

# Twin Cities Archives Round Table Newsletter



## President's Message:

Fellow TCART'ers,

Last week the co-chairs of the Midwest Archives Conference Local Arrangements Committee for 2011, Ann Kenne (St. Thomas) and Karen Spilman (U of M), held their first meeting to generate ideas and to establish committee and sub-committee members.

There was a good show of support and interest in hosting our Midwestern colleagues by those in attendance. I can already guarantee that the LAC is going to be one step ahead of the game and ready to host once the first guest arrives in St. Paul.

TCART, its members, and its members' institutions should also be ready and willing to support the LAC. They will need volunteers to staff the registration tables, to suggest city and restaurant tours, to host open houses, and to give generously of their time, talent, and money. There will be ways large and small to help. From now until the 2011 MAC meeting, TCART will keep an open agenda item for the LAC to connect directly with our members. Please begin considering ways you can participate and contact the co-chairs to express your interest.

Our spring meeting brought us to the heart of South St. Paul and I'd like to thank our host Rebecca Snyder at the Dakota County Historical Society and our guest speakers Sherelyn Ogden and Caitlin Cook-Isaacson from the Minnesota Historical Society for making the meeting a success. With nearly 30 attendees it was a great opportunity for many to catch up with friends and meet a few new faces.

Congratulations go to Jamie Martin (Target) and Jeff Jenson (Gustavus) as the two newly elected TCART officers. Jamie is serving as TCART's secretary and Jeff as newsletter editor. Both have already jumped into both roles with enthusiasm and commitment. I would also like to extend a sincere thank you to Andrea Spence Pudas and Candy Hart for their work in these two roles over the last four (plus) years. Annie and Candy not only did the job they said they would do,

but also worked hard to push TCART forward through encouraging membership and helping to formalize TCART's mission through incorporation.

I would also like to congratulate the third recipient of the TCART Professional Development Award; Stephanie Horowitz Crowe (Charles Babbage Institute). Stephanie attended her first MAC in St Louis and has already joined the LAC to help serve as a host for when MAC comes to Minnesota!

Please be sure to check in regularly on the TCART Web site (<http://www.tcartmn.org/>) for news and announcements over the summer and early fall. We will announce the date and location of the fall meeting in the near future. If you are interested in hosting or have a topic you would like the meeting to focus on, please feel free to let me or one of the officers know.

Don't forget to send in your membership renewals, and enjoy the summer!

Respectfully,  
Erik Moore, TCART President

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# Spring Meeting Minutes

Wednesday, 27 April 2009, 1:30-4:00 P.M.  
Dakota County Historical Society

## In Attendance:

Sally Anderson, Dakota County  
Lara Bloom, University of Minnesota  
Caitlin Cook-Issacson, Minnesota Historical Society  
Heather Craig, Basilica of St. Mary  
Stephanie Crowe, University of Minnesota  
Lara Friedman-Shedlov, University of Minnesota  
Candy Hart, Hamline University  
Jeff A. Jenson, Gustavus Adolphus College  
Jennifer Johnson, Cargill, Inc.  
Ann Kenne, University of St. Thomas  
Deborah Kloiber, College of St. Catherine  
Mary E. Kraft, Sisters of St. Joseph  
Sarah LaVine, Stearns History Museum  
Jamie Martin, Target Corporation  
Sylvia Mohn, Minnesota Public Radio  
Erik Moore, University of Minnesota  
Sherelyn Ogden, Minnesota Historical Society  
Will Peterson, Ramsey County Historical Society  
Andrea Spence Pudas, Target Corporation  
Peggy Roske, College of St. Benedict / St. John's University  
Daardi Sizemore, Minnesota State University, Mankato  
Margery Smith (csj), College of St. Catherine  
Karen Spilman, University of Minnesota  
Ian Stade, Hennepin County Library  
Molly Tierney, Minnesota Historical Society  
Deborah Torres, College of St. Catherine  
Christopher Welter, Minnesota Historical Society

## Officer Reports:

### Secretary's Report

Presented by Andrea Spence Pudas

- TCART membership at 58 members.
- New membership will begin on July 1, 2009. Jamie Martin (elected secretary) will forward renewal forms to all members.

### Treasurer's Report

Presented by Erik Moore

- Ellen Holt Werle, current Treasurer is out on maternity leave and will provide the report in the next TCART Newsletter.

### Newsletter Editor Report

Presented by Candy Hart

- Jeff Jenson, as the new editor will communicate the deadline for submissions to the newsletter.

(Minutes, cont'd on p. 3)

## TCART Officers

### President Erik Moore:

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Website: <http://www.tcartmn.org/>.

Ad Rates	
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Quarter page	\$ 5.00
or less	

Founded in 1982, the Twin Cities Archives Round Table (TCART) includes members from the Minneapolis-Saint Paul metropolitan area, as well as out-state Minnesota and western Wisconsin. Members include archivists, manuscript curators, librarians, records managers, and historians representing government agencies, county and state historical societies, colleges and universities, religious organizations, private historical organizations, and corporations.

(Minutes, cont'd from p. 2)

## **Presentation: Connecting to Collections** **Sherelyn Ogden and Caitlin Cook-** **Isaacson**

1. Representatives from MHS discussed their **Connecting to Collections** project. In May 2008 the Minnesota Historical Society, in collaboration with the Midwest Art Conservation Center, launched a preservation project to identify collections care needs in cultural institutions across Minnesota and to develop a plan to meet these needs. The project is funded by a Statewide Planning Grant of \$39,255 from the Institute of Museum and Library Services (IMLS), an agency of the federal government.
2. See formal meeting minutes for documents that summarize the presentation.
3. A variety of resources were referenced during the presentation and can be requested / purchased:
  - Nation Conservation Summit, June 27-28, 2007 (DVD and brochure)  
Institute of Museum and Library Services  
1800 M Street NW 9<sup>th</sup> Floor  
Washington, DC 20036  
202-653-IMLS (4657), [www.ims.gov](http://www.ims.gov)
  - A Public Trust at Risk: The Heritage Health Index Report on the State of American Collections  
Heritage Preservation  
1012 14<sup>th</sup> St NW, Suite 1200  
Washington, DC 20005  
202-233-0800, [www.heritagepreservation.org](http://www.heritagepreservation.org)
  - The Bookshelf User's Guide (provides collection care resources that can be purchased)  
[www.heritagepreservation.org](http://www.heritagepreservation.org)

## **Old Business:**

### **1. MAC 2011: St Paul, MN**

- Ann Kenne and Karen Spilman are co-chairs for the local arrangements committee. They are looking for volunteers to assist with a variety of tasks, from initial planning to tour guides and registration.
- If you'd like to help please contact Ann ([amkennel@stthomas.edu](mailto:amkennel@stthomas.edu)) or Karen ([hofit0003@umn.edu](mailto:hofit0003@umn.edu)).
- Additional information will be sent out around mid-May.
- The first meeting will be in early June.

### **2. TCART membership categories for business associates (vendors)**

- Erik was unable to find a comparable organization with such a category.
- Membership decided no additional action was necessary at this time.
- TCART should continue to encourage vendors to place ads in the newsletter and/or consider sponsoring an event/meeting.

## **New Business:**

1. Local mentoring/subject specialists/new member contacts
  - The idea of creating a resource for TCART members for mentoring, subject matter experts contacts and new member contacts was discussed as new business at the last meeting but no action taken.
  - Membership agreed this was still worth pursuing.
  - Erik will assign an officer to lead a small taskforce. The taskforce will be asked to find ways to identify mentoring opportunities and increase communication with new members.

## **Election of Officers:**

Presented by Erik Moore

1. Secretary and Newsletter Editor were up for election.
  - Andrea Spence Pudas (Secretary) and Candy Hart (Newsletter Editor) have both served for 2 terms and met their limit on terms allowed to be served.
  - Nominating Committee included Karen Spilman, Ellen Holt Werle, and Erik Moore.
  - After a call for nominations two candidates responded, one for each open position.
  - Secretary 2009-2011: Jamie Martin - I am placing my name on the ballot for the Secretary officer position. I believe this would be a great opportunity for me to meet all of our members and learn about the different organizations that contribute so much to TCART. I'd also like the opportunity to help plan local events, bring in speakers, and create topics of interest for the group.
  - Newsletter Editor 2009-2011: Jeff Jenson - Being in outstate Minnesota, I rely on the TCART Newsletter to keep me informed and knowledgeable about archival happenings within the state. The newsletter is a valuable tool in helping generate new and ongoing interest in the organization. I would like to continue the fine efforts of Candy Hart in making the newsletter an attractive and informative resource for both existing and potential members.
  - No nominations were given from the floor and Jamie and Jeff were elected by acclamation.
  - Their terms start immediately upon election.

## **Next Meeting:**

Contact Erik if you are interested in hosting the fall meeting.

## **Tour:**

Meeting was adjourned and followed by a tour of the Dakota County Historical Society led by Rebecca Snyder.

# TCART Professional Development Award Report

By Stephanie Crowe, Assistant Archivist, Charles Babbage Institute, University of Minnesota

With the support of TCART, I was able to attend the 2009 Midwest Archives Conference annual meeting, held this year in lovely St. Louis, Missouri. The humid climate and the extensive hotel construction did not hinder a successful, enjoyable, and educational experience. The conference took place from April 30 through May 2, during which I was able to attend five different sessions, the plenary address, the MAC members' meeting, the opening reception, and the new members' dinner.

Arriving on Thursday, the first session I attended was presented by Elizabeth Yakel, Helen Tibbo, and Doris Malkmus on the newly developed Archival Metrics Toolkits. I found this session to be most informative and potentially applicable to my job here at the University of Minnesota. The metrics toolkit developed by Tibbo and Yakel is geared towards evaluating collections and services from a user perspective, a type of analysis that the speakers implied has been broadly lacking in many archives to date.

Additional sessions that I attended included a very useful and interesting talk on the intricacies of donors of collections, their associated deeds of gift, and potential problems that can arise; another session on donor relations focusing more on cultivating relationships; a session in which the speakers discussed specific case studies in archiving electronic records; and a session on deterrence of theft. Altogether, the variety of topics helped me gain a broad perspective on current issues that are being dealt with by archivists across the region.

MAC was a valuable educational experience, but it was also very useful as a professional development opportunity. Specifically, Thursday's opening reception at the Missouri Historical Society and the new members' dinner the following night gave me a chance to meet new colleagues in the MAC region. The new members' dinner was particularly valuable in providing more personal interactions, as it was smaller and intended to introduce individuals who had not had previous experience at MAC conferences.

The 2009 MAC Annual meeting was quite useful for my educational and professional development, and I will additionally be able to use my observations from this meeting to contribute actively to the MAC Local Arrangements Committee for the 2011 annual meeting in St. Paul. TCART's generous professional development award was instrumental in my ability to attend the meeting this spring.

## Announcements

### Upcoming Exhibits at Andersen Library

#### **A Man's Reach: A Transforming Life**

May 20 – August 15

Commemorating the June 17th centennial of Governor Elmer L. Andersen's birth, this exhibit explores his broad interests, his philosophies regarding government and business practices, and his impact on the University, the state, and the nation.

#### **Memories of Memorial Stadium**

July 20 – September 26

The University of Minnesota Archives honors the history of Memorial Stadium—the football games, the commencement ceremonies and special events, the scientific research and experiments, the Marching Band performances—as the community prepares to celebrate the opening of the “new” brick house—TCF Bank Stadium. This exhibit offers a sneak preview of an interactive digital archive set to launch in fall 2009.

### Archives & the Economy

SAA's Issues & Advocacy Roundtable will be addressing the issue of archives and the current economic crisis at their meeting in Austin on Wednesday, August 12, from 3:15 to 5:15. This meeting will provide an opportunity for leaders of the national, regional, and local archival associations to discuss with each other and with SAA meeting attendees what we could all do to help our archivist members and archives in general during this economic crisis. It is an open meeting and the Issues & Advocacy Roundtable is looking for input from local archival associations. If you are planning to go to SAA in Austin & would like to represent TCART at the meeting and share the outcomes, please contact TCART president Erik Moore at [moore144@umn.edu](mailto:moore144@umn.edu). For more details, see: <http://www.archivesnext.com/?p=281>.

### NARA Training

The National Archives–Great Lakes Region's Records Management Program will be holding workshops in Minneapolis in July 2009. The training is geared towards Federal records officers, but the general principles will apply to most organizations with a records management and electronic records management functions. For more information, please see <http://nara.learn.com/recordsmanagement-training>.

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**Year 2009-2010 Membership Renewal Form**  
Membership for July 1, 2009 - June 30, 2010

**Membership dues \$10**  
**Make check payable to: TCART**

**Please mail to:**

**TCART Treasurer**  
Ellen Holt-Werle  
Macalester College  
Dewitt Wallace Library  
1600 Grand Ave.  
St. Paul, MN 55105

**PLEASE PRINT CLEARLY**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Institution URL:** \_\_\_\_\_

Would you be willing to serve as a resource for other TCART members? (For instance, if someone has questions about photograph preservation or acquisitions policies.)

Yes No If yes, in what area \_\_\_\_\_

Would you be interested in giving a session or leading a roundtable discussion on a particular topic?

Yes No If yes, please specify \_\_\_\_\_

Would you be interested in hosting a TCART meeting? Yes No

# News from Archives

## Pub Crawl in St. Cloud

The Stearns History Museum is hosting a Historic Pub Crawl. The tour will make 4 stops: DB Searle's, MC's Dugout, The Press, and The Red Carpet. Spending 45 minutes at each place, pub-crawlers will get a guided tour and learn about the history behind each bar. Complimentary appetizers and great drink specials will be offered throughout the evening.

Cost for the Historic Pub Crawl is \$10 for Stearns History Museum members and \$15 for non-members. This fee includes guided tours and appetizers, as well as a souvenir gift.

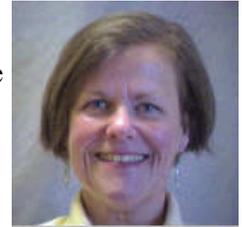
According to archivist Sarah LaVine, interest in the upcoming event has been substantial. She indicated that "because of the great response, the Stearns History Museum is planning to host this pub crawl again in August."

## St. Catherine University

While the change has been forthcoming for some time, the shift from being the College Archives to the University Archives is being undertaken with a bit of dread by Margery Smith, csj. Smith indicated that the archives formed during 1976 for a women's liberal arts college of 1250. Today, the school's undergraduates number 3727 while there are another 1474 graduate students. We wish her well with the transition and reorganization.

## Gustavus Adolphus College

Edi Thorstensson retired from her position as Lutheran Church Archivist at the end of the 2009 academic year. She began working at Gustavus during the early 1970s.



During her time there, she served in various roles including librarian, Scandinavian bibliographer, College Archivist, and Lutheran Church Archivist.

With Thorstensson's retirement, the College Archives and Lutheran Church Archives are managed by Jeff Jenson, who previously served as the institution's College Archivist.

## MAC Local Arrangements Committee Meeting Minutes

June 2, 2009

### 1. Meeting Arrangement Updates

- Hotel and date  
Still in negotiations with Crowne Plaza. Tentative conference dates are April 26-30.
- Reception Sites  
It was determined that a small group will begin investigating the following locations for a reception:
  - \* Minnesota Historical Society
  - \* James J. Hill House
  - \* James J. Hill Library
  - \* Sciences Museum
  - \* Wabasha Street Caves
- Tours  
Possible repository and other tour options:

Repository Tours: St. Paul Public, Ramsey County Historical Society, Target, Andersen Library, MHS, State Fair Grounds Archives, Minneapolis Public

Other Tours: Summit Brewery, MHS Pub Crawl, F. Scott Fitzgerald, Mill City Museum/Milling District, Segway Tours of St. Paul/Minneapolis, Arboretum, MN Zoo, Guthrie, Science Museum, Fort Snelling, Como Park, Various Art Museums, Ghost/Gangster Tours, MPR/Prairie Home Companion.

### 2. Possible Themes

Rites of Spring (going green), Rivers – Waterways, Change

Also discussed was ways to reduce our environmental impact by limiting the number of hand outs, creating mobile apps/web sites/wikis for conference attendees, having reusable bags instead of plastic.

### 3. How to Participate

Need a number of volunteers on each subcommittee. Subcommittees thus far include:

- Reception
- Promotion + Video Production for MAC 2010 Presentation
- Publications/Publicity
  - \* Upcoming announcements in MAC newsletter, etc.
  - \* Meeting Program
  - \* Hotel Signage

(MAC LAC Minutes, cont'd on p. 8)

(MAC LAC Minutes, cont'd from p. 7)

- Hospitality
  - \* Places to Visit
  - \* Restaurant Guide
  - \* Maps
- Tours
  - \* Repository
  - \* Other
  - \* Restaurant
- Development/Fundraising
- Registration
- Hotel Liaison
- Vendor Liaison
- Audio Visual
- Conference Web Site

#### 4. Upcoming Meetings

The next meeting will be held in late September/early October for the LAC executive committee members only. After the MAC symposium, an additional meeting of the entire LAC will be scheduled.

### TCART Treasurer's Report

November 2008-June 2009

Treasurer: Ellen Holt-Werle

**Beginning Balance 11/19/08** **\$1,822.77**

#### INCOME

Date	Description	Deposits
11/26/08	Memberships and Newsletters ads	\$ 20.00
12/19/08	Memberships and Newsletters ads	\$ 45.00
2/2/09	Memberships	\$ 20.00
3/9/09	Membership	\$ 10.00
4/2/09	Membership	\$ 10.00
5/18/09	Memberships	<u>\$ 80.00</u>
<b>Total</b>		<b>\$185.00</b>

#### EXPENSES

Date	Description	Withdrawals
12/11/08	SAA Webinar	\$145.00
12/29/08	Newsletter printing	\$ 33.26
5/15/09	TCART Scholarship	<u>\$225.20</u>
<b>Total</b>		<b>\$403.46</b>

#### SUMMARY

<b>Beginning balance 11/19/08</b>	<b>\$1,822.77</b>
Deposits	+ \$ 185.00
Expenses	- <u>\$ 403.46</u>
<b>Ending balance 6-4-09</b>	<b>\$1,604.31</b>

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