

Washington Island Historical Archives Committee
Town of Washington
Washington Island,
Wisconsin 54246

The Friday, September 20, 2013 meeting of the Washington Island Historical Archives Committee was called to order by Chairman Eric Greenfeldt at 4:00 PM in the Rutledge Room of the Community Center.

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

Approval of Minutes

Upon motion made by Dave Raup and seconded by Jeanie Young, the minutes of the meeting of May 17, 2013, as previously sent to members of the Archives Committee, were approved.

Renovation Status

Eric reported on the renovations which have been accomplished for the Archives space and the Rutledge Room. The new air conditioning and passive ventilation systems are working well. The vault space is much cooler and the lighting is much improved. There may be space for the microfilm reader in the old optometrist's office. The Mormon genealogy on the microfilm is still a valuable resource that needs to be preserved, though it has not been updated. We paid \$680 for the air conditioning. The issue of reimbursement has been raised with the Town staff. The new ceiling lighting has been completed in the Rutledge Room and the walls will be renovated next.

Photo Scanning Report

Dave Raup reported on his project to scan the photos in the Archives collection. He and Bill Olson began the project in 2005. This remains a work in progress, but he has reached a significant milestone, with about 5,000 images scanned and now accessible in digitized format. The photos are indexed by names of people and places. The index takes the user to either the hard copy or the computer version. The boxes in which the original photos are stored are getting full and we may decide to start new boxes based on the acquisition dates, with a cross index to the older format. The hard copies start to show signs of wear and finger prints. We may need to use gloves.

Program Committee Report

Dick Purinton suggested that we begin thinking about program ideas for next year. A program about the Scandinavian Fest remains a possibility. People have asked about another cemetery walk. Coordination with the Island Players is helpful. Janet said we might consider a program about maple syrup.

Eric noted that the program about Icelandic immigration with Jonas Thor had worked out well. Mr. Thor met with some of us at the Archives one afternoon when he was here last summer, and he has corresponded with Dick and Janet more recently.

Dick presented the Archives with a copy of his new book, Thordarson and Rock Island. He thanked Dave and Janet for their help as he worked on the book. Eric thanked Dick on behalf of the Committee. Janet asked if Dick might consider a presentation about this subject. Dick is not ready to make a commitment, but he said he would rather do a program for the Archives instead of presenting bits and pieces in other venues.

Archivist's Report

Janet reviewed her written report. A copy is attached to the minutes. She said there has been a lot of activity this summer. She thanked the volunteers. The Observer page is a lot of work, but it draws a lot of response. Maybe the volunteers can work on some of these pages during the winter when the research requests slow down. During the summer about 80% of the effort is in response to these requests. Eric noted that the volume of activity is impressive, and he thanked Janet for her report.

Treasurer's Report

The Treasurer's report was presented and discussed. A copy of the report is attached to the minutes. We are about \$2,000 ahead of last year. Janet suggested that we could buy one, or even two, new printers soon. It was agreed that Dave will work with her to determine our needs, and Janet was authorized to place an order upon his recommendation.

Closed Session

Upon motion by Kirby Foss, seconded by Connie Sena, the Committee moved to an executive session to consider the Archivist's compensation arrangements. Janet was excused from this discussion. Eric observed that Janet is presently working four hours or more a week beyond the time for which she is compensated. Following discussion Eric polled the members of the Committee and all of us agreed that, with some modest adjustments to our budget, we can well afford to compensate her for the additional four hours per week. Whether this change can be made immediately is a point to be confirmed with the Town staff, but in any case we would plan to do this for 2014. Upon motion by Dave Raup and seconded by Charlotte Hansen it was voted to increase the

weekly hours to 12 for the remainder of 2013 if we can and in any case for 2014. The hourly rate on which her salary is based will remain \$17. Upon motion by Dave Raup and seconded by Connie Sena, the Committee returned to an open session and Janet rejoined the meeting.

Budget for 2014

Janet reminded the members of the Committee that she is already being compensated for 10 hours per week. The members of the Committee decided to budget for 14 hours for 2014. The budget for 2014 includes the additional salary and FICA amounts as well as a contribution to the state retirement fund in the event that this is required by reason of the increase in hours. The amounts for equipment and office supplies are each reduced to \$500, the amount for printing is reduced to \$800, and each of the last five items on the 2013 budget is reduced to \$100 instead of \$200 for the 2014 budget. The other items remain the same as in the 2013 budget. Upon motion by Dick Purinton and seconded by Kirby Foss, the 2014 budget, a total of about \$18,090 as set forth above, was approved.

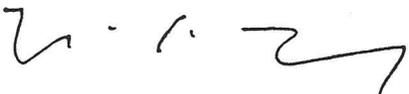
Date of Next Meeting

The next meeting of the Archives Committee will take place at 3:00 PM on Friday, November 8, 2013, in the Rutledge Room. At that meeting we will formally approve the work schedule for 2014 and also consider subjects for future Archives programs.

Adjournment

Upon motion by Kirby Foss and seconded by Connie Sena the meeting was adjourned at 6:00 PM.

Respectfully submitted,



Merrill C. Lundberg, Secretary