



## January 27, 2025 Meeting Minutes

Archiving Committee on Creating a Public/Private Historical Archive  
*Portsmouth NH City Hall Conference Room A, 9 - 10:30am*

*Attending:* Richard Candee, Alan Cohen, Charles Doleac, Elizabeth Farish, Tom Hardiman (via Zoom), Jeff Keefe, Vincent Lombardi and Kristen Peterson.

*Absent:* Christine Frieze and Emma Stratton.

*Guests:* None.

**Meeting Opened** by Vincent Lombardi: 9:08am

**MOTIONED** and **SECONDED** to accept November 25, 2024, Meeting Minutes. All approved.

Discussion of:

Name: Portsmouth Archive Center

**Organizational Board Members Portsmouth Archival Research Partnership and Board Members:**

Two representatives per four organizations have been communicated with (8) with 3 at large (Kristen Peterson and two TBAs). Once the nonprofit is an entity, it's no longer a city committee.

**Fundraising:**

Fundraising via personal conversations, with a minimum goal of \$50,000 for expenses associated with getting the project off the ground, i.e., grant writing, etc. Recognition of conflicting with other organization's needs in the city. Explore the opportunity of teaming with the new owner of the McIntyre building, which could potentially assist with the zoning issues associated with this building.

Also, the hiring of a fundraiser may be more beneficial than an executive director, in addition with building a fundraising workgroup. Proposed members: Richard Candee, committee advisor;

Jeff Keefe; Vince Lombardi; Emma Stratton; Kristen Peterson.

**Organization's Conservations Assessments:**

Barbara Moore started the Strawberry Banke Museum's assessment last week, expected to be completed within weeks.

**City's Conservation Assessments:**

TBA

**Schedule meeting with Hurwit & Associates and form workgroups:**

Timing is up to this committee. We need to send the firm funds, following signature/approval of the authorization letter via the Chair of this committee.

**Important Dates:**

Hurwitt & Associates meeting: Ask Trevor McCourt to setup a meeting on a day that works for all involved, aiming for on/by March 1, 2025, on a Wednesday at Noon, February 19th or 26th.

**Timeline Review (shared file):**

Continuing to aim for the completion of all assessments in February 2025.

**Project Timeframe:**

Opening goal: Eight years from now, January 2033.

**Meeting Adjourned** by Vincent Lombardi: 10:01am.