MINUTES

ASH Redesign History of ASH Workgroup
Wednesday, April 1, 2020 • 1:00-2:00pm • Conference Call

Agenda:
1) Welcome
2) Define boundaries
3) Debrief from ASH campus tour
4) Finalize Charter
   a. Discuss main topics: Preservation, Interpretation, Collection Management
5) Close

Attendees:
Bob Ward, Sydney Harris, Alison Barajas, Francela Brazil Williams, Elizabeth Stauber, Jenna Cooper, Mary Kahle, Charlton Lewis, Sherley Spears

Minutes:
Welcome
Group was welcomed to the call and asked to mute their phone line if needed so there is no background noise.

Define Boundaries
Co-Chair asked the group for their thoughts on the boundaries that should be included in the final Charter. A member provided the group an update on what HHSC’s current and expected process is for potential artifacts and antiques. Current items identified as artifacts or antiques are tagged and included in a master database. A member updated the group of the expectations from the Steering Committee to ensure that any recommendations also include cost, funding sources, or potential cost offset. The group decided that buildings were not outside the boundaries of the group and they are ok with including them as long as there is a specific recommendation for each building.

Debrief from ASH campus tour
The group reviewed pictures from the tour that was taken on March 4, 2020 by a member. The group agreed that a lot of the items would need to be cleaned, which would require additional time and funding but could potentially be contracted out. They also noted that there are a lot of items to sort through, which would also take time and potentially funding. The group agreed that they would take a prioritized, tiered approach to the items, which would highlight those the group found to be of significant historic relevance based on best practices from other facilities and current historical standards. The group will create a framework to provide to HHSC for use in determining an item’s historical significance while being appraised.
**Finalize Charter**
The group reviewed the charter and voted unanimously to accept it as it. A member will finalize and turn into the Steering Committee.

**Discussion of main topics: Preservation, Collections Management, Interpretation, and Funding Options**
Co-Charis would like to work off of the word document to structure ongoing conversations. They discuss several concerns related to publicizing and preservation of items including the website that is being built by a web developer with Baer's findings to share and the need for pest management to be included in any preservation recommendations.

**Action items**  
1) Each member will focus on a domain and work on draft recommendations for discussion at the next meeting  
2) The team will all work out of a google doc to be set up  
3) A member will work on a state by state comparison of historic preservation of state hospitals across the country, to include potential sources of funding