

5 October 2021

**Joint Meeting: Board of Trustees of Newbury Town Library and
Newbury Historical Commission**

At: Kay Brown Local History Room, Newbury Town Library

**Attending for Trustees: Richard Passeri, Chair; Terri Litterst, Alex
Burke (not attending: Margaret Grimes, Secretary; Richard Ravin)**

**Attending for NHC: Jan Forrest, Secretary/Clerk; Lon Hachmeister,
Treasurer; Richard Morin, Rebecca Fuller, Eva Jackman (not attending:
Channing Howard, Chair; Nancy Thurlow)**

Also attending: Town Administrator, Tracy Blais

Town Clerk, Leslie Haley

Barbara Rogers

The Meeting commenced at 5:35 PM

**Chair Passeri welcomed all to the meeting and indicated that its
purpose was to review and describe in a general way the historical
resources about the Town within the Town and to discuss the way
forward for stewardship and access to these resources.**

**As to the library, Chair Passeri observed that the Kay Brown Local
History Room was created upon opening of the NTL in 2020.**

**Supervision of the room and Its collection fell for a decade to the
library's research librarian until that position was eliminated in 2010.
Donations have continued to grow the collection organically, staffing
imitations have limited the library's opportunities to inventory its
holdings.**

**During 2019, the library supported Circulation Librarian Jane Wolff's
wish to begin training as an archivist. Colleagues covered the
circulation desk and Jane was able to devote six (6) hours each month
to beginning to create an inventory of the holdings of the Kay Brown
Room. However, Jane departed NTL for a position in Hamilton and the
inventory remains incomplete.**

Town Clerk Leslie Haley shared that the Town has during the past several years invested many thousands of dollars to digitize many, but by no means all, Town records dating from the middle seventeenth century to the early twentieth century.

These records may be accessed and searched through a link on the Town's home web page.

This is grand progress, Leslie stated, but records still need to be fully inventoried and many selected for digitizing. As with the library, there is only limited staff time available to undertake these steps.

Members of the Historical Commission observed that a partial inventory of materials in its collection has been created and needs to be updated and completed. As a totally volunteer commission, members possess very limited time to do this.

Based on the status of each department's/commission's inventory Tracy Blais at this point observed that what was being discussed and presented was in fact a project. She recognized the need to identify the appropriate funding source and the need to have a discussion with the Select Board and eventually Town Meeting. Chair Passeri suggested that grants may be a potential method to fund the various tasks associated with this project. Of all three reposThus, there exists a common "inventory project" for Town Clerk, Newbury Historical Commission, and Newbury Town Library.

Accordingly, Tracy suggested that meeting participants collaborate to create an article for Town Warrant to be presented to the Finance Committee and the Select Board to seek funds from Town Meeting to carry forward with this project.

This suggestion met with comprehensive agreement and all participants agreed to another meeting in the near future.

The meeting adjourned at 6:35 PM.