Hancock Archives Committee
May 8, 2013

Members attending: Karen Dudra, Howard Mansfield, Eric Aldrich, Marie Fogg, Barbara Caverly, Cindy Amidon

The meeting was called to order at 7:00 p.m.

Barb brought copies of Section 33-A:3-a, the RSA governing the disposition of municipal records to the meeting for review and discussion. Although part of the Archives is used for storage of municipal records, the records are the legal responsibility of the Town Administrator, Tax Collector, and Town Clerk. Methods of organizing the records currently in storage, facilitating the orderly disposal of outdated documents, and providing for the addition of new records as they are generated were discussed. The Archives Committee will consider whether any records scheduled for disposal should be preserved permanently for research purposes.

Karen reported that the foam board display, "Treasures from the Archives," created for Town Meeting has been installed in the library exhibit case for the month of May. Hopefully this will help bring the Archives to the attention of potential researchers who may have missed seeing it at Town Meeting or in the Town Office where it has most recently been on display.

The next regular meeting is Wednesday, September 11th, at 7:00 p.m. in the Archives Room at the Town Office Building. The Committee will not meet in June, July, or August.

The meeting adjourned at 7:45 p.m.
Respectfully submitted,

Cynthia Amidon