

**The Ohio Historical Records Advisory Board**  
**Final Report – NAR07-RS-10012-07**  
**May 1, 2007 – June 30, 2009**

An administrative support grant, NAR07-RS-10012-07, in the amount of \$10,000 allotted the Ohio Historical Records Advisory Board (OHRAB) to continue to plan and implement activities integral to its mission of advocating, nurturing, and advising programs that identify, preserve, and provide access to Ohio's documentary heritage. The financial support received from the National Historical Publications and Records Commission (NHPRC) makes it possible for OHRAB and the dedicated record-keepers in Ohio to preserve and improve access to the historical records that document our great state and its people.

The extension of funds through June 30, 2009 permitted the board to expend the remaining \$7,980 funds.

This final narrative report highlights activities that resulted from the board's six meetings during the grant period. A more complete narrative of board activities can be found in meeting minutes submitted in previous reports, and located on the OHRAB website:

[http://ohsweb.ohiohistory.org/ohrab/index.php?title=The Ohio Historical Records Advisory Board](http://ohsweb.ohiohistory.org/ohrab/index.php?title=The_Ohio_Historical_Records_Advisory_Board).

**The board accomplished the following activities in the grant period:**

*Board Nominations and Reappointments*

Between July 2007 and April 2008, Governor Ted Strickland appointed eleven new members and made two reappointments to OHRAB. This dramatic change came because of the institution of term limits for members in 2006, resignations, and difficulties in securing timely appointments from the previous gubernatorial administration.

Between October 2008 and February 2009, OHRAB received resignations from four members, nominated four members, and reappointed three members.

*Member Training*

Board administration developed a board book and training materials in October 2007. New members are encouraged to attend a training session prior to their first meeting. All members are encouraged to bring their board books, which contain the bylaws, strategic plan, and other relevant information, to each meeting.

*Ohio's Archives Month celebration*

OHRAB contributed \$1000 to the Society of Ohio Archivists to cover the cost of printing and mailing copies of Ohio's 2007 Archives Month poster. The theme was "Reunions: Together at the Archives". OHRAB contributed \$1500 to SOA to cover the cost of printing and mailing copies of Ohio's 2008 Archives Month poster. The theme in 2008 was "Elections in the Archives."

*NHPRC Grant Review*

In March 2008, OHRAB member Raimund Goerler responded to an inquiry from Sinclair Community College in Dayton, regarding the feasibility of a grant application to purchase an optical disk system for the College's business records.

In October 2008, OHRAB reviewed two grants, one from Ohio University, and one from Wright State University. The Ohio University grant was awarded, albeit at a lower level than requested.

#### Statehood Day

OHRAB members participated in Statehood Day advocacy events at the Ohio Statehouse on March 5, 2008 and March 3, 2009. In meetings with legislators and key state government officials, state coordinator William K. Laidlaw, deputy coordinator Jelain Chubb, board members John Runion, Janet Carleton, Judith Cetina, Dawne Dewey, Jill Tatem and Marjorie McLellan, and their advocacy teams discussed the need to create a sustainable source of funding for local government records management and preservation activities.

#### History Day

OHRAB contributed \$1500 in support of National History Day 2008 for brochures and mailing supplies. OHRAB members acted as judges at regional and statewide competitions each year. In 2008, Bill Laidlaw and Marjorie McLellan served as judges at the district level and Laurie Gemmill judged at the state competition. In 2009, Judith Cetina, John Runion, Galen Wilson, Janet Carleton, Bill Laidlaw and Jelain Chubb all served as judges at various History Day events.

#### Strategic Plan

The board established a task force to draft a new strategic plan to direct its activities for the July 2009 through December 2011 fiscal years. The board approved the new strategic plan at the January 2009 meeting. The plan is available on the OHRAB website at [http://ohsweb.ohiohistory.org/ohrab/index.php?title=The Ohio Historical Records Advisory Board](http://ohsweb.ohiohistory.org/ohrab/index.php?title=The_Ohio_Historical_Records_Advisory_Board)

#### **The board was not able to complete the following activities:**

##### Brochure

The board sought to create a brochure to describe its mission and activities, including a summary of the strategic plan and promotion of NHPRC grant funding opportunities. However, given the significant changes in board members and discussions during the strategic planning meetings, the board did not undertake this activity. With the update of the board's website, per the forthcoming SNAP grant, a brochure will be created and posted online and a print copy will be made available for distribution.

##### Basics of Archival Continuing Education (BACE) workshop

The board was to have a Basics of Archival Continuing Education (BACE) workshop, hosted in partnership with the Society of Ohio Archivists. This workshop was scheduled for the 2007 fall meeting of SOA, but was cancelled by SOA, due to few registrations. Jelain Chubb wished to reschedule in Fall 2009, but her resignation has put this on hold once again.

#### **Meeting Minutes:**

Minutes for the April 24, 2009 meeting will be forwarded to NHPRC after approval by the board at its July meeting.