

Wisconsin Historical Records Advisory Board, Board Meeting

Meeting Minutes for February 11, 2022

Zoom Meeting

Attending: Abbie Norderhaug (Chair), Menzi Behrnd-Klodt, Clayborn Benson, Anita Doering and Ken Wirth

Guests: Victoria Harmon (DPM), Emily Pfothenauer (WLS, Recollection Wisconsin), Debbie Ripp (WHS)

1. Call to Order

Meeting was called to order by Chair at 10:04 am

2. General Announcements

Ms. Norderhaug informed the committee of the departure of Angela Fritz from the Wisconsin State Historical Society. Ms. Norderhaug will update the committee at the Strategic Planning meeting in July on the search for a new Collections Administrator. Ms. Norderhaug introduced her colleague, Ms. Ripp, who is attending today to help with minutes.

3. Approve November 10, 2021, WHRAB meeting minutes.

Ms. Doering moved to approve the minutes; minutes were unanimously approved by committee.

4. Recollection Wisconsin - Emily Pfothenauer

Ms. Norderhaug gave background on a Recollection Wisconsin grant. WHS will be partnering with Recollection Wisconsin to provide digitization training at the Local History Conference, scheduled to be held in person and possibly hybrid, on October 13-14, 2022, Central Wisconsin Convention & Expo Center, Rothschild, Wisconsin; the training will be offered for free to anyone who is interested. You do not need to register for the conference to attend the training. The grant will also cover a recording of the workshop, so it is not necessary to attend in-person. Mr. Benson suggested reaching out to undergrads, at least Seniors, about the conference and the digitization training as many will become grad students who are interested in a career in history and archives.

Ms. Pfothenauer works with the Wisconsin Library Services (WLS) a 501(c)(3) organization, and prepared slides to discuss the work with Recollection Wisconsin grants and training opportunities coming up in the next two years.

Some highlights from Ms. Pfothenhauer's presentation:

- Recollection Wisconsin is a consortium and WLS serves as the project manager. The group works with cultural organizations around the state and aggregates metadata about single collections and provides a search tool.
- Provides expertise and support on digital collection development.
- Service hub for DPLA to amplify collections.
- Creating a digital readiness toolkit – beta-testing now, Ms. Pfothenhauer will send digital toolkit to each member of this committee.
- Peer to Peer learning is incredibly important.
- Important to always document decisions and policies.
- Start small and take practical steps.
- Training workshops will be presented at the Local History Conference over the next years with a focus on two areas that are the most practical, formatting and describing materials for metadata creation.

Ms. Pfothenhauer took questions from the committee. Mr. Wirth asked if business or corporate archives are included in the collection development and training structure. Ms. Pfothenhauer advised that at this time this area is not represented. Mr. Wirth Ken mentioned Matt might have a business conference forum and that could be useful in expanding the category.

Ms. Behrnd-Klodt asked about the history affiliates communications and how to reach out to smaller affiliates not on the list and feels the training would be beneficial. Ms. Behrnd-Klodt suggested that the Midwest Archives (MAC meeting) might be a good place to try and find smaller affiliates to connect with. Mr. Benson suggested identifying the major organization in each region and ask for their assistance in identifying the smaller organizations in their geographical area. Ms. Doering thanked Ms. Pfothenhauer for all the planning work involved for these training opportunities. Ms. Norderhaug suggested leveraging some ARMA International connections and Mr. Wirth also agreed.

5. Award and Scholarship Update

- Advertising push for the Governor's Archive Award has begun.
- Would like to see MAC submit.
- Encourage groups to apply.
- March 10, 2022, deadline.
- MAC meeting in May –scholarships are available.
- Lodging for Madison residents will not be covered.

- Ms. Norderhaug will draft an application and post.
- Dr. Joseph Austin is contact at UWM History Department (post-grad only).
- Edgewood College.

6.Calendar Update

- Committee had no questions on the one-year calendar.

7.Adjourn

Chair asked for a motion to adjourn the meeting.

Mr. Wirth moved to adjourn; motion was unanimously approved by committee at 11:15 am.