

HERA Steering Committee Meeting  
Georgia Archives  
July 28, 2009

**Attendees:** Jessica Lemming, Alix Bentrud, Todd Lamkin, Mandi Johnson, Deborah Thomas, Emily Fischer, Yoonhwa Jang, Ted Dukes, Christine Wiseman, Tina Seetoo

### **Round Robin of News/Updates**

#### **Supply cache grant**

The Watson Brown Foundation is not funding our supply cache at this time. The letter indicates that only \$400,000 in awards was given. Since we've completed the leg work, we should be on the lookout for other grants that might support this project. We'll send a copy of the narrative to the steering committee members. Debbie Thomas noted that Watson Brown was funding operating expenses for historic house museums struggling financially.

#### **Savannah Alliance for Response, December 8, 2009**

Heritage Preservation is sponsoring an Alliance for Response meeting in Savannah. Christine will be speaking on setting up a network. Already have an acronym: SHER (Savannah Heritage Emergency Response). Maybe we can do a joint program in the future.

#### **HCI project update**

Christine gave an update. Test survey was completed.

#### **Membership database**

Only about 40-50 entries in database while there are 80+ people on the listserv. When we send out the minutes we'll also attach the membership form and remind people to fill it out.

#### **Other news or updates**

Website – Jessica offered to help with website updates. She will contact Kim Norman to get instructions.

### **Schedule/ideas for next few educational programs**

#### **a. Bring in a more high profile speaker?**

(The Pittsburgh network is bringing in Nick Artim—they are charging a fee to cover his travel)

There was a lengthy discussion about topics and locations for the next open meeting. The group agreed on seeing if a vendor with a local office (Belfor or Munters) could host and do a tour of any freezing facilities they have locally. There was also interest in bringing in a rep from an insurance company to have them talk about working with recovery companies after a disaster involving a cultural organization. There was talk about a panel with a recovery vendor, an insurance rep, and a client or risk mgmt officer.

Todd Lamkin will check into possible speakers at Emory or from Wills Fine Arts  
Christine mentioned that Tom Claeson has a great insurance speaker. She will get the name and contact info.

Several folks thought that an insurance company may send someone to speak free of charge for marketing purposes.

Alix- Belfor spoke at a Pittsburg meeting and they brought a mobile freezer truck to view. There was also an insurance rep.

Debbie may have a contact with AXA

Tina offered to put out a call on listservs for a local insurance agent to participate

\*\* Jessica offered to get the ball rolling by first contacting either Munters or Belfor to see if they could host an open meeting in the fall or early winter.

Alix is going to look into whether there is a corporate group in Atlanta with interests in disaster planning like there is in Pittsburgh.

#### **Other topics suggested for future programs:**

Electronic records preservation and disaster recovery (Toby Graham or Tom Teper; Ted will scour for names at ARMA)

COOP planning (someone from FEMA Region IV)

Psychological effects of a disaster (Red Cross)

Appraisal (Emily Fischer suggested a speaker from Aaron Appraisers)

#### **b. Charge a fee or seek sponsorship from a vendor or HP?**

At this point it was decided to not charge fees for attending HERA meetings until the group is more established and has a bank account. There was discussion about getting a back account. Lyrasis cannot provide HERA with an account – too much overhead. Probably our best option is to get a cheap (preferably free) checking account with a local bank or credit union. Until we have some money to deposit this is irrelevant. There was an idea to send around a collection jar at the next meeting to start building up enough money to open an account.

#### **Admin/Governance of HERA**

Discussion about schedule of meetings and programs. Group agreed that it would be best to try and stick to this general quarterly schedule. Note: We are already off this schedule if we have the next program in the fall.

Winter- program

Spring- steering committee meeting

Summer – program

Fall – steering committee meeting

Governance – everyone wanted to stay with the current governance of a volunteer steering committee with a few key members that take turns setting up the programs. It works for now.

The Fox Theatre offered to host the next steering committee meeting. Once the recovery vendor program is set, we can decide the best date for the following steering committee meeting.

**Old Business**

We discussed mutual aid agreements and whether HERA needs one. Everyone is supposed to inquire at their institutions about whether they would be allowed to help another org in a disaster and if you would be covered under your employer's insurance.