

Indiana State Historic Records Advisory Board

Minutes – March 6, 2015

Indiana State Archives

I. Call to Order

Meeting called to order at 10:08 a.m. by State Coordinator Jim Corridan.

Roll Call

Present: Jim Corridan, Tom Krasean, Curt Witcher, John Newman, Wes Wilson, Phil Bantin

Guests Present: Ted Cotterill, James Porter

II. Approval of Agenda

Motion to approve Agenda. Witcher – Krasean. Motion Carried.

III. Next Meeting Date

To be determined.

IV. Approval of Minutes

Motion to approve minutes of November 20, 2014. Newman – Witcher. Motion Carried.

V. State Coordinator's Report

1. ICPR Legislation in 2015 - rebranding

Corridan explained proposed changes to Indiana records law. Two amendments have been added to tweak language but retains the original substance; the bill, SB 528, has passed the Senate. Changes made regarding local government agencies and how they operate; identify who is responsible for public records. Grants the Archive the ability to sell items in the collection that are outside the scope of the collection; allow the Archive to make replicas and reproductions of items for public purchase while maintaining public access to the original items.

2. Indiana State Archives

- a. Building: Corridan reported funds for the new Archive building remains in the proposed State Budget, \$25 million appropriated, at the proposed canal site opposite the State Library. Newman – keep in mind weight load of current and future collections.
- b. Inventory: ICPR is completing an inventory of the Indiana State Archives physical collection. Checking microfilm down to the box level, public use rolls complete. Cleaning up map cabinets and stacks.

3. Agency Software

ICPR is moving to purchase new software for the Agency from AXAEM. This software would be used for Records Center, Records Management, State Archives and in part the Imaging Lab (Micrographics). This software will allow public access to the inventory.

Bantin – concerns about the detail of the inventory relating to public usage for use as a searchable online database; complexity of connecting related items in different series.

4. Ancestry.com Agreement

Indiana has entered into an agreement with Ancestry to digitize and post online more than 13 million birth certificates, death certificates, and marriage records; duplicating the microfilm. Records older than 75 years will start to become available in 2015, with project completion expected by the 2016 Bicentennial. Death certificates from 1900-2005 will all be made public; records from 1900-1940 will be up by July. Birth records from 1907-2005 will be made available if they are older than 75 years.

5. Ancestry Day

Governor Pence and Curt Witcher will address Ancestry Day attendees in summer of 2015. Current date may be shifted.

6. 2015-16 Biennial Budget

ICPR budget remains intact to date. Proposed budget for Archive move remains in place.

VI. Old Business

1) 2015 Survey of Indiana Repositories

The survey sent out electronically in November will be completed by June.

VII. New Business

1. NHPRC State Grant Program Application

Focus on assessment, education and digitization.

2. Indiana State Archives Civil Rights

The Indiana State Archives is capturing Indiana contributions to the national Civil Rights movement. Hoosier member of SNCC in Selma March 7, 1965; will be interviewed by Corridan at historic locations in the South.

3. Society of Indiana Archivists

State meeting April 11, 2015.

VIII. Strategic Plan Discussion

Digital Records

Bantin – focus on digital records; establish the Indiana State Archives as a leader within the state for the creation and management of digital records. SHRAB should lead education campaigns on what digital records are and how they benefit the public.

Witcher – build a model system and entice local governments to follow.

Education

Newman – SHRAB should take on an education role explaining to the public the benefits of archives to citizens and not just historians; creating traveling exhibits from collections and sponsor public talks.

Wilson – use the reading room to hold receptions or other events to get people in the doors

Newman – Demonstrate the benefits of the archives to the average Hoosier; have a significant exhibit the day the new archive building opens perhaps focused on war records in the collection.

Arrangement and Description

Bantin – Establish a plan for inventorying at the Indiana State Archives; know what we have and use to develop a short and long term plan for how to deal with old systems.

Corridan – Determine how the various pieces fit together to determine future steps and integrate using inventory data to provide increased public access to the collections.

Witcher – Consider crowd sourcing as a means to determine item descriptions and transcribe materials for public use.

Beyond Indiana State Archives

Working with other institutions to preserve records and educate the public. Create a webpage that teaches how to care for personal records.

Hire a consultant for creation of Strategic Plan.

IX. Adjournment

Adjourned 12:24 p.m.