



Maine Historical Records Advisory Board

Meeting Minutes

October 12, 2022

3:00pm – 4:00pm

Location: Zoom

Board Members Present: Howard Lowell, Kevin Johnson, Jill Piekut Roy, Kat Stefko, Steve Bromage, Pat Dunn

Board Members Absent: Earle Shettleworth, Larissa Vigue Picard, Donald Soctomah, Anna Faherty

MSA Staff Members Present: Kate McBrien (ex-officio), Tammy Marks

Meeting called to order at 3:03 pm by Kate McBrien.

Welcome and Land Acknowledgment

Kate McBrien welcomed everyone to the meeting and recited the land acknowledgment which is offered by the Maine State Archives at each Maine Historical Records Advisory Board meeting.

Welcome

Kate welcomed everyone to the meeting and recognized a quorum.

MHRAB Funding - Kate verified that MHRAB funding available was \$0.

Approval of Meeting Minutes – The meeting minutes from May and June were approved unanimously by the Board.

NHPRC Grant Project Application – The NHPRC review committee had a few questions regarding the project application. They came back feeling that the application was strong and seemed good. Kate replied and said that the Board would publish everything from the survey and could record or do hybrid trainings for the workshops especially since Maine is such a large state it may help with travel. Kate has not heard back since she replied to the review committee and does not foresee any issues with the application for funding.

Maine Archival Collections Survey Responses and Summary – Surveys were submitted online and in hardcopy this summer. We have had a total of 69 responses so far which is a good response rate. Most responses were from historical societies.

The Board went over all questions/responses from survey. Of the responses 70% said they are digitizing their collections, 87% expect to digitize their collections within the next five years. A response of 38% do not use collections management software.

Paper copies of the survey went to all historical societies that are on the MSA website (roughly 160). We posted a link to the survey on Facebook and Twitter, Cultural ListServ, and Maine Municipal Association. A Board member sent the survey out to MELIMS listserv as well.

Board members asked for a list of institutions that we did not get a response from (from our website) so that they could reach out to people they know and encourage them to fill out the survey.

An executive summary will be part of the consultant's contract in writing the strategic plan if we get the funding from NHPRC. The Board will compile questions for the consultant based on the answers they have seen from the survey, providing a list of items that jump out to the Board that they are interested in and would like the consultant to address in the writing of the strategic plan. Kate started a list of questions that came to mind for some Board members.

Kate mentioned meeting with historical institutions to answer questions and asked if anyone from the Board may be interested in attending those meetings with her. There was some interest from Board members. It was mentioned having open Zoom hours so that institutions could enter a Zoom call and ask questions they may have.

Adjournment

The group agreed to adjourn. Meeting adjourned at 3:51 pm. Next meeting will be held December 14th.