

Archives Minutes October 13, 2021

Via **Zoom conference** and attendance at the Museum due to Covid-19 Stay at home and social distancing

Attendance:

Arden: Lisa Mullinax; chair, Sadie Somerville; secretary, Barbara Macklem, Maria Burslem, Elaine Hickey

Ardentown: Beverly Hawkins

Ardencroft: **Pat Morrison**

Robin MacDonald; volunteer, Liz Jones-Minsinger ,Volunteer, Vicki Scott; Volunteer

Guest: Hans Francke

Note: bold names met on Zoom

Archives Oral History project

Guest, Hans Francke gave an **updated report on the oral histories** that he has done over the spring and summer. He gave a detailed account of how he uses the Tascam Audio digital recorder, transfers it to his computer and then uploads to Otter.ai for transcription. He has some excellent tips on doing the interviews and editing the transcribed material.

He and Hetty donated funds for this Oral history project over the years. After doing a number of interviews, he suggests sending the people to be interviewed the questions so that they can be prepared (they are more likely to speak more clearly rather than trying to remember on the spot) It makes the interviews go more smoothly.

Tell them to accentuate when speaking to make as clear as possible. taking notes during the interview helps with later editing especially with names or unfamiliar subjects or spellings.

His next interviews are Maryann VanNeerden and Katrina Nelson. Possibly Maria Burslem?

How can we bring these interviews to the community? Create short snippets from the interviews to put on the museum website? Find 1 minute snips to post?

Researchers like to read interviews but families and others also like to hear actual voices.

Maybe ask for photos?

If we post an interview does our release form have photos or time frame in which the interview can be made public?

Liz is doing oral histories at Haverford and will send their release form to see what they have for option to sequester their interview. she will look at what we have.

Liz has edited on Otter.ai several Chris Pasternak interviews. She says it is a good idea to use the actual interview and transcription.

Annual Giving Campaign- Sadie reports that it is going well. Barbara says only two addresses were returned to sender which indicates that our Mailing list is up to date!

Remodeling update The ACSM Inc. Apartment remodeling is moving right along. The contractor is getting work done, paint and carpeting. Looking at flooring options for the Museum space.

Preparation has begun with patching the ceiling. We need to clear everything from the gallery floor and sun porch and empty file drawers and store so new flooring can be put down.

We will set up work days to move all out of the space. **Saturday, October 30** to start moving? Barbara will send out a notice and get volunteers to sign up.

Elaine gave update on the **emergency kits**. She has almost everything just a few items left to complete them.

There will not be a Holiday Shop at the Gild Hall this year but the **Artisans Market** will take place Sunday, November 28 from 11-3 outdoors. Alternate Cold day- Dec 5

Curator report:

New acquisitions:

Ephemera, Arden Fair- Accepted

Gerard Van Raan wall vase and stein with Tulips- Accepted

Robert Foote Collection: Arden Forge iron work, 26 items, archival material, letters, Arden Leaves, Uncle Remus book that Frank Stephens read at Indian Circle in the woods and his Banjo that Frank Played. Accepted

Barbara- the original **Buzz Ware Poster** Art and Craft repaired and reframed ready to hang

Sadie- Rose Valley conference on the Arts and Crafts movement to be held November 6 & 7 Barbara giving a talk on Ardens history on Sunday at the conference. Archives is hosting a **walking tour and luncheon on Monday, November 8, 10:30- lunch**. Sadie needs volunteers to help with the tour.

Barbara just gave a talk this week for Alison Byer's class **Creating and Defining Communities** at Widener