

**National Historical Publications and Records Commission**  
**Executive Summary Minutes**  
**of May 13, 2014**

The meeting was called to order by David S. Ferriero, chairman, at 9:00 am in the Archivist's Board Room of the National Archives in Washington, DC.

*Commission Members present:*

David S. Ferriero, Chairperson  
Peter Gottlieb  
F. Gerald Handfield  
Karen L. Jefferson  
Erin Mahan  
George Miles  
Stephen P. Randolph  
Nicole Saylor  
Raymond Smock  
Rodger Stroup

*Via Teleconference*

Will Thomas

*NHPRC staff present:*

Kathleen Williams, Executive Director  
Lucy Barber  
Jeff de la Concepcion  
Keith Donohue  
Christine Dunham  
Alexander Lorch  
Nancy Melley  
Daniel A. Stokes

*Guests and Attendees*

Bruce Ragsdale, Federal Judicial Center (for Judge Fogel)  
Sarah Koonts, North Carolina State Archivist  
Lester Gorelic, NARA volunteer  
Richard Wellons, American Association of State Colleges and Universities

**I: Welcome, Announcements, Agenda**

Mr. Ferriero opened the meeting and greeted the Members, staff, and guests. He announced the appointment of Congressman Andy Barr (KY), representing the U.S. House of Representatives and thanked the Commission for meeting in March and April to review and approve new grant announcements.

**II: Minutes of the Last Meeting**

*Mr. Ferriero called for adoption of the agenda and approval of the minutes of the November 2013 meeting, and both motions were passed by unanimous consent.*

### **III. Executive Director's Report**

Ms. Williams briefed the Commission on the new grant announcements, which have been posted to Grants.gov. She reported that she has begun conversations with the Digital Public Library of America about providing a discovery platform for documentary editing projects and is going to a brainstorming session to create an open source documentary editing and publishing tool in June in Charlottesville, VA. In addition, she has been working on finding a new editor and host institution for the Jane Addams Papers. The U.S. Senate is close to making an appointment of a representative to the Commission.

### **IV. Executive Committee Report**

Chair Ray Smock reported on the Executive Committee meeting, which took place the previous day. He began by welcoming Nicole Saylor as the newest member of the Committee. A request from the *Papers of Andrew Jackson* project was deferred until deliberation of the grants for the Publishing Historical Records category.

An invitation was received from Heritage Preservation looking for support to participate in the Heritage Health Index 2014, the second national survey of the conditions of collections held by United States museums, libraries, archives, and historical societies. *A motion was made to accept the invitation to become an Allied Partner of the project and to be designated as an Ex Officio member. The resolution was adopted by unanimous consent.*

The Executive Committee agreed to a new grant announcement for the Archives Leadership Institute, and the Commission discussed how the previous institutes have been evaluated. Ms. Williams concurred that some analysis must be done to look at the overall value of the program and the results for the participants. *A motion was made to approve the Archives Leadership Institute for 2016-18, and the resolution was adopted by unanimous consent.*

Dr. Smock then moved on to the topic of Strategic Planning, observing that some of the issues that came up in the program review this Spring may help to shape the plan.

### **V. Strategic Planning**

Ms. Williams pointed to several documents for the Commission's background reading—including the current National Archives Strategic Plan, the NHPRC's 2004 Strategic Plan, the draft Report to the President, and the new grant programs—as ways to begin thinking about new directions. Mr. Ferriero expressed his desire to find crisp and meaningful language to describe the NHPRC's goals. Mr. Randolph said that we must first look at a time horizon of 5-10 years and then bear in mind changes in technology, funding levels, and customer needs to create a living document. He suggested we begin by conducting an inventory of what we've done, then articulate our purpose, and make sure that we get feedback from the community. Ms. Saylor asked what the crossover would be with NARA's Strategic Plan, and Mr. Ferriero said that they should connect naturally with agency goals.

Mr. Gottlieb recommended that staff put together an outline and work with the Commission, but worried about staff resources. Mr. Ferriero suggested that NARA Strategy & Communications might be of help. Mr. Miles recommended rolling out the plan in stages, and Mr. Ferriero said that social media might be a way to do so. Ms. Williams observed that looking at the ways we might collaborate with other federal funders—IMLS, NEH—and with the private sector would be important.

At the end of the discussion, the Chairman agreed to appoint a small committee of Commission members to work with staff to kickstart the process, with regular communications with the entire Commission and stakeholders in an iterative process to take place over the next 12 months.

## **VI. Council of State Archivists presentation**

Sarah Koonts, Vice President of the Council of State Archives and State Archivist of North Carolina, gave a presentation on the work of CoSA, discussing its work with state historical records advisory boards and SERI (the State Electronic Records Initiative), their Electronic Records Institute, and the new online portal for sharing information and best practices known as PERTTS (funded by the NHPRC). As part of the discussion, the Commission asked about working across the Federal/state boundaries to share information and if state archives have made inroads with their legislatures. In response to a question raised about keeping the online portal refreshed after the current grant ends, Koonts indicated that CoSA is looking to enlist corporate sponsorship to sustain the portal long-term.

## **VII: Proposal Review**

Among the topics discussed during the consideration of proposals, general questions arose on the use of “national significance” as a criteria especially for projects from municipalities and, for a few publishing projects, the need for better project management. Mr. Miles asked about the role of the NHPRC in governance and pointed out that many of the projects rely heavily on individual editors instead of institutions.

The following individuals recused themselves from voting on the noted applications:

### ***Publishing Historical Records***

*PM 50128 University of Iowa – Will Thomas*

*PM 50139 University of Virginia – Erin Mahan*

**The following projects were recommended for funding.**

### **DOCUMENTING DEMOCRACY: ACCESS TO HISTORICAL RECORDS**

City of Oklahoma City

Oklahoma City, OK \$185,599

To support a two-year project to process and describe 1,211 cubic feet of records, 1890-2013, documenting the founding of the City and its municipal development.

Wayne State University

Detroit, MI \$109,152

To support a two-year project to create online, item-level descriptions for a collection of 1,660 oral histories housed at the Walter P. Reuther Library, Archives of Labor and Urban Affairs.

East Carolina University

Greenville, NC \$56,290

To support a project to process the Institute of Outdoor Theater collection (approximately 300 linear feet) dating from the 1920s to the present.

Academy Foundation  
Los Angeles, CA \$137,500  
To support a two-year project to process key collections from the Margaret Herrick Library at the Academy of Motion Pictures Arts and Sciences, including the records of the Motion Picture Association of America.

South Dakota Department of Tourism  
Pierre, SD \$62,400  
To support a project at the South Dakota State Historical Society to complete the arrangement and description of the backlog of unprocessed collections held by the State Archives by processing 1,766 cubic feet of state and county records.

Baltimore Museum of Art  
Baltimore, MD \$69,556  
To support a 15-month project to undertake detailed processing of five key collections in its holdings: the photograph collection, the audio/visual collection, the curatorial exhibits collection; juried and invitational exhibits records, and education department records.

University of Maryland, Baltimore County  
Baltimore, MD \$23,872  
To support a 16-month project to execute a workflow for creating EAD-compliant collection records and finding aids for regional and university records.

University of Nevada, Reno  
Reno, NV \$77,463  
To support a project to process and create online descriptions for the records of the Western Shoshone Defense Project, which document a decades-long legal battle between two Western Shoshone ranchers and the U.S. government over control of ancestral tribal land in Nevada.

University of Arkansas  
Little Rock, AR \$136,851  
To support a two-year project to process at the detailed level the papers of James Guy Tucker, Jr., a Vietnam veteran, state attorney general, U.S. congressman, and governor of Arkansas (1992-96).

Pennsylvania Heritage Society  
Harrisburg, PA \$60,456  
To support a project to undertake the detailed processing of 11 series of records at the Pennsylvania State Archives from the Office of the Governor, covering the administrations of Milton Shapp (1971-79), Richard Thornburgh (1979-87), and Robert Casey (1987-95).

Historical Society of Western Pennsylvania  
Pittsburgh, PA \$96,710  
To support a two-year project to process 13 collections that document business and industries in western Pennsylvania, 1844-2002.

Maryland State Archives  
Annapolis, MD \$142,000  
To support a project to process and digitize 111 series of county records consisting of manumissions and certificates of freedom, issued in 17 Maryland counties and Baltimore City, covering the period 1774-1869.

University of Texas at Arlington  
Arlington, TX \$49,686

To support a project to convert 290 finding aids describing 19<sup>th</sup>- and 20<sup>th</sup>-century collections documenting labor history, relations with Mexico, American music, the oil industry, politics, and civil rights, and upload EAD finding aids to Texas Archival Resources Online.

Museum of Chinese in America  
New York, NY \$100,812

To support an 18-month project to process and describe 512 linear feet (31 collections) documenting the Chinese immigrant experience.

Gay, Lesbian, Bisexual, Transgender Historical Society  
San Francisco, CA \$75,000

To support an 18-month project to survey its backlog of audiovisual and photographic materials and process approximately 300 linear feet of these historical records.

### **INNOVATION IN ARCHIVES AND DOCUMENTARY EDITING**

George Washington University  
Washington, DC \$130,405

To support a three-year project to explore innovative methods to facilitate the preservation and use of social media collections by developing viable preservation tools as well as collection development, records and metadata capture, and storage policies.

### **PUBLISHING HISTORICAL RECORDS –New Republic through the Modern Era**

George C. Marshall Foundation  
Lexington, VA \$29,700

To support a project to edit the final volume of the *Papers of George Catlett Marshall*.

Ulysses S. Grant Association  
Starkville, MS \$43,490

To support a project to prepare a book edition of the *Papers of Ulysses S. Grant*.

University of Tennessee  
Knoxville, TN \$47,440

To support a project to edit the *Correspondence of James K. Polk*.

University of Tennessee  
Knoxville, TN \$105,000\*

To support a project to edit the *Papers of Andrew Jackson*.

*\*During deliberations, the Committee approved a special request from the project to increase funding to support a full-time associate editor's position.*

Stanford University  
Stanford, CA \$81,110

To support a project to edit the *Martin Luther King, Jr., Papers*.

SUNY College at Old Westbury  
Old Westbury, NY \$52,030

To support a project to edit the *Clarence Mitchell, Jr., Papers*.

Abraham Lincoln Presidential Library Foundation  
Springfield, IL \$96,830

To support a project to edit and publish an electronic edition of the *Papers of Abraham Lincoln*.

University of Maryland  
College Park, MD \$118,700\*

To support a project the edit the *Freedman and Southern Society* papers.

*\*During deliberations, the Commission advised staff to hold accountable the performance measure of a submitted manuscript for its next volume by 2016 and requested that the project make a presentation to the Commission at its next meeting.*

University of Iowa  
Iowa City, IA \$58,070

To support a project to prepare “Walt Whitman and Post-Reconstruction America” as part of the online *Walt Whitman Archive*.

George Washington University  
Washington, DC \$168,750

To support a project to edit the *Eleanor Roosevelt Papers*.

Indiana University-Purdue University  
Indianapolis, IN \$52,060

To support a project to edit the *Frederick Douglass Papers*.

Rutgers, the State University of New Jersey  
Brunswick, NJ \$90,320

To support a project to edit the *Papers of Thomas A. Edison*.

University of Virginia  
Charlottesville, VA \$87,750

To support a project to edit the Presidential Recordings from the Oval Office.

New York University  
New York, NY \$76,130

To support a project to edit the *Selected Papers of Margaret Sanger*.

*[The Commission went into Executive Session at 12:45 PM and adjourned at 1:10 PM]*