

Documentary Heritage Program  
Advisory Committee Meeting  
July 7, 2010  
New York State Military Museum, Saratoga Springs, NY

MINUTES

Present: Michael Aikey, Todd DeGarmo, Susan D'Entremont, John Diefenderfer, Stacy Draper, Chris Hunter, Gretchen Koerpel, Henry Mueller, Amy Rupert, Geoff Williams

Meeting called to order at 10:00 am.

I. Approval of minutes of February 23, 2010 meeting.

Minutes approved.

II. Reports

A. Regional Archivist

CDLC does not yet been awarded the DHP contract, but there was only one application for each region, so CDLC is almost guaranteed the contract. The Cultural Education Center was lobbying for a fee increase to support their services, but none has been approved, so funds are very tight.

The Governor's Record Bill passed the NYS Senate and Assembly and now goes to the governor. The bill ensures that governors' records with enduring value go to the State Archives at the end of an administration. Geoff Williams reported that at a recent conference at Albany Law School on governors' records, counsel from the governor's office said the governor will not sign the bill because it does not also apply to legislators' records. The conference also revealed that all emails in executive agencies are destroyed after six months.

CDLC/DHP is looking for instructors for very basic digital preservation & nuts and bolts of oral history. Committee members suggested Ellen McHale of NY Folklore Society, Greg Sharrow, Andy Kolovos of Vermont Folklife Center, and Gerry Zahavi of UAlbany for oral history. Members suggested Mark Wolfe of UAlbany, Bonnie Weddle of the State Archives, The Salt Institute in Maine, Maine Memories & the Rockefeller Archives for digital preservation. Susan will follow-up.

CDLC Digital Collections now has 4,300 items, mostly historical, on the server. Sage Colleges, Fulton-Montgomery Community College, and Pember Library in Granville, are new participants. CDLC is joining with several other councils to explore the possibility of combining our items on

one server and using an unlimited CONTENTdm license already purchased by the Western NY Library Resources Council.

CDLC's 5 year Plan-of-Service for the State is coming up in the next year. Jean will want DHP input in this plan.

#### B. Other

Geoff Williams reported that he received a call from SUNY Cobleskill on July 6, 2010. The library is closed and is undergoing asbestos removal in the area above Special Collections. Solvent dripped down onto the Special Collections area. Susan will follow-up with them to see how they are doing.

Geoff also reported that the Archives Dinner is planned for the Edison Club in Rexford in October, and that PAHR has many sponsors and may make some headway.

### III. Business

#### A. Workshop for Teachers

There was a discussion on how to reach teachers. Some suggestions were through Capital District Council for the Social Studies, BOCES, through school librarians, and organizations that work with students. Henry noted some important topics in the elementary curriculum – Dutch, Indians, American Revolution, Erie Canal, Early American Life – and that a program would be most attractive to teachers if it ties into a high interest topic like these. Henry also stated that programs that are most engaging for teachers are ones that are actually at an archives and/or where physical objects from a repository are used.

Some ideas to create more interest in a workshop is to run a CDCSS newsletter article or two about items in a featured repository before a workshop with a speaker from that repository. Clifton Park-Halfmoon Public Library and Historic Cherry Hill were both mentioned as venues. Geoff Williams mentioned David Mitchell, who has indexed University at Albany's extensive historical children's book collection as a possible speaker of interest to teachers. Stacy noted that a goal of programs is to get teachers back into repositories in their region. Think about ways collections can be used in science, literature, etc. classes.

Some issues to consider: What is the registration fee? Who would cover costs? Who would collect fees? how would they be paid out? Who would be willing to write "preview" articles for CDCSS newsletter?

Henry will contact CDCSS to see if they are interested in sponsoring a program with us and what type of program they think would work best.

B. Distribution of Archival Supplies

CDLC DHP purchased some archival supplies at the end of the fiscal year to use up money. Susan would like to offer these first to those institutions that have had site visits in the past two years, and asked for advice in distributing supplies. The committee agreed that recipients should make a written request through a short (1 page) application.

C. History Day Award

The committee discussed sponsoring a CDLC DHP History Day Award. We would need to come up with specific guidelines to differentiate it from the Archives Partnership Trust Award. The focus would be on the use of primary sources from a local historical society. Susan will follow up with History Day liaisons at the State Archives.

D. Future Meeting Dates

October 19; February 3; April 28 & July 13. All meetings will be at 10:00 at CDLC, with the exception of the July meeting, which will be at the New York State Military Musuem.

IV. Adjourn to Local Restaurant

Meeting adjourned at 11:45 and group went to delicious lunch at Sushi Thai Garden.

Respectfully Submitted,

Susan D'Entremont