

**Illinois State Archives Advisory Board/
Illinois State Historical Records Advisory Board
Minutes of the October 23, 2014 meeting**

A meeting of the Illinois State Archives Advisory Board (ISAAB)/Illinois State Historical Records Advisory Board (ISHRAB) was held in Chicago on October 23, 2014 at the James R. Thompson Center. Present were Chairman Matthew Rutherford, Vice Chair Beatrice Julian, Pamela Hackbart-Dean (left around 3:15), Gary Stockton, Janet Olson, Jenny Barker-Devine, Johanna Russ, Matthew Sebek and Jodi Martinez. Also present were Illinois State Archives representatives David Joens and Elaine Evans.

The meeting began at 1:34 p.m. with a round of introductions. The board then reviewed the minutes of the May 29, 2014 meeting. Ms. Hackbart-Dean made a motion to approve the minutes. Ms. Barker-Devine seconded the motion. The motion passed unanimously and the minutes were approved.

Mr. Joens gave his Director's Report. He said the Archives' budget for this fiscal year is proceeding as normal and that his office is already in the process of creating its FY 2016 budget. He went through some joint projects the Archives is working on. He also said his staff had recently discovered the 1840 state census for Menard County and that he has been receiving press inquiries about that today. He said the Archives is working with the Old State Capitol and the Illinois Historic Preservation Agency in Springfield on an exhibit to commemorate the sesquicentennial of Illinois ratifying the 13th Amendment and repealing the Illinois Black Laws. Both those events happened in the first week of February 1865 and the exhibit, which will be on display at the Old State Capitol, is tentatively entitled "One Amazing Week." Ms. Martinez asked if the board would be invited to the opening. Mr. Joens said that was a good idea and that board members would be invited, although he noted that the opening was tentatively scheduled for Sunday, February 1. However, he said that the board is scheduled to meet in Springfield in February, so he would look into having the meeting at the Old State Capitol instead of the Norton Archives Building and then the board could tour the exhibit.

The board moved to Old Business. Ms. Evans gave an update on the ISHRAB's grant application with the National Historical Publications and Records Commission (NHPRC). She said the NHPRC board will decide on grants on January 30 and should announce the grant winners around a week after that date. The ISHRAB has applied for a two-year \$80,000 grant.

The board next moved to a discussion of the current 2013-2015 State and National Archival Partnership (SNAP) grant. Mr. Joens informed the board that there will be money left over before the grant ends on June 30, 2015. Ms. Evans said the board had appropriated \$2,500 a year over the two year grant for scholarships. She said there was \$1,022 left over in scholarship money from the first year and that we had only spent \$600 so far this year. She also said McLean County last year had had to turn down its \$1,194 re-grant, freeing up that money. There may be additional money available depending on final expenses from this summer's IRAD training session and costs associated from board meetings. At this time, we don't know exactly how much money we need to spend. It was suggested that the scholarship money from last year be rolled into this year's scholarship money and that the board make better efforts to promote the availability of scholarships. Ms. Julian moved to move the \$1,022 from last year's scholarship program into this year's scholarship program. Ms. Olson seconded the motion. The motion passed unanimously.

The board then discussed the remainder of the left-over money. Ms. Olson asked about sponsoring workshops like we have had in the past. Ms. Evans said workshops cost around \$3,500. The board discussed giving additional money to two grant recipients who had received grants at amounts less than they had asked for. It was decided to give an additional \$358 to the Pullman State Historic Site. However, it was decided not to give an additional \$2,340 to the Gerber Hart Library and Archives. The board then discussed giving the extra money to another grant applicant that had not received a grant. In the board members' packets was a list of the top ranked candidates from May that did not receive a grant. Chairman Rutherford said he was uncomfortable offering a grant when we didn't know the exact amount of money we would be offering. It was discussed waiting until the February board meeting to give out another grant but Mr. Joens noted that wouldn't give a grant recipient much time to complete a grant because the grant cycle ends June 30. Ms. Evans noted that there was always the possibility that if we offered grant money to just one applicant, that applicant might turn it down. Chairman Rutherford asked for a motion that would offer, in rank order beginning with the highest ranked non-successful applicant from May (Hinsdale Historical Society), the remaining funds to applicants in as timely manner as possible and not for a higher amount than an applicant asked for once staff has a better handle on how much money is available. Ms. Martinez made that motion and Ms. Hackbart-Dean seconded it. The motion carried unanimously.

The board then moved to New Business. It briefly discussed the one NHPRC grant proposal for Illinois. Ms. Evans also handed out information on this past year's NHPRC SNAP grants that were given to the different states. She noted that Illinois was not on the list because we are in the middle of a two year grant cycle.

The board then went to a discussion of its long-range plan. Chairman Rutherford asked what kind of format the long-range plan should be in. Ms. Olson said a PDF form could be printed out. The board agreed that one of the purposes of the plan was to make the ISHRAB a leader on archival issues in Illinois. Mr. Rutherford then led the board through a review of the current long-range plan, which was completed in 2001. He said the goal for today's meeting was to see what the board would like to retain, modify or eliminate. He said at the February meeting the board could then look at the revised plan and look for gaps in the plan. He also said the revised long-range plan will not have to follow the same format as the current plan but for now this would be the way to proceed. After lengthy discussion the board was able to complete its first review of the long-range plan.

Board members then gave their announcements, with Ms. Barker-Devine filling in the board on Illinois College's recent opening of its new archives. There were no public comments. The board set the date of the next meeting for February 26, 2015 at 11 a.m. in Springfield. Mr. Stockton moved to adjourn the meeting and Ms. Barker-Devine seconded the motion. The motion passed unanimously and the meeting adjourned at 4:03 p.m.