

## **SEATTLE HERITAGE EMERGENCY RESPONSE NETWORK (SHERN)**

Date: 04-02-2021, 9:30 – 10:30am

Location: Virtual meeting (Zoom)

Present: Loretta Greene (Providence Archives), Cory Gooch (Frye), Geneva Griswold (SAM), Julie Irick (Seattle Municipal Archives), Kate Leonard (UW Libraries), Jennifer Martin (City of Lake Forest Park), Gary Menges (UW Libraries, WESTPAS retired), Peter Schmid (Providence Archives), Steven Seely (King Co. Law Library), Kaia Wahmanholm (Nordic), Andrew Walsh (Bellevue Arts Museum), Diane Wells (Episcopal Diocese of Olympia).

### **MEMBER INTRODUCTIONS:**

Virtual welcome. Consent received to record the meeting. Attendees introduced themselves in the chat function.

### **APPROVAL OF MINUTES:**

The 2-05-2020 minutes were approved with one change: Kaia Wahmanholm was in attendance not Leslie Anderson from the Nordic Museum on 02-05-2021.

### **SECRETARY REPORT**

Geneva gave a tour of Dropbox and the login process.

### **TREASURER'S REPORT**

*Current balances*

Checking: \$3,062.59

Savings: \$25.00

### **FBI ART & CULTURAL PROPERTY CRIME CONTACT *(Peter)***

Leslie Anderson referred FBI agent Ramirez to Peter because the agent is interested in connecting and presenting the FBI's work at a future in-person SHERN meeting. The department deals primarily with art thefts and forgeries.

### **PIERCE COUNTY/SOUTH SOUND NETWORK *(Peter, Gary)***

Peter and Gary attended the first meeting on February 28<sup>th</sup> 2021, which addressed early steps to form a new response network. The network does not yet know what their geographical boundaries will be. The second meeting will be held in April. Peter and Gary will continue to share resources and to advise the new network.

### **BYLAWS REVISION**

The Board's 2021 bylaws revision will address the following: meeting attendance requirement, defining "member in good standing", board composition, and the disaster plan requirement. The Board will present possibilities for revision to the Steering Committee. Revised bylaws must be submitted to the State with the Annual Report.

The proposal to revise the bylaws came about because Jennifer noted a conflict between SHERN's bylaws and practice: the bylaws do not include a requirement that institutions have a disaster plan in order to become a SHERN member; rather, the bylaws state that SHERN will

help institutions define their disaster plan. SHERN's mission statement does not include this requirement either. In practice, Gary confirms that having a disaster plan has always been an unstated, verbal requirement. The Board believes that if it is a requirement, it should be stated in the bylaws.

It was suggested that the SHERN Board look at other networks' bylaws for reference. SHERN's bylaws are based on the Savannah network's bylaws.

Loretta notes that "member in good standing" was discussed at length when the bylaws were first drafted.

## **MEMBER UPDATES**

Peter will create a new Dropbox folder for SHERN members to upload the handouts and slides from relevant webinars.

Peter and Loretta attended the webinar "Essential Records Disaster Preparation" on Feb 12<sup>th</sup> 2021, given by North Carolina State Archives. It was focused on government records and what records are essential to provide to the public during a disaster.

Andrew and Peter attended the "Implementing the Incident Command System" webinar hosted by David Carmichael, State Archivist of Pennsylvania. Carmichael also wrote the handbook *[Implementing the Incident Command System](#)* published by Heritage Preservation in 2010. They thought it was a helpful and concise summation of ICS.

Cory suggests the following webinars:

Registrars Committee Western Region, "Detection and Cleaning of Soot," Mar 23, 2021.

Recording: <https://www.youtube.com/watch?v=Xr-h8uUhmkg>

Registrars Committee Western Region, "Practical Conservation for the Collections Professional: Conservation Hinging for Works of Art on Paper," April 15 2021, 10am PST.

Link to register: <https://www.rcwr.org/learn/workshops/>

## **REOPENINGS**

Providence Archives: Open to staff full time. All staff and residents are vaccinated.

BAM: Open to the public 3 days per week at 20% capacity. Staff may return to the offices in the summer pending further change.

Frye: Open to the public several days a week at 25% capacity. Staff continues to work from home with periodic onsite days.

Law Library: Closed to the public and staff. Gradual reopening plan is in the works, so long as all staff are vaccinated.

SAM: Downtown is open to the public 4 days per week at 25% capacity. Staff rotate onsite with the majority working from home. The Asian Art Museum will reopen at limited capacity in May.

UW Libraries: Opened the Research Commons up for 50 people to study individually. Pre-registration required. Library staff oversee the space in paired 4 hour shifts. Preservation staff are limited to one person in the space at a time; staff rotate onsite 7 days per week. UW plans to open to person learning as much as is possible in Fall quarter.

Lake Forest Park: Closed to the public, staff continue to rotate onsite throughout the week. They may reopen to the public in July.

Municipal Archives: Closed to the public, staff continue to rotate onsite throughout the week. They may reopen to staff July 5<sup>th</sup> at the earliest.

Episcopal Diocese of Olympia: Building is closed to the public but open to staff one day a week. No reopening plans, however the churches are beginning to hold in person services.

#### **NEXT MEETINGS:**

June 4: Zoom

August 6: Burke or other onsite location?