

State Historical Records Advisory Board Meeting Summary

December 7, 2002 10:00 AM - 12:00 PM | Fairfax County Circuit Court – Historic Records Center

Present: Lori Ann Terjesen, Zachary Hottel, Steve Landes, Heather Bollinger, Bernadette Battle, Kimberly Curtis, Sara Townsend, Chad Owen (Coordinator)

Absent: Joshua Howard, Katherine Gruber, Audrey Davis, Brittany Jones

Introductions

Chad Owen began the meeting with greetings and introductions of all those present.

Introduction of new State Archivist

Chad Owen informed the board that Greg Crawford, formerly Local Records Program Manager at the Library of Virginia, has been appointed the new State Archivist. As part of the Local Records Program includes the administration of the Circuit Court Records Preservation Grants project, Greg's experience will be extremely helpful to the SHRAB in moving forward. Greg could not be present in person as he was attending leadership meetings at LVA, but he indicated his wish to attend future SHRAB meetings.

Proposed NHPRC Programming Grant Application

Chad Owen led the team in a discussion of the proposed grant application, including a detailed review of the sample application by the Kansas SHRAB that was provided by the NHPRC via their web site.

At the end of the discussion, the Board agreed to proceed with the Level II grant application, seeking \$50,000 in NHPRC funding over the two-year grant cycle as follows.

Per year of the grant cycle:

\$15,000 in funds for 5 regrants of up to \$3000 each, with preference given to repositories with holdings of less than 500 cubic feet. If possible, SHRAB proposes that we not require cost matching from regrantees.

\$2500 in funds for 5 scholarships of up to \$500 each for Virginians to attend training or conferences

\$2500 in funds for SHRAB to host a training workshop in conjunction with VAGARA, the Virginia Caucus of MARAC, or a similar professional body

\$1000 in funds for pamphlets, posters, and other print media for outreach

\$1000 in funds for online advertising/paid pushes for social media

\$3000 in funds to support SHRAB meetings, covering member travel and providing lunches

The first deadline for pre-review of drafts is February 15th, 2023, so the Grants committee will be moving promptly to begin work on the application via Google documents or other sharing platforms, with an eye to meeting virtually in mid-January.

Next Meeting

NHPRC stipulates that alternate SHRAB meetings be held outside the capital city/the location of the state library. Since the deadline for the draft grant application is so near, the Board decided to hold its next meeting virtually, with a tentative date of Thursday, February 9th. The next meeting is tentatively scheduled for early April. Lori Ann Terjesen has offered to host the SHRAB at the National Women's History Museum either in April or for a future meeting later in the year.

Adjournment

There being no further business, the meeting was adjourned at 11:40, at which time the on-site participants enjoyed a tour of the Fairfax Circuit Court Historic Records Center by Heather Bollinger.

Committee Assignments

Grants: Chad Owen, Lori Ann Terjesen, Kim Curtis, Sara Townsend, Katherine Gruber, Zach Hottel, Josh Howard

Education/Outreach: Chad Owen, Bernadette Battle, Amanda Lloyd, Brittany Jones, Kim Curtis

Preservation/Access: Chad Owen, Heather Bollinger, Sara Townsend, Katherine Gruber