

Friends of Boston City Archives

Minutes

September 25, 2006

Present:

Sheila Spalding (Secretary), Jim O'Brien (Treasurer), John McColgan, Rosaria Salerno, Kristen Swett, Zachary Enright, Neil Savage, Charles Childress, Sue Groganian, Julia Collins

Meeting called to order at 5:35 PM

Deputy Archivist Report

John reported on the work of Charles Childress, new Records Manager for Boston Public Schools and detailed how his work would serve as a model for the citywide records management structure.

Zachary Enright, the Project Archivist for the second NHPRC funded grant has processed the desegregation-era records of the Citywide Parents Council located during the 2004 NHPRC grant. He will present on this topic at the next Friends meeting.

City Clerk Report

Two records managers have been hired by two major city departments in the last year; the Boston Public Schools and Boston Redevelopment Authority. The BRA has hired Mary Murphy. She is working on a part-time basis.

The Archives are preparing to move to the Keyspan building in West Roxbury sometime in late November/early December. BPS wants the Hemenway School back to begin renovation work.

Friends need to re-evaluate our mission and direction. We have lost focus and need to recharge our members by letting them know ways in which they can participate and help the organization grow. A project would be a good place to start. We were successful with putting out a calendar in 2001.

Project Archivist Report

The CPC records have been processed and the finding aid is now available online. The Department of Implementation records are being processed.

Ideas

- Restore the original Town Book and sell copies of pages with transcriptions on CD-ROM or make duplicate bound copies for retail in tourist shops
- Produce a CD of the highlights of the holdings at the city archives and market it to tourist shops

- Educate more people about the city archives and their mission
- Start a blog about the archives on the Friends web site
- Revamp the Web site & find a new host for it (try Citymax)
- Create better access to the Web site through linking
- Post an image of the day/week or month from the archival holdings on the Friends Web site
- Have a grand opening celebration for the new location; an open house & invite the national archivist to speak
- Host a series of events leading up to the opening of the archives
- Get emails from reference records to add to our distribution list & email other lists
- Develop programs for our annual meeting and select new venues (Boston College, Massachusetts Historical Society, etc.)

Meeting adjourned at 6:15

Sheila R. Spalding
Secretary