

MARAC
Arline Custer Memorial Award Committee Report
Winter Steering Committee Meeting
University of Baltimore – February 3, 2012

Activities

Since the Fall meeting, the Committee had discussed the use of the Excel spreadsheet for the purpose of tabulating scores. Committee members found the Excel spreadsheet setup highly useful for performing the reviews of Custer and Finch Award submissions in 2011, and so will continue using the same method this year to review and tabulate the entries. Each publication and Web site will have its own “book” tab, with consistent descriptive fields, criteria, and numerical scoring.

The Committee is continuing work on a draft procedures document for the Custer and Finch Awards. This will help solidify current practices and procedures, which may then be modified in the future as needed (and approved.) This document will also help inform future Committee members about lessons learned, simplifications and efficiencies that had been discovered over time, and help preserve the Committee’s “institutional” memory.

One submission for this year’s Custer award has already been received in error by the previous Senior Co-Chair, Michele Lavoie. The MARAC “Custer Guidelines” portion of the Web site was quickly updated to reflect current Committee membership and contact information.

Future Discussions

The Committee members have discussed the possibility of restructuring the Finch Online Publication Award into two categories, perhaps based on the size of the institution, or blogs/newsletters and Web exhibitions (depending on the year’s submissions). Currently the Custer Award can be presented for both a book/exhibition catalogue and article.

Committee members continue to investigate new venues and avenues for disseminating calls and reminders for submissions. Social media and other more “cutting edge” methods will be examined. We also ask for and will take suggestions and recommendations from others.

Pending approval, we suggest announcing the call for submissions earlier than has been done in the past (possibly shortly before the MARAC Spring meeting). We ask for the Steering Committee’s input on this request.

Respectfully Submitted,

Glenn Gardner
Co-Chair

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To: MARAC STEERING COMMITTEE

FROM: MARIANNE KASICA, CHAIR DEVELOPMENT COMMITTEE

RE: DEVELOPMENT COMMITTEE REPORT – JANUARY 27, 2012

The committee resumed work on the 40th Anniversary Campaign. That effort is ongoing but there is no news as of the time of this writing. To no one's surprise, this is a difficult year for fundraising.

While we are working on this or any campaign, *please apprise me or another member of the Development Committee if you or anyone else within our organization is soliciting donations on behalf of MARAC.* This is for anything other than the usual appeals for support of the conferences such as exhibits, speakers, or meal/event support.

MEMORANDUM

To: MARAC Steering Committee

From: Ad Hoc Committee on Disaster Relief

Date: 1/25/2012

RE: Structure and Funding of Disaster Relief

Structure: We propose two options for the structure of the Disaster Relief Committee. One is that it would be a standing committee that would be incorporated into the bylaws and have standing similar to the other committees. We recommend that it consist of the four members-at-large and the MARAC treasurer. The chair of this committee would be designated by the MARAC chair. The second option is that it could be an ad hoc committee appointed as needed by the chair, but we would still recommend the same composition for the committee as in the first option. We recommend the at-large members serve on this committee because they are drawn from across the MARAC region and do not have the same regular responsibilities of the caucus representatives. We recommend the treasurer serve because in addition to understanding finances, s/he would be responsible for endorsing any funding checks.

The advantage of being a standing committee is that it routinizes its existence and when a disaster occurs, the committee will be prepared to address it. The disadvantage is that this requires amending the bylaws and all of the attendant procedures that it involves. The advantage of an ad hoc committee is avoiding amending the bylaws and giving flexibility to the chair in naming a committee to fit particular circumstances. The disadvantage is that if there are several years between disasters, the procedural knowledge of this may be lost.

Related to this decision is funding. There are again at least two options to fund disaster relief. One would be to undertake a method similar to the endowment and dedicate a percentage of meeting profits to a disaster fund up to an amount to be decided and once that is reached, the fund would not receive additional monies until there was a debit against the account, and it would then be replenished by future meeting profits. The second method would be to simply allocate an amount to the Disaster Relief Fund every year as part of the budget, with all unspent funds returning to the general account each year.

The Steering Committee should decide the amount, but based on past requests (which fortunately have not been frequent or too costly) we recommend it be between \$5,000 and \$10,000 . We do not recommend that the Disaster Relief Fund continue to be funded solely by donations. We believe that without establishing a dedicated funding source, MARAC's disaster relief funds will be dependent on donations received in the weeks following major disasters and would not be immediately available to needy repositories.

We ask the Steering Committee to make the following decisions:

- Does the Steering Committee endorse the Application Form and Grant Guidelines enclosed with this memo?
- Should the Disaster Relief Committee be a standing or ad hoc?
- What should be the source of the Disaster Committee's funds?
- If the Committee is to receive dedicated funding, what should that sum be?

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DISASTER RELIEF GRANT GUIDELINES

Who can apply?

Any institution with archival holdings or special collections in the MARAC region can apply. Personal collections are not eligible for grants.

How much can an institution apply for?

Up to \$ 2,000 per grant.

What types of responses are eligible for funding?

Grant monies may be used for the direct recovery of damaged or at-risk archival materials caused by a sudden, unexpected event involving fire, water, man-made, or natural phenomena where immediate response is necessary to prevent irretrievable loss. Eligible services may include freeze drying, storage, transportation of materials, and rental facilities. Eligible supplies may include acid-free boxes and folders, storage cartons, cleaning materials, plastic milk crates, and protective gear. Funds may also be used to defray costs (such as housing, meals, or transportation) for volunteers or other laborers who assist with the recovery.

Who determines funding?

MARAC Disaster Relief Committee

What is the procedure?

- Notify MARAC [Administrator](#) of your institution's intent to file an application within 30 days of the event.
- Submit a complete application and support materials to MARAC Administrator.
- Review of the application and support materials by the MARAC Disaster Relief Committee will be completed within two weeks. Successful applicants will receive a confirmation email from the Chair of the Disaster Relief Committee and receive dispersal of funds by check.
- Submit a report, detailing how the grant monies were utilized, to the Chair of the Disaster Relief Committee within 3 months of the dispersals of funds.

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APPLICATION FORM – Page 1 of 4

General Information:

Repository: _____

Head of Organization: _____ Title: _____

Primary Contact: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Alternate Telephone: _____ Alternate Email: _____

Preferred method of contact: Telephone Email

Provide mailing address if different than above:

Mailing Address: _____

City: _____ State: _____ Zip: _____

Total amount of grant assistance requested (up to \$2000): _____

If selected, grant funds should be made payable to: _____

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APPLICATION FORM– Page 2 of 4

Provide information for each of the following:

Mission of the organization.

Brief description of the archival collection(s).

Description of disaster and resulting damage to the collection(s).

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APPLICATION FORM– Page 3 of 4

Detailed description, with budget, of how grant funds will be expended.

Other sources of funding available to the organization.

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APPLICATION FORM– Page 4 of 4

Attach the following:

Disaster plan (if applicable)

Photographs

Conservation/supply estimates

By signing or typing my name below I understand and agree that:

The information in this application is true and accurate, to the best of my knowledge.

I must submit a report detailing how the grant monies were utilized to the Chair of the MARAC Disaster Relief Committee within 3 months of the dispersals of funds. The report will include "before" and "after" photographs.

Signature:

Date:

MARAC would like to share stories of how the Disaster Relief Grant impacts the archival community. If you authorize us to share your story please sign or type your name below.

Signature:

Submit a complete application and support materials to the MARAC [Administrator](#).

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MARAC
Distinguished Service Award Committee Report
Winter Steering Committee Meeting
Baltimore, Maryland
February 3, 2012

Membership

- Danna Bell-Russel, Chair
- Lauren Brown, MARAC Archivist
- Jennie Levine Knies
- Catherine OBrion

Progress

- The Distinguished Service Award will be presented at the spring meeting in Cape May, New Jersey. The deadline for nominations is February 16, 2012.
- Please encourage your caucus members to submit nominations. All nominations will be accepted any time up until the deadline.
- Catherine OBrion wrote the article that is in the Winter 2012 issue of *Mid-Atlantic Archivist* and the committee thanks her for her hard work. We will send out announcements via the MARAC e-list starting after the upcoming Steering Committee meeting.
- I will not be in attendance at Steering. If you have additional questions please contact me either via email or by phone. See you all in Cape May.

Submitted by
Danna Bell-Russel

MARAC Education Committee Report
January 27, 2012
Submitted by Brian Keough, Chair

Leonard Rapport Modern Archives Institute (MAI) Scholarship

The two winners of the Winter 2012 MAI scholarships are David Koch, Reference Archivist, Presbyterian Historical Society and Laura Schnitker, Ethnomusicologist and Sound Archivist, University of Maryland.

Spring 2012 conference travel awards for Cape May

Deadline is February 25, 2012 for travel awards to Cape May meeting, April 12-14, 2012. Submit a current resume, a cover letter including a statement of the expected benefits of attending the MARAC meeting and a letter or email reference from a person with knowledge of the applicant's work or educational program. All scholarship applications should be sent by email to Brian Keough (bkeough@albany.edu), current chair of the MARAC Education Committee.

Upcoming Workshops

Introduction to EAD, March 5, 2012

Location: Rutgers University Library

Instructor: Lara Nicosia, Rochester Institute of Technology (RIT)

Description: This is a full-day workshop that includes hands-on encoding experience. The workshop will begin with a brief introduction to EAD, its applications, and its relationship to other standards (LCSH, DACS, etc.). After learning about the basic structure of an EAD document and the elements required by DACS for minimum-level description, participants will use an EAD template to encode a basic finding aid. The afternoon will be spent working with common tags such as those needed to create an inventory list. By the end of the session, each participant will be able to render his or her own finding aid in a web browser using an XSL stylesheet that will be provided. Other topics that will be covered include project workflow, best practices, ways EAD is being used, and additional tools and resources for getting started.

Managing Electronic Records, June 15, 2012

Location: The Bunn Library, The Lawrenceville School, Lawrenceville, NJ

Instructor: Geof Huth, New York State Archives

Local Contact: Jacqueline Haun, Archivist The Lawrenceville School

Description: Many people like to treat electronic records as they do the weather: by, as Mark Twain said, complaining about it but doing nothing about it. We are now decades from the point at which that was an excusable way for archivists to address the issue of electronic records. This workshop will provide a simple introduction to the world of managing electronic records in archives by reviewing every aspect of archival workflow as it relates to electronic records. Particular focus will be placed on understanding the choices for long-term electronic file formats as well as the basics of preservation.

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January 27, 2012

To: MARAC STEERING COMMITTEE

FROM: ARIAN D. RAVANBAKSH, CHAIR, ELECTRONIC RESOURCES COMMITTEE

RE: ELECTRONIC RESOURCES COMMITTEE REPORT – WINTER 2012

Submitted to the Steering Committee at the winter meeting on Friday, February 3, 2012 in Baltimore, MD.

Committee Membership

Membership of the Electronic Resources Committee has remained stable since the last report. The Committee has not met since the last report.

Work of the ERC/MARAC Webmaster

The ERC and the MARAC Webmaster have the following items to report.

- 1) A MARAC blog has been established at <http://marac-blog.blogspot.com/>. The blog is being managed by the Outreach Committee and some content and elements from the previous outreach committee blog (for Archives Month) were retained and migrated over. We plan to continue to work with the Outreach committee to further refine the appearance of the blog.
- 2) In support of a request from MCC and the Cape May Program Committee, we have secured a free website from Dreamhost. Dreamhost is a webhosting company that provides a free site to non-profit organizations. The immediate use of this site will be as a space to run Omeka for a workshop that will be presented in Cape May. Our existing space on Member Clicks did not allow us to host an Omeka installation.
- 3) The ERC chair has been in contact with Ed Galloway to discuss his idea for the identification of a space to host MARAC conference materials (power point presentations, conference programs) and make them accessible to a wide audience. The ERC will take this as

an action and hope to provide a report that details potential sites and related issues to the Steering Committee at the Cape May meeting.

Issues for Steering

None at this time.

Finding Aids Committee Report

MARAC Steering Committee Meeting

University of Baltimore

February 3, 2012

Activities

With revisions for the Finding Aid Awards criteria completed, a call for submissions for the 2011 Finding Aid Awards was sent out to the membership on November 9th and a reminder sent out again on December 15th, two weeks before the deadline. The committee received four submissions before the December 31st deadline and intends to proceed with selection of awardees from these submissions in the next two months.

A total of four submissions is low, but represents the typical number of submissions we have been receiving in recent years BEFORE the deadline. In the last two years, we have gained extra submissions by extending the deadline, but the committee determined this year that it was time to stop this practice as it was threatening to become endemic.

The committee will be taking up next year the issue of how we might increase pre-deadline submissions, including the logical step of moving the submission deadline into January. As the committee has previously tried more aggressive advertising of the award, and this year both extended the deadline and sent out a reminder – all to no effect – this may prove to be challenging. We will need to look particularly at why "extending" the deadline results in new submissions while other methods fail to generate a response.

Respectfully submitted,
Dorthea Sartain

MARAC
Membership Committee Report
Winter Steering Committee Meeting
Baltimore, Maryland
February 3, 2012

Membership

- Carolina Palacios, Chair
- Sara Borden
- Jessica Johnson
- Diana Hevener
- Rachel Rohrbaugh
- John Legloahec
- Derek Gray
- Laura Drake Davis-MARAC secretary

Progress

- The membership committee lost Wendy, but Rachel Rohrbaugh joined.
- Price quote obtained from Crestline for 900 pins to be delivered at the Fall Conference if approved by Steering.
- The pins will be distributed to all members who attend the conference, and the rest will be mailed to others in honor of MARAC's 40th anniversary.
- We need a design for about 150 pins of distinction (they can all be the same) for those members that have been in MARAC 5 years or more. I thought about doing one for 5, 10, 20, 30, 40 but that would too complicated.
- We plan on meeting again at least 1 a month to discuss ideas for the 40th anniversary and ways to commemorate it. If anyone has any ideas please let me know we could use the help.

Submitted by
Carolina Palacios



THE NATIONAL COALITION FOR HISTORY
Fiscal Year 2011 Annual Report
(Prepared by Lee White, Executive Director, December 30, 2011)

Efforts to reduce the federal deficit drove the congressional appropriations process in 2012. With the Republicans controlling the House of Representatives and the Democratic majority in the Senate, the Congress spent most of the year in gridlock over funding and tax issues. In years past, the National Coalition for History's (NCH) main focus was advocating for increased funding for federal programs that affect the historical and archival communities. During the fiscal year (FY) 2012 congressional budget process, NCH's advocacy efforts were necessarily focused on preventing severe cuts or elimination of programs.

The 2012 NCH Work Plan, which was submitted separately to the Policy Board, details the proposed road ahead for the Coalition. This report summarizes NCH's activities and highlights the major accomplishments in 2011.

LEGISLATIVE ADVOCACY

1. Federal Appropriations

The 2011 Work Plan directed that appropriations and reauthorization issues should be a primary focus of the NCH's advocacy efforts.

Before adjourning in December, the 112th Congress passed an omnibus spending bill for FY '12 that runs until September 30, 2012. The bill encompassed nine of the twelve annual appropriations bills and all of the programs of interest to the historical and archival communities.

Of major interest, the Teaching American History Grants program at the U.S. Department of Education has been terminated. However, the National Historical Publications and Records Commission (NHPRC) was saved from elimination (see below).

The cuts or level funding for programs of concern to our members must be viewed in the context of the efforts to reduce the federal budget deficit. Some solace should be taken in the fact that, with the exception of Teaching American History Grants, the federal agencies and programs for which we advocate in most cases sustained cuts that were far less onerous than expected. NCH and its constituent organizations were actively involved in advocacy efforts and mobilized their respective members to contact Congress on numerous occasions. Staff members at federal agencies have credited these efforts with preventing deeper cuts or elimination of programs.

For example, although funding for the National Endowment for the Humanities was cut by \$9 million, the \$146 million it received was actually the level requested by the Obama administration. Historic preservation programs at the National Park Service received a small increase and museum programs at the Institute of Museum and Library Services were cut by only \$500,000.

At the request of the American Historical Association, NCH became involved in advocacy efforts to preserve funding for the U.S. Department of Education's International Education and Foreign Language Studies (IEFLS) programs, including HEA-Title VI and Fulbright-Hays programs, which form the vital infrastructure of the federal government's investment in the international service pipeline. The Fulbright-Hays programs are of particular importance to historians because of the resources they provide for research and education relating to foreign languages and cultures.

Although these programs sustained major cuts in FY '11, NCH was involved in a successful effort to preserve level funding for these programs in FY '12.

2. Federal Funding of K-12 History Education

The Elementary and Secondary Education Act of 1965 (ESEA) was last authorized in 2001 during the Bush administration under the rubric of the No Child Left Behind Act (NCLB). The NCLB's authorization expired in 2008. In 2011, efforts to pass an ESEA reform bill moved forward in both the House and Senate. However, there were serious ideological differences between the two approaches and it seems unlikely that a bipartisan solution will be reached to pass a bill in 2012.

On October 20, 2011, the Senate Health, Education, Labor and Pensions Committee (HELP) completed its markup of the reauthorization of the ESEA. The bill includes an amendment, offered by Sen. Robert Casey, D-Pa., that would create a "well-rounded" education fund. School districts could use the money to fund programs in history, civics education, social studies and eight other subject areas. This is similar to what the White House proposed in 2010 in "A Blueprint for Reform," the administration's plan for reauthorizing the ESEA.

While this is by no means an ideal solution, given the current emphasis on deficit reduction and the drive to push decisions on education spending to the localities, it does ensure that federal funds will still be available for history education and professional development, albeit at a much lower level. We will continue to advocate for restoration of the TAH grants program in a final ESEA bill. But with neither Congress nor the White House willing to keep TAH on the table, we alternatively need to exert effective pressure in favor of the Harkin/Enzi ESEA bill that is actually in play, which includes the "well-rounded" education language. Chairman Harkin has stated that he intends to bring the ESEA bill to the Senate floor in 2012.

There is no comparable, comprehensive ESEA reauthorization bill in the House. Instead a number of piecemeal bills addressing specific sections of the ESEA have been introduced. In May 2011, the House Education and Workforce Committee passed H.R. 1891, the "Setting New Priorities in Education Act", which would eliminate 43 programs at the Department of Education including TAH grants.

Throughout 2011, the National Coalition for History worked closely with history, educational and civics organizations in seeking to preserve TAH as an independent program. We also worked to ensure that history received a dedicated level of funding in any "well-rounded" education program that might be developed as an alternative to TAH. The Executive Director met with the staffs of nearly 20 members of the House Education and the Workforce Committee to push for the "well-rounded" education proposal. We renewed our relationship with the National Council for History Education which rejoined the History Coalition.

3. National Historical Publications and Records Commission

The National Historical Publications and Records Commission (NHPRC) will receive \$5 million under the 2012 omnibus appropriations bill. The House Appropriations Committee had proposed cutting funding for the NHPRC to \$1 million. The National Coalition for History, the Association for Documentary Editing, the Society of American Archivists, and the Council of State Archivists lobbied hard for the adoption of the \$5 million figure. Despite the \$2 million cut from FY 11, this can be considered a victory.

4. Presidential Records

NCH has been working for many years to ensure passage of a Presidential Records Act (PRA) reform bill. President Obama issued a new Presidential Records Executive Order (EO) on his first day in office, replacing the overly restrictive Bush administration EO. Unfortunately, efforts to codify changes in the PRA remain stalled in Congress.

On November 17, 2011, the House Oversight and Government Reform Committee approved, by voice vote, H.R. 3071, the “Presidential Records Act Amendments of 2011.” The version as adopted embodied a manager’s amendment offered by Committee Chairman Darrell Issa, R-Calif., which added federal records management provisions to the original bill (which addressed only presidential records). Although H.R. 3071 received overwhelming support in Committee, the bill has yet to be scheduled for floor action in the House and no comparable legislation has been introduced in the Senate.

REGULATORY ADVOCACY:

The National Coalition for History continues to play an important advocacy role with federal agencies. NCH has maintained excellent relationships with the Archivist of the United States, the Chair of the National Endowment for the Humanities, the Chief Historian of the National Park Service, the Director of the Smithsonian’s National Museum of American History, the Historian of the State Department, the Director of the Teaching American History Grants office at the Department of Education, and other key officials in the federal historical and archival bureaucracies.

1. Processing, Preservation and Declassification of Federal and Presidential Records

NCH collaborated with other stakeholder groups in working to reduce over-classification of government records, increase public access to unclassified records, speed the declassification process, and establish standards for the preservation and retrieval of federal and presidential electronic records.

On November 28, 2011, President Obama issued a memorandum to the heads of executive departments and agencies on Managing Government Records. The National Archives and the Office of Management and Budget will eventually be issuing a Records Management Directive to agencies that will provide specific steps to reform records management policies and practices.

The National Archives, under the leadership of Archivist of the United States David Ferriero, has been aggressive in urging agencies to take their records management responsibilities more seriously, although NARA still lacks the legal authority to compel compliance with federal records laws. NCH will continue to advocate for passage of legislation to establish meaningful records preservation standards and aggressively ensure federal agency compliance.

NCH input continues to be sought out by NARA’s National Declassification Center, and the directors of the Office of Government Information Services (OGIS), and Office of Presidential Libraries at the National Archives.

In 2011, NCH continued to advise and monitor the activities of the Public Interest Declassification Board (PIDB), the State Department's Advisory Committee on Historical Diplomatic Documentation, the Advisory Committee on the Records of Congress, the Advisory Committee on the Electronic Records Archive, and the Advisory Committee on Presidential Library-Foundations.

2. Open Government Initiatives

Throughout 2011, NCH has been involved in collaborative efforts with stakeholders on a number of open government issues. These include:

A. A letter to House Oversight Committee Chairman Darrell Issa in support of the "Presidential Records Act Amendments of 2011" (H.R. 3071). This bill provides a framework for the assertion of privilege by a former president and clarifies the rights and obligations of the incumbent president and the Archivist of the United States in dealing with such claims.

B. A letter to the White House urging the establishment of a Presidential Advisory Committee on Open Government under the Federal Advisory Committee Act of 1972 as a key objective in the initial U.S. Open Government Action Plan that was released in September.

C. A letter to House Oversight Committee Chairman Darrell Issa urging consideration of the "Faster FOIA Act" (H.R. 1564), which would establish the Commission on Freedom of Information Act Processing Delays. The Senate unanimously passed the legislation (S. 1466), co-authored by Senators Leahy (D-VT) and Cornyn (R-TX), earlier this year.

D. A letter to House Oversight Committee Chairman Darrell Issa in support of the "Access to Congressionally Mandated Reports Act" (H.R. 1974). The bill requires that any report required by statute to be issued to Congress and releasable under the Freedom of Information Act be posted on a website managed by the US Government Printing Office.

E. A letter to the members of the House and Senate Legislative Appropriations Subcommittees urging them to allow the Congressional Research Service (CRS) the option of allocating funds to make its reports publicly available. Prior legislative branch appropriations language prohibits CRS from expending funds to make its products publicly available.

Similar letters were sent to House Oversight Committee Chairman Darrell Issa and Senate Homeland Security and Governmental Affairs Chairman Joseph Lieberman urging the reintroduction and consideration of legislation to authorize and promote the public distribution of reports that are published by the CRS.

3. Preservation Issues

During the past few years, NCH has participated in efforts—at the request of our member organization the Civil War Trust (CWT)—to oppose encroachments on significant Civil War battlefields. This year, two high-profile preservation battles were decided in our favor.

Proposed Casino at Gettysburg Battlefield: The Pennsylvania Gaming Control Board rejected a proposal to license a casino located one-half mile from the Gettysburg National Military Park. In addition to a joint letter from NCH, the American Historical Association, National Coalition for History, National Council on Public History, Organization of American Historians, Society for Military History, and Southern Historical Association sent a separate joint letter of opposition to the gaming board. NCH assisted the Civil War Trust in identifying more than 275 Civil War historians who signed on to a letter to the gaming board in opposition to the casino.

Wal-Mart Wilderness Battlefield Controversy:

Beginning in 2008, NCH was involved with the Civil War Trust to prevent Wal-Mart from building a “superstore” on land adjacent to the Wilderness Civil War Battlefield in Fredericksburg, Virginia. NCH provided the CWT with a list of more than 250 Civil War scholars who sent a letter to Wal-Mart opposing the building of the store. NCH also joined a Wilderness Battlefield Preservation Coalition. In 2009, the Orange County Board of Supervisors voted to allow Wal-Mart to construct the facility. Due to legal action and continued opposition from the historical and preservation communities, however, in January Wal-Mart abandoned its plans to build the facility.

EDUCATION AND OUTREACH

1. Conferences and Presentations

This year I attended—and in some cases participated in panel discussions at—the annual meetings of the American Historical Association, Organization of American Historians, Society for History in the Federal Government, and the Southern Historical Association.

I made a presentation on legislative advocacy during the National Humanities Alliance’s Advocacy Day event in March. Humanities advocates visited Capitol Hill distributed issue briefs and state grant data, and asked members of Congress to support increased funding for the National Endowment for the Humanities, National Historical Publications and Records Commission, and Title VI/Fulbright Hays International Education programs.

2. Publications and Action Alerts

Throughout the year NCH continued to provide the historical and archival communities with its electronic newsletter, NCH Washington Update. Subscriptions to NCH Washington Update have increased to nearly 2,100. Traffic at the NCH website reached nearly 1,000,000 hits in 2011, up nearly 400,000 from last year.

We continue to have secondary distribution through the SEDIT list of documentary editors, as well as through a direct link from George Mason University’s History News Network web page.

NCH columns in constituent member publications continue to reach a broad but targeted audience of historians (30,000), museum professionals (10,000), and archivists (46,000) through the publications of its constituent organizations.

FINANCIAL STATEMENT

The National Coalition for History ended its fiscal year with \$182,000 in income and \$177,400 in expenses. At the end of the fiscal year NCH had cash-on-hand in the amount of \$175,000.

MARAC

NOMINATIONS AND ELECTIONS COMMITTEE

Report to Steering Committee

January 27, 2012

The N&E committee is on schedule with the timetable for conducting elections. As of this date, we have completed creating the slate of candidates for the 2012 election, and are collecting and proofing biographies of the candidates. By February 1, we will arrange with the MARAC webmaster and Administrator to create and test the online voting system and announce the pending elections to the MARAC membership. We expect voting to begin on or before February 13.

Issue: In the cases of the slots of the MARAC Treasurer, and the Maryland and New Jersey Caucus Chairs, we had great difficulty finding second candidates and only filling the last slot on January 25, 2012. We want to avoid having someone run unopposed. A few years ago, Steering was concerned about this situation.

The N&E committee made every attempt to scour MARAC for candidates, including all the recommendations made in the N&E manual, such as announcements at the state caucuses during the Fall Meeting; sending out emails to the entire membership and to state caucuses in November and December. Out of desperation the N&E chair asked for assistance from the MARAC chair, who was able to help find candidates.

The N&E chair understands this is the most difficult task of the Committee: getting people to run. The previous N&E chair told me this would be the most difficult aspect of serving on the committee, and she was correct. I believe we were aggressive and promotional about getting candidates to run, and I am perplexed as to how to improve and avoid this situation in the future.

--respectfully submitted, Linda Ries, Chair, Nominations and Elections Committee.

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To: MARAC Steering Committee

From: David Rose; Chair, Outreach Committee

Re: Outreach Committee Report; Baltimore, MD; February 3, 2012

MARAC Blog

The MARAC Outreach blog is up and running at <http://marac-blog.blogspot.com>. Many thanks to all of those who contributed to the idea and realization of this important communication tool! Specifically, I wish to thank all members of the Outreach Committee as well as Arian Ravanbakhsh and Matt Strauss of the Electronic Resources Committee. Ed Galloway provided critical guidance throughout. Thanks to all!

I wish to urge all members of the Steering Committee to submit items for the blog at least once per year, but as often as you wish. The blog will only be as valuable as we make it – your participation is essential. Please contribute!

Archives Month Theme, 2012

Outreach is currently working on the next Archives Month theme, to be submitted on or before the next Steering Committee meeting in Cape May, NJ.

**Publications Committee Report
Steering Committee Meeting
Baltimore, MD
February 3, 2012**

Mid-Atlantic Archivist

The MAA, Vol. 41, No. 1 (Winter 2012) was issued on January 24, 2012. The deadline for the Spring Issue is February 15.

Our colleagues at the Midwest Archives Conference have asked if we would be willing to swap advertising space in our newsletters. Since this impacts revenue we ask Steering to decide on whether we should pursue this offer. Currently our rates for advertising in the MAA are as follows:

Ad Sizes and Rates (10% discount for four consecutive issues)

		Single Ad	4 Ads a Year/Per Ad
Full page	9 x 7"	\$150.00	135.00
½ page vertical	9 x 3.25"	100.00	90.00
½ page horizontal	4.25 x 7"	100.00	90.00
¼ page	4.25 x 3.25"	60.00	54.00
1/8 page	2 x 3.25"	45.00	40.50

Technical Leaflets

Bill Carpenter (NARA) working on expanding his draft of Technical Leaflet #7 and is planning on incorporating images.

Mary Mannix is working on Technical Leaflet #12 which is on conducting a reference interview.

Larry Weimer has prepared for the committee's discussion a "strawman" on converting the technical leaflets to a digital resource.

Publication Sales

October 1 to December 31

No sales reported during this period.

Respectfully submitted,
Sharmila Bhatia
Chair, Publications Committee