

Minutes of the meeting of the Cuyahoga County Archives Advisory Commission, Thursday, August 4, 2022, at 10:00 a.m. The meeting was held in the Cuyahoga County Archives, Third Floor, 3951 Perkins Avenue. The following members of the Advisory Commission were present:

Appointed Members:

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

Ex Officio Members:

Andy Johnson	Chief Information Officer, Department of Information Technology
John Myers, representing Andria Richardson	Michael Dever, Director, Public Works Clerk of Cuyahoga County Council

The following individuals were also present:

Sherri Bolcevic	Intern, Cuyahoga County Archives
Judith G. Cetina	Archivist, Cuyahoga County Archives
Debbie Davtovich	Web & Applications Administrator, Department of Information Technology

Ken Bravo, Cuyahoga County Archives Advisory Commission Chair, opened the in-person meeting by greeting all in attendance at 10:09 a.m. The first item of business was to approve the minutes from the April 28, 2022, meeting. A few spelling corrections were made, and Ms. Gerrett moved to approve the minutes. Mr. Peppers seconded. The meeting minutes were approved unanimously. Ms. Richardson abstained from all votes as she was in attendance by phone.

Mr. Bravo provided the Chair's Report. The status of the letter advocating for the County Archives to County Executive Budish and to members of County Council was discussed. The letter was sent on May 11, 2022. Dr. Cetina shared that the letter's suggested changes to her current job title and description have been sent back to Human Resources for further review. Ms. Richardson said she would speak with Joe Nanni, Chief of Staff for County Council, about this priority.

Mr. Johnson shared that County Executive Budish did receive the letter and is addressing the commission's recommendations. In fact, a recent meeting took place with Cleveland Public Library (CPL) to discuss a potential partnership with the County Archives on digitization needs and priorities. Mr. Johnson suggested that the Commission and Archives staff create a list of terms/requirements to be met in a potential partnership with CPL.

Second, Mr. Bravo shared that thanks to Mr. Johnson and his team, the Archives is now an official Family Search Affiliate Library.

Commission members shared their concerns and suggestions regarding the status of the Archive's website with Andy Johnson and special guest Debbie Davtovich, Web & Applications Administrator. Ms. Davtovich expressed support for sharing more "human interest" stories on the website. Mr. Johnson proposed a separate meeting with Ms. Davtovich and Dr. Cetina to discuss the Archive's needs in greater detail.

Mr. Peppers shared the Subcommittee on Digital Initiatives recent activities. The subcommittee visited the Cleveland Microfilm Center, which was very informative. However, the Center's equipment does not meet the needs of the County Archives. Specifically, the center does not have the equipment to work with bound documents. The members of the subcommittee will continue to work on obtaining information on services related to digital initiatives of the Archives.

Next, Dr. Cetina shared the Archivist's Report. A few patrons stopped in during the Juneteenth Celebration. The Ohio Legislature has declared September as International Underground Railroad Month. Dr. Abbot offered Underground Railroad programming support to Dr. Cetina and the County Archives.

Mr. Bravo reminded members of the date for the last upcoming CCAAC meeting in 2022 on Thursday, October 27 at 10 a.m.

No one had any other announcements or other issues to raise under Good and Welfare and so the meeting, upon the motion of Mr. Peppers and seconded by Ms. Klein, was adjourned at 11:41 a.m.

Sincerely,

Isabel Klein, MLS, CA
Secretary, Cuyahoga County Archives Advisory Commission