Local History and Archives Advisory Committee

October 5, 2018 minutes

Present: Stephanie Buck, Peggy Calkins, Molly Hardy, Martin Ray, and Deborah Kelsey

Not Present: Sarah Dunlap, Carol Kelly, and Beverly McKean

1. Called to order at 10:00 am
2. Minutes from April 6, 2018. S Buck moved to approve. M Calkins seconded. Motion passed unanimously.

Minutes from September 7, 2018. S Buck moved to approve. M Hardy seconded. Motion passed unanimously.

1. Update on LSTA Conservation and Digitization grant

Paperwork submitted for the Mayor’s Report to be referred to City Council Budget and Finance Committee before City Council approval.

Site visit will be arranged after conserved city records have been returned to the archival cabinets in the library and the local history librarian is on board. D Kelsey will speak with City Clerk about returning the records.

1. Update on filling local history librarian position.

Jacklyn Linsky has accepted the position and will begin October 15th. She has recently completed her MLIS with a concentration in archives management. She is a native of Gloucester.

1. Discussion of the Preservation Long Range Plans

City’s plan was written by M Calkins. She received high praise.

Library’s plan was written by D Kelsey. She will modify the plan to incorporate some suggestions of M Ray.

1. LSTA Preservation Assessment Grant report

Report is due October 15th. D Kelsey will be writing.

An addendum with clear recommendation from the NEDCC was received.

1. Open discussion
2. Considered suggestion that current committee become the Records Management Advisory Board. Reviewed the City’s Ordinance Section 2-754. Archives committee and Section 2-755. Records Management Advisory Board.

The majority thought this would move the cause forward, be better use of our time, give needed recognition of the city, and better position for the 400th.

The minority thought this was broader than their specific interest in access to local history and archives.

Most felt need to expand representation to people with interests other than history and to city staff who work in departments that generate archival records, e.g. building department, engineering.

M Calkins, S Buck, M Hardy would be willing to serve.

M Ray and D Kelsey would prefer to concentrate on local history initiatives.

D Kelsey will discuss with B McKean, C Kelly, and City Clerk.

S Buck will discuss with S Dunlap.

1. A Spatial View of Cape Ann’s History will be held at the Cape Ann Museum October 17th from 10 to 11 am. All are welcome.
2. Meeting adjourned at 11:15 am

1. Next meeting Tuesday, October 30, 2018 at 10 am

Respectfully submitted,

Deborah Kelsey