

**Alabama Department of Archives and History
Minutes of the Meeting of the Board of Trustees
November 13, 2024 – 1:00 p.m.
Milo B. Howard Auditorium**

Members present:

District 7: Delores Boyd, *Chair*
District 2: Horace Horn
District 2: Gale Main
District 3: Fred Gray
District 3: Barbara Patton
District 5: Julian Butler
District 5: Lynwood Smith
District 6: Majella C. Hamilton
District 6: Garland Cook Smith
Governor’s Rep: Dave White (*Departed at 2:04 p.m.*)

Members absent:

District 1: Elizabeth Stevens
District 1: Schley Rutherford
District 4: Bobby Junkins
District 4: Alyce Spruell
At Large: Leigh Davis
At Large: Marcus Reid

Staff present:

Ryan Blocker
Leigh Dailey
John Hardin
Becky Hebert
Rebecca Jackson
Scotty Kirkland
Steve Murray
Mary Jo Scott
Mary Amelia Taylor
Richard Trammell
Tunisia Thomas
Steve Wheat

Guest present:

Richard Mink, Assistant Attorney General

Welcome and call to order: Chair Delores Boyd called the meeting to order at 1:00 p.m., welcoming trustees, staff, and guests.

Declaration of quorum and proper advance notice of meeting: Chair Boyd confirmed with staff that a quorum was present and that the board meeting had been announced in advance and in accordance with the Open Meetings Act.

Adoption of agenda: Chair Boyd called for a motion to adopt the agenda. *Mr. Butler moved that the agenda be adopted. Mr. Horn seconded, and the motion was carried by unanimous voice vote.*

Approval of minutes—August 14, 2024, meeting: Chair Boyd asked if there were any questions about or corrections to the minutes of the last board meeting. *Mr. Horn moved that the minutes of the August*

14, 2024, board meeting be approved as written and distributed prior to today's meeting. Dr. Hamilton seconded, and the motion was carried by unanimous voice vote.

Nominations Committee Report – Horace Horn, Committee Chair

The terms of Trustees Delores Boyd and Majella Hamilton will expire on December 31, 2024. Both have agreed to serve an additional term. The Committee recommended that they be re-appointed to new six-year terms, beginning on January 1, 2025, and ending on December 31, 2030.

The District 7 seat remains vacant, following the death of Trustee George Evans in May 2023. The Committee will address this vacancy at another meeting.

Mr. Horn submitted the Nominations Committee report as a motion. Mr. Butler seconded, and the motion was carried by unanimous voice vote.

Chair Boyd thanked Mr. Horn for his report and then proceeded with the recognition of Frank Brown.

Recognition of Frank Brown – Judge Boyd

Government Relations Coordinator Frank Brown retired on November 1. Following remarks made by Director Murray and several trustees, Chair Boyd presented a resolution of appreciation for Mr. Brown. *Mr. Butler moved that the Resolution of Appreciation for Frank Brown be adopted. Mrs. Patton seconded, and the motion was carried by unanimous voice vote.* Chair Boyd also presented a certificate of appreciation from the Office of the Governor.

Chair Boyd then called on Mr. Murray for the Director's report.

Staff Reports

Director's Report – Mr. Murray

Constitution of 2022

The ADAH is working with the Legislative Services Agency on a procedure to transfer the 2022 state constitution to the ADAH as an electronic file. The first of its kind, the living document will be recompiled each time an amendment is approved by the legislature. The ADAH will develop procedures for the ongoing acquisition of electronic records. A presentation analog copy of the constitution will be created, so it can be displayed with the prior six constitutions, currently housed in the agency's collections.

Department of Justice Rule

A new Department of Justice rule requires sets of standards on the accessibility of websites and other online presences for all U.S. state and local governments. The ADAH will work with the Office of Information Technology (OIT) to ensure its website is compliant with the rule.

Staff Update

Mr. Murray introduced Rebecca Jackson, a member of the records management staff, who will assist part time with government relations for the agency. Ms. Jackson, a native of Montgomery, holds an undergraduate degree in political science from the University of Alabama, and a master's degree in public administration from Auburn University of Montgomery. Ms. Jackson has prior experience in public policy advocacy.

Financial Report – Mr. Murray

Fund status: The summary shows total expenditures in the amount of \$11,912,417, and an uncommitted FY25 rollover amount of \$2,709,205, as of September 30.

Generated Revenue Summary: The summary shows a total of \$359,126 of generated revenue at the end of the fourth quarter of FY 2024. The Records Center increase reflects a rate increase. Facility use numbers are down.

Income and Expenses: The high level, multi-year report shows trends in income and expenses between FY 2020 and FY 2024.

Chair Boyd thanked Mr. Murray and then called on John Hardin for the Museum Phase 3 update.

Museum Phase 3 Implementation Schedule – John Hardin

Dr. Hardin discussed upcoming museum gallery closures, including the *Alabamians in the Great War* military gallery (November 30, 2024); *Hands-On Gallery* (December 31, 2024); and *History Lives On: Alabama's Rosenwald Schools* (December 31, 2024). The schedule of gallery closures and new gallery openings was distributed in the meeting packets.

Chair Boyd thanked Dr. Hardin and then called on Mary Amelia Taylor for the communications and development report.

Communications & Development – Mary Amelia Taylor

Ms. Taylor reported that the inaugural *Sunday Supper at the Archives* was a success. The event was held on October 27, with more than 100 people in attendance. Guests were served foods inspired by the book, *The Story of Alabama in Fourteen Foods*, by Emily Blejwas, who spoke at the event. Ms. Taylor thanked the trustees who attended.

Two grant proposals for the Museum of Alabama were completed recently through the Archives and History Foundation. The *History Forward* campaign is underway. Pledge forms were distributed in the meeting packets. The ADAH applied for a National Endowment of the Arts (NEA) matching grant to support the commissioning of the central art piece in the new *First Peoples of Alabama* gallery. The Foundation will learn in April 2025 if it has been awarded.

The Friends of the Archives' end-of-year letters will be mailed this month. The agency's annual report will be distributed in January 2025.

Chair Boyd thanked Ms. Taylor and then called on Richard Trammell for his report on federal outreach.

Federal Outreach – Richard Trammell

Mr. Trammell recently gave a presentation on Alabama history to the Federal Bureau of Investigation (FBI). Thirty-five people attended, and 400 people watched online. Mr. Trammell was invited to speak by an FBI recruiter, who had been on an ADAH school tour. Mr. Trammell has also been asked to assist the FBI with planning a speaker series for 2025.

Chair Boyd thanked Mr. Trammell and then called on Becky Hebert for the records management report.

Records Management – Becky Hebert

The Records Management Section serves as the staff for the State Records Commission, Local Government Records Commission, and the State Historical Records Advisory Board. It aids both state and local governments in the management of their records. Services include training local government officials; hosting sessions for state agencies; and creating Records Disposition Authorities or retention schedules. The records management section also operates the State Records Center, a facility dedicated to the storage of temporary paper records for state agencies.

Chair Boyd thanked Mrs. Hebert and then called on Ryan Blocker for her report on conservation projects.

Conservation Projects – Ryan Blocker

Mrs. Blocker gave a PowerPoint presentation on recent and in-progress conservation projects, including Gen. Joe Wheeler’s uniform; a portrait of Frances Griffin; the State Bible; the 366th Infantry Regiment flag; William McIntosh’s portrait; Andrew Jackson’s portrait; Hugo Black’s Supreme Court judicial robe; and a Civil War era carpet bag.

Other Business:

The husband of former trustee Shirley McCrary passed away on Saturday. Mrs. McCrary was the first woman to serve on the Board of Trustees. *Mr. Butler moved that the Board of Trustees formally express its sympathy and thoughts to Mrs. McCrary on the loss of her husband. Judge Boyd seconded, and the motion was carried by unanimous voice vote.*

Chair Boyd thanked the trustees for their diligence of service on board. She then acknowledged Trustee Majella Hamilton for receiving her Ph.D. in history from Howard University.

Chair Boyd recognized Trustee Fred Gray for recently receiving an award from Howard University, and for his upcoming birthday on December 14. She also commended Trustee Lynwood Smith for handling the construction of the new federal court building in Huntsville.

Trustee Gale Main acknowledged the ADAH staff for coordinating the Alabama Academy of Honor induction on October 28.

Chair Boyd noted the 2025 meeting dates. The November meeting is scheduled for Veterans Day, which is also the tentative date of the new military gallery opening.

Director Murray announced that the 2025 *Sunday Supper at the Archives* will take place on either October 26 or November 2. He will update the trustees once the date is confirmed.

Adjournment: There being no further business, the meeting adjourned at 2:24 p.m.

Delores Boyd, Chair

Steve Murray, Director