

**Illinois State Archives Advisory Board/
Illinois State Historical Records Advisory Board
Minutes of the October 8, 2015 meeting**

A meeting of the Illinois State Archives Advisory Board (ISAAB)/Illinois State Historical Records Advisory Board (ISHRAB) was held in Chicago on October 8, 2015 at the Thompson Center in Chicago. Present were Chair Matthew Rutherford, Janet Olson, Neil Dahlstrom, Jenny Barker-Devine, Valerie Harris, Johanna Russ, Pamela Hackbart-Dean, Matthew M. Sebek, Aaisha Haykal, and Taran Ley. Also present were Illinois State Archives representatives David Joens, Elaine Evans and Cathy Popovitch.

The meeting began at 1:00 p.m. with a round of introductions. The board reviewed the minutes of the June 23, 2015 meeting. Ms. Olson made a motion to approve the minutes and Mr. Dahlstrom seconded the motion. The motion passed unanimously.

Mr. Joens gave his Director's Report. He said the state still had not approved a Fiscal Year 2016 budget, even though the fiscal year began July 1. He said because most bills are still being paid anyway, the impact so far on the state archives has been minimal. However, he said there had been some impact. The fall newsletter is on the website but was not mailed out or even printed. Also, the Archives was unable to spend the ISHRAB State Programming Grant money, even though it is federal money, until receiving spending authority in late August/early September. The result was that a training session for the IRAD interns, to be held August 1, was cancelled and the regrant money to our six regrant recipients was just mailed out, even though the regrants were supposed to begin July 1. He said the repercussions for the lack of a budget are slowly going to get worse and said he has some open positions that might not get filled for a while. Mr. Joens reported that the electronic records archivist for the State Archives is leaving and there is permission to hire a replacement for him, so if board members know of anyone who might be qualified for the position, they should have that person contact him. Mr. Joens also gave the board updates on projects the State Archives is working on with the State Genealogical Society and the University of Illinois. Finally, he noted that both the Archivist of the United States and actor Bryan Cranston recently visited the State Archives.

The board then moved to new business. Chair Rutherford noted that there is a vacancy in the vice-chair position. He said Mr. Dahlstrom had expressed an interest in the position. Ms. Hackbart-Dean made a motion to elect Mr. Dahlstrom vice-chair. Ms. Harris seconded the

motion. The motion passed unanimously. Ms. Harris also suggested making the position gender neutral (chair and vice-chair, as opposed to chairman and vice-chairman) and Mr. Joens said that will be done.

Ms. Evans then discussed the newsletter. Mr. Dahlstrom suggested looking into not just placing it on the website but pushing it out on other social media. Ms. Evans said it would be possible to email a link to it to the directory members. Ms. Olson asked how large the regular mailing list is and Ms. Evans said around 3,000, including 28 that go to foreign countries.

Ms. Evans reported that all the board members had taken their required ethics testing. Mr. Joens thanked the board for that.

Ms. Evans gave an update on the board's SNAP grant, which ended June 30. A report was in the meeting packet and had also been submitted to the NHPRC. She also discussed the State Programming Grant the board now has and said the checks to the regrant recipients were mailed October 2, with the exception of the University of St. Mary's of the Lake, which had some difficulties with its W-9 form. She said the board would need to decide the dates for the next regrant application period. After discussion, Mr. Sebek made a motion to have the application period extend from January 11, 2016 to February 19, 2016. Ms. Barker-Devine seconded the motion. The motion carried unanimously. The same guidelines that were used for this year's regrants will be used for the 2016 regrants, with the exception of making the proper updates to dates and deadlines.

The board then moved to a discussion of its long range plan. Chair Rutherford said previous discussions had focused on cutting and editing. He said the goal for today was to discuss what board members think is missing from the plan. He noted that Ms. Eisendrath wasn't present but that she had sent along some suggestions, highlighted by a reminder to emphasize digitization and also reassessing and culling collections. After a lengthy discussion, the board made several changes, corrections and additions to the draft. A revised copy of the draft will be sent to all board members. Mr. Joens said the goal would be to discuss the new draft at the board's February meeting and vote on the plan at that meeting. If changes need to be made, he said hopefully the changes won't be so major that they can't be made and the draft still voted on. He said if a vote needs to be taken at the May meeting that would be fine as well.

The board then reviewed this year's Archives' Month poster and then board members gave announcements of activities they or their institutions were involved in. The board set its next meeting date for February 18th, 2016 in Springfield. There was no public comment.

Ms. Russ made a motion to adjourn and Mr. Dahlstrom seconded it. The motion passed unanimously and the board adjourned at 3 p.m.