

MINUTES
TEXAS HISTORICAL RECORDS ADVISORY BOARD
February 16, 2024

The Texas Historical Records Advisory Board (THRAB) meeting was called to order at 10:06 AM on February 16, 2024, in room 209 of the Texas State Library and Archives Commission (TSLAC) at 1201 Brazos St. Austin, Texas 78701. This meeting was filed with the Secretary of State on February 8, 2024, with notice that this would be a video conference meeting and provided the web link and phone number for the public to use to access the meeting.

Members Present: Jelain Chubb, coordinator; Carla Alvarez, Phyllis Earles, Leslie Stapleton, Mike Miller, Felicia Williamson, Tara Turk-Zaafraan (viewing only via videoconference, nonvoting)

Staff Support: Peggy Price, principal assistant

Also Present: Gloria Meraz, Director and Librarian, TSLAC

1. Welcome and introductions

Jelain Chubb welcomed everyone, announced that the video conference format was authorized by Texas Government Code §551.127 and that the meeting was open to the public in-person at the Lorenzo de Zavala State Archives and Library building and virtually.

2. Roll call for members and establishment of quorum

Chubb welcomed board members by name and established quorum. Chubb announced that Mike Miller and Carla Alvarez had agreed to serve a second three-year term on the board. Government appointee Malinda Cowen has completed her terms on the board. A resolution will be requested at the next board meeting.

3. Approve minutes of the February 16, 2024 meeting

Phyllis Earles moved to approve the minutes with corrections and Felicia Williamson seconded. The board unanimously approved the minutes for the February 16, 2024 meeting.

4. Public comment.

There were no comments from the public.

5. Update on National Historical Publications and Records Commission (NHPRC)

Chubb informed the board that NHPRC still had not hired a program officer for the state grants and that there was little information to share beyond the addition of a new commissioner, Dr. Katherine Sibley, representing the Organization of American Historians. Chubb and other state archivists have communicated to the Council of State Archivists concern over the delay in hiring and lack of information coming from NHPRC.

6. Update on the Texas State Library and Archives Commission's (TSLAC) activities

Chubb informed the board that TSLAC was working with the Texas Facilities Commission (TFC) on the plans for a new record center, archival annex, and Talking Book Program facility. The facility will likely be built on state property in the Austin area. The facility will include 100,00 cubic feet of space for records in the archival annex. This will provide 20-25 years of growth space. TSLAC directors have visited one

potential site and TFC will be working on plans and cost estimates. Chubb expects to see some movement within the next few months. TSLAC is still attempting to hire a conservator at the level of curator III with a \$70,000 per year salary. Price announced a new exhibit opening on February 26, called *Extra! Extra! Eyes of the World on Texas*. Chubb informed THRAB about an advisory group she organized to elicit input from allied organizations about the Sam Houston Center. THRAB member Miller serves on the advisory group. TSLAC is working on the strategic plan that will be due in early June. TSLAC develops a plan ahead of each legislative session every two years that supports appropriation requests from the agency. Gloria Meraz added that the Texas State Library and Archives Commission would be meeting in Brenham on the first Friday of June and THRAB members were welcome to attend.

7. Discussion of current State Board Programming Grant activities

Chubb and Price reported on the activities completed since the last meeting. The Society of American Archivists (SAA) Digital Archives Specialist (DAS) online workshops, Basics of Managing Digital Records, Digital Records: The Next Step, and Thinking Digital were completed in December. The Preservation Assessment supported by THRAB was conducted by Rebecca Elder at the Archives of the Big Bend at Sul Ross University in Alpine. Chubb will submit the final report for this grant in March.

The new grant began January 1, 2024 and discussions have started with Society of Southwest Archivists (SSA) about an Archivist in Residence program similar to theirs. THRAB will coordinate with SSA to advertise a \$5000 stipend for recent graduate serve at a Texas repository for up to twelve weeks. Chubb read the details of the program to the board and discussion followed. THRAB will also hold three meetings. Carla Alvarez confirmed that THRAB would be able to meet at the Benson on the University of Texas campus in Austin on June 21. THRAB will meet in Galveston at the Rosenberg Library on October 18.

The new NHPRC grant will fund \$3075 for THRAB to provide 15 registrations for the American Association of State and Local History (AASLH) online course, Basics of Archives with preference for staff from smaller, rural, and underrepresented communities and Texas institutions. If the course is not offered, THRAB will request permission from NHPRC to redirect the funds for this initiative and focus on other needs. With a view to developing the next generation of managers, THRAB will offer ten registrations for the SAA online workshop, Finance Basics for Archives Managers. THRAB will fund training for Texas Archival Resources Online (TARO), with two hands-on workshops. In addition, THRAB will fund TARO with and up to \$5000 (166 hours) for mentor support after the workshops. THRAB will fund preservation assessments for four repositories in the El Paso area and Far West Texas region. THRAB will support regional Archives Bazaars in Austin in April and DFW in October. DFW will only occur in even-numbered years and San Antonio in odd-numbered years. Houston Area Archivists (AHA) will coordinate with The Orange Show, an annual arts festival. Members discussed THRAB's participating at culturally aligned conferences such as Texas Association of Museums (TAM). The archives month poster for 2024 will focus on newspaper preservation and access. Texas History Day will take place April 20 and THRAB will fund two awards. Chubb requested volunteers for the poster, awards, and history day judges. Price will follow up. THRAB was unable to support a session at the Texas State Historical Association Conference because the NHPRC funds were not available in time. Chubb will seek out other historical meetings instead.

8. Discussion of future grants and applications

Chubb will incorporate the same training components, TARO, and other traditional elements THRAB has done in the past for the next proposal. The deadline will arrive before the next meeting, so Chubb may contact individuals for feedback. Earles requested information about potential preservation assessments

in areas other than the Far West region, specifically an HBCU in Marshall. Earles will follow-up after reaching out to her contact.

9. Discussion of updates to THRAB's Strategic Plan

Chubb will be working on the strategic plan for the next meeting.

10. Discussion of future meeting dates and locations

June 21 at the Benson in Austin and October 18 in Galveston.

12. Adjournment

The meeting adjourned at 11:43am.

Approved, June 21, 2024.