

Minutes of the December 11th 2001, Idaho State Historical Records Advisory Board:

Those present include: Pam Babbitt, Blaine Bake, Charles Boyles, Duane Bogstie, Denton Darrington, Steve Smylie, Alan Virta and Steve Walker.

Meeting convened in the Department of Agriculture Building at 9 am. Steve Walker conducted and provided a welcome and introductions.

Announcement was made that the process of confirming new appointees to the Board are still pending in Governor Kempthorne's office. Steve indicated that he was not aware of any time-line for notifying those persons who were nominated. Denton Darrington responded that if Steve could supply him the names of the nominees, he would make an inquiry to see if the process could be moved along.

The traveling display about records preservation that Steve Walker has been using at the forums he has been presenting at various locations across Idaho was shown. A discussion about the success of those meetings eschewed. Steve has held presentations in Boise, Cascade, Coeur d'Alene, Cottonwood, Ketchum, Moscow, Nampa, Payette, Pocatello, Rexburg, and Rupert. Attendance has been good, averaging 18 people per presentation.

Steve talked about the two-day Idaho government records management-training course held in Boise, Idaho Falls and Moscow respectively. Several board members made favorable comments about the training and guidance it provided for their staff and/or colleagues. Blaine mentioned that the new assistant archivist at BYU-Idaho, John Powell, had attended and he (John) felt it had been very informative. A presentation to State Agency officials supervised by the Office of the State Board of Education will be given in February 2002.

Steve noted the repeated absence of some members to attend the SHRAB meetings and the difficulty to conduct business. Charles Bolles responded that he believed the State Library Board of Trustees had some provision in their by-laws about calling for the resignation of members without excuse acceptable to the board, who fail to attend two (2) consecutive regular

meetings of the board, and that since the SHRAB only meets 3 or 4 times a year, such a provision may be appropriate in the SHRAB's by-laws as well.

Steve stated that the Manual of Suggested Practices for State Historical Records Advisory Boards put out by the National Archives specified, "If the SHRAB is not established in state law, members may continue until replacements are appointed. However, boards may adopt standards for attendance and declare positions open if those standards are not met." Steve said he would draft an attendance requirement revision to SHRAB by-laws for review and discussion before the next SHRAB meeting.

The manual also allows the State Historical Coordinator to appoint a Deputy State Historical Records Coordinator "to assist in carrying out the duties and responsibilities of the coordinator and to serve as an acting coordinator at the coordinator's direction or upon the coordinator's resignation or other inability to serve." Steve has designated Archivist Rod House to serve as Deputy State Historical Records Coordinator.

Steve reminded the Board that 2002 was the last year of the NHPRC grant and a new grant would have to be submitted in June to continue operating expenses in 2003. The Strategic Plan outlined many activities the SHRAB could seek to fund. Steve needs input from the SHRAB as to what the next grant should cover.

Steve reviewed the "recording initiative" which would provide additional funding for the State Archives. Considerable discussion as to its legislative chances and other alternatives occupied the board for some time. Useful input from Senator Darrington and Representative Smylie among others was made.

Senator Darrington indicated that Darrell Roskelley, Cassia County Clerk would be very supportive of a microfilming project on a cooperative basis. Darrington encouraged the State Archivist to consider that more of these types of efforts be made especially with the budget reductions in state government that had recently been announced.

Mr. Walker also reviewed some of the progress being made in preserving local government records especially those at the county level. Bannock, Cassia, Clearwater, Gem, Kootenai, Nez Perce, Payette, and Power were some of those counties mentioned.

Reviewed SHRAB accomplishments for the past few years. A lengthy discussion eschewed on how to best implement a strategic plan agenda. Among the topics covered were electronic record keeping, the governor's papers, legislative intent, etc.

Viewed the videos entitled, *Into the Future: On the Preservation of Knowledge in the Electronic Age* and *Framing the Future: Leadership Skills for a New Century*. "Into the Future: On the Preservation of Knowledge in the Electronic Age" explored the issues behind the survival of digitally stored information into the future. The program features insights from articulate shapers and thinkers of the Information Age, such as Peter Norton, founder of Norton Utilities; Tim Berners-Lee, father of the World Wide Web; John Seely Brown, chief scientist at Xerox Corporation; Michael Dertouzos, director of M.I.T. Laboratory for Computer Science; Deanna Marcum, president of the Council on Library and Information Resources; and Jeff Rothenberg, senior computer scientist for RAND Corporation. The video, "Framing the Future: Leadership Skills for a New Century" illustrated four major factors working to create these revolutionary changes: technology, economics, demographics and culture.

The Board confirmed tentative dates for SHRAB meetings in 2002. It was agreed that it would be best if the first meeting would be after the upcoming legislative session. The 2002 meeting dates are the following:

April 8, 2002 Best Western Inn, Wallace, ID
 State Plane will be available for transportation from Boise
July 12, 2002 Mountain Village Resort, Stanley, ID
 State Plane will be available for transportation from Boise
October 3, 2002 Facility to be determined Boise, ID
December 9, 2002 Facility to be determined Boise, ID

The Board toured the Merle Wells State Archives Building. Meeting adjourned 3:20 pm.

Blaine R. Bake

Secretary (by default)