

MSCA 09 Archives Committee Meeting Minutes July 16, 2011

At 3:35pm Joseph H. opened the meeting with the Serenity Prayer. There were 5 in attendance: Matt W. Raul C. Joseph H. Pete B. Rick A.

Approval of June Minutes:

- After review and amendments Matt W. made a motion to approve the minutes. Raul C. seconded the motion and the motion passed.

Treasures' Report: Pete B. for Patti B.

- A new Business Sign will be installed by the property management company at their expense.
- It is reported that the price for File Pro will be approximately 176.00.
- Matt W. made a motion to accept report. Raul C. seconded the motion. The motion passed.

Chairman's Report: Joseph H.

- It was reported that currently there are not many Archives commitments.

Collections Committee: Matt W.

- It was reported that the Archives Sub-Committee met at 2pm and that their agenda included updating the Archives Time Line and Heritage Day planning.

Archivists' Report: Pete B.

- A summary of the Archives activities for the month of June was made. These included 2 sorting parties, 2 presentations one for District 30 and one for District 17 and also hosting an Archives Workbook Workshop. The next Archives Workbook Workshop will be held at the Archives on Sat. Aug 27th at 10am.

Old Business

2011 Archives Budget: Joseph H. for Patti B.

- A list is to be made of needed office supplies.

Internet, Email & Website: Doug B.

- No report.

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

- Joseph gave an update on the progress of the scanning of the Area's Newsletters.
- Also advised of next Archives Workbook Workshop on Aug. 27th at 10am.
- Pete reported on the progress of creating new displays and the Time Line Mural.

Histories within MSCA 09:

- It was reported that no new histories have been received.

Spanish Liaison Report: Raul C.

- It was reported that the Archives was not asked to provide a display for Foro to be held on Sunday August 17th.

New Business

Heritage Day: Matt W.

- Matt to attend Foro to get list of possible old-timers to be interviewed.

Scheduling of the next Archives Meeting:

- The next meeting will be on Saturday August 13th at 11am.

Motion to Adjourn:

- At 4:09 pm Matt W. made a motion to adjourn the meeting. Raul C. seconded the motion. The motion passed.

Respectfully Submitted

Rick Alvarez

MSCA 09 Archives Committee Secretary