

~*Louisiana Historical Records Advisory Board*~

*Thursday, July 10, 2014*

*10:00 a.m.*

*Louisiana State Archives*

*3851 Essen Lane, Baton Rouge, LA 70809*

*Louisiana Historical Records Advisory Board*

The Mission of the Louisiana Historical Records Advisory Board established by Executive Order MJF 98-31 is to assist in, support, coordinate and advocate for the identification, collection, preservation, management, use and accessibility of records that document all of Louisiana's people, communities, organizations, businesses, and governments. It is the Vision of the LHRAB that the historical records of all Louisiana's people will be identified, collected, preserved, maintained, made available to and used by Louisianians to increase their knowledge of the history and cultures of this diverse state and to ensure their rights.

Carrie Fager, Records Manager Statewide

Jon A. Gegenheimer, Louisiana Clerks of Court Association

Judith F. Gentry, Member at Large

Florent Hardy, Jr., Ph.D., State Archives, *Coordinator*

Jacqueline L. Jones, Member at Large

Tara E. Laver, Archivist, LSU, *Assistant Coordinator*

Brian S. Lestage, Louisiana Clerks of Court Association

Emilie "Lee" Leumas, Member at Large

Brenda B. Parsons, Member at Large

Tammy Foster, Louisiana Clerks of Court Association

Michael Wynne, Member at Large

~**AGENDA**~

~Welcome~

~Introductions~

~Reports/Updates on Member Activities~

Review of March 13, 2014 Meeting Minutes

No further response from the Natchitoches Tourist Bureau concerning their Anniversary

Creoles on Cane River by Gregory Wilbert could not be found

I Cannot Forget by Judith Gentry purchased for the Archives Library

Lincoln Letter stabilized by the Archives Conservation Lab

~Open Discussion~

*Annotation; NHPRC Annual Report, 2013*

Society of American Archivists *Archival Outlook* article

Strategic Plan Review

Next LHRAB Meeting, Thursday, November 13, 2014



**Tom Schedler**  
Secretary of State

**Florent Hardy, Jr., Ph.D.**  
State Archivist  
LHRAB Coordinator

**Thursday, July 10, 2014**

**Present: Dr. Hardy, Freddie, Judith Gentry, Carrie Fager, Jacqueline Jones, Tara Laver, Lee Leumas, Brenda Parsons, Brian LeSage**

**Discussion began with Dr. Hardy reiterating visit from lady who has volunteered.**

**Lee: It is students responsibility where to go, what to do, compete, requirements, experience.....lots of work for supervisors. 3 hours credit, need program to set up as Southeastern, WWII Museum, Diocese, SAA or SSA gravitate toward certain people.**

**Dr. Hardy: Natalie Denby.....N. Carol video**

**Introduction, objectives, tour**

**Brian: Beauregard C of C Gov. Jindal appt.**

**Dr. Hardy: Clerks met here this year....very successful**

**Tara: Ireland, husband received a Fulbright Scholarship to teach....invite to Public Records, National Archives**

**Dr. Hardy: Belfast, Gov. O'Reilly named him, book at hand, LA history**

**Dr. Hardy: told story of the Widener Library and swimming, Freddie swam at LSU in 1960, Judith said University of Maryland had the same requirements.**

**Carrie: Retention schedule. St. Bernard flooded, documents treated with bleach, now in cold storage, wear Tyvek suits to enter storage. Pay \$7000.00 monthly rental. Trying to get FEMA to pay. Criminal records thrown away, sheriff's records also, but minutes may exist. Senator Crowe here yesterday, he will be ally because he understands profession of records retention. Records retention at lowest level in 18 years. LSU records compliance: need to develop a system for records.**

**Lee: certify records manager, NO library archives, state & country, SOA in NO, SAA website evaluation, SWA in May, LAM Nov 7.**

**Judy: mentioned that she will be busy researching and writing about Civil War and cotton's importance to the economy of the South. She mentioned that since she would be doing much research in Baton Rouge, she needed an economical place to stay.**

**Brenda: She is a retired elementary science teacher and now works with her husband in his Deep South Equipment business.**

**Jacqueline:** She is developing an Archives for the Baton Rouge Community College and requested information about possible grants for this purpose. Suggestions were for the Louisiana Endowment for the Humanities. It was suggested that she mention to their Board to use her BRCC experiences as a pilot to be later incorporated as a system effort.

**Tara:** LSU current exhibit Smith Laver Act.

**Dr. Hardy:** Concerning NHPRC process asked their staff to require that proposals sent to them be FIRST reviewed by the SHRABS. This would mean more work for SHRABS; however, it would enable a more accountable process, especially since many proposals received by NHPRC do NOT address required guidelines.

**Dr. Hardy:** Presented NHPRC's *Annotation* report, 2013. He also mentioned and shared Judith's I Cannot Forget for review by the Board.

**Brian:** Beauregard moving to Eforums; however, microfilm is still being created.

**Dr. Hardy:** Possible for LHRAB to begin from scratch on a Strategic Plan; however, it was discussed that a brochure about the LHRAB would best serve the initial phase of responsibilities. Carrie and Lee mentioned that they would provide content and Dr. Hardy would prepare the handout.

Mention was made for possible Awards criteria to recognize the efforts of historians, archivists, records managers, etc. throughout the state. This would also provide outreach to businesses statewide, as well as the producers of records.

The objective for the November meeting was to prepare the outreach brochure for review and discussion.

Meeting adjourned. Next meeting has been scheduled for Thursday, November 13, 2014.