

**Colorado Historical Records Advisory Board**  
**Minutes**  
**April 25, 2008**  
**Northglenn, Colorado**

The State Coordinator called the luncheon meeting to order at 12:10pm. The roll call of board members was then taken:

<u>Present</u>		<u>Absent</u>	
Joel Barker	Marge Benham	Rich Weingardt	Jay Trask
Dr. James Hansen	Johanna Harden	Robin Theobald	
Chris Bradley	Terry Ketelsen		
Duncan McCollum	Eileen Bolger (guest)		

The minutes of the July 13, 2007 CHRAB meeting in Georgetown were reviewed and approved. The minutes are available on the CHRAB website should anyone need to look at them [www.colorado.gov/dpa/doit/archives/chrab/](http://www.colorado.gov/dpa/doit/archives/chrab/)

National Archives and NHPRC update: Terry updated the board on the NARA budget and funding status of the NHPRC for the upcoming year. Additional dollars were provided to NARA for electronic records issues and the commission was allocated \$7.5 million for grants. This will be evenly split between records and documentary editors.

Every year the battle must be waged for funding for the NHPRC grant program. As a result there is an initiative moving forward called PAHR (Preservation of the American Historical Record) which will seek a permanent government commitment to helping archives and historical records repositories across the nation preserve important state and local history. Hopefully, you will hear more about this effort in the months to come.

The NHPRC grant program has been changed significantly to essentially allow SHRABS to do more outreach/training with the funds they receive. This new effort will kick in on July 1, 2008. With the approval given at our meeting last July, Terry has applied for new CHRAB board funding to coincide with this date. More will be said to this later in the meeting. All grant applications must now be done on-line through Grants.gov. It is a time intensive and a laborious process to say the least.

Board Appointments – Terry has been in touch with the Governor’s Office of Boards & Commissions to get several re-appointments made and have a couple of new ones added. All board members must reapply when their current terms expire if they wish to continue serving on the CHRAB board.

In addition the CHRAB needs to be reauthorized by executive order in order to continue to receive grants and function. This will supposedly be completed in May after the current legislative session ends.

Old Business – The commission has formally approved funding in the amount of \$90,000 dollars for NAROPA University to move forward on their records management and archives efforts at their facility in Boulder. The NHPRC had placed several specific conditions on the grant award so that they can be assured the project director that is chosen will be qualified and capable of handling the grant and its’ objectives and planned outcomes.

Since the Board last met Terry has received only two potential grant application requests: one from Del Norte museum and the other from the Greeley City Clerk’s office. The latter focuses on early water rights information and may have a good chance of success if they decide to go forward with the application.

New Business - There is a new a new book out on the steel mill works of the Colorado Fuel& Iron Company. Perhaps at the next meeting Jay Trask can give the Board an update on this new publication.

The NHPRC has extended our current Board grant until 6/30/2008. We will have this meeting and another one, probably in June somewhere in the mountains. Beginning in July the new grant, if funded, will focus more so on training and education. A total of six training workshops are planned, spread out fairly evenly over the next eighteen months. This grant will pay for consultant services to provide the Board approved training. The following topics were outlined in the Board’s proposal to the NHPRC:

Archives 101	Johanna Harden	Eastern Slope Town
Records Mngt (2)	Molly Davis	East-West Slope
Records Conservation	Karen Jones	West Slope
Photo Preservation	Eric Paddock	TBD
Electronic Records	Terry Ketelsen	East Slope

A necessary component of these workshops will be follow-up site visits as best we can. Looking at having the first workshop in September – Records Mngt.

The Council of State Archivists (CoSA) will be meeting this July in Atlanta in concert with FEMA. The purpose of the joint meeting is to leverage some possible training dollars and education that can be eventually brought to each state as part of a broader disaster education and preparedness effort. There undoubtedly will be more to come on this subject in the future.

Lastly, the Library of Congress has several test projects moving forward in regards to the preservation of digital images and information. The State Archives maybe a participant in one of these regional test models.

Terry will advise the Board of our next meeting date and location via e-mail (in the mountains hopefully).

The meeting was adjourned at 2:25pm.

