

## ARIZONA HISTORICAL RECORDS ADVISORY BOARD

### Fiscal year report July 1, 2006 - June 30, 2007

Statutory authority for the Arizona Historical Records Board (AHRAB) is A.R.S. §41-1355. The mandated responsibilities of AHRAB include: Serving as the central advisory body for historical records planning and for National Historical Publications and Records Commission funded projects developed and carried out in this state; and serving as a coordinating body to facilitate cooperation among historical records repositories and other information agencies in this state and as a state-level review body for grant proposals as defined in the National Historical Publications and Records Commission (NHPRC) guidelines.

Arizona's historical records form a crucial part of our lives and they support current and future planning and decision-making. They offer insight and understanding of the many and diverse elements that make up Arizona; show how we build our lives and our communities; and document the development of the State's economy, culture, and politics. Preserving these historical records and making them accessible is an ongoing challenge. Whether paper, photograph, recording, or electronic, each record has its own special preservation needs. Meeting this challenge is the work of historians, archivists, genealogists, and other professionals whose work depends on these records. It is this challenge that AHRAB embraces.

During the 2006-2007 fiscal year, AHRAB met three times. AHRAB applied for and received a \$10,000 State Partnership Program grant from NHPRC. With \$10,000 matching funds from ASPLAR, AHRAB distributed \$20,000 to twelve Arizona archival repositories, including several local governments. Although this is a small grant, we know from the feedback that we have received from these archival institutions throughout the state that even small sums of money make a significant difference in staff training and the preservation and accessibility of their records.

For example, the funds supported the development of a model template by the City of Tucson for a pamphlet on the “Appraisal of Local Government Records for Historical Value” that will be used throughout the state. The City of Tucson also provided three workshops that included a Vital Records Workshop for records managers from private and public organizations aimed at helping them develop a disaster management plan; a Preservation Workshop aimed primarily at the public and small repositories; and a Legal Issues workshop directed toward public and private records managers on legal issues for records information management programs.

The Powell Museum in Page, Arizona used their funds to help disseminate a publication containing many of their oral histories that document the 50 year history of the community and the Lake Powell area, thus making these histories accessible to a broad audience. In addition, as a result of consultations with State Archives staff, they re-evaluated their Museum’s Disaster Management Plan to include detailed information about disaster recovery for specific archival collections including the Oral History Collection.

The San Pedro Historical Society in Benson, Arizona and the Gila County Recorder’s Office each received grants for the preservation of historical records.

AHRAB surveyed each subgrant repository regarding their disaster preparedness plans and collection policies. Five did not have disaster preparedness plans—all five in remote, rural areas. ASLAPR’s History and Archives Division met with the staff and boards of two of these repositories to help them develop these plans and policies.

It is evident from the 2006 active program that the re-grant partnership between AHRAB and NHPRC has fostered a bond among small organizations and professional archivists in Arizona. This assistance helped applicants and enhanced AHRAB’s position in the records communities. We anticipate an even greater response with the 2008 regrant program because of the success of last year’s program.

As part of an NHPRC Administrative Grant, AHRAB also co-sponsored with the History and Archives Division two Archives 101 workshops: one in Phoenix in March with 11 attendees and one in April in Prescott with 18 attendees. Staff gave Pre- and Post- workshop assessments and found that 80% of the attendees at these two workshops knew very little about archives before the workshop, in spite of the fact that they work in archival collections held by their repositories.

In March 2007, over 300 people attended the annual ASLAPR Convocation. During the Convocation, AHRAB presented a looped PowerPoint describing AHRAB and the statewide services we provide, distributed over 200 copies of their 2005-2007 Plan and more than 500 pamphlets.

**AHRAB regrant activities 2006-2007:**

In July 2006, the Arizona State Library, Archives and Public Records (ASLAPR), on behalf of AHRAB, sent grant notification letters and checks to thirteen recipients:

- The Winslow Historical Society, Winslow, Arizona for the preservation of a small, but significant collection of railroad posters, drawings and maps. These materials document the development of Winslow and the activities of the Atchison, Topeka and Santa Fe Railroad from the mid-1860s through the 1950s. Awarded \$1,125.
- The Arizona Historical Society, Tucson Branch, for the preservation and processing of a large photograph collection. The 8,000 photographs, 250,000 unprinted negatives and 180 reels of nitrate movie film are an integral part of the Western Ways Feature Company collection. Awarded \$2,492
- The San Pedro Historical Society, Benson, Arizona, for the preservation of historical photographs. Awarded \$800.
- The Powell Museum, Page, Arizona, for a publication project. Award \$1,500.
- The City of Tucson, for the development and production of a pamphlet for city employees about the preservation of historical city records. The Board also asked that they produce a template for a pamphlet that could be used by other city governments. Awarded \$1,100.
- The City of Maricopa for the preservation of historic city maps. Awarded \$248.
- The Gila County Records Office, Globe, Arizona, for the preservation and microfilming of unique, historical county maps primarily from the Territorial Period (pre-1912). Many of these maps show the original plat/lot owners names, ranches and old mining claims. Awarded \$5000.
- The Museum of Northern Arizona, Flagstaff, Arizona, for an intern to inventory manuscript holdings, check the holdings against the finding aids, provide basic, preventative conservation work; and re-house materials in appropriate archival containers. Awarded \$3,000.

- The City of Tucson for a half-day Vital Records Workshop for records managers from private and public organizations aimed at helping them develop a disaster management plan. Awarded \$825.
- The City of Tucson for a one day Preservation Workshop aimed primarily at the public and small repositories. Awarded \$1080.
- The City of Tucson for a Legal Issues workshop directed toward public and private records managers on legal issues for records information management programs. Awarded \$1095.
- The Jerome Historical Society, Jerome, Arizona, for a daylong Preservation and Technology Workshop for small, rural repositories within west central Arizona. Awarded \$1200.
- The City of Williams for a one day workshop to educate and train volunteers regarding the collection and preservation of local historical records. Awarded \$456.