



State & Local Records News

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Records advisory board to survey users and repositories of historical collections

The Alabama Historical Records Advisory Board (HRB) held its second meeting on February 21 at the state archives building in Montgomery. ADAH director Ed Bridges presided, as the state historical records coordinator; and representatives from most of the board's member agencies attended, along with ADAH staff members Tracey Berezansky, Frank Brown, and Tom Turley.

The HRB began by reviewing draft by-laws prepared by its by-laws committee. After several changes proposed at the meeting have been made, the by-laws will be presented for adoption at the board's next meeting. Members also approved mission and vision statements prepared by the planning committee, as well as the outline of a state plan for records preservation.

As a first step in that plan, ADAH Government Records Division staff will survey repositories and users of Alabama's historical records. Information garnered from the surveys will be used by several focus groups and, eventually, the board itself to complete the final statewide plan. Because this process will exceed the period of our current grant from the National Historical Publications and Records Commission (NHPRC), the HRB will apply to have its planning grant extended for a second year.

Readers of *State and Local Records News* are encouraged to examine the survey forms,

which are available at the following links: <http://www.zoomerang.com/survey.zgi?p=WEB226EQNAMZJY> (user survey) and <http://www.zoomerang.com/survey.zgi?p=WEB226EQLGM YFJ> (repository survey). If you are a user of historical records, or if your agency serves as a repository of them, please take whichever survey applies.

For more information about HRB plans and activities, contact Tracey Berezansky, Deputy State Historical Records Coordinator, at (334)242-4452, or Tracey.Berezansky@archives.alabama.gov.

No, you didn't miss an issue

Because *State and Local Records News* was not published, as it usually is, in February, this issue covers the entire period since our last issue was published in November 2006. We apologize for the long delay in publication.

State and Local Records Commissions approve RDAs

At its meeting on January 24, 2007, the **State Records Commission** approved new records disposition authorities (RDAs) for the Executive Planning Office, Department of Finance; the State Building

Commission; and the State Health Planning and Development Agency. In addition, the commission reviewed 27 annual RDA implementation reports from state agencies.

Meeting again on April 25, the State Records Commission approved new RDAs for the Alabama Drycleaning Environmental Response Trust Fund Advisory Board and the Alabama State Board of Registration for Foresters. It approved revised RDAs for the Alabama Board of Examiners in Counseling, the Department of Homeland Security, and the Department of Transportation. Finally, the commission reviewed annual reports from 35 state agencies.

The **Local Government Records Commission** did not hold its quarterly meeting on January 24. At its meeting on April 25, the commission approved a revised RDA for local boards of education. Members of the commission also heard reports on RDA implementation by local health care authorities and 9-1-1 emergency communications districts.

The records commissions' next meetings will be held on **Wednesday, July 25, 2007**. The State Records Commission will convene at 10:00 a.m., and the Local Government Records Commission will begin at 1:30 p.m. Both meetings will be held in the Regions Board Room on the third floor of ADAH.

ADAH accessions records of departing state officials

After the November 2006 general election, state records archivist Richard Wang contacted all constitutional officers who would complete their terms of office in January 2007. His goal was to request that all their permanent records be transferred to ADAH for preservation.

To date, the department has received eight cubic feet of records from the Secretary of State's Office and 30 cubic feet of records from the Lieu-

tenant Governor's Office. The State Auditor's Office plans to transfer its records in the near future. The governor, state treasurer, and other constitutional officers who were elected to a second term will retain their records until their terms of office expire in 2010.

Records of TN Valley Exhibit Commission come to ADAH

In December 2006, following the completion of a fiscal compliance audit, records of the Tennessee Valley Exhibit Commission, a defunct state agency, were transferred to ADAH for final disposition.

After the commission's dissolution in 2001, Gail Traylor (head of the Examiners of Public Accounts' state audit division) received word that its former headquarters was being demolished, placing the records in imminent danger of destruction. Ms. Traylor got to Florence "one step ahead of the bulldozers," saved the records, and brought them back to Montgomery to be audited. Some 21 cubic feet were transferred to ADAH. Of these, eight cubic feet were appraised as permanent.

Permanent records of the commission include: bond transcripts and documentation files, feasibility and economic impact studies, minutes and administrative correspondence, promotional materials, and records of the Nature Center. All were created between 1989 and 2001. Commission personnel files were also retained and are in storage at the ADAH records center.

Tracey Berezansky elected vice-president of NAGARA

The National Association of Government Archives and Records Administrators (NAGARA) is the only organization in the U.S.A. that focuses on the interests and needs of government records managers and archivists.

At NAGARA's latest national meeting in Washington, D.C., Tracey Berezansky, Assistant Director for Government Records at ADAH, was elected its vice-president. She will succeed the current president, whose term expires in August.

Tracey's leading position in NAGARA will give ADAH an important voice as the association deals with archival and records management issues of both local and national concern. Congratulations, Tracey!

Clara Jehle retires from ADAH

ADAH lost one of its longest-serving staff members in April, when Clara Jehle retired after a 30-year career.

Most recently, she served as the department's financial and personnel administrator.

During her years at ADAH, Clara also held many other jobs. State and local officials may recall her as the supervisor, between 1989 and 1993, of the ADAH records center and microfilm storage vault. Under the Alabama Newspaper Project, she supervised the microfilming of historical newspapers and oversaw the department's microfilming vendor certification program. Clara advised state, county, and municipal agencies on a variety of records management issues and concerns.

Although retired from state employment, Clara continues to serve her community. She has accepted a position as coordinator of volunteer services for the Montgomery Hospice. ADAH appreciates Clara's long service to the state and wishes her every success in her new job.

Loose records microfilming continues to progress

Since we last reported in September 2006, several more counties have finished their loose records projects.

Bullock County completed 57 rolls of estate files and guardianships (1866-1950), while

Butler County's project yielded 57 rolls of estates and circuit court files (1853-1915). Cleburne County produced 52 rolls of estates, divorces, and Confederate pension records. Finally, Tuscaloosa County finished 50 rolls of divorces and estates, all from the circuit court.

So far, 43 of Alabama's 67 counties have completed projects. The program has produced over 4,000 rolls of microfilm, or 7 million images documenting local history and genealogy.

Meanwhile, the Alabama Genealogical Society has begun a massive effort to produce a unified, statewide database indexing loose records microfilm. Jeri Corbitt, the former coordinator of Jefferson County's huge and successful project, is overseeing the compilation of this index.

ADAH is enormously grateful to our hundreds of loose records volunteers, who include both members of local historical and genealogical societies in Alabama and out-of-state volunteers from the Genealogical Society of Utah. Together, they have made the loose records microfilming program the largest and most productive records preservation project in ADAH history.

