

MINUTES
TEXAS HISTORICAL RECORDS ADVISORY BOARD
June 7, 2022

The Texas Historical Records Advisory Board (THRAB) meeting was called to order at 10:00 a.m. on June 7, 2022, in the Commission Room of the Lorenzo de Zavala State Library and Archives Commission at 1201 Brazos St. Austin, Texas 78701 and via teleconference. In accordance with the Texas Open Meetings Act, members of the public had access to and a means to participate in this meeting by two-way communication by dialing the teleconference line. Meeting by teleconference is authorized by Texas government code section 551.125.

Members Present: Jelain Chubb, coordinator; Linda Barrett, Malinda Cowen, Phyllis Earles, Chris McDougal, Leslie Stapleton, Tara Turk- Zaafran, Carla Alvarez, Mike Miller

Members Absent: none

Also Present: Gloria Meraz, Director and State Librarian

Staff Support: Peggy Price, principal assistant

1. Welcome and introductions

Jelain Chubb welcomed board members and reviewed procedures specific to teleconferencing for open meetings.

2. Roll call for members and establishment of quorum

Chubb welcomed new board member Chris McDougal and initiated a roll call. THRAB members introduced themselves and established a quorum.

3. Approve minutes of the February 16, 2022 meeting

Mike Miller moved to approve the minutes with minor corrections and Phyllis Earles seconded. The motion was approved unanimously by the board in a roll-call vote.

4. Public comment.

There were no comments from the public.

5. Consideration of resolutions and certificates of appreciation

There were no resolutions or certificates of appreciation.

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

Chubb updated the board on the NHPRC. The NHPRC has been reviewing and revising its strategic plan with no changes to report since February. Chubb shared with the board that the head of the National Archives and Records Administration (NARA), David Ferriero, retired at the end of April and there is an acting director named Deborah Walls. NARA is the parent organization of NHPRC. The Biden administration will appoint the new head of NARA. Chubb reminded the group that the NHPRC posts information on its website, including opportunities for funding. THRAB members may want to direct others to this resource.

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

TSLAC Director and Librarian Gloria Meraz reported that TSLAC was busy preparing for the legislative session that will begin in January 2023. TSLAC recently completed strategic planning, which is part of the budgeting process. The agency is working on the legislative appropriation request and wants to prioritize staff, who have worked in challenging circumstances over the last couple of years, along with other needs of TSLAC. There is robust federal funding for library programs and broadband development, digital inclusion, and digitization of materials.

TSLAC has been working with ARPA funding to facilitate several projects, including equipment for the archives program. Meraz is hopeful that there may be opportunities for collaboration and increasing the capacity to provide digital resources. Meraz also mentioned the planning Chubb has been involved with to create a shared storage facility for the historical collections owned by the state. Chubb serves on the task force for this project. The task force will present draft recommendations that may position the agency to renew the request for funding for additional storage facilities for state archives and record storage for the State and Local Records Management division. The Commission is interested in building out at the Shoal Creek location. The agency has requested funding for storage expansion from the legislature in the past and not been successful.

Other updates included a new commissioner on TSLAC named Nancy Painter Paup, who has a long history in the historic preservation field and has been on the commission for the Texas Historical Commission, an ongoing exhibit, Home for Texas History, plus a series of Literary Landmark celebrations throughout the state. Meraz explained that TSLAC hopes to open up potential Literary Landmark designations to archival repositories. The program is a partnership with the Texas Historical Commission's magazine *Authentic Texas* to increase literary tourism. Ultimately, the goal is to produce a literary map of Texas that incorporates the places of inspiration for writers and where they conducted research. Rebekah Manley coordinates the Center for the Book at TSLAC and leads the Literary Landmark program. The Summerlee Foundation provided grant funding for the recent programming. If THRAB members have an interest in or know of others that would be interested in the program they can contact Manley. THRAB may want to consider efforts in this area as part of the strategic plan as a way to recognize libraries and archives with primary source materials.

Chubb shared that TSLAC has open positions for archivists, especially for those with appraisal skills to assist with backlog. There will also be a position open for an audio/video/photo archivist.

8. Discussion of current State Board Programming Grant activities

Chubb informed the board that THRAB was close to achieving all of the objectives of the current grant and spending the funds that amounted to the award of \$35,272. The grant period was about to end on June 30, 2022, and there was \$2604 remaining. Chubb said THRAB was able to accomplish a lot during the grant period, even with the pandemic. THRAB participated in Archives Bazaars, offered free workshops, the Texas Archives Month poster, and TARO trainings. Peggy Price reported on the wet salvage workshops held at the Fort Worth Public Library, Rosenberg Library, Lamar University, Texas State University, and University of Houston at Victoria. Seventy-three people registered and 54 attended, making an attendance rate of 74%. The evaluation scores were all very positive. Chubb read a few positive comments from the evaluations. Price and Chubb went on to discuss TARO training workshops and reported on the feedback from participants.

Chubb reminded the board that the next grant begins July 1 and provides \$39,824 for the same types of activities. The grant runs through June 30, 2023. There will be three board meetings, with one via teleconference. The other two meetings will be held in person, with one in Austin and we will explore

another site option for the third meeting. Perhaps Fredericksburg or Galveston will be selected. The October meeting will be in Austin. THRAB funds the travel costs within state guidelines.

THRAB will again offer 30 registrations for the AASLH Basics of Archives online course, especially for those working in HBCUs, Hispanic-serving institutions, and smaller, rural repositories without a lot of training support. THRAB will also offer SAA Digital Archives Specialist training by defraying the cost of specific webcasts related to managing digital archives and another round of TARO trainings. The TARO workshop locations will cover different regions from the last grant by going to West Texas, the Panhandle, and the Rio Grande Valley.

A new objective in the 2022-2023 grant is free preservation assessments for select repositories. THRAB contracted with Rebecca Elder Preservation to conduct preservation assessments for archival repositories in the Rio Grande Valley in 2023, which involve a day on site for each institution and a brief preservation assessment that includes recommendations to improve the condition of their building, their preservation environment, the condition of the collections, their storage, exhibits and also any emergency planning and security. The reports are going to prioritize their short, medium, and long-term recommendations for the institutions. These assessments will help position the institutions to apply for other grants. Another new item is funding a THRAB intern for 120 hours to assist the principal assistant with projects.

THRAB will continue to support the various archives bazaars, promote Texas Archives Month with a digital poster and webpage, administer THRAB's archival awards program, support a special award for Texas History Day and programming at the Texas State Historical Association (TSHA) annual meeting. THRAB will review and begin updating the strategic plan at the October meeting.

9. Discussion of future grants and applications

Chubb outlined the objectives for the next grant application. The board discussed THRAB projects and options to promote the board's initiatives and facilitating inquiries from those seeking archival advice. Chubb mentioned that THRAB may focus on more management training from SAA in future workshops. TARO will offer workshops in regions that they have not yet covered. Another initiative is a mentor position for TARO who will help code the finding aids or oversee the coding of finding aids as a mentorship. THRAB offered funds for TARO finding aids previously when the workshops were cancelled due to COVID and the project was very successful.

The preservation assessments will continue in regions not yet addressed like El Paso or the Panhandle. The intern for THRAB will continue, along with support for archives bazaars and Texas History Day and TSHA outreach. Helping to fund an archivist in residence program is a new opportunity for THRAB. Chubb has discussed this program with the past president of the Society of Southwest Archivists, which has a program in place. THRAB could partner with SSA, who would handle the administration of the program. Chubb closed discussion and said she will move forward with the grant application for next year.

10. Discussion of future meeting dates and locations

Chubb opened the discussion on sites for future meetings. The October meeting will be held in Austin at a date and time to be determined. The February meeting will most likely take place via teleconference. The board discussed the location for the remaining meeting in June and considered the Rosenberg Library in Galveston as a good option. The board discussed the issues with teleconferencing and, though it is cost efficient, video conferencing would be better. Individual board members may talk with their legislators about updating the statute.

11. Adjournment

The meeting adjourned at 11:38a.m.

Approved October 7, 2022