

**Illinois State Archives Advisory Board/
Illinois State Historical Records Advisory Board
Minutes of the February 26, 2015 meeting**

A meeting of the Illinois State Archives Advisory Board (ISAAB)/Illinois State Historical Records Advisory Board (ISHRAB) was held in Springfield on February 26, 2015 at the Old State Capitol. Present were Chairman Matthew Rutherford, Pamela Hackbart-Dean, Gary Stockton (arrived at 11:30), Matthew Sebek (left at 2:31), Janet Olson, Neil Dahlstrom, Jenny Barker-Devine, Johanna Russ, Valerie Harris (arrived at 11:50), Alison Eisendrath, Martin Tuohy, and Taran Ley. Also present were Illinois State Archives representatives David Joens and Elaine Evans.

The meeting began at 11:12 a.m. in the basement of the Old State Capitol with a round of introductions. The board then had a conference call with Dan Stokes of the National Historic Publications and Records Commission (NHPRC). Mr. Stokes discussed the 40th anniversary of the NHPRC and asked that the ISHRAB provide the NHPRC with examples of grant success stories in Illinois. He also discussed the recent emphasis of the NHPRC on providing grants for projects that make information on archives' records collections accessible on-line. He congratulated the ISHRAB for receiving a Programming Grant, noting that this year the grant applications were peer-reviewed and that the grant amount was not reduced from the ISHRAB's previous SNAP grant. He did suggest the board review the training program segment of the grant on future applications. Mr. Stokes praised Illinois for having an active SHRAB and for its efforts at working with the NHPRC through the years. Ms. Eisendrath asked Mr. Stokes for clarification with the ISHRAB re-grant program on what on-line access entailed. Mr. Stokes said the emphasis should be on on-line access. He said if an application doesn't include an on-line access component but access is the ultimate goal for the applicant, then the application could be approved.

Following Mr. Stokes' presentation, the board reviewed the minutes of the October 23, 2014 meeting. Ms. Hackbart-Dean made a motion to approve the minutes and Ms. Olson seconded the motion. The motion passed unanimously.

Mr. Joens gave his director's report. He said the 2015 budget for the Archives is going well with four months left in the fiscal year. He said he is unsure how fiscal year 2016 budget will be. He gave the board an update on different activities the Archives is involved in. Mr.

Dahlstrom asked if he could receive more information about Preservica. Mr. Joens said he would have the electronic records archivist for the State Archives call him.

The board then reviewed the SNAP grant interim report. Ms. Evans noted that the board has given 18 scholarships as part of the grant. The name of the institution that one recipient worked for was corrected. The board discussed whether SAA should automatically place information about the scholarships on-line every year. The board agreed it would be a good idea for SAA to post information about the scholarships.

The board took a break for lunch and for a tour of the exhibit One Amazing Week, an Illinois State Archives-Old State Capitol project currently on display in the Old State Capitol.

At 1:25 the board re-convened in the Senate chamber of the Old State Capitol. The board discussed the newly renamed NHPRC Programming Grant award. Ms. Evans said the board had received a two-year grant for \$65,000. The board had applied for an \$80,000 two year grant and the reduction placed the amount received to the same level as the 2013-2015 SNAP grant we are completing. Mr. Joens asked that the board consider just re-adopting the same budget as used for the SNAP grant, with the exception of reallocating \$750 per year that was budgeted in the SNAP grant for the Archives Month poster. The poster is now being funded by the Secretary of State's office. Ms. Evans went through the budget for the board. After discussion, Ms. Eisendrath moved to approve a budget based on the previous SNAP grant amounts, with the exception of taking the \$750 and rolling it into the re-grant program. Ms. Barker-Devine seconded the motion. The motion carried unanimously.

The board then reviewed the re-grant guidelines. The guidelines were substantially the same as those of the SNAP grant guidelines, but staff had offered suggestions to reflect the increased emphasis on on-line accessibility. After lengthy discussion a number of changes were proposed. Mr. Joens said he would incorporate the proposed changes and then would send them back to the board by e-mail for final review. The hope would be to have the guidelines posted with a week or two. Mr. Sebek made a motion to approve the guidelines with the suggested changes but with the caveat that staff could make non-substantive changes suggested by board members before posting the guidelines. Ms. Olson seconded the motion. The motion carried unanimously.

Ms. Evans then noted that the NHPRC had rejected a ISHRAB-reviewed grant application from the Fund for Innovative TV.

The board then discussed this year's Archives Month poster theme. Ms. Olson suggested a theme tied around the 40th anniversary of the NHPRC and the Illinois SHRAB. That idea was accepted and staff will have a sample poster at the next board meeting.

The board briefly noted the ISHRAB newsletter. At 2:25 the Secretary of State photographer showed up to take a formal picture of the board.

The board then moved to Old Business and the updating of the long-range plan. At the last board meeting, the board went through the plan and looked for items that could be removed. A version of the original long-range plan with marked-up changes suggested from the last meeting was included in the packet. A non-marked up version of the plan that incorporated the proposed changes was also in the packet. Chairman Rutherford said we will follow the process used last meeting of going through the old plan but said the focus for this meeting will be on what tasks can be added, not subtracted. The board made numerous suggestions which staff will incorporate into a document for discussion at the next board meeting.

Because of the need to review re-grant applications, the board decided that the next meeting will not be held in May as is custom but will be pushed back to Tuesday, June 23. The meeting will be in Chicago. Mr. Tuohy suggested inviting the public to an ISHRAB meeting and it was thought that would be a good idea for the October meeting, which is held during Archives Month.

Mr. Stockton moved to adjourn the meeting and Mr. Dahlstrom seconded the motion. The motion passed unanimously and the meeting adjourned at 4:01 p.m.