

OHIO HISTORICAL RECORDS ADVISORY BOARD  
Minutes: August 23, 2019

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BOARD MEMBERS PRESENT: Fred Previts (ex officio), Ron Davidson, Margaret Roulett, Cindy Hofner, Robin Heise, Meghan Hays, Stephen Badenhop, Virginia Dressler, Russ Pollitt, and Michelle Sweetser

BOARD MEMBERS NOT PRESENT: Burt Logan (ex officio), Liz Plummer (ex officio), Tami Kelly

OHC STAFF PRESENT: Theresa Hopewood, Todd Kleismit

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**I. Welcome**

Davidson called the meeting to order at 10:07 a.m.

**II. Consent Agenda**

- a. April 26, 2019 Minutes: Ratcliff motioned to approve the minutes and was seconded by Badenhop. Minutes approved.

**III. Strategic Discussion**

- a. Ohio History Connection Update: Kleismit reported that work continued on the World Heritage nomination but it would still probably be a couple of years away. The court case involving the Moundbuilders Country Club in Newark was still pending and is expected that it will not be decided until next year. Kleismit shared that the Armstrong Air and Space museum held a number of events in commemoration of the 50<sup>th</sup> anniversary of the moon landing. Governor DeWine was in attendance and the events went very well.

Kleismit mentioned that next year will be the centennial of Warren G. Harding's election. A major event is expected to be held next July to begin the commemoration and former presidents may be invited to attend. Kleismit reported that the Ohio History Connection has hired Ben Garcia to serve as the Chief Learning Officer and Deputy Director for the organization and he will start after Labor Day.

Kleismit said that the annual Statehood Day event will be Wednesday, February 26, 2020. Key legislative initiatives will be discussed that day and the History Fund grants will be awarded. Kleismit mentioned that former OHRAB member Pari Swift is a good resource for that event. He reported that Governor DeWine is convening a task force to plan for the area around the Ohio History Center, including the Ohio Expo Center and Mapfre Stadium. Ohio History Connection Executive Director Burt Logan is serving

on the task force. The Ohio History Connection is hosting Coming Out Coming Together on October 15 at the Ohio History Center. The event will feature former state representative Tim Brown and current state senator Nickie Antonio.

- b. Membership Update: Davidson reported that Bill Modrow, Head of the Walter Havighurst Special Collections at Miami University, has been appointed to OHRAB as the representative from the Society of Ohio Archivists for a three year term. There is currently one vacant gubernatorial appointment that will be filled next year. Davidson also reported that Hays and Hofner have been reappointed.
- c. OHRAB Budget: Previts asked if there are any questions about the budget. Ratcliff asked about the online training the Ohio Electronic Records Committee will be providing. Previts responded that possible scenarios were shared at the last meeting but it is not completed yet. However, the \$5,000 for the project should be able to be spent by the end of this year. Davidson asked about the Achievement Award and the electronic records brochure. Roulette thanked members for reviewing the brochure and reported that the final draft is done. She mentioned that Previts had asked members of the Ohio Electronic Records Committee to review it and Previts will ask the Ohio History Connection's Marketing Department to review it.

Badenhop inquired if the regrant funds have been distributed. Previts stated that there was one June recipient with unsubmitted paperwork. Roulette asked about President Trump's budget for the National Historical Publications and Records Commission (NHPRC). Davidson responded that for the past few years the NHPRC's budget has been threatened and that the regrants budgets have increased in the last 4 or 5 years.

- d. Committee and Organizational Updates: Ratcliff shared that the announcement about the Achievement Award was distributed but she has not received any nominations yet. She will send out a reminder about the award on September 1. Nominations are due October 1 and the winner will be selected by November 1. Ratcliff also mentioned that Previts assisted her in putting together a calendar for next year that lists all of the awards because the board will be going from 2 awards to 5 awards. This includes the professional development scholarship, the History Day award, the Citizen Archivist award, another professional development scholarship and the Archives Achievement Award. Hays asked if this was the first year the Achievement Award did not include a monetary award. Ratcliff responded that last year did not include a monetary award either.

Davidson shared that the regrant committee has awarded all of the grant funds for this year. There was one organization that did not receive funding in the first round that followed the committee's suggestions for the project and received funding in the second round. There were five grant recipients in June: the Clark County Board of Elections, the Clark County Historical Society, the Licking County Archives and Records Center, the Village of Lockington and the Village of Sugar Grove. There were 11 applicants in the second round, which was more than the first round. The mid-term reports for the first round recipients are due August 30 and mentors should remind their contacts.

Badenhop inquired if there were any changes to the regrant guidelines for next year. Davidson would like for the regrant committee to revise the guidelines, for example, sharing the information on digitization that Dressler had compiled. Dressler asked if there were any suggestions for her digitization guidance. Previts asked if it could share information on how to choose a platform for hosting content online.

Davidson asked if the regrant guidelines should require that supplies meet archival specifications. Badenhop added that that would be good for equipment too. Davidson mentioned that there have been no applications for archival consulting. Hays mentioned asking the applicants from the past couple of years how they had heard about the grants in order to increase publicity about them. Ratcliff asked about a brochure and Roulette offered to make a flyer or just a postcard directing people to the regrant website. Ratcliff suggested that a postcard could be distributed as an email attachment to organizations. Roulette suggested actively targeting potential applicants. Previts said it should not appear that the board is promising anything and should be careful to not become too involved with the applications. Roulette replied that institutions could be made aware of the opportunity without promising them anything and they would still need to apply. Davidson mentioned that he would like to see more applications from repositories that do not have a lot of resources.

Davidson wondered if requiring that the project include a digital component kept some institutions that need preservation funding from applying. Hays asked if the committee should survey the second round applicants on how they heard about the grant. Davidson and Badenhop agreed. Mentors can contact their projects and get feedback that way.

Sweetser said that she will highlight the regrant recipients and Achievement Award winner on OHRAB's Facebook page. Ratcliff, Heise and Dressler shared that they will be at the Ohio Local History Alliance/Society of Ohio

Archivists Annual meeting being held at the Crowne Plaza, in Dublin on October 4<sup>th</sup>.

Hofner contacted the Ohio Township Association to talk about the regrants at their winter conference next year in January. Previts mentioned it will be in Columbus and the association will get more information to him about it in September. Davidson asked how long is the History Fund grants application and review process. Badenhop said it may be 4 or 5 months. Previts suggested checking with Andy Verhoff, the History Fund grants coordinator.

Heise shared that she would be happy to help with any advocacy or outreach for the board.

***ACTION ITEM: Previts will send out list of mentors to the regrant committee.***

***ACTION ITEM: Dressler will see if there are resources on choosing a platform for hosting content and will share the revised digitization guidance document.***

***ACTION ITEM: Roulette will create a post card for the regrant program.***

[Adjourned for lunch at Noon.]

#### **IV. New Business**

Davidson mentioned that he would like to review the Strategic Plan. He said that under Goal 1: increase citizen engagement with Ohio's historical records, the board included developing a citizen archivist program. OHRAB had discussed a crowd-source transcription project, either online or through a kiosk. The board had heard from Ohio History Connection Digital Services staff about their transcription project but it required more technical expertise than the board has. Heise volunteered to look into it further.

Davidson mentioned that another goal for the board is to increase the number and quality of applications to the NHPRC from Ohio's repositories. Previts asked if OHRAB should host a meeting where potential applicants could discuss possible collaborative projects. Badenhop replied that probably many institutions do not have the level of detail about their collections that is required by the NHPRC. Davidson suggested publicizing the NHPRC grant deadlines when they are approaching and encouraging potential applicants to contact OHRAB when they want to apply because the board can offer suggestions. Ratcliff mentioned that she has served as a reviewer of the grants and Badenhop asked if county organizations could apply for a grant. Ratcliff replied that they could but a key component is making the case for national, not just local, historical

significance. Pollitt asked if there was anything the board could do to help applicants make the case for national significance for their projects.

**V. Closing**

Hofner motioned to adjourn; Pollitt seconded; all in favor at 1:11 p.m. The next meeting will be held Friday, October 25<sup>th</sup> at the Ohio History Center in the 3<sup>rd</sup> floor Cardinal Classroom from 10:00 a.m. – 2:00 p.m.