

OHIO HISTORICAL RECORDS ADVISORY BOARD MEETING

Minutes, January 26, 2024

BOARD MEMBERS PRESENT: Tina Ratcliff, Stephen Badenhop, Robin Heise, Virginia Dressler, Michelle Sweetser, Lisa Smilnak, Chris Shaw, Meghan Hays, Linda Swanson, Ernest Thode, Bill Modrow, Fred Previts, Connie Conner

BOARD MEMBERS NOT PRESENT: Tami Kelly, Megan Wood

I. Welcome

- a. Ratcliff called the meeting to order at 10:04 a.m. She shared that this is the last meeting for Badenhop and Thode and they were thanked for their service.

II. Consent Agenda

- a. Conner sent minutes of the previous meeting out for review, Ratcliff sent the board a report of the Ohio Electronic Records Commission (OhioERC) meeting and Shaw sent the board a report of Ohio Council of County Officials.
- b. Ratcliff noted that OhioERC started a digital preservation committee to which Ratcliff, Previts, and Elise Kelly of the Greene County Archives are members.
- c. Shaw moved to approve and Heise seconded the motion to approve the minutes. Minutes were approved.

III. Strategic Discussion

- a. Election of Chair and Vice Chair: Heise nominated herself for Vice-Chair. Shaw moved to approve and Dressler seconded. All approved and Heise was elected. Hays nominated Ratcliff as Chair and Heise seconded. Ratcliff accepted the nomination under the condition that another member assist with the Awards Committee. All approved and Ratcliff was elected.
- b. OHRAB Budget: Previts had shared the 2023 and 2024 budgets with the board. He reported that the 2024 budget was similar to last year's, except we don't have the archival fellowship expense this year as that program is every other year. The 2024 budget still includes professional development scholarship funds.
- c. Membership: Ratcliff reported that the Governor's Office has not yet approved Helen Conger's appointment to the Board. Previts will check on the status. The County Archivists and Records Managers Association (CARMA) will elect a new OHRAB representative at their next meeting as Badenhop is leaving the board due to term limits. Thode has suggested possible candidates to replace him when his term ends and Previts will contact them.
- d. Committees and Organizational Updates: Ratcliff reported that she presented the Citizen Archivist Award to Patti Ark at the Clark County Historical Society. Dressler delivered the Citizen Archivist Award to Chris Shell, a volunteer at the University of Akron's Cummings Center and co-founder of the Akron Postcard Club. Hays will deliver the Archives Achievement Award later in the year to the Bay Village Historical Society following their renovations. Ratcliff also shared that the Professional Development

- Scholarship opportunity will be announced soon. Shaw agreed to help send it out after the regrant announcement. The History Day Award applications will also be coming and the award ceremony will be April 20.
- e. Badenhop gave his final report as the Regrant Committee chair and shared that the 2023 grants should be complete and the final reports are due January 31. All interim reports were received. The Shaker Historical Society and Dublin Historical Society may require extensions. Dressler gave her initial report as Regrant Committee chair and shared the changes for the 2024 grant guidelines, including that applicants provide their budgets for archival supplies in the grant application and updating links.
 - f. Sweetser presented a draft OHRAB brochure with new images and project summaries. Conner suggested printing smaller quantities and updating the brochure more frequently. Funding will be considered in the budget discussion. The Advocacy Committee continues to post regularly. Conner has reserved a table to promote OHRAB at Statehood Day which will be held February 28.
 - g. Heise sent the board a summary of the archival fellowship. Fellow JeMiah Israel found 2,623 black and mulatto persons in southeastern Ohio in the 1850 census. She did not find any manumission records online for the southeastern Ohio counties nor was she able to make on-site visits to the counties. Swanson asked where the project information is made available. Previts indicated that the reports are posted on the OHRAB website. Heise explained that this is a preliminary project to identify records that could be a part of a larger digitization project and that there were challenges working in southeastern Ohio. She thought about reaching out to Ohio University students and faculty. Swanson agreed to help Heise plan for 2025 and move forward on the project, including reaching out to local genealogical societies.

IV. New Business

- a. Dressler is planning a day-long Ohio Cultural Heritage Summit to bring together cultural organization leadership in 2025. Organizations including the State Library of Ohio, Ohio History Connection, and Ohio Museums Association have been engaged. Ratcliff asked if OHRAB could fund this event in 2025.
- b. 2025 budget: Previts shared that the 2025 grant application needs to be submitted to the National Historical Publications and Records Commission by May. He indicated that this is the meeting to discuss the budget because he'd like to have the application completed before the April 26 meeting. The proposed 2025 budget includes funding two students for the fellowship program and printing a new brochure. It was suggested that award presenters be able to use transportation funds for mileage reimbursement. Board members discussed the lack of professional development scholarship applications and the fact that \$300 awards only cover a fraction of professional development costs. It was proposed to change professional development awards from four at \$300 to two awards at \$600 for 2024. For 2025 OHRAB will request two awards at \$1000 each for a total of \$2000. The fellowship program was also discussed, including expectations, stipend and travel costs, and supervision of the fellow(s). An eight-week fellowship of 20 hours a week with weekly check-in and a time sheet for travelling was considered. The board decided to request \$6,000 for the fellowship program in 2025. Hays suggested contacting Janet Carleton at Ohio University for assistance in oversight. The regrant budget was increased to \$32,000 to

better fund the improved applications that the board has been receiving. Conner requested funding for the new brochure and \$1,000 was budgeted. Funding for America 250-Ohio activities was postponed until plans could be determined. Sweetser and Conner expressed a desire to support teachers and regional research days for Ohio History Day and \$1,000 was budgeted for this, pending further details. The board also budgeted \$500 to support the Ohio Cultural Heritage Summit.

- c. The next meeting will be April 26 at the Shaker Heights Public Library, with an option to attend virtually. Staff from the Shaker Historical Society will discuss their 2023 regrant project, developing their institutional archives.

- V. **Closing:** Badenhop motioned to adjourn. Modrow seconded. All approved and the meeting concluded at 11:49 a.m.