

**Society of American Archivists Foundation
Board of Directors Meeting
November 19, 2021
Virtual Meeting**

**Annual Report:
National Disaster Recovery Fund for Archives
(NDRFA) Review Committee
(Prepared by Miriam Meislik, Chair)**

Current Committee

The National Disaster Recovery Fund for Archives has had a quiet year. Current members are Sharmila Bhatia, Dick Cameron, Rebecca Elder, Dyani Feige, Daniel McCormack, and Julie Yamashita. Miriam Meislik currently serves as chair.

Applications Received

September 2021: Canton Area History Museum	Amount Requested: \$1805.26	Status: Denied
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Canton requested a very small sum to cover supplies and equipment, some of which are items not covered by NDRFA guidelines. The committee had long discussions but overall felt the application was missing important aspects. Canton was concerned about mold issues from their recent flooding, yet didn't request funding for PPE which would be an appropriate use of funds. The committee was concerned about the appropriateness of the materials that were being requested as they weren't conservation-sound items. In their response, the committee cited a lack of onsite assessment to determine the true extent of damage and incomplete budget section. Recommendations were made for Canton to reach out to the National Heritage Responders for a free assessment which they did do. After an update from Canon, it was determined that their focus had shifted out of our funding scope.

February 2021: York Theatre Company NYC	Amount Requested: \$5,000	Status: Approved
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York requested and was approved for \$5,000 to aid in their recovery from a January water main break. The theater space was flooded and archival collections containing original scripts, scores, programs, costumes, electronic media sustained damage. The application met all of the qualifications and a need was clearly demonstrated. The committee voted unanimously to

approve. With NDRFA funds they were able to successfully rescue their collections and pay a crew to conduct the work.

July 2020: Lithuanian Archives Project (LAP)	Amount Requested: \$4590	Status: Denied
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LAP requested funds to rehouse their collections in preparation for a move to a new location. They cited COVID as a reason for deficits in their fundraising efforts. The committee decided that the LAP did not meet the requirements for NDRFA funding and declined their application.

Recipient Reports

Each applicant is required to provide a report of their accomplishments and use of funds. York provided the following report on their activities.

**Final Report – Society of American Archivists
National Disaster Recovery Fund for Archives
York Theatre Company
July 19, 2021**

Project Update

As described in our original request, the York Theatre Company (The York) is based in East Manhattan and is devoted to developing new musicals and rediscovering underappreciated musical gems from the past. In January 2021, a water main break flooded the theater space and damaged a portion of The York's archival collection, which included original scripts, scores, letters, programs, costumes, CDs, and computer power drives. A grant from the National Disaster Recovery Fund for Archives (NDRFA) supported immediate efforts to preserve the damaged archival materials in the aftermath of the flooding. Funds were spent as projected in the original application, with details included below.

All materials were removed from the space and are now currently in storage as building repairs are completed. Wardrobe materials have been cleaned and restored and are in storage with Winzer Dry Cleaning. Paper documents were restored using a vacuum freeze drying method and are in storage with the Polygon Group. These archival materials will return to our space once building repairs have been completed.

Financial Accounting of Funds

These funds covered a portion of document restoration costs, provided by the Polygon Group, as well payment for a nine-person staff crew who assisted with recovery and removing damaged items from the space. Funds were spent as projected in the request, as detailed below.

Polygon Group	Contract for recovery of water damaged documents	\$2,832.01
Staff Crew	9 staff completing 101.5 hours of labor at rates ranging from \$25-\$28/hour	\$2,590.75