

CoSA Annual Business Meeting
Friday, July 25, 2008
Westin Peachtree Plaza
Atlanta, Georgia

Minutes

The Annual Business Meeting of the Council of State Archivists was called to order at 8:10 am ET by president Conley Edwards.

Roll Call of the States and Territories

Edwards asked secretary/treasurer Chris LaPlante to call the roll of the states and territories. The following were present:

Alabama – Tracey Berezansky

Alaska – Glenn Cook

American Samoa – absent

Arizona – Melanie Sturgeon

Arkansas – Lynn Ewbank

California – Nancy Lenoil

Colorado – Terry Ketelsen

Connecticut – Lizette Pelletier

Delaware – Russ McCabe

District of Columbia – absent

Florida – Gerard Clark

Georgia – David Carmicheal

Guam – absent

Hawaii – absent

Idaho – Steve Walker

Illinois – David Joens

Indiana – Jim Corridan

Iowa – Gordon Hendrickson

Kansas – Pat Michaelis, Matt Veatch

Kentucky – Barbara Teague

Louisiana – Doug Harrison

Maine – Dave Cheever

Maryland – Tim Baker, Kim Moreno

Massachusetts – absent

Michigan – Mark Harvey

Minnesota – Jennifer Jones

Mississippi – Julia Marks Young

Missouri – John Dougan

Montana – Jodie Foley

Nebraska – Andrea Faling

Nevada – Guy Louis Rocha, Jeff Kintop,

Daphne Arnaiz-DeLeon

New Hampshire – absent

New Jersey – Karl Niederer

New Mexico – Sandra Jaramillo

New York – Chris Ward, Kathleen Roe

North Carolina – Dick Lankford, Sarah Koonts

North Dakota – Ann Jenks

Northern Mariana Islands – absent

Ohio – Jelain Chubb

Oklahoma – Jan Davis

Oregon – absent

Pennsylvania – David Haury, David Schoff

Puerto Rico – absent

Rhode Island – absent

South Carolina – Roy Tryon, Heather South

South Dakota – Chelle Somsen

Tennessee – Wayne Moore, Jamie Awalt

Texas – Chris LaPlante

Vermont – Tanya Marshall

Virgin Islands – Susan Laura Lugo

Virginia – Conley Edwards, Jennifer Davis

McDaid

Washington – Russell Woods

West Virginia – absent

Wisconsin – Virginia Fritsch

Wyoming – Tony Adams

Also attending were CoSA staff:
Jenifer Burlis-Freilich, program officer
Vicki Walch, executive director

After the Roll Call of States and Territories, Edwards welcomed the new state and territorial archivists to CoSA.

Approval of Minutes

Edwards then asked for a motion to approve the minutes of the July 27, 2007, CoSA Business Meeting. David Carmicheal so moved. Chris LaPlante seconded. Motion carried unanimously.

Edwards asked Vicki Walch to make general announcements.

Financial Report

Edwards asked secretary/treasurer Chris LaPlante to give the Financial Report.

LaPlante reported that the balance sheet as of June 30 and income statement were posted on the CoSA's Basecamp website, and distributed at the meeting. LaPlante asked for any questions; there being none, he asked for a motion to accept the financial report. Tracey Berezansky so moved. Gordon Hendrickson seconded. Motion carried unanimously.

President's State of the Association Report

Conley Edwards gave a report on the state of the association. Highlights included IPER and the CoSA Emergency Preparedness Initiative; the work of the Local Government Archives Task Force; continuing efforts to advance the Preserving the American Historical Record Bill; work to support NHPRC reauthorization and restoration of budget; attention to other issues of professional importance that have been a continuing focus – sale of public records, contacts with on-line content providers, Archives Month, access to public records, promoting use of Basics of Archives curriculum, sustaining momentum of the relationships CoSA has established with a broad group of organizations, and providing support to CoSA members through it's listserv, website, manuals and training.

Thanked the staff, Vicki Walch and Jenifer Burlis-Freilich for their help throughout the year. Thanked the temporary CoSA staff, Natalie Norris, JeVon Edwards, Jimmy Freilich, and Sarah Zdenek. Thanked Jennifer McDaid for her support of the Board during the year, and for her work as program chair for the NAGARA/CoSA annual meeting.

Thanked colleagues on the CoSA board, especially the departing board members, Sandra Jaramillo and Karl Niederer.

Sale of Public Records Project for New York State Archives, other Task Force Activity

Edwards called on Wayne Moore to report on the Sales of Public Records Project for New York State Archives and other Task Force activity. Moore thanked Jim Henderson for writing the report. Thanked Kathleen Roe for bringing the subject to the attention of the Task Force. Will be putting the report that Henderson prepared on the CoSA website/Basecamp for use by other states in developing procedures.

The publicity brochure that Henderson developed was based on the NARA brochure. Will also be posted on the website as a template for other states to use. Have contacted the National Association of Attorney Generals to work together on this effort. Have links on the CoSA website to Replevin Laws in the states, would like to add to those. Contact Wayne Moore with any questions.

Ancestry.com and Genealogical Society of Utah presentations.

Edwards asked Mark Harvey to report on the session on digitization of records. Mark reported that the session was very productive – it was noted by Roy Tryon that this was an opportunity that many of the states could not pass up. Harvey suggested posting the information on the CoSA Basecamp – share agreements, asked for any comments, questions. It was also noted that the Task Force might need some outside expertise or support to achieve its goals.

Edwards then introduced Alan Heath, Genealogical Society of Utah, who reported on the newly created FamilySearch Records Access program. Heath also introduced Duane Barson, a new member of the GSU team, 801-240-8456. Cell phone – 801-703-8577.

Edwards introduced Quinton Atkinson, from the Generations Network. Atkinson introduced the Ancestry State Digitization Grant Program which will be awarding 1.5 million in digitization grants to state archives. The deadline for program applications is November 1, 2008. Atkinson also discussed the World Archives Project – The Generations Network will scan records, volunteers will index, indexes will be available for free, images will be available by subscription.

Report from the National Historical Publications and Records Commission - Kathleen Williams, executive director

Highlights – Legislative matters – appropriation for the next fiscal year – in a pattern of being zeroed out by one end of Pennsylvania Ave, Congress then restores funding. Current Status – house committee that oversees the commission, has recommended a \$10 M funding for grants, plus \$2 M for staff. The Senate has recommended \$8.5 M for grants. Currently working on reconciling those numbers – will be done in conference. No timetable available at this time. Will probably be a while as it is a presidential election year. Will probably be in February. (Will operate in a continuing resolution until the new budget is approved, at \$7.5 M funding level.) Thanked the Council members for their participation in the process.

Reauthorization status – House has introduced a reauthorization bill. Senate is in the process of introducing the reauthorization bill – possibly today. Will be introduced by Senator Carper (DE). The reauthorization will be for \$20 M. Senate version has differences from the House version – one of the changes will be an authority to engage in cooperative agreements with partners (separate from the NARA cooperative agreement program and its limits). Will need other key senators approached for support.

SNAP Grants – everyone who applied got an award (not necessarily the total requested). SNAP Grant awards exceeded over \$1 M for Administrative Support to the states and SHRABs.

SNAP Grant money will be available every 18 months for ongoing projects.

Partnership for the American Historical Record – Preserving the American Historical Record Act

Kathleen Roe reported on the status of PAHR. Asked for a push from the membership to get the bill acted on by September. Thanked the membership for their efforts so far.

Future CoSA Annual Meetings – 2009 – Austin with SAA. No guaranteed spots on the program for CoSA. Session proposals are due in early October. David Haury gave a brief summary of the process the program committee uses to develop the program.

Will ask if CoSA can endorse sessions in the same manner as the SAA Roundtables. Can also use the Government Records Roundtable. Discussion about the need to communicate CoSA's needs to the appropriate SAA committee members and leadership.

Peter Gottlieb, incoming president of SAA, extended an invitation to the CoSA Board and NAGARA Board to meet with the SAA Council in February 2009.

New Business – Open Document Format Task Force – Prudence Backman will lead, need members for the task force.

Report of the Nominating Committee and Election of New Board Members

The nominating committee offered the slate of David Joens (IL), Barbara Teague (KY), and Julia Marks Young (MS), as incoming board members to replace the outgoing board members: Conley Edwards (VA), Sandra Jaramillo (NM) and Karl Niederer (NJ). Edwards asked for any nominations from the floor. There being none, he asked for a motion to approve the report of the Nominating Committee.

So moved by Gordon Hendrickson, seconded by Wayne Moore. Motion carried unanimously.

Recognition of service to CoSA:

Edwards announced that Kathleen Roe was awarded a Mover and Shaker Award from ArchivesNext, an archival blog. On behalf of CoSA, he presented her with a trophy to commemorate her award. Karl Niederer also presented Kathleen with an award in recognition of her being wounded in her duty as session chair during the PAHR session.

David Haury, vice president, then read into the record a resolution acknowledging Conley Edwards' service to CoSA, and presented him with the Conley "Ready Chevy" Edwards, CoSA/IPER Refrigerator Truck, and a reproduction of the rendering of the Virginia Statehouse for his distinguished service.

There being no further business, Edwards asked for a motion to adjourn. Jerry Handfield so moved.

Meeting adjourned at 9:55 am.

Submitted by:

Jenifer Burlis-Freilich
CoSA Program Officer