



CHRAB Board Minutes

March 4, 2016

Call to order at 10:10 AM- Board Room at History Colorado

Present: Holly Norton, Bev Allen, Christine Bradley, Kate Legg, Martina Will deChaparro, Janet Bishop, George Orlowski, Aly Jabrocki, Shaun Boyd, Abby Hoverstock, Lisa Hancock, Dan Cordova

Announcements - Mr. Orlowski is retiring June 30

Board Recruitment

Discussion about increasing political and gender diversity on the board – maybe approach people who are more interdisciplinary, or researchers, historic preservationists or genealogists.

Dr. Norton, Dr. Will, Ms. Hoverstock and Mr. Cordova agreed to work on recruitment. All board members will encourage more people

Discussion about how to meet. Do we need to meet physically, or can we use technology more effectively?

Approval of meeting minutes

Ms. Bishop moved, Mr. Cordova seconded. Passed unanimously.

Wrap up of 2015

- Extension of grant
- Description of previous year projects
- Held Electronic Records Management Program at the Supreme Court with 60-70 attendees
- Spoke at / promoted grant at County Clerks Association
- Met with Liz Bishoff
- Met with City of Greeley
- Held Archives 101 workshops

- Rifle in April of 2015 – 30 attendees
- Westcliffe in Fall of 2015 – 15 attendees (snow!)

2016 Grant and Beyond

- Possible to do a larger grant for a 2 year period.
- Only three states (including Colorado) got the full amount in IMLS grant money
- 30k for subgrants, 10k for admin
 - Review of previous grants
- After initial meeting to review applications, etc., 9k left in admin

Things to keep in mind for next year

- Some discussion about making the applications “themed” i.e. Newspaper Digitization or Publishing, or limiting applications to larger sums.
- Mentoring
 - Want to clarify directions next year on sub-grant applications, particularly about the money requested.
 - Clarify type of materials allowed for preservation under the grant.
 - Want to do more mentoring with applicants
 - Maybe hold a grant writing workshop?
 - Mentoring about project management (less late reporting!)
 - Information about other collecting organizations throughout the state
 - Build a page on the website with application tips?
 - Review abstracts of other grants to maybe help with applications in the future.
 - Make the form simpler

Outreach

Discussion about Society of Rocky Mountain Archivists’ efforts to bring the Society of American Archivists’ Digital Archives Specialist workshops and webinars to Denver/Colorado

Motion: The CHRAB Board will allot \$4000 for lowering the cost to Colorado Residents to attend the Arrangement and Description of Electronic Records workshop to be held in July.

Moved by Ms. Bradley, seconded by Mr. Cordova. Motion passed unanimously.

More places for outreach about CHRAB/preservation

- Sand Creek Area
- Elbert County
- Workshops and Site visits
 - Planning on 2 workshops (estimate \$1000 each) in different areas of the state (not the Front Range.)

Motion: The CHRAB Board will allot \$1000 each for 2 site visits to be held throughout the state.

Moved by Dr. Norton, seconded by Dr. Will. Motion passed unanimously.

2017 Grant Application

Motion: That the CHRAB Board apply for an \$80,000 2-year grant from ~~IMLS~~ NHPRC to cover 2017-2018.

Moved by Ms. Boyd, seconded by Mr. Cordova. Passed unanimously.

Next meeting

Will be held in fall in person in October or November somewhere on the Front Range.

Meeting minutes approved October 28, 2016 by Board.