

Twin Cities Archives Round Table Newsletter



President's Message:

Hello Fellow TCART'ers,

First, I want to recognize Jenel Farrell for her service to TCART over the past two years as our Treasurer. Thank you for your hard work and thoughtful leadership.

Congratulations to Stephanie Kays, who will serve as our Treasurer for the next two years. We are excited to have Stephanie as part of the Officer team. I am honored to have been re-elected as TCART President for the next two years.

I would like to thank Deborah Kloiber, University Archivist and Head of Special Collections at St. Catherine University Library, for hosting our meeting on May 22, and for providing a tour of the university archives. At the meeting we had two presentations on grant writing. First, Nick Leitheiser, Development Officer for Institutional Giving at Minnesota Public Radio spoke about securing grant funding. Next, on behalf of David Grabitske at the Minnesota Historical Society, I gave a presentation on Successful Grant Projects in the New Biennium, specifically concerning Minnesota Historical and Cultural Heritage Grants. Attendees then contributed to a lively discussion on lessons learned when applying for legacy grants and offered advice for those currently applying for grants.

On March 21, we held the first ever TCART Happy Hour, 18 people attended. Thank you to everyone who sought out camaraderie and libations. We will continue to have casual, networking occasions like this in the future.

I would also like to thank ArcaSearch for hosting an Open House on June 28 at their facility in Elk River for TCART members, and others in our community, to learn more about their digital archive process.

As I mentioned in the winter newsletter, TCART has a

healthy budget to use for the benefit of its members. During the spring meeting, we discussed ways to use the money. Two ideas which received strong support were offering additional Professional Development Awards to deserving applicants, and underwriting the cost of workshops and webinars for the educational development of our members. Officers will be exploring these options over the course of the year.

This year, we awarded the Professional Development Award to Jason Paul, a student at the University of Wisconsin-Milwaukee, and Project Specialist at the James Ford Bell Library. Jason participated in an online workshop on Metadata for Digital Collections provided by the Professional Development Institute, School of Information Studies, University of Wisconsin-Milwaukee.

Plans are shaping up to make our fall meeting a colloquium. If you are interested in volunteering, speaking, or participating, please let me or one of the officers know.

I look forward to seeing you all in the fall!

Sincerely,

Jennifer Johnson
TCART President

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Spring Meeting Minutes

Tuesday, 22 May 2012
St. Catherine University (St. Kate's)

In Attendance:

Michelle Enpel, Red Wing Shoe Co.
Clare Pavella, Red Wing Shoe Co.
Susan Stepka, Archdiocese of St. Paul and Minneapolis
Heather Lawton, Archdiocese of St. Paul & Minneapolis
Elizabeth T. Knuth, College of St. Benedict/ St John's University
Erin George, University of Minnesota Archives
Erik Moore, University of Minnesota Archives
Tom Steman, St. Cloud State University
Ann Kenne, University of St. Thomas
Deborah Kloiber, St. Catherine University
Kendra Malikowski, General Mills Archives
Dee Montgomery,
Sally Lundheen-Hoff, The Blake School
Eileen McCormack, Archival Solutions, LLP
Candy Hart, Hamline University
Ian Stade, Hennepin County Library
Cassie Warholm-Wohlenhaus, American Swedish Institute
Jenel Farell, Minnesota Public Radio
Adrianna Darden, Gustavus Adolphus College
Jeff Jenson, Gustavus Adolphus College
Michelle Twait, Gustavus Adolphus College
Nicole Radotich, St. Paul Chamber Orchestra
Karen Spilman, University of Minnesota
Stephanie Kays, Minneapolis Institute of Arts
Harris Burkhalter, Gideon Homestead
Jamie Martin, Target Corporation
Jennifer Johnson, Cargill, Inc
Jessica McIntyre, Minneapolis Institute of Arts
Veronica Olson, student, St. Catherine University
* possibly others who didn't sign the sign-in sheet

Grants Presentation and Discussion:

- A. Grant Funding presentation by Nick Leitheiser of MPR.
- B. President Jennifer Johnson read a Minnesota Historical Society grant presentation about how to apply for Minnesota Historical and Cultural grants.

Business Meeting:

Officer Elections (President and Treasurer)

- Jennifer Johnson was reelected President for 2012-2014 and Stephanie Kays was elected Treasurer for 2012-2014 unanimously.

Secretary's Report

- Currently have 87 members, 15 of which are new
- Reminder that TCART dues will not be due until the Fall Business Meeting

Treasurer's Report

- See attached

Newsletter Editor's Report

- Now have Arcasearch and Northern Micrographics as advertisers within the TCART Newsletter
- Send info for the spring newsletter

(Minutes, cont'd on p. 3)

TCART Officers

President Jennifer Johnson:

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

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.

Ad Rates

Full page	\$15.00
Half page	\$10.00
Quarter page	\$ 5.00
or less	

(Minutes, cont'd from p. 2)

Old Business:

- A. Report on first TCART Happy Hour in March 2012. About 20 people attended. Members decided to offer more Happy Hours in the future.
- B. Jason Paul of the James Ford Bell Library was the recipient of the annual TCART professional development scholarship to attend Metadata for Digital Collections.
- C. Discussion of new TCART "colloquium"
 1. Plan to offer this October in conjunction with American Archives Month with a topic of marketing/outreach, including a presentation on Minnesota History Day
 2. Several members addressed the point that October already has many library & archives planned events and we may want to consider November
 3. Members agreed to table our usual "outstate Minnesota" meeting for Fall 2012 to Spring 2013 to accommodate the planned colloquium
 4. Plan was announced to look for a free or very low cost space, as no registration fee will be charged
 5. Members were asked to contact a TCART officer if they are interested in volunteering

New Business:

- A. Topic was raised to membership about possibly offering more than one Professional Development Award if funding and quality of candidates allowed.
 1. Would not require a By-Law change
 2. Members had questions about how to ensure the \$250 or \$500 would remain earmarked for this award, considering other plans such as the colloquium would incur costs. Other questions included possibly adding a line item to our budget or devoting a percentage of membership funds to this fund.
 3. Members present decided that additional Professional Development Awards could be offered on a case by case basis if funding allowed.
 4. TCART officers agreed to meet as a group to decide if any additional steps needed to be taken to financially separate the pool of money earmarked for this award.
- B. Should we allow the Professional Development Award to be used for application fees for accreditation exams?
 1. Membership decided that this usage did not fit the educational requirements of the Award.
- C. Suggestion for TCART to seek grant funding to increase educational opportunities
- D. Would TCART members be open to bringing in occasional workshops?
 1. TCART would provide a small fee to help pay for the workshop, members would be required to pay a small registrant fee
 2. Members requested that offerings be more broad than what SAA currently offers
 3. Officers asked members to please suggest topics to any TCART officer

- E. New MAC Speakers Bureau -- these will be workshops sponsored by MAC and offered regionally.
 1. MAC is partnering with TCART to offer these Workshops
 2. Workshops will have a nominal cost
 3. MAC is looking for ideas for speakers, how far people would be willing to travel, and what topics members would like to see
 4. A small stipend and travel fund will be given to presenters
 5. Contact Karen Spilman if you have suggestions or would like to participate as a speaker.

News and Announcements:

- A. Reminder that membership dues were moved to the Fall Business Meeting
- B. Arcasearch is offering a tour of their facilities on June 28, 2012. Free advice and food will be provided; no hard sales pitch.
- C. The Minnesota Digital Library Annual Meeting is on June 18th. Six sessions will be offered and lunch, with a registration fee of \$25.
- D. The SAA Business Archives Workshop will be offered at Target Corporation in early October -- includes three visits of local corporate archives facilities.

Adjournment:

- Meeting Adjourned, followed by tour of St. Catherine University Archives.

NEA Art Works Grant Deadline

Deadline: August 9, 2012

Eligible organizations: Nonprofit organizations including museums, arts organizations, and local education agencies; units of state or local government; and federally recognized tribal communities or tribes

Complete guidelines: [Visit](#) NEA's website

Information: Through the National Endowment for the Arts (NEA) Art Works grant program, support is available for projects that provide public engagement with artistic excellence across a diverse spectrum of artistic disciplines and geographic locations. Funding may support documentation, preservation, or conservation of American art. Grants range from \$10,000 to \$100,000 and require a nonfederal match of at least one to one.

More: We offer free grant application support for projects that involve significant work or consultation by CCAHA. Contact Lee Price, Director of Development, at lprice@ccaha.org or 215-545-0613 for assistance with your application.

Archives Updates

American Swedish Institute

The American Swedish Institute recently established its Wallenberg Library and Archives, making its book and archives collections available for public and researcher use for the first time in its 83 year history. The ASI unveiled the beautiful research room (containing an authentic Swedish tile stove) and newly renovated stacks area in November, 2011. The collection focuses on broad cultural and historical topics related to Sweden and Swedish-America. Strengths of the archives include Swedish-American immigrant collections containing letters, diaries, and immigration documents; personal papers of Swedish and Swedish-American artists, musicians, craftspeople and community leaders; ASI's institutional archives; records of past and present Swedish organizations; and photographs and other media documenting the Swedish-American experience.



TCART member Cassie Warholm-Wohlenhaus, who recently graduated from the University of Wisconsin-Madison with an M.A. in Library and Information Studies with a focus on Archives Administration, took the position as ASI's librarian and archivist in March of 2012 and has been working enthusiastically to promote the collections ever since. Read more about the collections and the American Swedish Institute at www.asimn.org or contact Cassie directly at cassieww@asimn.org. Twitter users can also check out the @OlofAnderson account, which publishes the diary entries of a Swedish man's 1855-1858 journey to America and his new life near Chaska, Minnesota, which is held in the archives.

TCART Icon: Then and Now



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Created by Dennis Rudd



Used from: 1995 - 2006
Created by Dennis Rudd



Used from: 2007 - ongoing
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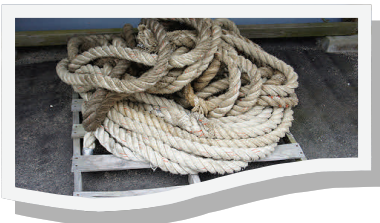


Northern Micrographics
2004 Kramer St.
La Crosse, WI 54603

Information and News from the Minnesota State Archives

Information of the Weird

Who was William Williams and why does his death matter? Received from a private donor is an itemized and verified statement of expenses incurred in carrying out the February 1906 *execution by hanging* of William Williams who was convicted of homicide in 1905. The itemized expenses include the lumber and labor for constructing the gallows, clothing for the condemned man, and the execution rope. The document is signed by Ramsey County Sheriff Anton Miesen. A short length of the rope is preserved in the three dimensional objects collection, and the Ramsey County District Court criminal case file for Mr. Williams' homicide case is preserved in the State Archives. Williams' was the last execution to take place in Minnesota and the death penalty was removed from the state criminal law in 1911. Because the rope was too short, Mr. Williams did not die immediately from the hanging, but slowly strangled to death. So, the *botched hanging* of Mr. Williams led to the abolishment of capital punishment in Minnesota!



* image by [vbecker](#)

National Digital Information Infrastructure and Preservation Program

Minnesota State Archives Staff Complete Digital Legislative Records Project
By Carol Kussmann and Charles Rodgers

Earlier this year State Archives staff completed a four year project that included exploring methods to preserve and provide access to legislative materials in digital form. *A Model Technological and Social Architecture for the Preservation of State Government Digital Information* was the formal title of the project, and was funded by the National Digital

Information Infrastructure and Preservation Program (NDIIPP) of the Library of Congress. More information about digital preservation at the Library of Congress is available at their digital preservation home page: <http://www.digitalpreservation.gov/> The State Archives worked with selected state legislatures around the country, and partnered with state archives, state library, and state legislative staff in the states of Arkansas, California, Illinois, Kansas, Mississippi, Nebraska, North Dakota, Tennessee, and Vermont. Also, the State Archives partnered with the Minnesota Revisor's Office, the Minnesota Legislative Reference Library, the California Legislative Counsel, the California Digital Library, and the National Conference of State Legislatures.

There were six primary objectives of the project:

- Create a trustworthy technological and social architecture for capturing, managing, and providing access to legislative content from California and Minnesota.
- Test the capacity of other states to adopt that model.
- Analyze the results with the legislative and government records communities.
- Define the thresholds for participation to identify how different states could position themselves to implement similar program.
- Use education and outreach to promote further collaboration and sustainability.
- Develop compelling business cases for further investment.

The project concluded in December 2011, with the final report submitted in February 2012. The [Final Report](#) summarizes the project's activities and is also available on the [project](#) home page or the [CAROL](#) home page. While the project focused on legislative records in digital form, many of the lessons learned, white papers, and tools researched and tested are relevant to the management of digital content by all government entities, corporations, and other organizations.



Year 2012-2013 Membership Renewal Form
Membership from Fall Meeting 2012 – Fall Meeting 2013

Make check payable to: TCART

Please mail to:

TCART Treasurer
Stephanie Kays, Project Archivist
Minneapolis Institute of Arts
2400 Third Avenue South
Minneapolis, MN 55404

DUES

Individual Level \$10 _____

Sustaining Level \$50 _____

Patron Level \$100 _____

Other Amount _____

PLEASE PRINT CLEARLY

Name: _____

Title: _____

Organization/Department: _____

Street Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: _____

E-mail: _____

Institution URL: _____

Relevant Professional Positions or Activities: (such as SAA, MAC): -

Would you be willing to serve as a resource for other TCART members?

Yes

No

If yes, in what area _____

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

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

Yes

No

If yes, please specify _____

Treasurer's Report

TCART Treasurer's Report
Nov 2011-May 2012
Treasurer: Stephanie Kays

INCOME		Date	Description	Deposits
		5/17/2012	YTD memberships (20 total)	\$200.00
		5/17/2012	Arcsearch Ad - Newsletter	\$15.00
			Total:	\$215.00
EXPENSES		Date	Description	Withdrawals
		12/14/2011	TCART catering for Fall 2011 Meeting	\$66.51
		3/8/2012	TCART happy hour	\$140.00
		5/17/2012	Domain renew	\$10.99
		5/23/2012	TCART catering for Spring 2012 Meeting	\$114.61
			Total:	\$332.11
SUMMARY				
		Beginning Balance	11/7/2011	\$2,391.38
		Deposits		\$215.00
		Expenses		\$332.11
		Ending Balance	5/23/2012	\$2,274.27

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