

MSCA 09 Archives Committee

Meeting Minutes

September 10, 2011

At 2:32 pm Joseph H. opened the meeting with the Serenity Prayer. There were six in attendance: Pete Bartlett Patti Bartlett Joseph Herron Matt Wageman Raul Chocoj Paco

Approval of September Minutes

- After review, Pete B. made a motion to approve the Minutes from August 13, 2011, Raul C. seconded the motion. Motion passed.

Treasurer's Report: Patti B.

- Patty B. reported that one reimbursement along with the phone and DSL payments were our only expenses for last month.

Chairman's Report: Joseph H.

- Joseph H. reported that he would be submitting the 2012 budget to the finance committee at the Area Assembly.
- Our current building lease is up in March of 2012. Patti B. is working on revising the lease to go from January thru December. Patti will request that March thru December 2012 be pro-rated and a the new lease be extended thru Dec. of 2016.

Collections Committee Report: Matt W.

- Matt W. reported that the collections sub-committee is working on ideas for revising the Time Line.
- Planning activities for Heritage day were discussed.
- A 3rd edition 1st printing Big Book that was raffled off at the first Oldtimers meeting at the Bilmore Hotel in 1976 or 1977 and signed by the Oldtimers in attendance was donated to the MSCA 09 Archive and accepted into the collection.

Archivist's Report: Pete B.

- File Maker Pro has been installed on the office computer. Pete will look into how to best utilize the program for our use.
- There was an Archives Workbook Workshop held today prior to the sub-committee meeting. The workshop was productive and we are making good progress.
- The Archive will have a display at the O.C. Spanish convention that will be held on Sept. 16, 17, and 18th.
- The archive will also have a display at District 15's Service Day on Oct. 15th.

Spanish Liaison Report: Raul C.

- Raul is reminding his groups to complete their Group History form that the deadline is Jan. 31st, 2012
- Working on the La Vina collection.
- He will also be at the O.C. Spanish convention.

Old Business

Projects for the Archives Committee: Joseph H.

- Sort, File, Catalog. A sorting party is scheduled for Sept. 17th, 2011
- Continue to encourage groups to fill out Group History forms.

2011 Heritage Day

- Matt W. reported that he and Pete B. will meet with District 7 at their regular meeting on Monday Sept. 12th.
- Pete and Matt will present District 7's Heritage Day committee with two dates for a practice section for the interviewers, Saturday Sept. 24th or Sunday Oct. 2nd.
- Matt will draft a program for review at the next meeting.
- Pete will work on revising the standard "Guide for Taping Oldtimers" questions to be more specific to each of this year's panel member.
- A flyer has been created in English by Matt and will be translated to Spanish by Raul. Matt will make copies and have them available at the Area assembly tomorrow.

New Business

2012 Budget:

- Patti be has prepared a complete budget for 2012 to be presented to the Area Finance Committee at the Area Assembly tomorrow. See attached.

Next Meeting

- The next meeting of the MSCA 09 Archive Committee will be on Saturday October 22, 2011 at 1:00 pm.

Respectfully Submitted,

Matt Wageman

MSCA 09 Archives Committee Vice-Chair