

## **Ohio Historical Records Advisory Board Final Report, Grant #NAR10-RC-10089-10**

This is the final report on the activities of the Ohio Historical Records Advisory Board (OHRAB) between January 1 and December 31, 2011 as funded by an administrative support grant of \$13,623. This report highlights activities that resulted from the board's five meetings during the grant period. A more complete narrative of board activities can be found in the meeting minutes located on the OHRAB website:

[http://ohsweb.ohiohistory.org/ohrab/index.php?title=Minutes\\_and\\_Reports](http://ohsweb.ohiohistory.org/ohrab/index.php?title=Minutes_and_Reports).

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

#### *Board Nominations, Reappointments, and Resignations*

Between January 1 and December 31, 2011, OHRAB submitted the nominations for two new members and three reappointed members to the Governor's Office. The board also received the resignation of one member.

#### **February 2011 Nominations**

Ron Davidson, Archives Librarian, Sandusky Library

Tonya Matthews, Vice President for Museums, Cincinnati Museum Center

#### **February 2011 Reappointments**

Lauren Lubow, Assistant Attorney General, Ohio Attorney General's Office

Daniel Noonan, Electronic Records Archivist, The Ohio State University Archives

Galen Wilson, Senior Records Analyst, National Archives and Records Administration

#### **March 2011 Resignations**

Ruby Rogers, Director, Cincinnati Historical Society Library - *resigned in March 2011 due to her retirement from the Cincinnati Historical Society.*

#### *NHPRC Grant Reviews*

During this period OHRAB reviewed two NHPRC grant applications. In July the board reviewed a Digitizing Historical Records grant application from the University of Cincinnati. At its November meeting OHRAB reviewed a Documenting Democracy grant application from Wright State University. In addition, at its April meeting OHRAB reviewed a draft of the Western Reserve Historical Society's (WRHS) Basic Processing grant application and also met with representatives of the WRHS to discuss the application in July.

### History Day

OHRAB presented an award recognizing the best use of Ohio's historical records in a History Day project. Joan Colleran and Sachi Gosain each received \$100 for their project "Cuyahoga River Fire: How the Smallest Fire Sparked a National Debate on Clean Water."

### Archives Month Poster

OHRAB contributed \$500 to the Society of Ohio Archivists to cover the cost of printing Ohio's 2011 Archives Month poster. The theme was "Buckeyes in the Civil War."

### Archives Achievement Award

In October 2011 OHRAB awarded its Achievement Award during Archives Month. The award recognizes significant accomplishments in preserving and improving access to historical records in any format by an Ohio archival institution. The board received eight nominations and chose the Licking County Records and Archives Department for its courthouse records salvage project and the Public Library of Cincinnati and Hamilton County for its Virtual Library digitization project. Each winner received a plaque and a check for \$250.

### Strategic Planning

OHRAB had been operating under a strategic plan designed for 2009 to 2011 and so the board spent the majority of the July meeting developing a strategic plan for 2012 to 2014. Chris Kloth of *Changeworks of the Heartland* facilitated the planning. The morning was devoted to examining the economic, social, technological, and political trends facing the archives field as well as society at large. In the afternoon the board drafted strategic goals and chose three to pursue from 2012 to 2014. Following the meeting a subcommittee drafted objectives and action items for the plan which was formally approved by the board at its October meeting (see attached).

### OERC Workshop

At the Best Practices Exchange conference held in Lexington, Kentucky October 20 – 22, board members Dan Noonan and Pari Swift participated on a panel discussion on "Sustaining Statewide Engagement in Best Practices Guidelines Development." Noonan and Swift, both members of the Ohio Electronic Records Committee (OERC), discussed how the OERC develops and promotes electronic records management guidelines through collaboration.

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

### Statehood Day

The 2011 Statehood Day Advocacy Event at the Ohio Statehouse was cancelled due to political protests over pending legislation.

Grant Workshops

OHRAB distributed copies of its *Preserving Ohio's Local Government Records* brochure and its *Why Fund Records Management Case Statement* at the 2011 meetings of the Society of Ohio Archivists and the Ohio Association of Historical Societies and Museums but was unable to conduct grant writing workshops due to scheduling conflicts.