

The Friday, October 15, 2010 meeting of the Washington Island Historical Archives Committee was called to order by Chairman Charlotte Hansen at 3:30 PM in the Rutledge Room of the Community Center.

Present were Kirby Foss, Arbutus Greenfeldt, Charlotte Hansen, Merrill Lundberg, Richard Purinton, David Raup, Connie Sena and Jeanette Young. Absent was Eric Greenfeldt. Also present was Archivist Janet Berggren.

Approval of Minutes

Upon motion made by Dave Raup and seconded by Connie Sena, the minutes of the meetings of May 4, 2010, June 8, 2010, July 9, 2010, August 11, 2010 and August 25, 2010, as previously sent to the members of the Archives Committee, were approved.

Program Committee

Dick Purinton reported that the DVD project this past year has worked out well and he is looking for ideas for next year. Janet noted that there are a lot of interesting old letters in the Archives collection, and some of these could be selected for reading at an informal program during the winter. Dave Raup said we could consider some of the audio material as well. We could explain who the people were, and pictures would provide context. Historical tours and another cemetery walk are other possibilities that the Committee discussed.

DVD Sales

The first two sets of 100 copies of the DVD, and three or four of the third set, have now been sold or given to donors as premiums. There may be some more sales of these for Christmas presents if people know about them. They will be mentioned on the Archives page in the Observer, and we will also place an ad in the Observer next month or in December.

Fund Raising Letter

Dick volunteered to work on the annual fund raising letter again. Jeanie confirmed that the offer of a premium works well as we solicit donations. Dave will work on a calendar, with pictures from the Archives, to be offered as a premium.

Treasurer's Report

The Treasurer's report and proposed budget for 2011 were presented and are attached to the minutes. Upon motion by Arbutus, seconded by Kirby, the report was approved. Upon motion by Connie Sena and seconded by Dave Raup the proposed budget was approved.

Archivist's Report

The Archivist presented her report for 2010. A copy of the report is attached to the minutes.

Hours and Schedule for the Archivist and the Archives Office

The Archivist discussed with the Committee her hours and the schedule for the Archives office. The consensus is that Tuesday and Friday afternoons work best for the Archives office, but the volunteers can staff the office on a Friday afternoon when Janet has a conflicting commitment. She can do the indexing or her other work on another day of the week if that works better. The volunteers should be reminded to keep Janet informed of their schedule, and write any changes on the schedule in the Archives office.

May Meeting

The date of the next meeting of the Archives Committee is Tuesday, May 10, 2011. We will meet in the Rutledge Room at 3:30 PM.

Adjournment

The meeting was adjourned at 4:40 PM.

Respectfully submitted,

Merrill C. Lundberg,

Secretary