

Louisiana Historical Records Advisory Board

MINUTES

November 18, 2021 | 2:00pm | Louisiana State Archives Auditorium

I. Call to Order

II. Roll Call

Board Members: Catherine Newsome, Nancy Landry, Emilie Leumas, Freddie Evans, Riley Berthelot, Angelique Bergeron, Zachary Stein

Not present: Debbie Hudnall, Cheylon Woods, Shannon Dirmann, Rebecca Hamilton, Michelle Riggs, John Gallagher

Archives Staff Present: Allison Llorens

III. Approval of Minutes

Motion to adopt previous meeting minutes by Angelique Bergeron and seconded by Emilie Leumas
Motion Passed

IV. Order of Business

1. Overview of Board Mission: Catherine Newsome

A. Mission: to help identify historical records in the state and also facilitate preservation of documents. The board has the ability to request funding from the National Archives and Records Administration (NARA).

2. Strategic Planning: Disaster Grant Funding: Group Discussion

A. Ms. Newsome proposed the option to apply for disaster grant funding as a topic for discussion. Ms. Leumas suggested ideas to support other agencies in the state during and post disaster. She stated that the first board objective should be to make ready resources for citizens and other state agencies to access when disasters occurs (i.e., develop a registry of statewide responders to assist in preserving documents after disasters.)

B. Ms. Leumas proposed the following: create a training workshop and provide a representative from each response area; advertise a call for volunteers who can teach a class on document preparation/restoration as it relates to disasters.

C. The board discussed requesting money from Capital Outlay to purchase a supply trailer. The trailer would be housed in a centralized location of the state in order to quickly deploy disaster mitigation materials (i.e., hygrometers, boxes, equipment, etc.).

D. Ms. Leumas suggested surveying state agencies and organizations (i.e., LAMA, New Orleans area, North Louisiana parks) to gather inventory of vital collections and create a directory/database.

3. Future Board Meetings

A. The board discussed the frequency of future meetings and concluded that meetings will occur in the gallery space at the Archives on the second Thursday in February, May, August and November.

V. Board Discussion

- A. Ms. Bergeron suggested that the board develop a set of objectives that align with both staffing and time constraints in order to ensure that each set of priorities are met.

- B. Ms. Newsome stated that the board should review the missions of the National Archives and Records Administration (NARA) and National Historical Publications and Records Commission (NHPRC) to help identify additional board objectives and also distinguish the types of records to focus on (i.e., government, non-profit etc.)

- C. Ms. Newsome: Research other state's historical records and advisory board grants.

- D. Recommendations for new board members:
 - Kelsey McCrary, Chief Economic & Cultural Development Officer Monroe, LA
 - Jason Church, Materials Conservator, National Park Service Natchitoches, LA
 - Dustin Fuqua, Chief of Resource Management, National Park Service Natchitoches, LA

VI. Adjournment

Motion to adjourn by Nancy Landry and seconded by Emilie Leumas

Motion Passed

Meeting Adjourned at 3:00pm