

## *SHRAB Meeting Held in Helena in conjunction with Montana History Conference*

[These are abridged minutes of the SHRAB meeting. For full minutes, contact Jodie Foley at [jofoley@mt.gov](mailto:jofoley@mt.gov).]

The Montana SHRAB met Friday October 21, 2005, at 10:00 a.m. at the Montana Historical Society Helena, MT.

Molly Kruckenberg reported that the 2006 Administrative Grant was submitted in September. The grant will fund scholarships, the newsletter, meeting expenses, and a strategic planning survey.

Kruckenberg moved on to discussion of planning for the strategic planning survey. Judy Ellinghausen reported on similar surveys conducted by other SHRABS, and contacts she has made to get assistance on creating the survey. Donna McCrea reported she can provide student assistance. Members will seek additional assistance with creating survey questions, mounting survey, and analyzing results. The grant states that April 2006 is deadline for getting questions together, and survey will go out in June and be compiled by August.

The next topic was raised by Jodi Allison-Bunnell who discussed the SHRAB sponsored Archival Advocacy Workshop, which will be held during the Northwest Archivists Annual meeting (May 18-20, 2006, Butte America!). The workshop will explore the key skills archivists need for successful advocacy within their communities. She is still in the process of selecting presenters.

Next Kruckenberg led a discussion on another SHRAB sponsored workshop, this to be held in conjunction with the Montana Museum Association annual meeting. The workshop will focus on preservation techniques for documents, photograph, and textile collections.

Donna McCrea brought up issue of fall workshop, suggesting that the digitization workshop (presented in Bozeman, June 6 and 7) be repeated. McCrea will make arrangements. *[continued on page 2]*

### *Upcoming Events*

**December 1, 2005:** ARMA sponsoring "Electronic Documents, New Technology and the Law", Helena

**March 9-11, 2006:** Museum Association of Montana Conference, Fort Benton

**May 3-6, 2006:** Montana Library Association Annual Meeting, Missoula

**May 18-20, 2006:** Northwest Archivists Annual Meeting, Butte

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Board moved on to discussion of the 2006 "Celebrating Archives" poster. Members reviewed posters from other states. All agreed that the poster should be aimed toward younger people and have an outdoor theme. Board members will look for photographs and images to use.

Kruckenberg moved on to discuss the 2006 Northwest Archivists meeting, which is to be held in Butte, Montana, May 18-20. Donna McCrea is putting together a 2-day workshop on legislative records. SHRAB will make literature and surveys available to conference attendees. Donna will make arrangements for space on a vendor table.

Next meeting will be held at Fort Benton in conjunction with Museum Association of Montana Conference (March 9-11, 2006).

Meeting adjourned at 12:00.

### *Workshop held in Helena*

On Thursday, September 29, as part of the annual Montana History Conference, SHRAB members presented a full-day workshop on archival appraisal, "Assessing Archival Collections: What to Keep." Workshop presenters were Molly Kruckenberg, state archivist at the Montana Historical Society, Jodie Foley, state oral historian at the Montana Historical Society, and Jodi Allison-Bunnell, of Northwest Archival Services.

Presenters discussed the always-thorny issues associated with appraisal for research value and long-term preservation in an archives, library, or museum, including collecting policies, the definition of appraisal, elements of a good deed of gift, accessioning, and de-accessioning. Throughout the workshop, and in a time set aside at the end, participants had a generous amount of time to participate in hands-on exercises and to discuss specific questions from their own institutions.

The workshop was supported in part by the National Historical Publications and Records Commission and is based on workshop materials from the Council of State Archives and from the SHRAB's Preferred Practices Manual.

The SHRAB will continue to offer informative, relevant, and affordable workshops around the state.

## *Northwest Archivists Annual Meeting in Butte, Montana, May 2006*

Northwest Archivists, the regional archival association serving Alaska, Idaho, Montana, Oregon, and Washington, will be holding its Annual Meeting in Butte May 18-20, 2006. The Annual Meeting is designed to encourage professional development and networking among archivists and others interested in the preservation of and access to historical information and materials.

The Annual Meeting includes sessions designed to introduce attendees to new ideas in the field as well as refresh knowledge and skills. A Basic Archives workshop, designed for individuals with responsibilities for archival materials but little or no formal training, will be offered on May 18.

For additional information about the Northwest Archivists Annual Meeting please contact Ellen Crain at the Butte-Silver Bow Public Archives - [buttearchives@qwest.net](mailto:buttearchives@qwest.net) or (406) 782-3280. ***A special scholarship will be offered by the SHRAB for Montana archivists wishing to attend. See newsletter insert for more details.***

### *NEH Preservation Assistance Grants*

The National Endowment for the Humanities (NEH) offers Preservation Assistance Grants for up to \$5,000 to help small and mid-sized institutions preserve and care for humanities collections. Collections may include books and journals; archives and manuscripts, prints and photographs; moving images; sound recordings; architectural and cartographic records; decorative and fine arts; textiles; archaeological and ethnographic artifacts; furniture; and historical objects. Grants may be awarded to libraries, museums and historical societies, archival repositories, town and county records offices, state and local government offices, and colleges.

Preservation Assistance Grants may be used for:

- General preservation assessments.
- Consultations with professionals to address a specific issue, need or problem.
- Purchase of storage furniture and preservation supplies.
- Purchase of environmental monitoring equipment for humanities collections.
- Education and training.

Applicant also must:

- Care for and have custody of the humanities collections that are focus of the application,
- Have at least one staff member of the full-time equivalent (paid or unpaid), and
- Be open and provide services of programs at least 120 days per year.

Institutions that have never received an NEH grant are especially encouraged to apply. The deadline for application is May 15, 2006, for projects beginning January 2007. Only one application per institution is allowed, but grants funds may be used for combined purposes. For more information, contact NEH, Division of Preservation and Access, 202-606-8570, 866-372-2930 (TDD), [preservation@neh.gov](mailto:preservation@neh.gov), [www.neh.gov](http://www.neh.gov).

## *Update on NARA Funding*

Following intensive advocacy efforts in the archival, history, and documentary editing communities, Congress has passed the requested \$7.5 million budget for NHPRC. Of that amount, \$2,000,000 will be transferred to the operating expenses appropriation to cover administrative and operating costs. This will leave NHPRC \$5,500,000 for grants. See SAA website for details. <http://www.archivists.org/news/nhprc-Nov2005.asp>

## *Staff Changes at MHS*

Molly Kruckenberg, Montana State Archivist, has recently been promoted to serve as Director of the MHS Research Center. She will miss working directly with the SHRAB and the State and Local Government Records Committees, but will maintain ties with these groups in her new position. Jodie

Foley has been asked to serve as Acting State Archivist until a hire is made. Jodie looks forward to her new duties.

## *Publications Still Available*

Copies of the Montana SHRAB's manual, *Preferred Practices for Historical Repositories* are still available, free of charge. This publication is a checklist and self-assessment manual and provides information on a wide variety of management and preservation topics related to archives and museums. Copies are available from Molly Kruckenberg, 444-7482 or [mkruckenberg@mt.gov](mailto:mkruckenberg@mt.gov). Additional copies of the SHRABs other publications, including *So You Have a Box of Papers...* and the quarterly newsletter are also available.



## *Board Members*

*Jodi Allison-Bunnell*, Missoula

*Sean Chandler*, Fort Belknap

*Ellen Crain*, Butte

*Judy Ellinghausen*, Great Falls

*Peggy Gow*, Deer Lodge

*Jodie Foley*, Helena

*Donna McCrea*, Missoula

*Sami Pierson*, Libby

*Kim Allen Scott*, Bozeman

*Paul Shea*, West Yellowstone



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