

B 006 04

EXECUTIVE ORDER

CONTINUING THE COLORADO HISTORICAL RECORDS ADVISORY BOARD

Pursuant to the authority vested in the Office of the Governor of the State of Colorado, I, Bill Owens, Governor of the State of Colorado, hereby issue this Executive Order continuing the Colorado Historical Records Advisory Board (the “Board”).

1. Background and Need

Historical records, both public and private, provide the basis for an understanding of the past. They exist only through the efforts that people and institutions expend to locate, identify, describe, evaluate, and preserve them. These efforts are bolstered and enhanced by a sustained and vigorous program of public education and planning in the care, use and significance of historical records. The federally authorized National Historical Publications and Records Commission (the “NHPRC”) completes projects relating to the collection, arrangement, and description of historical records. The NHPRC sought a federal and State partnership for its records program through the establishment of a Historical Records Advisory board in each state.

An active Colorado Historical Records Advisory Board provides leadership and guidance toward the identification, description, evaluation, and preservation of historical records within the State.

2. Membership and Organization

The Board shall consist of not more than fifteen (15) members appointed by the Governor for three-year terms. All members serve at the pleasure of the Governor. The Governor shall appoint either a representative from the Colorado Historical Society or the Colorado State Archives as the Chairperson. Members of the Board must have professional experience in the administration of historical records or experience researching of historical records or should be committed to the preservation of the State’s documentary heritage. Members are not compensated for regular Board service, but may be reimbursed, when funds are available, for expense incurred while attending board meetings or traveling on the Board’s behalf.

3. Duties and Meetings

A. The Board shall continue to:

- (i) Advise the Governor on all aspects of historical records housed within the State of Colorado;
 - (ii) Participate in the records program of the NHPRC;
 - (iii) Solicit and develop grant-funded projects to be conducted in Colorado with NHPRC monies;
 - (iv) Review grant proposals submitted by Colorado institutions and provide recommendations regarding these proposals to the NHPRC and applicants;
 - (v) Develop state plans for historical records projects in accordance with the NHPRC guidelines;
 - (vi) Promote and/or conduct workshops to assist local records repositories; and
 - (vii) Sponsor surveys and publish reports that describe the condition of public and private records in include action plans for improvement.
- B. The Board shall meet at least twice a year and submit an annual report to the Governor covering its yearly activities. Technical and staff assistance will be provided by the State Historical Record's Coordinator's department and by other Board specified sources.

4. Directive

- a. The Colorado Historical Records Advisory Board is hereby continued.
- b. This Executive Order shall repeal and supercede all previous Executive Orders pertaining to the Colorado Historical Records Advisory Board and specifically Executive Orders B 050 89, and B 019 95.

5. Duration

The Board shall continue in existence until December 31, 2007, unless it is either terminated or extended beyond that date by Executive Order of the Governor.

GIVEN under my hand and the
Executive Seal of the State of
Colorado this ___ day of
December, 2004.

Bill Owens
Governor