

**Butte-Silver Bow Public Archives**  
**Board of Directors**  
**February 14, 2022**  
**1:00 p.m.**  
**Agenda**

1. Called to order at 1:02p.m.
2. Roll Call: Sara Sparks, Lee Whitney, Bill McKenzie, Brian Holland, Abby Peltomaa, Laurel Egan, Marissa Newman. *Also in attendance:* Ellen Crain, Aubrey Jaap
3. Marissa made a motion to approve the amended January 2022 Minutes; Lee seconded the motion; all were in favor.
4. Director's Report for January 2022
  - i. Please see attached.
5. Old Business
  - i. Brian updated the board on the potential ARCO Records Collection review. Brianne McClafferty of Holland & Hart Law Firm, ARCO's representative, visited the Archives on Friday, February 11<sup>th</sup>. Brian Holland, Eileen Joyce, Ellen Crain, and Aubrey Jaap met with Brianne and discussed the acquisition of the ARCO documents. A tour was given of the lower vault where the records are stored. Brianne will talk to her client and be in touch with the Archives.
    - i. Sara suggested contacting Loren Burmeister directly.
6. New Business
  - i. A discussion was held concerning the estate of Marilyn Dwyer Mason. The board will not take any actions until the estate matters are settled by her family.
  - ii. Marissa made a motion to deaccession the following items, Sara seconded, all were in favor.
    - i. Disposal 27- Justice & City Court Monthly Reconciliation Reports, Cash Balance Reports, Disbursement Reports (2011-2014)
    - ii. Disposal 28- Budget & Finance Weekly Disbursement and Expenditure Reports (1993-2014)
    - iii. Disposal 29- Clerk and Recorder Election Records: Canvas Books, Certification of Tabulation Equipment, Local Petitions (1976-2000)
7. Board Discussion- Brian to fill in.
8. Adjourned at 1:45p.m.