

**Archives Board of Directors
Agenda
July 11, 2016
Archives**

Call to Order

The Roll Call

Minutes of the last meeting

Reports

Directors Report for the months of June 2016

Friends of the Archives Report

Chateau Report

Old Business

Archives Sign ✓

Catholic School Access Policy ✓

Cornice Report ✓

Staff Salaries

New Business

De-accession of Manuscript collections

Adjourn

**Archives Board of Directors
Minutes
July 11, 2016**

Call to Order 12:00 p.m.

The Roll Call: Marissa Newman, Jim McDonald, Laurel Egan, Sara Sparks and Bill McKenzie, were present. Ellen Crain, Archives Director, were also present.

Excused: Brian Holland, and Justin Ringsak.

A quorum was present, with Sara Sparks in the chair.

A motion was made to approve the June minutes. The Motion was seconded, and the minutes were approved unanimously by the board.

Director's Report: (See Attached)

Ellen Crain provided the Director's Report for June, 2016. She reported on the Cornice repair, the sign installation and the building.

Ellen discussed the work Aubrey Jaap, Irene Scheidecker and Harriet Schultz have conducted on the Smithers Pilot Program.

Ellen provided a report on the Chateau. The board discussed the outcome of the Food and Spirituality event. The Root & The Bloom received a Humanities Montana Grant to host a writers in residence program.

Old Business:

Jim McDonald brought to the table his concerns that the Catholic School administration should have weeded the school records before sending them to the Archives. However they may have been destroyed before being culled. Brian Holland will further work on drafting a policy for the next Board meeting.

Ellen reported that she is regularly meeting with Leslie Clark and the Chief Executive regarding salaries. Ellen will keep the board apprised of progress.

New Business:

A request was made for the board to approve the deaccession of Archives Collections which have been recently reviewed. See Attached lists.

A motion was made to deaccession the records. The motion was seconded. The request was unanimously approved by motion.

Adjournment 12:45 p.m.

Directors Report
Month of June 2016
Prepared for the
Board of Directors Meeting July 11, 2016

Patron activity

Patrons	250
Research	72
Auditorium	669
Subscription	05
<u>Web visits</u>	<u>663</u>
Total	1,659

Volunteer hours 453

Collections 15

Auditorium held 23 events in June

The Archives Brown Bag series in June featured: Doug Ammons, Speculator Mine Fire, Father Beretta, Irish & the Uprising.

The Friends of the Archives voted to engage Toni Tease as the Copy right Lawyer. Toni has provided a list of Action items she believes should be taken up on behalf of the Friends to manage the Smithers Collection. The have committed \$5,000.00 for the first few action Items. The Friends is going to underwrite the Black & White Ball and I will be looking for other sponsors.

The Chateau hosted the food and spirituality event it was a tremendous success. Great food, great wine good entertainment. They raised about \$1,600 dollars and split that three way's, the internships are going well and a plan is falling in place for the fall and winter months. They received a \$5,000.00 grant for the Writers in Residence program and that will begin in August. This is a project with the Montana Standard and the Archives/ Chateau and the Chief Executive's Office.

The State Library called and apologized for the mishap with the Grant and reported that they were very grateful I sent a letter highlighting the search problems with Montana Memory Project. Evidently when you search Billings you get the same list as for Butte beginning with Louis Piche and then on to Big Sandy, the problem is evident if you search Baker and Hamilton. The State Library will be working with OCLC to correct the problem. I hope it works.

The Cornice has been repaired and the sign installed and the building is in good shape at this time.

Accession No: **1981.007**
Other No: **OC007**
Collection Name: **Masonic Order Collection**

Items to be considered for deaccession:

This collection is comprised of:

29 volumes of the Proceedings of the Grand Lodge of the Montana (1924-1969); Daughters of the Nile; and the National Society of American Colonists

2 framed portraits, unidentified

1 Bible, belonging to John S. Roach (1949). John S. Roach lived at 118 S. Excelsior and, with Edward Roach, operated Lewis and Walker, Assayers and Chemists

4 historic Masonic texts

Recommendation:

Deaccession entire collection. The 29 volumes are missing from the Masonic Collection at the Montana Historical Society. Recommend sending Proceedings and portraits, to MHS to complete its collection.

Bibles do not fit our collecting policy; recommend placing it For Sale

The four historic texts may have a collective value of approximately \$500. Recommend trading them at 2nd Edition Books for a copy of Joe Duffy's Butte Was Like That, which is of comparable value.

Accession No: **1981.014**

Other No: **PC019**

Collection Name: **Rosenstein Collection**

Items to be considered for deaccession:

26 photos of various western Montana locations and portraits

20 unidentifiable portraits

Recommendation:

Deaccession non-Butte photos. Send to MHS or place in For Sale

Deaccessioned Items

06/17/2016

Item 1981.016 ~ Manuscript

Deacc date 06/17/2016

Type D

Catdate 01/31/2007

Category 8: Communication Artifact

Accession# 1981.016

Subcategory Documentary Artifact

Source Butte City Government

Other# PC022

Earlydate 1967

Oldno

Latedate 1972

Disposal Date / /

Disposal Method

Authorized by Kim Murphy Kohn

Reason These are newspaper clippings about meeting notices and actions of the local government. They are more suitable for the vertical file.

Description This collection consists of newspaper clippings re: Butte City Government

Collection Newspaper Clippings

Title Newspaper Clippings

Creator Newspaper

Condition Good

Current value min

Current value max

Cond notes

Subjects Newspaper clippings

Classes Newspapers

Notes

Accession No: **1981.021**
Other No: **PC029**
Collection Name: **Vi O'Connor Collection**

Items to be considered for deaccession:

Oversize 1982 calendar

Broadwater Hotel print

1985 Billings gazette – 100 Year Reprint

Binder of the Montana Post, the MHS Newsletter, 1963-1986

Magazines – Butte articles have been copied and placed in Vertical Files

Pamphlets – Butte items have been placed in Vertical Files

Our Lady Builds a Statue by Leroy Lee

Postcards – Yellowstone, Glacier, Montana Communities, Helena

Arts Chateau print by Judy Nansel

Recommendation:

Deaccession above-listed items because they are duplicates or do not fit our collecting policy

Place items in For Sale