

**Archives Board of Directors
Minutes of the January 14, 2019
Board of Directors Meeting**

Roll Call: Marissa Newman, Lee Whitney, Bill McKenzie, Laurel Egan, Abby Peltomaa, Brian Holland
Also in attendance Ellen Crain, Archives Director
Excused: Sara Sparks

A quorum was present

Call to Order 12:10 p.m.

The Minutes of the December meeting were previously circulated and approved via e-mail and the approval was ratified by a motion, which was seconded and passed unanimously

The Directors Report was presented. The report is attached.

Old Business

Confidential Records Policy

The Archives Director will be working with legal counsel Meaghan Morris and Molly Maffei on the development of a confidential records policy over the next few months. This policy will come before the Board as it is developed for comment and discussion.

New Business

Goals & Objectives for 2019

The 2019 Goals and Objectives were presented to the Board. The Board will review the Goals and provide comments by the February Board meeting.

There was a discussion about the volunteer corps and required training.

Laurel Egan mentioned it might be a good idea to have the Friends pay to have some computer training for the volunteers.

There was a discussion about the Humanities Award ceremony in Helena on February 7, 2019, where the Director is receiving an award. The staff and Board members intend to attend the ceremony.

A motion was made to close the Archives for the hours needed on February 7, 2019. The motion seconded and passed unanimously.

Adjournment at 1:00 p.m.