

**AGENDA OF THE
STATE HISTORICAL RECORDS ADVISORY BOARD**

Conference Call
Thursday, November 17, 2016
1:00—2:00 p.m.

CALL IN TELEPHONE NUMBER: 641-715-0700; PIN: 178935

MINUTES

I. Call to Order:

The fall 2016 SHRAB meeting was held via teleconference. Those in attendance were: Tammy Beasley, Marcellaus Joiner, Aaron Littlefield, Josh Myers, Kyle Wilkins, and departmental staff, Sarah Koonts and Andrea Gabriel. Jim Martin joined in at 1:30. Sarah, Director of the Division of Archives and Records and SHRAB deputy state coordinator, called the meeting to order. She welcomed new members and members introduced themselves.

Sarah gave a brief overview on the conferences, tutorials, and online resources that the SHRAB has developed. She discussed the Traveling Archivist Program (TAP) that provides onsite help and guidance to those repositories whose collections are at risk.

II. Approval of the Minutes:

Marcellaus made a motion to accept the minutes of the March 28, 2016 meeting; seconded by Josh Myers and the motion passed.

III. Report of the State Coordinator/Deputy Secretary of the Department of Natural and Cultural Resources, Kevin Cherry:

Since Kevin Cherry did not attend the meeting, Sarah gave a departmental report in his stead. The Department of Natural and Cultural Resources is preparing to heavily promote the centennial of World War I with exhibits and programming across all divisions.

IV. Report of the Deputy State Coordinator/State Archivist, Director of the Division of Archives and Records, Sarah Koonts:

Sarah then provided an overview of events and activities undertaken by the State Archives. In September Archives staff helped with an exhibit for Constitution Day at Alamance Community College. On display were the 19th amendment securing voting rights for women and the 26th amendment enabling 18-year olds to vote. In December, the Bill of Rights will be on display at the Museum of History when constitutional scholar Linda Monk gives a presentation about North Carolina's role in the adoption of the Bill of Rights for the U.S. Constitution. In May of 2017 the National Genealogical Society will hold its annual conference in Raleigh. The Search Room will have expanded hours and staff will work extra hours. One evening the Museum of History will be open late to host a reception for local historical and

genealogical societies. Marcellaus asked in SHRAB would have a presence there and Sarah replied we could check.

Hurricane Matthew caused some damage to the floor underneath our mobile shelving in the basement and the flooring will have to be repaired. Archives staff worked in shifts to move records from immediate damage. The department's CREST team (Cultural Response Emergency Response Team) and division staff assisted with hurricane damage within the state. Luckily no records sustained major damage.

V. Old business:

Andrea gave a brief update on the current SHRAB grant, "Teaching Digital North Carolina"—a series of online lesson plans and tutorials using North Carolina's digital collections of primary source materials. The SHRAB website will also be redesigned. Andrea and Jo Ann Williford, the contractor, will attend the N.C. Social Studies conference in the spring and give a presentation on the project. Topics of the lesson plans are civil rights and property rights, World War I, and N.C. business and industry. Andrea also gave a status on the Traveling Archivist Program, that was initiated in 2009-11 with an NHPRC grant through the SHRAB. To date there have been 109 site visits in 54 counties. Six more visits are scheduled for this year. The most recent visit to a site was the Brown Memorial Library in Washington, N.C. Andrea accompanied Dick Lankford, the TAP archivist and former state archivist.

VI. New Business:

The SHRAB will hold a full board meeting onsite in the spring to discuss the next state programming grant. Please send any grant ideas to Sarah.

VII. Other business:

The Society of North Carolina Archivists will meet in February or March of 2017 and the N.C. Registers of Deeds will meet in March. Marcellaus mentioned a special exhibit about the slave deeds in Guilford County at the Civil Rights Museum running from January –April 2017. He invited board members to visit the exhibit opening.

VIII. Adjournment

Aaron made a motion to dismiss the meeting; the motion was seconded by Marcellaus and the phone meeting adjourned about 2:00 p.m.