

MSCA 09 Archives Committee Meeting

January 15, 2011

At 3:25pm Joseph H. opened the meeting with the Serenity Prayer. There were 9 in attendance: Garry W. Julie B. Raul C. Pete B. Patti B. Doug B. Matt W. Joseph H. Rick A.

Approval of December Minutes

- After review and modifications Pete B. made a motion to approve the minutes and Matt W. seconded the motion. Motion passed.

Treasurers Report: Patti B.

- It was reported the Archives was reimbursed \$113.77 for copies, mileage and office supplies.
- Patti passed out and reviewed with the Archives Committee the 'Mid Southern California Area Statement of Expenses' covering the dates of Dec. 9, 2010 – Dec. 31, 2010. See attachment: Statement of Expenses.
- After discussion and review Rick A. made a motion to approve above named statement. Matt W. seconded the motion and the motion was passed.

Chairman's Report: Joseph H.

- It was reported that the Area Assembly approved to install at the Archives Repository a new printer/copier.
- The Archives Committee was asked to give considerations to ways to improve the 2011 budget.
- The Committee was also asked to help to give presentations for the month of March as Pete B. is scheduled to have a operation.

Collections Committee: Matt W.

- Matt W. reported that there have been no changes to the current 'Accession Codes List' as the list is working out well.
- It was reported that the December Sub-Committee Meeting was a 'hands on' working meeting and not just a round-table discussion meeting.
- In discussing the need to digitize from cassette audio tape to digital, the sub-committee decided that the priority will be to first digitize the Area Meeting Minutes.

Archivist: Pete B.

- Pete B. reported that there were no presentations made since the last meeting.
- It was reported that the last scheduled Archives Workbook Workshop went well. The date for the next workshop is to be determined.
- On Saturday January 22nd the AA Group 'Morning Meditation' will come to participate in a sorting party.

- Joseph H. heads discussion on the subject of the new printer/copier that will be installed. After much discussion, Matt W. makes a motion to have Pete B. serve as liaison between the Archives Committee and the Area Electronics Committee. Rick A. seconds the motion. The motion is passed.
- Homework: Ideas for procedures with the new printer/copier.

Old Business

2011 Archives Budget: Patti B.

- Patti reported that the MSCA 09 Area Committee approved \$4000.00 for the 2011 Archives budget. This is \$1670.00 less than what was requested.

Internet, Email, Website: Doug B.

- Doug reports that he will setup a mailbox for the Archives Website, (archives@msca.org).
- Matt W. suggests that it be the responsibility of each docent to check for messages during their shifts.
- Pete B. suggests that there be a meeting with the new Area Webmaster for an interchange of knowledge on the needs of the website.

Projects for the Archives Committee: Pete B. /Joseph H.

- It has been decided that the cutoff date for Group Histories will be Jan. 31, 2012.

Spanish Liaison Report: Raul C.

- Raul reported that he has been speaking to his District's GSR's to encourage their groups submit their group histories for publication.

New Business

2011 Open House & 2011 Heritage Day: Matt W. /Doug B.

- After reviewing the 2011 calendar, May 1, 2011 was set as a tentative date for the Archives Open House.
- It was noted that a theme will need to be decided and all were encouraged to come up with suggestions.
- An Open House Committee was formed with the members being: Julie B. Matt W. Doug B. and Rick A. The committee is to meet on Feb. 19 at 1pm.
- The date for Heritage Day is to be determined.
- Julie B. passed out copies of the 'MSCA Guidelines for Taping Old-Timers' for review and possible revision.
- A more detailed planning for the Heritage Day will begin after Open House.

2011 Archives Budget: Patti B.

- It was reported that the 2011 Archives Operation Budget of \$4000 was approved by the Jan. 95h, 2011 Area Assembly.

Next Meeting

- The next meeting of the MSCA 09 Archive Committee will be on Saturday February 19, 2011 at 2pm.

Motion to adjourn

- At 5:15pm Doug B. made a motion to adjourn the meeting. Julie B. seconded the motion. The motion passed.

Respectfully Submitted,

Rick Alvarez

MSCA 09 Archives Committee Secretary