

14 June 2002

From OHRAB

Minutes, Ohio Historical Records Advisory Board Meeting, 14 June 2002, Zoar Village, Ohio

BOARD MEMBERS PRESENT: Charlie Arp, Roland Baumann, Keith Corman, Barbara Floyd, David Larson, Mike Lucas, Julie McMaster, Jim Oda, and Carol Tomer

BOARD MEMBERS NOT PRESENT: John Fleming, Raimund Goerler, Ronald Koetters, George Parkinson, Gary Ness, and Kermit Pike

STAFF PRESENT: Katherine Goliver

GUESTS PRESENT: Miles Larson

Charles Arp called the meeting to order at 9:45 and welcomed the board on behalf of Dr. Ness and George Parkinson. Charles reviewed the agenda and the day's subcommittee goals. He advised the Board that the 23rd August meeting may be moved due to the scheduling of the Society of American Archivists meeting and the Ohio State Fair. Charles said that he would contact the Board members via the list if there was any change in the August meeting date.

The Board then met as Sub-committees to discuss various issues. The full Board reconvened at 10:30. Charles Arp noted that the 15 February minutes lists John Fleming under the Grants Sub-committee rather than the Membership. The revised minutes were approved.

Members of the board reported on current events and projects from their institutions and regions. Charles Arp reported to the Board that three bills were introduced by members of the House Select Committee charged with "Studying the effectiveness of Ohio's historical programs and partnerships" chaired by representative Kerry Metzger (R District 97).

- HB 563 Public Records made available to the public. Ohio Historical Society records. The Board of Trustees meetings will be open to the public due to the Sunshine Laws.
- HB 592 Ohio Historical Society facilities study
- HB 593 Ohio Historical Society acquisition/dispersion of historical sites.

Discussion ensued with regard to the state of Historical Societies/Libraries around the country. Roland Baumann asked that bills relating to the OHRAB charge be distributed to the Board. Charles Arp will send the URL to the list site, thereby giving the board access to the most accurate status of the bills. Charles advised the committee that there will likely be no status change until fall, due to the summer session. Charles also updated the Board on the Ohio Memory Project.

- Public Records Program Sub-Committee: Charlie Arp, Roland Baumann, David Larson, Mike Lucas, and Kermit Pike.

[Its charge is to advise the State Archives and Local Government Records Programs of the Ohio Historical Society on various matters and will make recommendations on public records issues to the full Board.]

The Public Records Program Subcommittee reported on its discussion of the proposal to spend the remainder of the funds on the Ohio Network of American History Research Center's Sub-committee on public access. The Public Records Sub-committee recommended the spending of the remainder of NHPRC funds as outlined in the "Proposal for the Use of NHPRC Funds to Implement the Ohio 2003 Plan" with one change. This change is that a report be produced that provides a method of creating bibliographic records of the local government records of enduring historical value held by the Ohio Network of American History Research Centers, the CARMA institutions, and Ohio's counties. The full Board discussed this issue during the report of the Sub-committee. Jim Oda recommended that the Network Sub-committee resolve the technical aspects of this issue.

David Larson entered into the record his proposal entitled "Preserve Ohio's Records Fund." The following budget figures are part of Larson's proposal:

1. State and Local Government Records Board \$6 million (GRF 3 mil; Filing Fee Fund 3 mil)
2. Ohio Network of American History Research Centers \$2 million (*9 centers at 200k/ea and 200k for OHS network admin)
3. Re-grants for Research Libraries and Institutional Archives \$2 million
4. Electronic Records Archives \$1 million (1 mil contract with Ohio Supercomputer Center)

ANNUAL TOTAL: 11,000,000

Discussion moved to the identification of historical records in the context of appraisal vs. retention schedule. David Larson requested that local government record appraisal criteria be distributed to the OHRAB board.

- Grants Sub-Committee: Barbara Floyd, Ronald Koettters, Julie McMaster, and George Parkinson.

[Its charge is to do all that is necessary to encourage the submission of competitive grants from Ohio to NHPRC.]

The Grants Subcommittee updated the Board on the Utley grant submission to NHPRC. The Sub-committee commented on the "Draft Proposal for a Bicentennial Forum on Ohio's Historical Records" document. The Sub-committee reported its discussion regarding the representatives and number of representatives from the specified groups at the forum. The priorities of the proposed forum were reviewed. The Board as a whole decided to establish an ad-hoc/short term sub-committee to be charged with the detail planning of the forum. The forum Sub-committee will be comprised of Roland Baumann, Barbara Floyd, Julie McMaster, Charles Arp and Raimund Goerler. A proposal shall be submitted to the board on the 23rd August meeting. David Larson volunteered to serve on the Sub-committee with the provision that the Forum highlight a crisis in Ohio's public records. The Board decided that the forum/congress will be known as a summit.

The meeting then moved to the Zoar Tavern for lunch where the Board was joined by the site manager of Zoar village, Kathy Fernandez. The Board was advised of the history of the village and the efforts being made to preserve it.

Charles Arp advised the Board of the current proposed budget proposal to NHPRC as delineated in the "Prospectus for the OHRAB Administrative Grant Proposal." Discussion ensued regarding the benefits of budgeting for SOA continuing educational activities. Jim Oda moved that the Board solicit proposals for the spending of the money budgeted for educational activities from any group. The group approved for funding would then generate a

report of the success of the activity for the board. SOA would be encouraged to apply. Mike Lucas seconded the motion. There being no objection, the motion passed with Roland Baumann abstaining.

- Membership Sub-committee: Keith Corman, Raimund Goerler, Jim Oda, Gary Ness, Carol Tomer, and John Fleming.

[Its charge is to make recommendations to the full Board regarding categories of membership and the structure of the board, the status of ex-officio members and will make recommendations for appointments to the Board. The sub-committee will also establish a mentor program for new board members and review and update the OHRAB member manual and insure that it is distributed to all members.]

The Membership Sub-committee reported on its discussion on the membership manual. Section 6 "State Information" shall be moved to the front of the manual. A welcoming letter with over view from the director shall be added. The Sub-committee reviewed the conflict of interest form. Charles Arp shall make revisions to the Conflict of Interest form and submit it to the board for vote at its next meeting.

The business portion of the meeting was adjourned at 1:00 p.m. Kathy Fernandez then conducted a brief tour of Zoar village.

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