

Minutes
Executive Board
New Hampshire Archives group
9 February 2005

Present: Elizabeth Slomba, Craig Evans, Barbara Rimkunas, Anne Ostendarp, David Smolen, Betsy Hamlin-Morin. Excused: Barbara Miles.

Meeting **called to order** by Elizabeth Slomba, President, at 9:30am. David Smolen, who will fill out Ed Rowan's term as Board member, was welcomed.

Secretary's Minutes of last meeting, 22 Sep 2004 were accepted.

Treasurer's Report, indicating a balance of \$2,483.98 was accepted.

Workshops

Discussion regarding upcoming workshops:

Fall, 2004 – Reviewed the success of Gregor's workshop on Security. Lost money overall (lunch ended up being too expensive) – but still a very successful workshop.

May, 2005 – Planned for Wednesday, 4 May 2005. Jamie Roth from JFK Library in Boston will do presentation on "Arrangement and Description". Bruce Stark's manual (CT. State Library) on the same topic will be made available for sale. Craig to arrange for the manuals – Elizabeth will provide contact information. Discussion about possible locations – Meeting room at NHHS a strong possibility. Afternoon session will be an opportunity for people to explore with a panel of experts, solutions to their particular arrangement and description issues.

Fall, 2005 – possibility of workshop on scanning and digitalizing.

Membership – use our new brochures to attract new members. Discuss at Annual Meeting idea of a membership directory. Craig to write a brief article for the upcoming *Inventory* discussing this idea and asking for feedback from membership.

Archives Week – usually occurs the first week of November – plan ahead for PR about NHAG.

Nominations of Board Members: Barbara Miles becomes President;
Elizabeth becomes Past President;
Betsy will stay on as newsletter editor;
Tracy Messer for Vice President;
Barbara Rimkunas will stay on until 2008;
Need a Secretary/Treasurer to replace Craig.

General Business:

Discussion about money available for conservation of audio recordings – “Grammy Grants” and the Recording Academy. NEA has their “Archives on the Road”, which Anne discussed briefly – something NHAG may want to collaborate with. Discussion once again about taking NHAG’s workshops to the North Country – a la The Balsams. SHRAB is in a dormant phase.

Meetings adjourned at approximately 11:15am.

Respectfully submitted:

Craig F. Evans
Secretary/Treasurer