

**National Historical Publications and Records Commission
Executive Summary Minutes
of November 6, 2015**

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
W. Eric Emerson
Peter Gottlieb
Karen Jefferson
Erin Mahan
Kaye Lanning Minchew
Naomi Nelson
Stephen P. Randolph
Raymond Smock

Via teleconference

George Miles
William G. Thomas, III

NHPRC staff present:

Kathleen Williams, Executive Director
Lucy Barber
Keith Donohue
Alexander Lorch
Darrell Meadows
Nancy Melley
Daniel A. Stokes

Guests and Attendees

Robyn Engibous, for Senator Daniel Sullivan
Christopher Brick, Editor, the Eleanor Roosevelt Papers
Barbara Teague, Library of Virginia
Lee White, National Coalition for History

Meg Phillips, NARA External Affairs
Shawn Morton, NARA Congressional Affairs

I: Welcome, Announcements, Agenda

Mr. Ferriero welcomed everyone to the meeting and brought the Commission up to date about efforts from the House Oversight Committee to use NHPRC funds as substitute funding to protect Federal employee records put at risk due to a cyber-attack. While a bill was proposed, it was quickly withdrawn. He also noted that we are unsure of appropriations for FY 2016 and reminded everyone that we are operating under a Continuing Resolution which expires on December 11.

II: Minutes of the Last Meeting

Mr. Ferriero called for adoption of the agenda and approval of the minutes of the May 2015 meetings. Both motions were passed by unanimous consent.

III. Strategic Planning

The Commission was presented with a new draft of the Strategic Planning Framework and a memo on a proposed “Course of Action” by Stephen Randolph. On behalf of the Strategic Planning Committee, he outlined the planning process since May, the publication of a draft framework open for public discussion, and the work of the Planning Committee in revising the document. Mr. Thomas expressed his enthusiasm for the new plan, particularly the emphasis on leadership initiatives and their potential to help scholars, educators, and the public. Mr. Randolph stated that this plan moves the Commission to a more proactive role in addressing problems in the field.

Mr. Smock agreed that leadership was important and that the relationship between the National Archives and NHPRC has to be preserved, but, he observed, the Commission is separate and independent from the National Archives and “our goals might not be exactly the same,” since the National Archives casts a wider net. Mr. Ferriero said the plan was an opportunity to codify his belief that the work the Commission supports plays an important role in what the National Archives does.

Ms. Nelson pointed to the importance of collaboration with other funders to create a common space as we think of implementation. Ms. Williams agreed that we have to be creative in finding additional resources to carry out initiatives. The plan, Mr. Gottlieb said, indicates that this is not business as usual. While we will continue to make grants, they will be working toward achieving a mission and vision. Our programs will continue, but not in the same way, as this is an opportunity to move in new directions.

Ms. Jefferson liked the new mission and vision and emphasized that we will have to forward incrementally with available resources. She cautioned that we not let NHPRC become just a department in a larger agency or one among many players. Mr. Smock asked where the new money would come from and that as the plan is developed, initiatives should be attractive to other funders, particularly foundation partners. It is a way of “re-branding” the work of the Commission.

The Commissioners discussed some of the “red flags” in the language in the current draft, and several people wondered whether “crowdsourcing” was too open to misinterpretation. While all agreed that increasing public engagement and participation in the work of archives was laudable, and that we should refine the language to signal that, as Ms. Mahan offered, we are not substituting the work of volunteers due to a lack of funds. Mr. Smock agreed, saying that certain aspects of professional work can only be done by professionals.

A discussion of the intent behind the inclusion of “crowdsourcing” followed, and Mr. Ferriero pointed to the President’s Open Government initiatives around greater Cooperation, Transparency, and Participation in the work of the Federal Government. Mr. Gottlieb said that this adds a layer of context and background to the plan and that context should be added to the language of the plan, and Mr. Thomas suggested that we emphasize greater public participation in archives as a clearer indication of our intent.

Ms. Mahan and Mr. Emerson expressed some concern about expanding the role of the NHPRC without expanding resources, and Ms. Williams said that we will need three things to make it work: 1) a structured approach for appealing for increased funding requests; 2) collaborative partnerships; and 3) re-thinking staff and Commission roles. She also pointed out that the Commission has a long history of leadership in public policy for archives, but that we need to be more purposeful.

At the end of the discussion, the Commissioners came to consensus that the framework should be revised to reflect changes in the language and provide more context to explain these new directions. A new draft will go to the Planning Committee, which will finalize a new draft to go to the public for comment before adoption. The Commission turned its attention to the report on the State of State Boards that accompanied the Strategic Plan framework. Following a conversation about the methodology behind the report, Ms. Williams recommended that an Annual Summary of State Board activities be shared with the Commission. Mr. Gottlieb observed a growing convergence of activities and goals of state boards, and Mr. Stokes said that the move to a single application and program helped state boards pull together their work. Ms. Minchew observed that networking helps boards, and Ms. Williams said that we are looking to augment travel to regional conferences to share best practices. Mr. Gottlieb said that the new Strategic Plan promises an important role for the state boards and CoSA to play.

IV. Executive Directors Report

Ms. Williams shared her written report, which emphasized the Strategic Planning work, and shared the latest budgets. There was a brief discussion on the amounts of deobligations the NHPRC receives, which were found to be at manageable and appropriate levels.

V. Executive Committee Report

Mr. Randolph reported on the discussion the Executive Committee had the day before with the General Counsel of the National Archives regarding confidentiality in grant discussions, and reported recommendations will be considered by Executive Committee, in time for the May 2016 meeting, if necessary. Mr. Meadows discussed the status of the Lincoln Papers project, indicating some hope that it will be resolved in the coming months.

V. Grant Announcement Approval

Ms. Jefferson recommended a change in the grant announcement for the Access to Historical Records Program. Under the “Grant Program Description” section, in the sentence:

“The National Historical Publications and Records Commission seeks proposals that promote the preservation and use of historical records collections to broaden understanding of our democracy, history, and culture”

– strike “our” and substitute “American.”

The Commission approved the following announcements, as amended:

- *Access to Historical Records*
- *State Board Programming Grants*
- *Publishing Historical Records in Documentary Editions*
- *Institutes for Historical Editing*

VII: Proposal Review

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

PD50012, University of Virginia—Erin Mahan

The following projects were recommended for funding.

Access to Historical Records

University of Arkansas, Fayetteville
Fayetteville, AR

\$73,989

To support “Seeing Red: James D. Bales and the Southern Red Scare,” an 18 month project to arrange, describe, re-house, and make accessible the papers of James D. Bales, comprising 435 linear feet of materials that document the history of American conservatism and the anti-Communist education movement in the post-WWII era.

University of Nevada, Las Vegas
Las Vegas, NV

\$129,600

To support “America’s Great Gamble,” a two-year project to process and make accessible three of its unprocessed collections, comprising 359 linear feet of materials that document the contemporary history of legalized gambling in the United States.

Cornell University
Ithaca, NY

\$126,064

To support “Keeping on Track: Processing and Digitizing Railroad Collections at the Kheel Center,” an eighteen-month project to process 65 railroad collections (339 linear feet) at the detailed level and digitize a selection of 1,618 photographs from those collections.

Missouri Historical Society
St. Louis, MO

\$69,044

To support “Picturing 1930s St. Louis: Sievers Studio Collection Project,” for a two-year project to rehouse, arrange, and describe the 1930s series of photographs from the Sievers Studio collection and digitize 3,000 images that depict the people, industry, and places during Prohibition and the Great Depression.

University of Texas, San Antonio
San Antonio, TX

\$145,650

To support “Su Voto Es Su Voz: Documenting Democracy Through the Records of the Southwest Voters Registration Education Project,” a two-year project to process 500 linear feet of textual records and to reformat 154 pieces of audiovisual material from the Southwest Voter Registration Education Project.

Wildlife Conservation Society
Bronx, NY

\$60,237

To support “Promoting Access to Key WCS Archives Collections,” a project to arrange and describe 13 collections (approximately 191.25 linear feet) that document the mid-20th century environmental and wildlife conservation movements and the developing field of animal care in zoos and aquariums.

Country Music Foundation, Inc.
Nashville, TN

\$114,069

To support “Conserving and Digitizing Rare Transcription Discs in the Bob Pinson Recorded Sound Collection,” a two-year project to preserve, digitize, and make available online approximately 700 rare transcription discs recorded from the 1930s until the 1960s that were recorded for industry personnel, as proof for radio advertising, or for auditions by performers.

Publishing Historical Records

University of Wisconsin
Madison, WI

\$149,725

To support a project to edit *The Documentary History of the Ratification of the Constitution*, to publish a combined volume on New Hampshire and Vermont's ratification and one on South Carolina and to commence work on the final two volumes in the series devoted to North Carolina's ratification.

George Washington University
Washington, DC

\$140,898

To support a project to edit *The Documentary History of the First Federal Congress*, the project's final volume 22, the combined index for volumes 21 and 22; and complete all corrections for volumes 1-20 of the digital edition.

Massachusetts Historical Society
Boston, MA

\$146,726

To support a project to edit *The Papers of John Adams*, volume 14 of the *Adams Family Correspondence* and volume 19 of the *Papers of John Adams* (February 1787-June 1788).

University of Virginia
Charlottesville, VA

\$45,183

To support a project to edit the *Dolley Madison Digital Edition*, volumes 10 (1848) and 11 (1849).

State Board Programs

Ohio Historical Society
Columbus, OH

\$23,361

To support a one-year project to facilitate the implementation of its strategic plan for 2015-2017. The Ohio Historical Records Advisory Board will sponsor an awards program, administer a regrant program, and offer a webinar on applying for NHPRC grants.

Kansas State Historical Society, Inc.
Topeka, KS

\$45,000

To support a two-year project at the Kansas Historical Records Advisory Board to initiate a regrant program, provide scholarships for education and training sessions, create and present Archives Month programming and educational materials, and continue its collaboration with the Partners in Kansas History.

State Historical Society of Iowa
Des Moines, IA

\$7,207

To support a one-year project at the Iowa Historical Records Advisory Board to distribute an Archive Month handout, increase the amount of online technical information available to archival repositories, and offer informational session about the preservation of historical records.

Secretary of the Commonwealth
of Massachusetts

Boston, MA

\$37,750

To support a 12-month project to continue the Massachusetts Historical Records Advisory Board's Roving Archivist program, regrant program, annual forum, and grant-writing and personal digital archiving workshops.

Pennsylvania Heritage Society
Harrisburg, PA \$5,004
To support a one-year project to continue several collaborative initiatives in support of the Pennsylvania Historical Records Advisory Board's efforts to preserve the state's documentary heritage, including archival training opportunities and a statewide seminar.

State Historical Society of Wisconsin
Madison, WI \$24,000
To support a one-year project to address the goals outlined in the Wisconsin Historical Records Advisory Board's current strategic plan by publishing an online guide to best practices for records storage and awarding training scholarships, and to develop a new plan for the next five years.

Oregon Secretary of State, Archives Division
Salem, OR \$10,000
To support a one-year project to complete a demonstration digitization project, offer workshops related to digital preservation and access, distribute an Archives Month poster, and strengthen its efforts to collaborate with allied historical agencies.

Utah State Historical Records Advisory Board
Salt Lake City, UT \$35,000
To support to a one-year project to preserve the state's historical records through activities that help to increase online access, award regrants, and sponsor a statewide forum on best practices in the digital age.

South Dakota Department of Education
Pierre, SD \$7,932
To support a one-year project to advance the South Dakota Historical Records Advisory Board's ongoing efforts to increase access to the state's historical records, encourage education and awareness regarding archival issues, and identify records that are at risk.

Oklahoma Department of Libraries
Oklahoma City, OK \$80,000
To support a two-year project at the Oklahoma Historical Records Advisory Board that advances the priorities outlined in the board's strategic plan. Board activities will include Archives Month activities, training opportunities, regrants for improving online access to records, and preservation planning.

Friends of California Archives
Sacramento, CA \$22,050
To support a two-year project at the California Historical Records Advisory Board to develop curriculum for training archivists about project management and to conduct a survey to identify the needs of the state's archival repositories.

Wyoming Department of State Parks and Cultural Resources
Cheyenne, WY \$46,068
To support a two-year project at the Wyoming Historical Records Advisory Board to offer at least four workshops, continue a regrant program, and update the board's website.

Missouri Office of the Secretary of State
Jefferson City, MO \$11,853
To support one-year project at the Missouri Historical Records Advisory Board to offer introductory-level best practices workshops on disaster preparedness and reference services, distribute an informational poster

on disaster preparedness best practices, sponsor an oral history workshop, and create a new plan of work for board activities through 2018.

Nevada State Library and Archives

Carson City, NV \$11,672

To support one-year project to continue the Nevada Historical Records Advisory Board's support of National History Day in Nevada, promote Archives Month, offer formal presentations at annual meetings of professional organizations, and distribute brochures and pamphlets for MayDay and Electronic Records Day.

Montana Historical Records Advisory Board

Helena, MT \$12,045

To support a one-year project focused on outreach, education, and hands-on assistance. In addition to distributing an Archives Month poster, publishing a newsletter, awarding scholarships for training, and offering a workshop, the board will continue its Traveling Student Archivist Program

Colorado State Historical Records Advisory Board

Denver, CO \$40,000

To support a one-year project to continue the Board's regrant program, offer workshops on the basics of archives, increase its outreach efforts, and promote Archives Month.

Idaho State Historical Society

Boise, ID \$17,350

To support a one-year project of the Idaho Historical Records Advisory Board to award regrant funding and offer an outreach program aimed at increasing citizen engagement.

Alabama Department of Archives and History

Montgomery, AL \$40,000

To support a one-year project at the Alabama Historical Records Advisory Board to offer regrants to local archival programs and provide funding so that records repositories can engage in self-assessments in order to improve their operations.

Texas State Library and Archives Commission

Austin, TX \$29,595

To support a one-year project during which the Texas Historical Records Advisory Board will sponsor workshops that focus on digital collections and grant writing, identify cooperative tools and resources and explore opportunities for collaboration, and help raise awareness of the importance of archives through outreach programs.

Maine Historical Records Advisory Board

Augusta, ME \$80,000

To support a two-year project that will address three of the goals of the board's strategic plan: conducting a statewide survey; provide basic- and intermediate-level workshops; and fund a regrant program that will target records for the state's celebration of its bicentennial in 2020.

Tennessee State Library and Archives

Nashville, TN \$35,874

To support the second year of a two-year project at the Tennessee Historical Records Advisory Board to support the efforts of local governments and private repositories to preserve, securely store, and provide access to their historical records; increase digital literacy; and improve records preservation and access by placing an enhanced focus on the digitization of records for online access.

DEFERRED DECISIONS

Decisions on the following applications were deferred until the May 2016 meeting:

Access to Historical Records

RH50198 -- University of Baltimore

RH50214 -- University of California, Berkeley

[The Commission went into Executive Session at 2:00 PM and adjourned at 2:20 PM]