

Minutes of the Executive Board of the New Hampshire Archives Group

Concord, NH,

March 21, 2007

Members Present: Tracy Messer, Elizabeth Slomba, Chris Pratt, Barbara Rimkunas, Lianne Keary, and Craig Evans.

The meeting was held in the Bedor Meeting room at the NH Historical Society and was called to order at 9:30 AM.

The minutes of the January 24, 2007 meeting were presented and approved as written. The financial balance sheet as of March 20, 2007 was presented and approved.

The first item of discussion was in regard to the spring meeting on May 16, 2007 at the Seacoast Science Center in Rye. Elizabeth reported that the plan for a workshop on caring for historical records presented by the New England Archivist is ready to go. The seating will be limited to 20 people. Nora Murphy will be presenting a concurrent session on archives reference for the balance of our attendees. After lunch and the annual business meeting, a tour of the Science Center will be conducted concurrent with the second session presented by NEA. Tracy stated that the tour will include a demonstration of the Center's virtual classroom and other outreach programs. Tracy suggested a third session for all attendees might conclude the meeting for anyone interested in discussing outreach programs. This would be in a roundtable format rather than a formal presentation. Tracy suggested Tom Haynes from the Historical Society of Cheshire County to lead the discussion. Tracy will contact him.

Discussion then shifted to financing the meeting. The fee for the NEA workshop will be \$50 person. That will cover the costs of the instructors, early morning coffee and lunch for the 20 participants. It was agreed to have the participants pay NHAG and then NHAG will pay NEA rather than have participants sending separate checks. NHAG will buy lunch for the remaining participants. Tracy suggested the possibility of seeking sponsorship for the conference. Tracy noted that Past Perfect might be interested based on their participation in the November meeting. Craig suggested contacting suppliers such as Light Impressions, Gaylord, University, etc. Tracy will follow up.

A number of caterers were suggested. Both Barbara and Craig suggested providers in the Portsmouth area. Tracy will follow up. Discussion followed regarding honoraria for speakers. \$25 was agreed to in the form of some sort of gift card for the non-NEA speakers.

On the issue of officers and executive board members, Craig and Lianne were officially welcomed to the board as at large members. Elizabeth reported that she had contacted Ed Desrochers and Sally Fellows, but both could not take on

the commitment at this time. Since we will need to have elections at the May meeting, it was suggested that we may have to seek nominations from the floor.

Tracy reported on the continuing work on our webpage with the Association of New Hampshire Historical Societies. He noted that we will need to pay for the service. Chris stated that he will need some sort of invoice, letter or e-mail in order to issue a check. Tracy stated that it will be \$150--\$10 for membership, \$40 to join the website, \$100 for a one time maintenance fee. Tracy will ask for the documentation.

Discussion continued from the last meeting regarding collaboration. Elizabeth and Tracy reported that most of the major players in any New Hampshire memory project are busy with other things and don't have the financial wherewithal to start something new. Craig suggested that we need to lay more networking. He noted that we need to "reconnect" NHAG with the repositories in the north country. He also noted that we should revive contacts with Vermont and Maine as well as members of the ANHHS.

Discussion moved on to new business. Sites for the fall meeting were suggested including the New State Archives Building and Portsmouth Public Library. Given Craig's comment, Plymouth State College Library was also suggested and ended up being our first choice. Craig also noted that Littleton and Lancaster might be possibilities if a site could be found. Dates in November were suggested—6,7,8 or 13,14,15. It was noted that November 6 may be election day in some jurisdictions. A suggested topic was the role of institutional archives. This would include church, hospital, college and university, and non-profit societies.

The next board meeting will be held on July 18, 2007 at 9:30 AM. Tracy will see if the State Archives will be ready to host us on that date.

Respectfully submitted,

C. Christopher Pratt
Secretary/Treasurer