

# Louisiana Historical Records Advisory Board

## MEETING SUMMARY

February 10, 2022 | 2:00pm | Louisiana State Archives Gallery

---

### I. Call to Order

### II. Roll Call

Board Members: Catherine Newsome, Freddie Evans, Zachary Stein, John Gallagher,

Not present: Cheylon Woods, Shannon Dirmann, Rebecca Hamilton, Emilie Leumas, Nancy Landry, Riley Berthelot, Michelle Riggs, Debbie Hudnall, Angelique Bergeron

Archives Staff Present: Allison Llorens

### III. Review of Minutes

Minute adoption voided due to lack of quorum

### IV. Order of Business

#### 1. Review Disaster Survey: Catherine Newsome

A. Reviewed the disaster survey

B. Once responses can be tabulated, then the data can be grouped by parish alphabetically

C. Additional Questions

- Do you have manuscript collections? Paintings? If so, how big is the collection? How many pieces in the collection?
- Do you have digital collections? Is your information backed up digitally?)
- Do you have a COUP? (Continuation of Operations Plan)
- Include a line to list the parish
- Do you currently have a disaster plan? If so, please share a copy
- List additional locations or complete a survey response for each location

D. Catherine suggested that at the next meeting the board can vote on a final survey that the board so that dissemination can be begin

E. Create a google doc to send to board members of who they think we need to reach out to

#### 2. SSA Crisis Communication Team: Catherine Newsome

A. Catherine will reach out to SSA to inquire how they will proceed with this initiative

B. If they receive any information from agencies in Louisiana, will they be willing to share the information with us?

#### 3. National Archives Information: Catherine Newsome

A. Will reach out to the state archivist in Texas to workshop on their process

#### 4. Recommendations for New Board Members: Board Discussion

A. There are 2 vacancies on the board

B. Potential Recommendations:

- Kelsey McCrary, Chief Economic & Cultural Development Officer Monroe, LA
- Jason Church, Materials Conservator, National Park Service Natchitoches, LA
- Dustin Fuqua, Chief of Resource Management, National Park Service Natchitoches, LA

**V. Other Projects/Programs**

A. Spring Events at the Louisiana State Archives: Catherine Newsome

- Lunch & Learn Series with Dr. Ana Roeschley on February 23
- Spring Gala: Mystery of the Archives on March 6
- Book Talk: Jean Lafitte Revealed on April 6

**VI. Conclusion**

Meeting adjournment voided due to lack of quorum

**Meeting Concluded at 2:35pm**