

Alabama Department of Archives & History
Board of Trustees Meeting Minutes
Fiscal Year 2025
(November 2024 to May 2025*)

*There was no August meeting in FY2025 due to a lack of a quorum that month.

**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

**Alabama Department of Archives and History
Minutes of the Meeting of the Board of Trustees
May 14, 2025 – 1:00 p.m.
Milo B. Howard Auditorium & Online (Hybrid Format)**

Members present:

District 7: Delores Boyd, *Chair*
District 1: Elizabeth Stevens (*via Zoom*)
District 1: Schley Rutherford
District 2: Gale Main (*Arrived at 1:25 p.m.*)
District 3: Fred Gray (*via Zoom*)
District 3: Barbara Patton
District 4: Bobby Junkins
District 4: Alyce Spruell (*via Zoom*)
District 5: Julian Butler (*via Zoom*)
District 5: Lynwood Smith (*via Zoom*)
District 6: Majella C. Hamilton
District 6: Garland Cook Smith
Governor's Rep: Dave White

Members absent:

District 2: Horace Horn
At Large: Leigh Davis
At Large: Marcus Reid

Staff present:

Haley Aaron
Ryan Blocker
Alex Colvin
Leigh Dailey
Molly Frazee
Kelly Hallberg
John Hardin
Erik London
Steve Murray
Mary Jo Scott
Everlena Staggs
Mary Amelia Taylor
Tunisia Thomas
Zachary Tonkins
Steve Wheat

Guest present:

Richard Mink, Assistant Attorney General

Welcome and call to order: Chair Delores Boyd called the meeting to order at 1:02 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.

Approval of agenda and minutes: Chair Boyd called for a motion to approve today’s agenda and the minutes of the November 13, 2024, meeting. *Mrs. Spruell moved that today’s agenda be adopted and the minutes of the November 13, 2024, board meeting be approved as written and distributed prior to today’s meeting. Dr. Hamilton seconded.*

Members voted by roll call:

Delores Boyd	Yes
Julian Butler	Yes
Fred Gray	Yes
Majella C. Hamilton	Yes
Bobby Junkins	Yes
Barbara Patton	Yes
Schley Rutherford	Yes
Garland C. Smith	Yes
Lynwood Smith	Yes
Alyce Spruell	Yes
Elizabeth Stevens	Yes
Dave White	Yes

The motion passed by a vote of 12-0.

Board Action: Deaccession – Steve Murray

The ADAH is requesting the deaccession of a leather case containing glass vials of hypodermic tablets listed as strychnine, morphine, and codeine, as they pose a health and safety threat to staff and to other historical materials. The agency also requests the deaccession of five agricultural implements, which include a hay rake, stalk cutter, and shovel pillow, as they are in poor, non-displayable condition and difficult to store due to their size. Chair Boyd called for a motion to approve both deaccession requests. *Mrs. Patton moved that the deaccession of the glass vials of hypodermic tablets and the five agricultural implements be approved. Mr. Rutherford seconded.*

Members voted by roll call:

Delores Boyd	Yes
Julian Butler	Yes
Fred Gray	Yes
Majella C. Hamilton	Yes
Bobby Junkins	Yes
Barbara Patton	Yes
Schley Rutherford	Yes
Garland C. Smith	Yes
Lynwood Smith	Yes
Alyce Spruell	Yes
Elizabeth Stevens	Yes
Dave White	Yes

The motion passed by a vote of 12-0. Copies of the deaccession requests were distributed in the meeting packets.

Director's Report – Mr. Murray

Staff Update

Mr. Murray introduced the following new staff:

Molly Fraze	Reference archivist
Everlena Staggs	Museum store associate

He then recognized the 2025 summer interns (not in attendance):

Fashayla Davis	Museum Collections
Lauren Dydyn	Archival Processing
Madisen James	NAGPRA
Kyle Norris	Registrar's Office
Abigail Thomason	Discovery
Joanna Toft	Director's Office

Financial Report – Mr. Murray

Fund status: The summary shows a cash balance of \$7,494,283 as of March 31, 2025. It also shows a total projected income of \$5,120,255 and an uncommitted FY 2026 rollover amount of \$1,923,370.

Generated Revenue Summary: The summary shows a total of \$200,037 of generated revenue at the end of the second quarter of FY 2025. There was an increase in revenue for Records Center services.

Income and Expenses: The high level, multi-year report shows trends in income and expenses between FY 2021 and FY 2025. Mr. Murray noted that the ADAH received level funding in the state's general fund (GF) budget for FY 2026, and a modest increase of \$100,000 in the education trust fund (ETF).

Alabama History Institutes

The Alabama History Institutes will take place in June. A handout listing the dates, locations, and topics of the Institutes was distributed in the meeting packets. Mr. Murray mentioned that school tours will end this Friday, and he encouraged trustees to greet educational staff in the lobby on their way out.

Senate Bill 5

Senate Bill 5 (SB5) was in conference committee this morning, following the addition of an amendment by the House that would remove the Senate's longstanding role of confirming all appointments made to the Board of Trustees. The conference committee removed the amendment, restoring the bill to the version passed by the Senate. The bill calls for a restructuring of the board, with future appointments being made by the Governor, the Speaker of the House of Representatives, and the President Pro Tempore of the Senate. If enacted, the legislation will take effect immediately and be retroactive to January 1, 2025, undoing the board's reappointment of trustees Delores Boyd and Majella Hamilton back in November.

Mr. Murray expressed his gratitude to Chair Boyd and Dr. Hamilton for their service to the board. He also thanked the staff for maintaining an unbreakable spirit and for continuing to work with energy and professionalism.

Dr. Hamilton thanked Mr. Murray for his leadership, and she thanked everyone for their support. She expressed that it has been a pleasure serving on the board.

Friends and Foundation Boards

The member lists for the Friends of the Alabama Archives and the Alabama Archives and History Foundation boards were distributed in the meeting packets. Both boards met last week.

Chair Boyd expressed her gratitude to Mr. Murray and the staff. She then called on Julian Butler for the director's annual performance evaluation procedures.

Director's Annual Performance Evaluation – Julian Butler

Mr. Butler announced that it is time for the board to complete its annual evaluation of the director. The director's job description and the 2025 evaluation form were distributed in the meeting packets. Board members not present will receive these items in the mail. The evaluation forms are due in the Director's office by Friday, June 6.

Chair Boyd thanked Mr. Butler for his report and then called on Alex Colvin for the Museum of Alabama Phase 3 status report.

Museum of Alabama Phase 3 Status Report – Alex Colvin

Installation of the Museum of Alabama updates will begin on next Monday, May 20, and will include items for the children's gallery, military gallery, and *Alabama Voices*. Dr. Colvin shared a PowerPoint that highlighted the projected renovations, which include exterior and interior placemaking and a recent-acquisitions case for the 2nd floor lobby. The children's gallery will feature an eco-wall, displaying forty different plants and animals relating to Alabama as well as a cave and rocket.

The First Peoples of Alabama updates, Phase 3B, will not be part of this phase, as consultations with the tribal advisory group are still ongoing. Updates are planned for the future.

Dr. Colvin shared a video featuring Alabama military veterans that will be displayed in the *Alabama Military Stories* gallery. The video is produced by Monadnock Media. Dedication of the military gallery will take place on November 6, 2025.

Chair Boyd thanked Dr. Colvin and then called on Elizabeth Stevens for the Finance Committee report.

Finance Committee Report – Elizabeth Stevens

Ms. Stevens provided an update on the Native American art commission project for *The First Peoples of Alabama* gallery. The Board of Trustees pledged \$16,800, and \$12,000 has been received. Ms. Stevens thanked the trustees who have already contributed. The Alabama Archives and History Foundation is still awaiting word on the status of the matching grant from the National Endowment of the Arts (NEA). The fundraising report was distributed in the meeting packets.

Chair Boyd thanked Ms. Stevens and then called on Haley Aaron for her report on recent acquisitions.

Recent Acquisitions – Haley Aaron

Ms. Aaron gave a PowerPoint presentation featuring several recent acquisitions, including a scale model of the *CSS Alabama*, donated by Trustee Lynwood Smith; Ku Klux Klan newsletters and flyers donated by Robert E. Lewis, Sr. (brother-in-law of Chair Delores Boyd); a portrait of Ann Berry, the first African American to serve as Secretary of the United States Senate (2021-2025); Tumbling Block-pattern quilts from Kim Scarborough; and the Romy Davis collection, which includes items from her service as a

member of the 6888th Central Postal Directory Battalion (the only Black Women's Army Corps unit serving WWII) and from her life following military duty.

A list of historical materials purchased by the Friends of the Alabama Archives in 2024 was distributed in the meeting packets. Chair Boyd thanked Ms. Aaron and then called on Erik London for his report on the census of Alabama historical organizations.

Census of Alabama Historical Organizations – Erik London

Mr. London reported via PowerPoint on a census that was conducted by the ADAH to create and maintain a basic information set about Alabama's local historical organizations. In addition, it will inform the work of the ADAH museum services program and contribute reliable data to state and federal agencies as well as national public history organizations. The census included several questions relating to the organization's budget, its core documents (i.e. mission statement, code of ethics), greatest challenges, and outlook for the future. The ADAH began the census in 2022 and has received 246 responses.

Chair Boyd thanked Mr. London for his report and then proceeded with the remainder of the meeting.

Remaining Meeting Dates

The remaining 2025 meeting dates are Wednesday, August 13, and Thursday, November 6. The November meeting will coincide with the dedication of the new military gallery.

Other Business:

Mr. Gray invited the trustees to visit the Tuskegee Human & Civil Rights Multicultural Center on June 11, which is the same day that participants from the Alabama History Institutes will be there.

Before adjourning, Chair Boyd expressed her admiration and respect for the Board of Trustees and ADAH as well as her commitment to maintain support for the board and the ADAH.

Adjournment: Chair Boyd called for a motion to adjourn the meeting. *Mrs. Spruell moved that the meeting adjourn. By acclamation, the meeting adjourned at 2:39 p.m.*

Delores Boyd, Chair

Steve Murray, Director