society -	\$1,000.00
Old Canada Road - Bingham -	\$ 964.10
North Yarmouth Academy -	\$1,000.00
Town of Corinna -	\$ 989.48
University of Southern Maine -	<u>\$ 576.00</u>
	\$5,271.48

Following extensive discussion, the Board voted to provide re-grant funding to the Rockland Historical Society, the Town of Corinna, North Yarmouth Academy, and the University of Southern Maine.

The Board also voted to encourage Bingham and Yarmouth to apply for funding in the next cycle upon making revisions/improvements to their SNAP applications.

The Board then discussed the approach to be taken regarding the pending NHPRC funding. The Board agreed to adhere to the application deadline calendar, meaning that the Major grant applications will be due by October 1, and that Basic applications can be filed beginning July 1, and proceeding quarterly thereafter.

The Board also promoted retaining a contract employee to serve as grand administrator rather than have that responsibility be absorbed by Archives staff and/or management.

Mindful of the pending grant's emphasis on digitization of holdings, the Board also promoted the adoption and distribution of digitization guides and

standards for the field. Cheever said that the digital archiving projects under way at the agency could satisfy the Board's desire. He added that the application to NHPRC alluded to a statewide survey to be conducted regarding the bicentennial similar to what occurred for the sesquicentennial of the Civil War as a potential prompt for re-grant applications.

With those two items as impetus, the Board agreed that a meeting in late May or early June makes sense.

The meeting adjourned at 11:30.