

National Historical Publications and Records Commission
Executive Summary Minutes
of November 15, 2012

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
James Ceaser
Timothy Ericson
Jeremy D. Fogel
F. Gerald Handfield
Karen L. Jefferson
Stanley N. Katz
Erin Mahan
Stephen P. Randolph
Julie Saville
Raymond Smock
Diane Vogt-O'Connor

NHPRC staff present:

Kathleen Williams, Executive Director
Lucy Barber
Jeff de la Concepcion
Timothy D.W. Connelly
Keith Donohue
Christine Dunham
Alexander Lorch
Nancy Melley
Annette Paul
Daniel A. Stokes
Damon Mcghee, Volunteer

National Archives Staff

Stephanie Foutz
Chris Isleib
Shawn Morton

Guests and Attendees

Charlene Bickford, First Federal Congress Project and Association for Documentary Editing
David Haury, Council of State Archivists

I: Agenda and Minutes of the Last Meeting

Mr. Ferriero called for adoption of the agenda and approval of the minutes of the May 12 meeting, and both motions were passed by unanimous consent.

II. Executive Director's Report

Ms. Williams opened with a discussion of the current budget under the Continuing Resolution. She explained that the Commission will consider 71 applications requesting \$7,897,543 in grant funds. Among the four grant programs under consideration this cycle, the staff is recommending support for 46 proposals totaling \$2,605,494 in Federal awards for projects in 35 states and the District of Columbia. She stated that there is a bit of a risk in spending without actual appropriations, but that we are proceeding under the CR.

She also informed the Commission that it is time to revisit the Strategic Plan and that she intends to bring recommendations at the May meeting.

On the matter of compiling future meeting materials, including staff reports, the National Archives could create a restricted website for the Commission Members.

III. Congressional Liaison Report

Shawn Morton of the Congressional Liaison reported on the pending budget in Congress, with the House of Representatives recommending \$3 million and the Senate recommending \$5 million in appropriations for FY 2013. Reconciliation between those two figures is still pending, and the possibility of sequestration continues, with a potential 9 percent cut to the agency. He also reported that work continues on a 5-year reauthorization for the Commission, and he discussed how the Archivist and others work to educate Members of Congress on the program and on both houses appointing representatives to the Commission. He encouraged the Commission to assist in efforts to educate individual Representatives and Senators.

IV. Office of Innovation

Mr. Ferriero made a brief presentation on the new Office of Innovation at the National Archives. Based on a White House directive, the agency has pulled together staff from various offices to help create a culture of innovation at the National Archives, including establishing an Innovation Hub, a "sandbox" for ideas and innovative approaches that would interact with the greater archives and records management community.

V. Executive Committee Report

Chair Tim Ericson reported on the Executive Committee meeting which took place the previous day. He gave a status report on the launch of Founders Online, announcing that the inclusion of the Benjamin Franklin Papers should be soon resolved when negotiations are finalized with Yale University and University of Virginia Press. The public release of the project has been delayed in order to resolve technical issues regarding the load capacity for the online interface. We hope to have an official launch as early as February 2013.

The Executive Committee reviewed an executive summary of the *Report to the President* and recommended some fundamental changes to it. A revision will go to the full Commission shortly for its review. Similarly, the Founding Fathers Advisory Committee has a report due. Mr. Ericson announced that the Audit Action Plan had been completed successfully.

An extended discussion followed on the question of how ongoing publishing projects inform the Commission when the scope of their work and anticipated date of completion changes significantly. After some debate, it was a motion was put forward to make the following change:

Ms. Mahan moved that we revise the Grant Opportunity application and the Award Letter to add a requirement that ongoing publishing projects must provide details if the scope of work and anticipated

completion date for the entire project has changed since their previous grant award. *The Motion was approved unanimously.*

The Commission then considered Grant Opportunity Announcements: Electronic Records Projects; Digitizing Historical Records; State and National Archival Partnerships; Publishing Historical Records; and the Institute for Historical Editing. The Executive Committee recommended a small change to the SNAP application, and the Commission as a whole recommended that the language regarding scope changes be included in the Publishing Historical Records. A motion was raised to approve the Announcements as amended, and it was passed unanimously.

A brief discussion on the budget followed, and Dr. Katz objected to continuing indefinitely the allocation for the Founders Online, saying that the \$150,000 earmark would not be available for other projects and that costs for sustaining the site will inevitably go up. A motion was raised to approve the Budget, and it was passed, with Ms. Mahan recusing herself, and Dr. Katz voting no.

The Commission then approved by unanimous consent the following resolutions:

TIMOTHY ERICSON joined the National Historical Publications and Records Commission in January 2009 and has served with distinction as the representative of the Society of American Archivists. A distinguished archivist and past president of the SAA, Dr. Ericson has brought insight and expertise to our understanding of the value of archives and historical records. He has been a tireless advocate for archival education and training, an enthusiast for public programming in archives, and a passionate defender of openness and public access to the records of government. His service on the Commission's Executive Committee was marked by plain talk and good sense, a reflection of his years at the University of Wisconsin, Milwaukee and his character. The Commission thanks Tim for his dedicated service and contributions to its programs with our sincere respect and affection.

STANLEY N. KATZ, Director of Princeton University's Center for Arts and Cultural Policy Studies joined the National Historical Publications and Records Commission in March 2005 and has served with distinction as the representative of the American Historical Association. When he awarded the National Humanities Medal in 2010 to Dr. Katz, President Obama cited his devotion to fostering public support for the humanities. Through his work on the American Council of Learned Societies and his service on countless boards and advisory groups, Dr. Katz has been a champion for the expanding the role of history and the humanities in the fabric of the nation. Around this table, he has insisted on excellence in historical documentary editing and in all our programming. The Commission thanks Stan for his dedicated service and contributions to its programs with our sincere respect and affection.

JULIE SAVILLE of the University of Chicago joined the National Historical Publications and Records Commission in January 2009 and has served with distinction as the representative of the Organization of American Historians. A distinguished scholar of United States History, particularly African-American and Caribbean History with a focus on slavery and emancipation, Dr. Saville has brought an academic's breadth of understanding and critical inquiry to our deliberations. She is a perspicacious judge of the value of historical records to research, scholarship, and education. Her curiosity has enlivened our discussions on grants and public policy, and her questions often penetrate to the core values behind our programs and projects. We will miss her generosity of spirit and graciousness. The Commission thanks Julie for her dedicated service and contributions to its programs with our sincere respect and affection.

VI. Communications Review

Mr. Donohue made a brief presentation outlining the Commission's communications efforts, emphasizing the work designed to better align the NHPRC within the overall mission of the National Archives. Ms. Williams added that the Commission has four major stories to tell: 1) providing access to records; 2) products

produced by projects enhance understanding of the past; 3) discoveries and innovations; 4) leaders in the field.

The Chairman suspended the meeting at 11:15am, and the Commission reconvened at 11:30 for Proposal Review.

VII: Proposal Review

Ms. Jefferson noted that a number of unsuccessful proposals had come from Puerto Rico, and Mr. Ferriero suggested that the staff meet with the archival community there. He offered to contact the Calderon Foundation about financing the travel costs associated with the meeting.

The Commission adjourned for lunch from 12:20 to 1:00 pm.

During consideration of proposals, the following individuals recused themselves from voting on the noted applications:

Publishing Historical Records

PC50067 Massachusetts Historical Society -- Stan Katz

PC50070 University of Wisconsin -- Tim Ericson

PC50076 University of Virginia -- James Ceaser, Erin Mahan, and Stan Katz

PC50077 University of Virginia -- James Ceaser, Erin Mahan, and Stan Katz

PC50078 University of Virginia -- James Ceaser and Erin Mahan

PC50079 Yale University -- Stan Katz

PC50081 Princeton University -- Stan Katz

State and National Archival Partnership

All applications in this category -- F. Gerald Handfield

Digitization

RD10118 Princeton University -- Stan Katz

Electronic Records

RE10049 Council of State Historical Records Coordinators -- F. Gerald Handfield

The following projects were recommended for funding.

PUBLISHING HISTORICAL RECORDS --Colonial and Early National Period

Massachusetts Historical Society

Boston, MA \$148,209

To support a project to edit *The Papers of John Adams*.

University of Wisconsin

Madison, WI \$151,238

To support a project to edit *The Documentary History of the Ratification of the Constitution*.

Trustees of Columbia University
New York, NY \$121,707
To support a project to edit *The Papers of John Jay*.

George Washington University
Washington, DC \$169,536
To support a project to edit *The Documentary History of the First Federal Congress*.

University of Virginia
Charlottesville, VA \$135,540
To support a project to edit *The Papers of George Washington*.

University of Virginia
Charlottesville, VA \$116,923
To support a project to edit *The Papers of James Madison*.

University of Virginia
Charlottesville, VA \$50,203
To support a project to edit the *Dolley Madison Digital Edition*.

Yale University
New Haven, CT \$172,104
To support a project to edit *The Papers of Benjamin Franklin*.

Princeton University
Princeton, NJ \$135,098
To support a project to edit *The Papers of Thomas Jefferson*.

STATE AND NATIONAL ARCHIVAL PARTNERSHIP GRANTS

Delaware Public Archives
Dover, DE \$590
To support the production of an informational brochure about the state archives and the NHPRC.

Illinois Secretary of State-
Illinois State Archives
Springfield, IL \$65,000
To support basic funding for board meetings, training for the state's regional depository interns, two Archives Month posters, a statewide regrant program, and participation in a national archival organization.

Indiana Commission on Public Records
Indianapolis, IN \$32,500
To support basic funding, a student intern, a series of workshops, outreach activities related to the state board's Governor's Award and Archives Month, a statewide regrant program, and participation in a national archival organization.

State Historical Society of North Dakota
Bismarck, ND \$9,480
To support basic funding for three board meetings, microfilming and indexing county marriage records, and participation in a national archival organization.

Maryland State Archives
Annapolis, MD \$6,254
To support basic funding for travel costs for three board meetings, a series of workshops focusing on archival best practices and emergency preparedness, and participation in a national archival organization.

Ohio Historical Society
Columbus, OH \$24,177
To support basic funding for project staff; travel for board meetings; participation in Statehood Day, National History Day, and Archives Month activities; and a statewide regrant program.

North Carolina Department of Cultural Resources
Raleigh, NC \$10,679
To support basic funding, including expenses for planning consultants, two board meetings and a strategic planning session, and participation in a national archival organization.

Pennsylvania Heritage Society
Harrisburg, PA \$16,440
To support basic funding, travel costs for the board, Archives Month posters, workshops related to locating information about Civil War ancestors and participating in National History Day, seminars for archival and records management professionals, and participation in a national archival organization.

Florida Department of State,
Division of Library and Information Services
Tallahassee, FL \$5,500
To support basic funding for the completion of a new strategic plan for the state board meeting and participation in a national archival organization.

Wyoming Department of State Parks and Cultural Resources
Cheyenne, WY \$22,100
To support basic funding, including two workshops, board meetings, a statewide regrant program, and participation in a national archival organization.

South Dakota Department of Tourism
Pierre, SD \$5,453
To support basic funding including a workshop, two board meetings, and a statewide regrant program.

State Historical Society of Iowa
Des Moines, IA \$10,000
To support basic funding for board meetings, site visits and informational sessions for potential applicants to the state's grant program, an Archives Month poster, and participation in a national archival organization.

Colorado Historical Records Advisory Board
Denver, CO \$15,250
To support basic funding including four board meetings and a statewide regrant program.

Arizona State Library
Phoenix, AZ \$47,365
To support basic funding for six board meetings, a series of Archives 101 and disaster planning workshops, two Archives Month posters, a statewide regrant program, two annual archives summits, and participation in a national archival organization.

Massachusetts Historical Records Advisory Board
Boston, MA \$32,500

To support the salary of a project archivist who will provide on-site assistance to records repositories, grant-writing workshops, a historical forum, a statewide regrant program, and participation in a national archival organization.

Vermont State Archives and Records Administration
Montpelier, VT \$33,300

To support basic funding, including five emergency planning workshops and a project coordinator/field archivist who will conduct site visits to some of the workshop participants to help them implement what they have learned.

New Mexico Commission of Public Records
Santa Fe, NM \$50,000

To support basic funding, including workshops for those responsible for historical records, a strategic planning consultant to assist the state board with the development of a new plan, a statewide regrant program, and participation in a national archival organization for two years.

Library of Virginia Foundation
Richmond, VA \$15,848

To support basic funding for board meetings, a copyright workshop, an Archives Month poster and bookmark, a statewide regrant program, and participation in a national archival organization.

Montana Historical Records Advisory Board
Helena, MT \$13,260

To support basic funding, including a Traveling Student Archivist Program, two board meetings, a newsletter and Archives Month poster, scholarships for attending training opportunities, and participation in a national archival organization.

Utah State Historical Records Advisory Board
Salt Lake City, UT \$32,320

To support basic funding, including four board meetings, a program to microfilm city and county commission minutes, a statewide regrant program, a Repository Directors Conference, and participation in a national archival organization.

Georgia Office of Secretary of State
Morrow, GA \$10,071

To support basic funding, including three board meetings, an awards program, Archives Month expenses, and participation in a national archival organization.

Texas State Library and Archives Commission
Austin, TX \$15,000

To support basic funding, including four board meetings, grant-writing and basic archives workshops, an Archives Month poster, a state board informational brochure, and participation in a national archival organization.

Michigan Department of Natural Resources and Environment
Lansing, MI \$12,000

To support basic funding, including two board meetings, a statewide summit to identify training needs among the state's cultural heritage institutions.

Tennessee State Library and Archives
Nashville, TN \$32,500
To support basic funding, including board meetings, an Archives Institute, a statewide regrant program, and participation in a national archival organization.

Oklahoma Department of Libraries
Oklahoma City, OK \$65,000
To support basic funding, including travel for board meetings, Archives Month activities, preservation and collections care workshops, a statewide needs assessment survey, a preservation planning program, a statewide regrant program, and participation in a national archival organization.

Alabama Department of Archives and History
Montgomery, AL \$32,500
To support basic funding, including a board meeting, disaster preparedness workshops, and a statewide regrant program, which will include workshops for regrant applicants and recipients.

New York State Education Department
Albany, NY \$62,868
To support basic funding, including a project to develop tools for strengthening electronic records programs at colleges and universities and participation in a national archival organization for two years.

Oregon Secretary of State, Archives Division
Salem, OR \$22,777
To support basic funding, including eight board meetings, a public records repatriation project, two workshops, Archives Month posters and activities, preparation of a state board promotional display and brochure, and participation in a national archival organization for two years.

Nevada State Library and Archives
Carson City, NV \$20,460
To support basic funding, including five board meetings and the creation of an online digital collection of historical photographs as part of the state's sesquicentennial celebration.

Mississippi Department of Archives and History
Jackson, MS \$28,809
To support basic funding, including , an awards program, an summer internship program for graduate students, workshops, programs relating to the 50th anniversary of Freedom Summer, Archives Month activities, a county records inventory and technical assistance project, and participation in a national archival organization.

DIGITIZING HISTORICAL RECORDS

University of Florida
Gainesville, FL \$79,950
To support Pioneer Days in Florida: Diaries and Letters from Settling the Sunshine State, 1784-1912, a two year project to digitize and make available 36,530 pages of diaries and manuscripts describing life in Florida from the end of the colonial period to the beginnings of the modern state.

Princeton University
Princeton, NJ \$109,570
To support Digitizing the Origins of the Cold War, a two-year project to digitize 416,000 pages representing portions of six manuscript collections concerning the Cold War. Specifically, the project will digitize

correspondence, speeches, diaries, and other primary documents from the Council on Foreign Relations collection, and the papers of Adlai Stevenson, George F. Kennan, Allen W. Dulles, John Foster Dulles, and James V. Forrestal.

Presidents and Fellows of Harvard University
Boston, MA \$150,000

To support Those Extraordinary Blackwells: Leaders of Social Reform in 19th and 20th Century America, a two-year project to digitize five collections housed at the Schlesinger Library, comprising 189,074 pages, covering four generations of the Blackwell Family. The collections span from 1784 to 1981 and detail the activities of members of the Blackwell family in abolition, temperance, women's suffrage, and education.

Abraham Lincoln Presidential Library Foundation
Springfield, IL \$80,000

To support Digitizing the Richard Yates Papers, a two-year project to digitize the gubernatorial records of Richard Yates, Sr., governor of Illinois 1861-1865. This series of the Yates Family papers consists primarily of correspondence and letterpress books.

ELECTRONIC RECORDS

Council of State Historical Records Coordinators, Inc.
Iowa City, IA \$139,750

To support, on behalf of the Council of State Archivists (CoSA), the Program for Electronic Records Training, Tools, and Standards (PERTTS), a two-year project to strengthen the capacity of states and territories to manage and preserve electronic records. PERTTS will provide a framework for developing programs and access to in-depth information about standards, best practices, and tools for electronic records management and preservation programs, and for delivering education and training to ensure that these standards, best practices, and tools are widely and effectively implemented.

Solomon R. Guggenheim Foundation
New York, NY \$65,740

To support an 18-month electronic records management start-up project to establish and manage an electronic records repository for the Guggenheim Museum.

Missouri Office of the Secretary of State
Jefferson City, MO \$29,925

To support a one-year project to create a comprehensive plan to establish an electronic records archives for the long-term preservation of permanent electronic state government records.

VIII: Other Business

Ms. Jefferson gave a report updating the Commission on the situation with the Georgia Archives, which has reduced its staffing and hours of operations due to budgetary shortfalls within the state. Mr. Handfield and Dr. Katz discussed the efforts in New Jersey to transfer part of the archives into the Department of Treasury, and Dr. Vogt-O'Connor shared information on the effects of Hurricane Sandy on small coastal archives and repositories in New Jersey.

[The Commission went into Executive Session at 1:10 PM and adjourned at 1:35 PM]