



CITY OF ATLANTA

55 TRINITY AVENUE, S.W.
ATLANTA, GEORGIA 30303-0300
TEL (404) 330-6100

KASIM REED
MAYOR

October 6, 2014

Council President Ceasar Mitchell
and City Councilmembers
55 Trinity Avenue, SW
Suite 2900
Atlanta, Georgia 30303

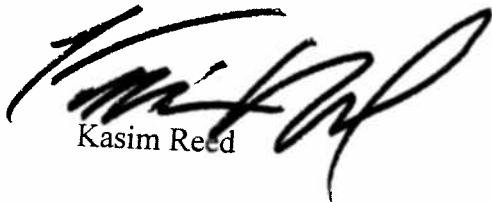
**Re: Appointment of Kerrie Cotten Williams
Atlanta Urban Design Commission**

Dear President Mitchell and Members of the Council:

It is my pleasure to appoint Kerrie Cotten Williams to serve as a member of the Atlanta Urban Design Commission on behalf of the City of Atlanta. Ms. Cotten Williams is a resident of the City of Atlanta and willing to serve in this capacity. This appointment is for a term of three (3) years.

Based on her experience and commitment to the community, I am confident that Ms. Cotten Williams will serve the City of Atlanta and the Atlanta Urban Design Commission with integrity and dedication. A copy of her qualifications is attached for your review.

Sincerely,



Kasim Reed

Kerrie Cotten Williams

SUMMARY OF QUALIFICATIONS

- More than fifteen years archival experience in academic and public research libraries with strong collection and donor development skills.
- Experienced grant writer and project director for archival projects related to collections care, access and outreach
- Innovative educator with skills and experience teaching in formal and informal environments

EDUCATION

M.L.S., Simmons College- Graduate School of Information and Library Science (MS)/Archives Concentration, Boston, Massachusetts- Anticipated: May 2016

M.A., MacCraken Fellow, American History with Concentration in African American History and Comparative Women's History, New York University, New York, New York

B. A., summa cum laude, History and English, Dillard University, New Orleans, Louisiana

Historically Black Colleges and Universities/National Endowment for the Humanities Archives-Institute Fellow, Atlanta, Georgia

PROFESSIONAL EXPERIENCE

Archivist

2002-Present

Auburn Avenue Research Library on African-American Culture and History (AARL), Atlanta, Georgia

- Managed archives budget, collection development and actively coordinated the acquisition of archival collections, including major civil rights collections: Andrew J. Young papers, Hosea L. Williams papers, the Atlanta Chapter of the NAACP records and the records of the Atlanta Life Insurance Company
- Co-wrote and administered collaborative grants for the preservation and access of archival materials: Preservation Assistance Grant, National Endowment for the Humanities, \$5,950.00 (AARL 2010); Archival Digitization Grant, National Historical Publications and Records Commission, \$56,000 (AARL and the Digital Library of Georgia 2010); Hidden Collections Grant, Council on Library and Information Resources, \$400,000 (AARL and Emory University Manuscripts and Rare Book Library 2008)
- Collaborated with AARL staff and Atlanta area archivists, librarians, and museum specialists in co-hosting "Save Our African American Treasures" event with the Smithsonian Museum of African American Culture and History
- Directed internships in Archives Division with local and national colleges and universities
- Planned and managed the temporary relocation of AARL archival collections and operations to the Georgia Archives during the AARL expansion and renovation project
- Actively promoted the use of AARL archival resources in the publication of "Annie L. McPheeters," a New Georgia Encyclopedia article:
<http://www.georgiaencyclopedia.org/articles/education/annie-l-mcpheeters-1908-1994>