

Indiana State Historic Records Advisory Board
Minutes – March 29, 2012
Indiana State Library, Room 425

Call To Order

Meeting Called to Order at 11 a.m. by State Coordinator Jim Corridan

Roll Call

Present: Jim Corridan, Tom Krasean, Stephen McShane, Curt Witcher, John Newman

Absent: Phil Bantin, Wes Wilson

Guests Present: Ted Cotterill, Jennifer Harrison

Next Meeting

Tentatively scheduled for July 20, 2012.

Approval of Minutes

Motion to approve Minutes of June 29, 2011. McShane - Krasean. Motion carried.

Motion to approve minutes of Minutes of Sept. 30, 2011. Witcher - McShane. Motion carried.

State Coordinator's Report

Training

Corridan: The SHRAB held three full-day workshops in March. Two of these were paper conservation workshops with hands-on sessions at the State Archives conservation lab. Conservator Jim Canary came from IU Lilly Library to present a session. Each participant received a conservation kit of supplies.

A third workshop was held at the State Library in conjunction with the Library of Congress' Digital Preservation Outreach and Education initiative or DPOE. Approximately 50 people attended. The class filled quickly and we had a waiting list.

Workshop audiences were made aware that the SHRAB intends to build a list of persons interested in preservation, and create advocates that could help in an emergency, such as a flood or tornado. The ICPR, using a FEMA-related grant, also provided several workshops for emergency preparedness. Indiana State Archives staff led the training. 60 individuals participated.

Hoosier History Digitization Grants

Corridan: Grants were awarded to four institutions: the Indiana Historical Society, Adams, Franklin and Floyd Counties. We've requested an extension with NHPRC for the project due to some metadata issues. The intent is to maintain the State Library's Indiana Memory website for historical records and the Digital Archives as a governmental records repository. State Archives staff is working to remedy metadata issues.

NHPRC – National Historic Publications and Records Commission

The SHRAB has received approval for a \$15,000 grant. The mini-grant funding is not yet certain, but will be approximately \$30,000. This funding will help to make our historical records repositories stronger.

The NHPRC is under a budget threat. The budget has gone from \$10M to \$3M. Efforts are underway to get to \$5 million. Grand funding is typically split in half between publishers and archives. SHRAB member Steve McShane was kind enough to send a letter to Congress on the funding issue.

Newman: Civil War Sesquicentennial committee could let people know we could scan documents and photographs. I'm asking people to bring in materials to have it copied.

Corridan: Other states archives go to different places to scan things, can often do it for less cost. For Indiana's Civil War commemoration, different agencies are doing different things, which is good as different audiences will be reached.

Governor Daniels has formed a committee to oversee commemoration of Indiana's bicentennial. The committee meets next week. The ICPR will be there, and will present part of a pitch to ask for funding for a new State Archives building.

Electronic Records

Corridan: Indiana has become a leader in implementing electronic records programs. Digital content will last on average for only five years so tremendous risks and opportunities for preservation exist. In the last twenty years there has been a large shift in the type of records received from our governors. We're trying to find a usable format that will help with data migration.

NARA (National Archives and Records Administration) was asked to come up with a digital model project. But there was trouble with development of it, followed by a funding issue with Congress. This would have provided tools to the state but the project was never completed. The states didn't develop anything because they thought the National Archives was doing it. So states are scrambling to develop a model and tools. CoSA is also trying to develop something.

Newman: I suggest someone come up with a definition of “historical record.”

McShane: Our campus is working on a digital initiative. The topic always comes up at professional association meetings.

Corridan: The Association of Head Librarians is developing something. But some places don't want to join the digital trend.

Geoffrey Edwards was recently hired as an electronic records archivist with the ICPR. This position was created through a LSTA grant. Geoff is working with a manager at the ISL to create a digital program in Indiana.

Content DM is adding a module to help with records retention. We want to get more records in it. But we're having trouble implementing retention programs

COSA – NAGARA – Other Associations

Corridan: In July I will become president of CoSA and am on the steering committee for the Library of Congress' DPOE program.

Digital Library Association – Acadia and another company plan to provide funding of \$15M to drive digitization and will provide planning grants. They want to develop a vast online library to access primary documents.

State Commission on Public Records – The law has been changed. Electronic records and scanning are under jurisdiction of the ICPR. Retention schedules will get standardized. We now have about 92 different retention schedules. Under the new law, after the ICPR adopts local retention schedules, the schedules must be implemented at the local level within 30 days. Retention of records becomes the same across the board.

Digital Archives

Corridan: The Genealogy Society of Utah and Ancestry are both interested in deals with us to get access to records at the Indiana State Archives. They would be able to work much faster in getting records online.

Newman: Tennessee has a deal with Ancestry.com; we might want to learn more about that.

NEW BUSINESS

Governor's Award

The award will be presented on April 10, at the Friends of the Archives meeting. An nomination for the award has been received for Linda Rippy who works for the Marshall County Historical Society Museum.

Tom Krasaen made a motion to nominate Linda Rippy, Plymouth, Curt seconded. Motion carried.

ADJOURNED

The meeting was adjourned at 12:10 p.m. by State Coordinator, Jim Corridan.