



## October 28, 2024 Meeting Minutes

Archiving Committee on Creating a Public/Private Historical Archive

*Portsmouth NH City Hall Conference Room A, 9 - 10:30am*

*Attending:* Alan Cohen, Charles Doleac, Elizabeth Farish, Christine Friese, Tom Hardiman, Kristen Peterson and Emma Stratton

*Absent:* Richard Candee, Jeff Keefe, Vincent Lombardi

*Guests:* Linnea Grim, President and CEO, Thomas W. Haas Endowed Chair, Strawberry Banke Museum

**Meeting Opened** by Kristen Peterson: 9:08am

**MOTIONED** and **SECONDED** to accept September 23, 2024, Meeting Minutes. All approved.

Discussion of:

- Organization's Conservations Assessments (or statements of need)

*Emma:* Historical Society obtained a quote for \$8000 and will seek a second quote. Scope is the current third floor collection. Hoping to reduce the cost to \$5000.

*Elizabeth:* Quote is \$4000 (\$800/day). There's multiple types of objects to assess. She is hoping to narrow down the scope of the work by doing some of it themselves via assisting the assessor.

Each unit is paying for their own assessments. Goal to complete the assessments and have the reports is February 2025.

- City's Conservation Assessments and CIP Update

*Christine:* Waiting for some further information from some staff, then will gather two quotes. Likely to be complete in April 2025.

- Discussion of MOU signing and public information

Signing to take place later, as a ceremony. City Manager is signing this document today. The ceremony will help with fundraising and heighten public information, expected late Winter/early Spring.

- Nonprofit Formation Process

Being worked on, then presented to us for approval and/or changes.

- Timeline Review (shared file)

*Alan:* Discussed topics as the formation of the Bylaws, and how fundraising, grants, and budget fit into the timeline picture.

- Entity Name:

*Kristen:* Center for Archival Research of Portsmouth (CARP). We will create a tag line later with "Historical" included. (Approved at the July 2024 meeting).

*Linnea:* Archival Research Center (or Partnership, per Tom) of Portsmouth (ARCP) or (ARPP).

- New Business:

*Emma:* Officially is on the Legal Working Group.

*Tom:* Attended the Membership Library Group of America meeting in Cincinnati (Athenaeums), and they're very excited about our initiative.

*Emma:* Possibly present our initiative at the NEMA Conference in November 2024.

**Meeting Adjourned** by Vincent Lombardi: 9:44am