

Louisiana Historical Records Advisory Board

MINUTES

August 22, 2024 | 2:00pm | Louisiana State Archives Gallery

I. Call to Order – The meeting was called to order at 2:00 pm

II. Roll Call

Present: Catherine Newsome, Angelique Bergeron, Barney Arceneaux, Debbie Henton, Melanie Montanaro, Meg Placke, Amy Moran, Zach Stein, Zach Tompkins, Ashley Simmons, and Jennifer Waxman

Not Present: Christina Bryant, Dr. Edward Benoit, Debbie Hudnall, and Lee Leumas

III. Order of Business

a. New Board Member Welcome – Chairman Catherine Newsome welcomed the new members, and requested that each member introduce himself or herself, and provide the Association or Membership they represented. Melanie Montanaro then explained the purpose of the Board as set forth in R.S. 44:501.

b. Approval of Minutes - The board approved the minutes from the meeting held on November 2, 2023.

On motion of Debbie Henton, seconded by Melanie Montanaro the board approved the minutes.
Motion Passed

c. Future meetings - The Board discussed future meeting dates. The Board will convene on November 12, 2024, February 13, 2025, May 8, 2025, August 28, 2025 and November 13, 2025.

d. Bylaws/Strategic Plan – Melanie Montanaro and Amy Moran notified the Board there were currently no Bylaws or Strategic Plan in place for the LHRAB. They noted that most State Historical Records Advisory Boards (SHRABs) are associated with the National Historical Publications and Records Commission (NHPRC), which provide basic guidelines, and state boards we should have Bylaws and a Strategic plan. Ashley Simmons asked if the Board wished to form a committee, however Jennifer Waxman suggested that examples of other SHRAB Bylaws be emailed to the members and at the next meeting, they could discuss which parts could be assimilated into our Bylaws. Amy Moran agreed to send these examples to board members.

On motion of Amy Moran, seconded by Barney Arceneaux the board approved to receive examples by email and discuss the Bylaws at the next meeting in November. **Motion Passed**

e. Louisiana Endowment of the Humanities/Statewide Alliance for Response Network – Melanie Montanaro shared that LEH has applied for a grant and they are working on the Cultural Readiness Audit, Cultural Coalition Building, and a Readiness Risk Scale. Melanie Montanaro read the purpose of the LEH's initiative is to establish a responsive coalition of cultural stakeholders focused on directing resources and information to Louisiana's cultural sector during emergency events, as collectively defined and agreed upon by the members of this coalition. This coalition does not supersede any existing emergency-oriented networks in place at any level.

Coalition objectives and activities are intended to supplement existing efforts to ensure a sustained focus on cultural organizations and members of the cultural sector during times of great need.

She then encouraged the Board to assist LEH in building this program for the benefit of the Archives. Catherine Newsome offered a history of past Board meetings identifying previous conversations on how the LHRAB can better serve smaller repositories during disasters via networking services. She felt the LEH program would be a good start for LHRAB to begin identifying the best method of serving small Cultural institutions during a disaster response. Melanie agreed to gather more information and present it at the next Board meeting.

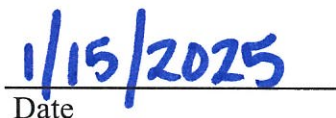
f. Projects/Programs

- i. Debbie Henton recommended that steps need to be taken to save Department of Public Work records being held by DOTD. Ms. Amy Moran requested Ms. Henton to email the details of the request to her so the Records Management Division could reach out to DOTD. Ms. Montanaro offered to have her staff review what records the Archives holds for the Department of Public Works.
- ii. Angelique Bergeron reported the West Baton Rouge Museum continues to offer events to patrons to include Café Francais, Historical Happy Hour, Monthly yoga, and Sunday Cajun Jams.
- iii. Jennifer Waxman announced the Foundation for Advancement of Conservation funded the Alliance Response Workshop being held in October.
- iv. Zach Tompkins stated he wants to research what can be done with the NHPRC grants. Catherine Newsome explained that any organization, who wishes to apply for the grants, may do so. The NHPRC Board will contact the LHRAB to review the grant prior to approval. Angelique Bergeron offered to research grants being offered through the NHPRC.

IV. Adjournment

On motion of Angelique Bergeron, and seconded by Amy Moran, the Board voted to adjourn at 2:58 pm. **Motion Passed.**


Catherine J Newsome, Chairman


Date