

## MEETING MINUTES

August 25, 2015

A meeting of the Historical Society of the USDCND Iowa was held on August 25, 2015.

The meeting commenced at 12:05 p.m. and adjourned at 12:50 p.m.

President Paula Roby was absent and Vice President Ray Scheetz called the meeting to order and after introductions of the officers and staff in attendance, (Ray Scheetz Vice President; Rich Murphy Treasurer; Kevin Collins Secretary; Rob Phelps US District Court Clerk), a roll call was conducted.

Those in attendance in person in Cedar Rapids for the meeting were Hilary Naab, and Richard Lipsman.

No one attended by phone.

The minutes of the previous meeting were approved without amendment.

### President's Report

The Presidents Report was deferred as the substance was covered later in the agenda.

### Treasurer's Report

Rich Murphy reported that there are currently 54 members of the Northern District Historical Society and that the current bank balance is \$1,790.

### Old Business

1. Updating History Book – Ray Scheetz and Hillary Naab are working on an updated format for each judge to provide biographical information. The updated form will be circulated to the committee for a 2-week comment period. If no amendments are proposed within 2-weeks Ray and Hilary will forward the new biographical information form to the judges with a request that each judge respond within 30 days.
2. Updating Cedar Rapids Historical Display – As indicated in the March 2015 Minutes the update of the historical display will be deferred for approximately 12 months.
3. Creating Sioux City Historical Display – As indicated in the March 2015 Minutes creation of the Sioux City historical display will be deferred for approximately 12 months in light of other priorities discussed later in the minutes.
4. Oral Histories – There was a discussion about the need to move forward with capturing the oral histories of our judges and lawyers. Rob Phelps reported that Paula Roby conducted a 1-hour interview of Judge McManus within the last 30 days. The raw digital

data will be forwarded to Paula Roby who will meet with Wes Nygren to finalize the interview. Paula will contact Rob Phelps who would like some brief segments for use in the historical display.

The following oral histories will be scheduled with the following interviewers:

Judge Bennett – to be interviewed by CJ Williams

Judge Melloy - to be interviewed by Michael Lahammer

Judge Kilburg – to be interviewed by Paula Roby

Paula Roby will be meeting with the interviewers and developing a final template for the interviews. It is anticipated the interviews will be 2-3 hours with the final edited history to be no more than 60 minutes.

It was previously agreed the interviewee will be provided a copy of the interview outline in advance. The interviewee will have the opportunity to approve the final version before distribution.

John Lane provided a report indicating Wes Nygren has a single HD camera for interviews.

Wes Nygren charges \$110 for the first hour and \$60 for every hour after, plus sales tax. Interview will be burned to DVD

Editing charges are \$50 per hour. Closed captioning is available.

Travel is \$35 per hour.

### *New Business*

1. Priorities – Establish the order for the remaining oral histories. Kevin Collins and Rob Phelps are 80% finished with the preparation of a spreadsheet with the names of remaining judges to be interviewed and proposed order based on years or service and age.

### *Action items*

Oral History Interviews to be scheduled

Judge Bennett – to be interviewed by CJ Williams

Judge Melloy – to be interviewed by Michael Lahammer

Judge Kilburg – to be interviewed by Paula Roby

Judge Hansen – Judge Collins will speak with Judge Hansen about scheduling an interview

Linda Reade/Jon Scoles

- a. Provide this committee the name of the requested interviewer for their respective oral history and possible dates for interview.

Paula Roby

- a. Meet with interviewers to prepare template/outline for oral history interviews.
- b. Meet with Beth Hansen, Chair of the Federal Practice Committee to discuss joint seminar and other projects.

CJ Williams

- a. Draft material for History Book relating to Judge Bennett and significant milestones.

Kevin Collins/Rob Phelps

- a. Finalize and distribute spreadsheet of judges to be interviewed for oral history and proposed order of interviews.

Ray Scheetz/Hilary Naab

- a. Ray Scheetz and Hilary Naab to work on drafting and circulating updated form for biographies to the judges.
- b. Rob Phelps commented that the library fund may be a source for funding for this historical project.

Rich Murphy

- a. Update Membership Roster
- b. Dues notices to be circulated

### Next Meeting

The next meeting is scheduled for October 20, 2015 at Noon at the US District Courthouse in Cedar Rapids, IA.