

Public Records Advisory Commission
Minutes of the May 16, 2022 Meeting
Alexandria Archives and Records Center, 801 S. Payne Street

Present: Jackie Cohan (Archivist), Lynn Jordan (Chair; via Zoom), Cam Cook, Sean Ferguson, Allan Krinsman, Monica St. Dennis

Call to Order: The meeting was called to order at 7:40 p.m.

Appointment of Secretary: Monica St. Dennis was appointed secretary.

Approval of Past Minutes: The minutes of the April 18, 2022 meeting were approved without amendments.

Update on Facility Renovations: The facility renovations are moving along, but nothing has gone out for bids yet. Some of the platforms are in worse shape than was previously thought, and the city should announce in the fall if there is sufficient funding to repair them. There is funding for the elevator project.

Update on Volunteers and Interns:

- Both of the interns from the University of Maryland have finished their internships, one in late April (after dedicating extra time to finish a project) and the other in early May. They finished digitizing the City Council minutes through 1970, which means there are 87 boxes left.
- There are openings for one intern each in the summer and fall semesters, and the University of Maryland College of Information Studies has been notified.
- Two students from Alexandria City High School applied as volunteers. One was unable to complete the assignment due to illness, but the other started on May 16, 2022. He was asked to remove staples and clips from records.

Recent Research:

- The recreation department has asked questions about Robert Leider Park (3002 Valley Drive), wanting to know when it was established and why it was named that.
- A patron has asked for the original plans for the Kate Waller Barrett Branch Library (717 Queen Street), but the box has been misplaced.
- A patron asked for plans for the Robinson Library, and the search for those records is ongoing. Jackie plans to reach out to the Alexandria Black History Museum.

Facility Space Issues: There is no space left in the archives room.

HARC update: Sean Ferguson has not been made an official member of HARC yet, but attended the May 15, 2022 meeting.

New business:

- We continue to have two vacancies on the commission.
- The Freedom House Museum will be opening in June.
- A group of students from the Universidad de Puerto Rico visited the archive with the National Association of Surveyors.

Adjournment: The commission adjourned at 8:17 p.m.

Respectfully submitted,

Monica St. Dennis, secretary