

Minutes of the meeting of the Cuyahoga County Archives Advisory Commission, Thursday, October 22, 2020 at 10:00 a.m. The meeting was held virtually on Zoom. The following members of the Advisory Commission were present:

Appointed Members:

Ken Bravo, Chair  
Chris Gerrett, Vice Chair  
Isabel Klein, Secretary  
Deborah Abbott  
Kieth Peppers

Ex Officio Members:

Jeanne Schmotzer Clerk of Cuyahoga County Council

The following individuals were also present:

Judith G. Cetina Archivist, Cuyahoga County Archives  
Andy Molls Department of Information Technology

Absent:

Michael Gallagher County Council, District 5 Representative  
John Myers, representing Michael Dever, Director, Public Works

Ken Bravo, Cuyahoga County Archives Advisory Commission (CCAAC) Chair, opened the virtual meeting by greeting all in attendance.

The first item of business was to approve the minutes of the Commission's last virtual meeting held on July 23, 2020. Mr. Molls moved to approve the minutes, which Ms. Gerrett seconded. The minutes were approved with one abstention by Mr. Peppers.

Dr. Judy Cetina shared the Archivist's Report. For the month of September, the Archives received over 100 research requests. Dr. Cetina is currently working on-site two days a week and working remotely three days a week. There have been between 6 – 8 in-person research appointments held at the Archives.

Mr. Bravo asked for an update on the County Archives becoming a partner library with FamilySearch. Dr. Cetina responded that this request has been passed along to other departments. Mr. Molls said that this request has been reviewed and returned by the Legal Department, but he will follow up on the status.

Mr. Bravo announced that the CCAAC Board will continue to meet quarterly throughout 2021 on the fourth Thursday of the month at 10 a.m. (January, April, July and October). These meetings will remain virtual due to the COVID-19 pandemic. Ms. Klein will send out Zoom meeting initiations to members of the CCAAC.

Last, members congratulated Ms. Schmotzer on her retirement as the Clerk of Cuyahoga County Council, which she has held since 2004. Ms. Schmotzer has worked for Cuyahoga County since 1996. Ms. Andria Richardson will assume the position of Clerk of Cuyahoga County Council.

The meeting was adjourned at 10:36 a.m. with the unanimous approval of the CCAAC members.

Sincerely,

Isabel Klein, MLS, CA  
Secretary