

OHIO HISTORICAL RECORDS ADVISORY BOARD

Minutes: July 17, 2020

BOARD MEMBERS PRESENT: Fred Previts (ex officio), Liz Plummer (ex officio), Ron Davidson, Stephen Badenhop, Cindy Hofner, Robin Heise, Tina Ratcliff, Meghan Hays, Virginia Dressler, Russ Pollitt, Tami Kelly, Michelle Sweetser, and Bill Modrow

BOARD MEMBERS NOT PRESENT: Margaret Roulett, Burt Logan (ex officio)

OHC STAFF PRESENT: Todd Kleismit, Debra Moorehead

I. **Welcome**

Ratcliff called the meeting to order at 10 a.m.

II. **Consent Agenda**

- a. January 31, 2020 Minutes: Kelly motioned to approve and was seconded by Pollitt. Minutes and consent agenda approved.
- b. Ohio Electronic Records Committee Report
- c. County Archivists and Records Managers Association Report

III. **Strategic Discussion**

- a. Ohio History Connection Update: Todd Kleismit reported that the General Assembly will be recessing before the elections. He said that the Ohio History Connection has been developing learning at home resources and a women's suffrage centennial website. Kleismit also shared that 38 institutions have received a total of \$59,000 in COVID-19 relief fund grants. He also mentioned that the Ohio History Center turns 50 on August 23 and the new Presidential Center at the Warren Harding Home will have a virtual opening event on September 18.
- b. Membership Update: Kleismit reported that the Governor's Office still has Badenhop listed as a gubernatorial appointee until March 2021 so they won't make another appointment at this time. Badenhop will contact the Governor's Office and let them know that he has been appointed to the board by the County Archivists and Records Manager's Association so another gubernatorial appointment can be made. Hofner will let the Ohio Council of County Officials know that she is retiring at the end of the year and another member will need to be appointed. Previts informed the board of Plummer's

retirement in September and her position will be replaced by another OHC staff member.

- c. OHRAB budget: Previts shared the 2020 budget with the board. The question was raised about returning the unspent funds. Previts explained that the unspent re-grant and travel funds will have to be returned. An extension will be requested to carry over the fellowship funds to next year. Ratcliff mentioned that no prize money was designated for the achievement awards this year and Hays and Hofner suggested reallocating unspent funds to the achievement awards.

Previts will follow up and have a plan for the next meeting.

- d. Approval of 2021-2023 Strategic Plan: The board discussed the 2021-2023 strategic plan. Changes were proposed to Goal 2, Objective 1 to have it focus on all formats of records rather than only electronic records. Hofner motioned to approve the revised plan. Seconded by Heise, all approved.
- e. Committee and Organizational Updates: Ratcliff reported that the Awards Committee advertised the professional development scholarships and picked winners in the spring. However, the events they were going to attend were cancelled due to COVID. The Awards Committee also selected winners for History Day award in April.

Ratcliff asked about announcing the fall professional development scholarships opportunity since some events may have been cancelled or moved online. It was agreed that the scholarship opportunity will be announced.

Heise reported that the Fellowship Program has been pushed back to next year.

Davidson shared that the regrant application deadline was postponed for about a month due to COVID-19. There were 17 applications and 8 recipients, although 1 recipient turned down the grant due to an inability to complete the project because of COVID-19. Davidson mentioned that since he will be leaving the board next year the regrant committee will need a new chairperson and an additional member next year.

- IV. New Business:** Ratcliff mentioned that the Advocacy and Publicity Committee needs a chair. She will look further into the committee and have suggestions for the next meeting.

Modrow asked to join the Grants Committee and the board agreed.

Ratcliff said that currently the board's by-laws require that a majority of the members attend in person to achieve a quorum. Kelly motioned that the by-laws be changed to allow virtual attendance to count towards the quorum. Pollitt seconded and the motion was approved.

V. Closing

Modrow motioned to adjourn; Badenhop seconded; all in favor at 11:37a.m.