

## SEATTLE HERITAGE EMERGENCY RESPONSE NETWORK (SHERN)

### Agenda

Date: August 2nd, 2024, 9:30am-11:00am

Location: Zoom (Virtual)

In attendance:

Jules Irick (Seattle Municipal Archives), Sarah Frederick (Museum of Flight), Kristopher Strebe (National Nordic Museum), Gary Menges (Retired, UW Libraries, WESTPAS), Danielle Coyle (King County Archives), Nicole Davis (Museum of Flight), Stephanie Mohr (The Henry), Erik Bauer (Diocese of Olympia), Sean Lanksbury (Seattle Public Library), Camille Davidson (Archdiocese of Seattle), Stephanie Lamson (UW Special Collections), Laura Phillips (The Burke)

### AGENDA

- Introductions and welcome
- Treasurer's report (Kristopher)
  - Checking balance: \$4772.20
  - Savings balance: \$25
  - Hoping for more substantial update on the banking situation at the next meeting
- Updates from FAIC (Sarah)
  - Microgrant Portal – Open, will share with list serv for any ideas
  - Staffing Changes – Elena Gregg is leaving at the end of the month, position has not yet been filled, Tiffani Emig is temporary contact
- Sub-Committee Updates
  - Tech Committee (Camille)
    - Proposals
      - Recommend: Purchase 10 year domain name, est. \$10-12/year
      - Recommend: Move to paid website host, \$50-\$250/year
        - Will share proposal and website survey to group
      - Recommend + Ask to group: Change file storage location, ideally an email and storage combo, like Google Groups, etc.
        - What are security limitations for member orgs?
        - Committee to meet with leadership, date TBD
  - Recruitment Committee (Gary)
    - No updates from last meeting, have not received any feedback from the larger group about report out at last meeting
      - Ask to group for feedback on new members (MoPop, Seattle University Libraries, Seattle Colleges), Eastside

- network (no current staff at EHC) – Comments in support of suggested members
  - Suggested edits to various documents and membership lists – Committee given permission to make changes to the existing documents, as needed. Do not need approval from group
- Approve June minutes (available on our Dropbox site)
  - Additional approval needs discussion.
    - Stephanie L. moved to approve
    - Jules seconded approval
    - Minutes approved
  - Minutes approval for the bank - Only one signature outstanding, next step is bank approval.
- Sub-Committees Continued
  - Branding Committee (Sean)
    - Have not met since last meeting.
    - Consultants either not available to meet and costs ranged \$2000-\$10000, with timeline of 2-6 months
      - Open to information meetings and possibility of scaling project based on budget
    - Consider partnering with school/student/
  - Document Review Committee (Danielle)
    - Have not met since last meeting, are trying to schedule for August, but have notes from Gary for recruitment document updates
    - Should two groups merge or have a joint meeting?
  - Supply Committee (Nicole)
    - Reviewed survey results at last meeting and have started to compile price list for updating cache, currently estimating ~\$4800
    - Upcoming steps, meet with board to review list, look into FAIC grant
- Updates from members
  - Sarah/Museum of Flight – Wrapping up construction project work, Blue Angels weekend, open position working with the Small Objects team which will be closing soon
  - Gary – Next trip planned to Iceland, will miss October meeting
  - Jules/Seattle Municipal Archives – Any recommendations for nitrate negative disposal?
    - King County local haz mat drop off sites can handle it
  - Sean/Seattle Public Library – Library in recovery mode since cyber-attack, things are slowly getting back up online

- Laura/Burke – will be out of office until end of October, vacation and fieldwork in Indonesia, Molly will be covering for Laura while she is out.
- Stephanie L./UW Libraries – Any updates to cold storage vendors?
  - DryBox vendor
  - Apexcoldstorage.com – located in Kent
  - Ryder rentals / Penske rentals have cold box rentals
  - Belfor freezer trucks
  - Burke freezers can be available in an emergency and if not in use
- Camille/Archdiocese of Seattle – Archdiocese still looking for new permanent home. Cannot get halon-based fire suppression systems re-certified, Facilities pushing back against sprinkler systems and against making improvements to a building that will be vacated. Discussion on what others are using for fire suppression.
- Next meetings:
  - October 4th – Museum of Flight
  - December 6<sup>th</sup> – Any volunteers to host? SPL, will look into it
- Adjourn