

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

### **Minutes - Final**

Date: February 7, 2025, 9:30am-11:00am

Location: Seattle Municipal Archives with Teams Option

In attendance: Jules Irick (Seattle Municipal Archives), Sarah Frederick (Museum of Flight), Kristopher Strebe (National Nordic Museum), Nicole Davis (Museum of Flight), Sean Lanksbury (Seattle Public Library), Kate Leonard (UW Libraries), Erika Bentley Holland (Henry Art Gallery), Micah Merryman (DENSHO), Siri Linz (National Nordic Museum), Erik Bauer (Diocese of Olympia), Danielle Coyle (King County Archives), Camille Davidson (Archdiocese of Seattle Archives)

Guests: Jade Maynard (Klondike), Libby Hopfauf (Seattle Municipal Archives/MiPops)

### **AGENDA**

- Introductions and welcome
- Updates from the Chair (Jules)
  - 2024 SHERN Highlights
    - Move to more accessible bank
    - Election of a full board following two years of a board with multiple vacancies
    - Established new committees
    - Six in person meetings
    - Several new members
    - Supply cache tour
  - Committee Updates from the Chair
    - The Documents Committee has merged with the Membership/Recruitment Committee
    - Technology Committee - working on large tech reorg and SHERN re-platforming
    - Committee Expectations document will be created and shared with all members
    - Upcoming guest speakers: MiPops, Seattle OEM, digital preservation specialist, and upcoming trainings around tabletop exercises
- Treasurer's report (Kristopher)
  - Balance - \$5794.23
  - Dues have started coming in
  - \$52.97 debit to pay for Wordpress upgrade
  - Upcoming domain purchase in February/March
- December minutes approved with one change
- Sub-Committee Updates
  - Tech Committee

- Update on Wordpress upgrade and upcoming domain purchase (\$140 for 10 year domain license)
  - Looking into moving to Google for Nonprofits workspace
    - First application denied
    - Need to purchase certificate of public benefit, \$20
    - Treat as communications hub
  - Recruitment/Membership Committee
    - Developing contact workflow for membership inquiries
    - Developed improved SHERN boundaries map (attached)
    - Committee will be single source of information for potential members, not individual board members
    - Looking for additional person to join the committee
  - Branding Committee
    - Looking into engaging a graphic design, estimated cost \$150
      - They would prepare 3 logos for the organization, SHERN would have unlimited review privileges and the logo would be available in multiple file formats
      - Initial design should be coming soon
  - Document Review Committee
    - Has merged with recruitment/membership
    - No update
  - Supply Committee
    - No update
- Updates from members
  - UW Libraries: Recent freezer failure required the temporary relocation of nitrate film to the Burke. Both freezers were replaced. There is not a flammability requirement on new freezers, recommend having freezer mechanic on call.
  - Seattle Municipal Archives: Anne Frantilla recently retired, looking for new director. Former SHERN representative Jenny Winkler passed away in December.
  - Museum of Flight: Due to an upcoming move, it is likely the SHERN container will need to be relocated. Will keep membership up-to-date on move timeline
  - Seattle Public Library: Special Collections will be temporarily moving due to an office re-org. Anne Ferguson is planning to retire this year, will be looking for a new Curator. Emily de Paula is the new Curator of the Autograph Collection.
  - Henry: 200 works of art have been relocated onto new shelving. Study Center will be reopening next month and will be open for researchers in April. Looking forward to hosting SHERN soon.
  - Jules/SHERN Board: Office Hours update – low attendance but feel to reach out directly to Jules with any questions.

- Motion Picture Preservation and Recovery presentation by Libby Hopfauf (SMA + MIPOPS)
- Next meetings:
  - April 4<sup>th</sup> – DENSHO
  - June 6<sup>th</sup> – Any volunteers to host? Henry?
- Adjourn for tour