

## Nevada State Historical Records Advisory Board (SHRAB)

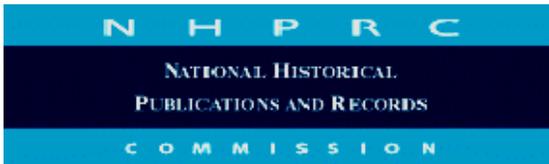
The State of Nevada promotes the establishment and proper maintenance of archives and public records programs throughout the state. The governor appoints a state historical records advisory board, consisting of the state library and archives administrator and nine members to advise him and make recommendations to the legislature.

### The board's duties include:

Examining and assessing archives and public records programs and the facilities, professional staffs and auxiliary personnel that support such programs;

Reviewing and evaluating grant applications made by political subdivisions and private organizations to improve the preservation of their historical records; and

Making recommendations to the state historical records coordinator for approval of applications for grants from the National Historical Publications & Records Commission.



In 1974 Congress created the Records Program of the [National Historical Publications and Records Commission \(NHPRC\)](#) to provide grants to State and local governments, historical societies, archives, libraries and associations to preserve, arrange and

describe historical records and for archival training and development programs.

NHPRC receives an appropriation from Congress every year to make these grants. The Commission meets in November and in May to establish policy and to recommend to the Archivist of the United States grants it believes should be funded.

Since 1981, the SHRAB has supported the grant projects to study the conditions of historical records, strategic plans, projects for local and tribal governments, museums and historical societies, churches and the court system in Nevada.

### Nevada's SHRAB supports grants with the following objectives:

- To develop archives and records management programs to improve the management of historical records including electronic records.
- To identify records of archival value, especially those that are not currently under archival control.
- To prepare inventories and finding aids for records not currently accessible.
- To provide for records needing restoration, preservation, duplication and protection.
- To provide for education and training in the fields of records management and archival practices and administration.



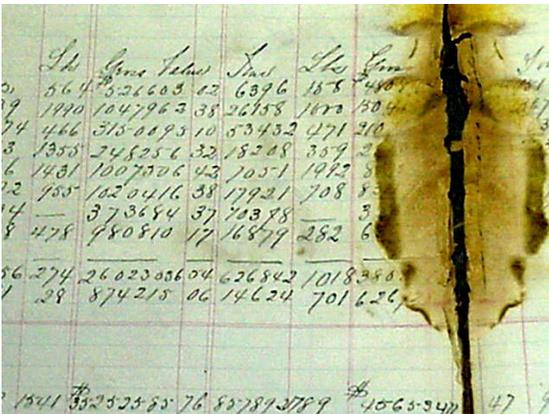
## Who Keeps Nevada's History and Why?

State government, cities, counties, special districts, businesses, individuals, churches and religious clubs, colleges and universities, libraries, museums, professional societies, Native American tribes, historical societies, and fraternal orders all keep Nevada's history.

Whether an organization is a church, a scout troop, a support group, a volunteer fire department, a softball league, or a hobby club, it makes **history** with everything it does. Whether an organization has been organized for 100 years or just a few months, it has a history. Whether an organization's purpose is charitable, business, educational, religious, or recreational, it generates historical documents.

From railroads to nuclear waste; from Spanish traders to international tourists and business people from every corner of the planet, documentary heritage is of, by, and for every Nevadan.

We think of "documents" in terms of the Declaration of Independence, the Constitution, or even diplomas, licenses, deeds and certificates, but "documents" can encompass a much wider assortment of papers or formats.



## Challenges to Nevada's Documentary Heritage

Nevada is changing -- almost daily. So, too, are the means to record and register those changes.

Imagine -- That forty years from now a developer may wish to buy and develop a tract east of Las Vegas; will he be able to find out whether he has bought the water rights and whether there are any unexpired mineral leases?

OR -- imagine sixty-five years from now someone living in Baltimore has lost her birth certificate but knows she was born in Elko. She needs a copy of her birth certificate for social security; will she be able to get one?

Will it be possible to link information from both paper and electronic records? Will the record of an Elko birth, recorded electronically, be readable sixty-five years from now?

Will historical records escape being lost to future fires and floods? County records have been lost in courthouse fires in Virginia City in 1875, Ely in 1885 and Dayton in 1910. And many businesses and families lost their history in the Truckee River flood of 1997.



## Records Are Infrastructure

Few people understand that like highways, streetlights and water systems, records are the indispensable infrastructure of responsible government and institutions. They are part of the decision-making process of those we elect to govern us. Without records and accountability people lose faith in their governments and institutions.

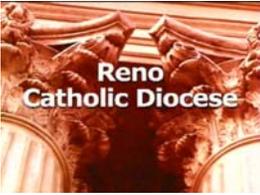
Nevada's breath-taking growth and changes in population, economy, and built environment should convince us all that last week's planning board minutes or last month's print-out of the Clark County water tables are already the stuff of history, documenting a Nevada that was.



Few people have yet to understand that electronic records really are records, and unless they are taken care of and migrated from older to new formats, the information they contain will become as inaccessible as the music on an 8-track tape or 45 rpm record.

We need to plan now for the future preservation of our historical records whether they are paper, audio or videotape, analog or digital.

## SHRAB grants in Regrant Project, 1998-99



**Catholic Diocese of Reno:** \$5,000 to establish an repository for the archival records of the diocese. It will hire a professional archivist to gather the archival records into a single repository, organize these records in their proper records groups and apply professional procedures for conservation and preservation.

**City of Sparks Public Works Department:** \$5,000 to inventory and organize its city records dating back to 1911. The records will be arranged, indexed and some microfilmed according to city records retention schedules.



**Fourth Ward School Museum in Virginia City:** \$4,500 to design an implement a collection policies and procedures manual, establish a working archival program, train volunteers and staff, and develop a disaster recovery plan for the museum's archives.

**Central Nevada Historical Society in Tonopah:** awarded \$4,912 to organize, preserve and provide access to the 1,200 historical mining maps and 350 blueprints in the society's collections.



**Reno-Sparks Indian Colony:** \$5,000 to preserve, catalog and index 3,000 photographs, negatives and slides from the *Native Nevadan Collection*.

**City of Elko:** \$5,000 to design, develop an begin a records management program for the city, to ensure the that records of historical value are identified, preserved and made available to the general public.



**Storey County Recorder-Auditor's Office:** \$4,000 to have some of Nevada's oldest records, dating from 1859, restored by a document conservation service. These include the Virginia and Gold Hill Mining books, maps of Gold Hill and Virginia City. These documents will be unbound, deacidified and rebound. The maps will be encapsulated to protect them from further deterioration.

**Nevada Museum Association:** \$4,792 grant to hold eight workshops on archival preservation. Workshops include an Introduction to Preservation, Preservation of Audio-Visual Materials, Outsourcing Preservation and Imaging and Imaging Technology for Libraries and Archives.



**Sierra Nevada Community Access Television:** \$1,729 grant to produce a half hour program introducing the public to basic preservation of family collections. "The Basics of Archiving" will teach introductory level methods for paper documents, videotapes and photographs.

**Nevada Women's Project:** \$1,729 grant to organize the Jean Ford Research Center in Women's History. Project staff will organize forty-five cubic feet of research collections compiled by Jean Ford who compiled *Nevada Women's History: A Guide to Archival Collections*.



**Carson Valley Historical Society:** \$5,000 to organize, catalog and selectively digitize its manuscript and photograph collections.

**For help or more information, contact the**

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