



Maine Historical Advisory Board

Meeting Minutes

March 12, 2025

3:00 pm – 4:00 pm

Location: Zoom

Board Members Present: Kat Stefko, Pat Dunn, Kevin Johnson, Steve Bromage, Anna Flaherty, Jill Piekut Roy, Earl Shettleworth

Board Members Absent: Larissa Vigue Picard

MSA Staff Members Present: Christian Cotz, Tammy Marks, Heather Moran

Welcome and Roll Call

The meeting was called to order. Christian welcomed everyone to the meeting and recognized a quorum.

Approval of January 8, 2025, Meeting Minutes

Pat made a motion to approve the minutes (as amended), Jill seconded the motion. By a show of hands, the January 8, 2025 meeting minutes were approved unanimously by the Board.

Maine State Archives Highlights Update

A member of the Board asked about the status of their reappointments. Pat confirmed that their terms had expired but had been successfully reappointed for an additional three-year term. Christian brought up recommending new candidates for the Board, encouraging members to consider potential individuals who could contribute effectively.

Heather gave an update on LibSafe – Archives new digital preservation system. State agencies will be able to upload their documents into the system and review their materials online. There will be a public facing system called OpenAccess that will allow the public to access our collections digitally. Kat mentioned that Bowdoin just launched OpenAccess a month ago and implemented LibSafe two years ago. They have ArchivesSpace on the back end (as does Archives) and this isn't fully functional for them yet. They too are moving away from Digital Commons.

Cultural Building Move - Christian provided an update on the upcoming move back to the Cultural Building, which will take approximately one to six weeks. Shelving is currently being installed; boxes will be moved over in a few weeks. While the main office transition is scheduled first, the library and museum will follow later, likely moving in late summer early fall. Heather and MSA staff have been diligently organizing the collection in preparation for the move, ensuring a smooth transition of materials and resources.

Grant Program - Christian discussed the grant application process with NHPRC, proposing a May submission focused on the re-granting program. The Archives is thinking of creating a state-funded

limited period position with a hybrid role in education, social media, and archiving, with potential for full-time expansion. NHPRC does not fund K-12 educational programs through this grant program. Board members suggested increasing grant visibility through social media and press releases. Christian agreed to implement these efforts post-federal funding approval.

Sub-Committee Reports

Anna noted there were no updates from the roving archivist and website design subcommittees.

Update on State Archivist Position Search

Christian updated the Board that there were seventy-two applicants for the State Archivist position. Interviews will be scheduled soon.

Adjournment

The meeting adjourned at 3:38 pm.

The next meeting will be in person on **May 21, 2025**. The location is to be determined as Archives does not know if they will still be at Williams Pavilion or back in the Cultural Building at that time.