

**National Historical Publications and Records Commission**  
**Executive Summary Minutes**  
**November 17, 2022**

The meeting was called to order by the acting chairman, Debra Wall, at 9:00 am via web conference.

*Commission Members Present:*

Debra Steidel Wall, Acting Archivist of the United States

Glen Asner

Jonathan Bronitsky

W. Eric Emerson

Jahana Hayes, with Maya Pinon

Adam Howard

Christine Lamberson

Janice Ruth

Geoff Shepard

C. James Taylor

Kathleen Williams

Tanya Zanish-Belcher

Robyn Engibous, for Senator Dan Sullivan

*NHPRC staff present:*

Christopher Eck, Executive Director

Jeff de la Concepcion

Keith Donohue

Darrell Meadows

Nancy Melley

Daniel Stokes

Julie Fisher

**I. Welcome Announcements**

Ms. Wall welcomed everyone and introduced the newest member of the Commission, Jahana Hayes, representing the U.S. House of Representatives. She is the first African-American woman to ever represent the state of Connecticut in Congress. Before entering Congress, she taught high school

history for 15 years and was named National Teacher of the Year in 2016. Congresswoman Hayes said that she was thrilled to join the Commission. Ms. Wall hoped that we will be able to meet in person in May 2023.

Over the past six months at the National Archives, staff have been helping prepare the nominee for the Archivist of the United States, Dr. Colleen Shogan, Senior Vice President and Director of the David Rubenstein Center for White House History. She was nominated in August and testified at a confirmation hearing in September before the Senate Homeland Security and Governmental Affairs Committee. Unfortunately, the Committee vote was deadlocked, and now the nomination must go through a more difficult process, but perhaps a floor vote on Dr. Shogan will be held soon.

We also hope that the Congress will act on a final FY 2023 appropriations for NARA and the NHPRC. The current Continuing Resolution expires on December 16, 2022. We are not entirely certain at the final levels for NHPRC grant funds, though we are in good financial standing for the upcoming rounds of applications. The big question mark in all of this is the additional “earmarked funds” for specific projects, which comes on top of the regular grants program. We have made hiring new staff at the NHPRC a priority for the coming year and are investigating additional tools for managing the additional workload.

One of the key people we will have to replace is Dan Stokes, director of the State Programs. While we wish him a happy retirement, we are also aware that his institutional history and his skilful management of the State Boards program are two big shoes to fill.

## **II. Minutes of the May 2022 Meeting and Agenda**

*Ms. Wall called for approval of the Minutes and Adoption of the Agenda, and a motion was approved by unanimous consent.*

## **III. A Resolution**

*The following Resolution was presented and approved by the Commission:*

**DANIEL A. STOKES, DIRECTOR FOR STATE PROGRAMS**, joined the staff of the National Historical Publications and Records Commission in 1987, and will retire after 35 years of service to the National Archives. He is the senior member on staff and might boast the longest continuous tenure in the history of the federal agency. He graduated from the

University of Cincinnati, where he studied architecture and history with a focus on urban history and historic preservation.

Over the years, Dan has assisted in virtually every area of the Commission's work, specializing in records involving local government, Native American history, architecture, and religious organizations. After serving as a program specialist, he was named Director of State Programs in 2009. Under his leadership, the NHPRC strengthened its ties to state historical records advisory boards as well as to archival collaboratives. Under his watch, the states have had a champion for their work through workshops, training programs, traveling archivists, and re grants to small repositories.

Dan is well-known for his wry humor and encyclopedic knowledge of the NHPRC and the broader field of archival science. Through it all, he has been conscientious, meticulous, and a hidden force behind much of the daily business of the Commission. In many ways, he is our institutional memory and has proven a bellwether for archives all across the nation. Dan will be very much missed, and, with our sincere respect and affection, the Commission thanks him for his dedicated service and myriad contributions to its programs.

#### **IV. Executive Director's Report**

##### ***Overview of the November 2022 Grant Cycle***

Mr. Eck outlined that the Commission will consider 35 applications requesting \$2,710,486 in FY23 grant funds. Staff is recommending support for 33 proposals totaling \$2,220,851 in awards for projects in 26 states and the District of Columbia.

##### ***Budget Appropriations for FY22***

The National Archives and the NHPRC are operating under a Continuing Resolution through December 16, 2022. Initial proposals on the Hill for FY23 appropriations suggested up to \$9.5 million for the NHPRC grant program. Even if the final appropriations are flat – remaining at \$7 million as in FY22 – there will be sufficient funding to address anticipated grant programming for FY23.

Ms. Williams asked whether the Commission had any additional information on its support for projects to commemorate the 250th anniversary of the Declaration of Independence. Mr. Eck indicated that language is in all grant announcements for such projects, and Ms. Williams asked if there are additional efforts to work with the states. Ms. Wall described the current situation

with the current governmentwide efforts through a 250th Anniversary Commission and briefly outlined plans underway at the National Archives.

### ***Congressionally-Directed Spending***

In March, Congress appropriated \$5.265 million in funds for Congressionally-Directed Spending awards (“earmarks”) to eleven entities in several states. We had discussions with all of the earmarked projects about required documentation, and ten of the eleven awards were obligated. One award – to the Village of Old Brookville – was unable to be obligated because the municipality was unable to receive its System of Award Management (SAM) registration (required of all entities receiving Federal funds) prior to the end of the fiscal year.

## **V. Executive Committee Report**

Mr. Emerson reported from the Executive Committee.

### ***Grant Panels Process***

Based on the recommendations of the Recruitment and Process Committee, staff prepared Grant Review Panel guidelines. Mr. Eck reported that there has been additional discussion on the number of applications per panel and the apparatus for ensuring honoraria can be paid in a timely fashion to panelists. Staff estimates that it may require up to 60 panelists per year and agreed that the proper amount for honoraria is \$500 per panelist. Funds would have to come through National Archives operational expenses.

*The Executive Committee offered a motion in support of NHPRC requesting funds up to \$30,000 for honoraria payments to panelists, and the motion passed unanimously.*

### ***Archives Leadership Institute***

The Committee asked Nancy Melley to brief the Commission on the Archives Leadership Institute report she had prepared. She reported on the methodology, which included reviewing past results of host organizations for the ALI, surveying alumni, and holding focus groups of mid-career archivists of color who had not attended ALI. Her report makes three recommendations which have been incorporated into the current grant announcement:

- Offer a hybrid version of the ALI which uses in-person and virtual meetings
- Develop a mechanism for long-tail support of, and by, alumni
- Improve the outreach models

Two additional recommendations emerged:

- Establish an Oversight Board as a Subcommittee of the Commission in order to provide stability and consistency in the ALI
- Consider an Alumni Event in the summer of 2023 to strengthen the network

Ms. Ruth suggested that such a gathering could be held in conjunction with the SAA conference in Washington scheduled for next summer. There was considerable back and forth about the content of such a meeting, with the Commission achieving some consensus that it be tied to efforts to increase DEIA efforts for the ALI. Ms. Melley observed that the Alumni could influence the curriculum, instructors, and cohorts for the upcoming Institute, and the members encouraged staff to work with any partners on inviting potential individual applicants to attend the Alumni Event.

*The Executive Committee offered a motion to form an Oversight Board comprised of Commission members which could draw upon outside experts for advice to assure long-term sustainability. The motion passed unanimously. The Commission also approved staff to investigate a Cooperative Agreement to hold an Alumni Event, keeping in mind the goals for DEIA. Such an agreement would need approval from the Executive Committee before the May 2023 meeting.*

#### ***Cooperative Agreement with Appalshop, Inc.***

In light of the devastating floods in Kentucky earlier this year, Appalshop approached the NHPRC for funding to document archives recovery procedures. Mr. Eck said that Appalshop, which offers extensive media programming in Appalachia, is uniquely situated to provide new dissemination methods for disaster recovery programs.

*The Executive Committee made a motion to provide a Cooperative Agreement of up to \$25,000 to Appalshop. The motion was approved unanimously.*

#### **V. Program Review**

During program review, Ms. Melley outlined the changes in the Major Collaborative Initiatives grant announcement, which include emphasizing the need for Drafts from applicants, eliminating the “Questions Letter” step in the review process, and balancing the two annual application cycles.

*A motion to approve the Major Collaborative Initiatives grant announcement was adopted by unanimous consent.*

Mr. Stokes presented the changes to Archives Collaboratives, and the State Board Programs. Ms. Williams asked what more could NHPRC do to help the work of the boards, and Mr. Stokes replied that partnering with the Council on State Archives on sharing best practices would benefit the field as a whole.

*Motions to approve the Archives Collaboratives and State Board Programs grant announcements were adopted by unanimous consent.*

Mr. Meadows echoed the changes in the Publishing announcement and also recommended that the annual grant amount for projects be lowered from \$160,000 to \$125,000. This decrease would allow the NHPRC to fund more projects, particularly in light of the fact that recipients of NHPRC-Mellon planning grants are expected to be eligible for project support over the next few years, beginning with the next grant cycle.

Mr. Meadows also raised the general question about projects that do not comply with the NHPRC reporting requirements or are otherwise deficient in their progress or do not undertake a collaborative scope of work and scholarship. The Commission discussed two projects during the proposal review that met those conditions. Mr. Meadows said that he would prepare for Commission review a set of guidance that would address how to handle such applications in the future.

*A motion to approve the Publishing Historical Records in Collaborative Digital Editions grant announcement was adopted unanimously.*

## **VI. Proposal Review**

The following individuals recused themselves from voting on the noted applications:

*Jim Taylor: Massachusetts Historical Society (PD-103491)*

During the discussion of the Publishing Historical Documents in Collaborative Editions, the Commission approved the following motion:

*The Commission recommends rejecting a grant to the University of Maryland for a project to edit and publish Slavery, Law, and Power: Debating Justice and Democracy in Early America and the British Empire. (PD-103372)*

*The Commission defers, until May 2023, its decision on a grant to George Washington University to edit and publish the Eleanor Roosevelt Papers. pending a site visit, and the project's submission of a revised satisfactory work and access plan approved by the staff.*

The following proposals were recommended for funding:

### **MAJOR INITIATIVES**

University of Central Florida  
Orlando, FL       \$330,253

To support the People, Religion, Information Networks, and Travel (PRINT) project to create a curated digital repository of 2,700 letters written by Anabaptists, Quakers, and Pietist refugees to the American Colonies (1630-1730) from five repositories in the United States and Europe. The PRINT project will transcribe (and translate where necessary) the letters; normalize the descriptive metadata; and create visualizations and educational resources. (RM-103482)

---

### **ARCHIVES COLLABORATIVES**

New York Folklore Society  
Schenectady, NY       \$25,000

To support the creation of the New York Folklore Advisory Group, conduct surveys of nine folklore repositories that will result in an inventory, needs assessment, best practices document, and digitization priorities. The partners will hold meetings to review the results and discuss best practices for the arrangement and description of folklore materials. (RJ-103483)

University of Alabama  
Tuscaloosa, AL       \$24,450

To support a collaboration of the University of Alabama, Tuskegee University, and the Birmingham Black Radio Museum to identify, catalog, digitize, and curate a selection of audiovisual materials to enhance public understanding of the development of the Civil Rights Movement in Alabama. (RJ-103488)

National Native American Boarding School Healing Coalition  
Minneapolis, MN       \$25,000

To support building a community-centered approach to digitizing Catholic Indian Boarding School records. Collaborating partners include the Oglala Sioux Tribe, the Red Cloud Indian School, and Marquette University. (RJ-103519)

Nevada System of Higher Education

Reno, NV \$24,002

To support the University of Nevada, Reno, Boise State University, and California State University at Bakersfield and others in Basque Studies to create a Arborglyph Collaborative to document and provide access to arborglyphs, tree carvings that document various immigrant groups, and to conduct field trips to develop protocols for imaging and preparing metadata, as well as designing a framework for an accessible portal to such collections. (RJ-103516)

Archivists for Congregations of Women Religious

Mount St. Joseph, OH \$75,000

To support a collaborative among several institutions that hold records of Catholic Native American Boarding Schools (1818-present), digitize Catholic Directories (1825-1928), and create a resource guide including finding aids. The project builds on a collaboration between ACWR and the Catholic Native American Boarding School Accountability & Healing Project. (RJ-103487)

Internet Archive

San Francisco, CA \$92,610

To support a collaborative among the Internet Archive's Community Web Programs at the Forbes Library in Northampton, Massachusetts; the Columbus Metropolitan Library in Ohio; the San Francisco Public Library; the New Brunswick Free Public Library in New Jersey; and the Brooklyn Public Library in New York to digitize local history manuscripts, publications, and municipal records documenting the day-to-day life of immigrant, indigenous, and African American communities. (RJ-103511)

Ka Ipu Makani Cultural Heritage Center

Kaunakakai, HI \$59,090

To support the creation of a Moloka'i Community Repository, including digitizing 12,000 records from collaborating repositories and community collections, on the small rural island of Moloka'i, Hawai'i. (RJ-103514)

---

## STATE BOARDS

Ohio Historical Society

Columbus, OH \$36,040

To support the Ohio Historical Records Advisory Board, including a regrant program, History Day



project awards, the Archives Achievement Award, the Ohio Citizen Archivist Award, and provide professional development scholarships and an Archival Fellowship. (RC-103479)

Illinois State Archives

Springfield, IL                   \$80,000

To support the Illinois Historical Records Advisory Board, including a regrant program, Archival Professional Development Scholarships to electronic records workshops, and archival education scholarships to online courses related to digital access. (RC-103481)

Utah Division of Archives and Records Service

Salt Lake City, UT               \$40,000

To support the Utah Historical Records Advisory Board, including a regrant program, History Day awards, Archives Month programming, regional archives fundamentals workshops, and a Circuit Rider Archivist program. (RC-103484)

Indiana Archives and Records Administration

Indianapolis, IN                 \$12,000

To support the Indiana Historical Records Advisory Board, including a strategic plan, at least 10 scholarships for professional development, conservation workshops at the state archives, and a stipend for a graduate intern. (RC-103485)

Pennsylvania Heritage Foundation

Harrisburg, PA                   \$37,812

To support the Pennsylvania Historical Records Advisory Board, including the Archives Without Tears workshops, the annual Archives and Records Management Seminar, six Community History Dialog events, and micro-grants to historically underrepresented communities.. (RC-103486)

Maine State Archives

Augusta, ME                     \$4,360

To support the Maine Historical Records Advisory Board's strategic plan development, including an online summary from a statewide survey, finalizing the plan for work through 2028, and two workshops. (RC-103489)

Tennessee State Library and Archives

Nashville, TN                   \$68,400

To support the Tennessee Historical Records Advisory Board, including a regrant program, the Tennessee Archives Institute, scholarships to the annual Society of Tennessee Archivists meeting, an annual series of workshops, and an Education Outreach internship.. (RC-103490)

Nebraska Historical Society

Lincoln, NE \$11,975

To support the Nebraska Historical Records Advisory Board's statewide needs assessment and sharing the results with allied organizations and groups in the state. (RC-103493)

Executive Office of the State of Rhode Island

Providence, RI \$12,000

To support the Rhode Island Historical Records Advisory Board, including a service day program that provides hands-on assistance to repositories and four workshops based on archival best practices. (RC-103494)

Texas State Library and Archives Commission

Austin, TX \$40,000

To support the Texas Historical Records Advisory Board, including registration for up to 15 persons for the American Association for State and Local History's Basics of Archives program, registration for up to 10 persons for each of three Digital Archives Specialist webinars, three training workshops in northeast and southeast Texas, sponsorship of the Austin, Houston, and Dallas-Fort Worth Archives Bazaars, and awards for National History Day and archival excellence. (RC-103496)

Massachusetts Secretary of State

Boston, MA \$80,000

To support the Massachusetts Historical Records Advisory Board, including the Roving Archivist program providing assessments to 24 new institutions, continued assistance to 60 institutions and arrangement and description training to 16 institutions, a Field Fellowship program, re grants, a collaborative forum with the Massachusetts History Alliance, and two resource guides through the Mass History Commons. (RC-103497)

Colorado Department of Personnel and Administration

Denver, CO \$39,649

To support the Colorado Historical Records Advisory Board, including a regrant program, a traveling archivist to visit the Four Corners area to identify collections related to underrepresented groups, and workshops focusing on the preservation of, and access to, historical records. (RC-103498)

Nevada State Library, Archives and Public Records

Carson City, NV \$11,984

To support the Nevada Historical Records Advisory Board, including a needs assessment survey, updating the board's strategic plan, create an online directory of records repositories, and award at least five scholarships. (RC-103499)

Kentucky Department for Libraries and Archives

Frankfort, KY \$7,044

To support the Kentucky Historical Records Advisory Board, including a strategic plan for 2024-26, free registration to two webcasts, funding for membership fees for a records custodian, Archives Month posters, and awards that recognize achievements by Kentucky archivists. (RC-103502)

Vermont State Archives and Records Administration

Montpelier, VT                   \$34,156

To support the Vermont Historical Records Advisory Board, including strategic planning, support for staff members of the Vermont Historical Records Program to conduct site visits and attend workshops, meetings, and conferences, and for staff training, a film care and other workshops, and a low-temperature freezer for records infested by pests or impacted by a water event. (RC-103505)

South Dakota Department of Education

Pierre, SD                       \$3,677

To support the South Dakota Historical Records Advisory Board, including four meetings and a multi-stage strategic planning process. (RC-103509)

Missouri Office of the Secretary of State

Jefferson City, MO           \$7,297

To support the Missouri Historical Records Advisory Board, including two in-person meetings, review of applications to the state-funded Local Records Grant Program, and prepare for a strategic planning process in 2024. (RC-103510)

Michigan Department of Natural Resources

Lansing, MI                     \$80,000

To support the Michigan Historical Records Advisory Board, including the Save Michigan History program through a Visiting Archivist to conduct onsite assessments of 24 local history organizations, financial and professional support to a minimum of six projects, and a suite of resources on emergency and disaster planning. (RC-103512)

## **PUBLISHING HISTORICAL RECORDS**

University of Wisconsin

Madison, WI                     \$160,000

To support a project to edit and publish *The Documentary History of the Ratification of the Constitution and the Adoption of the Bill of Rights*. During the grant year, editors will complete all editorial work for and begin indexing Volume 4 of the *Bill of Rights* series; advance editorial work for Volume 5; and work with the University of Wisconsin Digital Collections Center to add supplementary documents for two additional states to its digital collections. (PD-103480)

Massachusetts Historical Society

Boston, MA \$160,000

To support a project to edit and publish *The Adams Papers*, a selective edition of the papers of John Adams and the Adams Family. During the grant year, editorial staff will complete all editorial work on and publish *Adams Family Correspondence* Volume 16; advance editorial work for Volume 17; complete the calendar and selection of documents for the *Papers of John Adams*, Volume 23; and publish 301 documents from *PJA* Volume 20 to the *Adams Papers Digital Edition*. (PD-103491)

Kentucky Historical Society

Frankfort, KY \$87,240

To support a project to edit and publish the *Civil War Governors of Kentucky Digital Documentary Edition*. During the grant year, editorial staff will establish authoritative transcriptions for 500 documents; add 350 newly transcribed and double-proofed documents; publish 400 fully-annotated documents to its digital edition; and with a selection of ~100 documents, develop interpretive resources for researchers and students on the topic of crime and punishment. (PD-103500)

American University

Washington, DC \$115,500

To support a project to edit the *Correspondence of Zachary Taylor and Millard Fillmore* and produce digital and print editions of letters to and from the 12th and 13th U.S. presidents. During the grant year, the project will locate, image, and accession an additional 50 letters; complete second-pass proofreading of 167 transcribed letters; annotate 200 letters; and locate, image, and accession 50 letters not on Fillmore microfilm edition (PD-103503)

---

**NHPRC-MELLON Planning Grants for Collaborative Digital Editions in African American, Asian American, Hispanic American, and Native American History and Ethnic Studies.**

Fisk University

Nashville, TN \$120,000

To support a two-year planning grant to develop a collaborative digital edition, *Remaking the World of Arturo Schomburg*. In collaboration with the New York Public Library's Schomburg Center for Research in Black Culture, staff at the John Hope and Aurelia E. Franklin Library at Fisk are proposing a digital edition that centers on the papers of Arturo Schomburg (1874-1938), a historian, writer, and activist of Puerto Rican and German descent, who became one of the most important collectors of Afro-Latin American cultural heritage in the United States. (PL-103501)

---

*The Commission went into Executive Session at 12:45 pm and adjourned at 1:00 pm.*