

Friends of Boston City Archives

Minutes

December 19, 2007

Present:

Sheila Spalding (Secretary), Jim O'Brien (Treasurer), Carney Gavin (Vice President), Elizabeth Carella, Neil Savage and John McColgan

Meeting called to order at 6:30 PM

Deputy Archivist Report

- The original Boston Town Book (1634-1660) has been restored by the NEDCC for \$10,000.
- Construction has begun on the new archives space. Expected occupancy is October 2008. In July records will be transferred to new permanent storage and staff moved to the west side of the building for the duration of renovations. They will be moved back to the east side of the building in October.
- Zachary Enright was hired permanently as Assistant Archivist.
- The Archives & Records Mgmt Division has received its 3rd NHPRC Grant since 2003 enabling the Archives to hire a Project Archivist, Patrick Collins. The City Clerk now employs five Assistant Archivists in addition to the Deputy Archivist.
- The grant, for \$113,400, will help underwrite a project extending the Records and Archives Program throughout the city. The final product will include an online guide to the Archives, which will have a finding aid for 14,000 linear feet of records.
- The Division is laying the groundwork by enlisting the support of the Mayor, MIS, Legal, Auditing and Treasurer . There are also plans to re-establish the Archives Records Advisory Commission (ARAC).
- New federal regulations on civil procedure require organizations to make their records available during litigation (City must have a Records Management Program)
- Sheila suggested he contact Kathryn Hammond Baker

Treasurer's Report

Friends has \$787.78 in the bank

Election

Neil Savage was unanimously elected President

Carney Gavin was reelected VP

Jim O'Brien was reelected Treasurer

Sheila Spalding was reelected Secretary

Other items

- Friends can help garner support for archives program by inviting representatives from each historical society in the city to join us

- Friends could raise money for a sign to the archives off the VFW Parkway
- John could contact Emily Rooney of Boston Cable Television to go on her show
- Contact West Roxbury transcript
- Friends needs a director of Public Affairs – Sheila will advertise this in newsletter
- Friends officers will meet on a quarterly basis
- Next meeting March 13th, 6:30 at Doyle's

Meeting adjourned at 8:30

Sheila R. Spalding
Secretary