

# MSCA 09 Archives Committee Meeting Minutes for October 9, 2010

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At 11:32 AM Joseph H. opened the meeting with the Serenity Prayer. There were eight in attendance: Pete B. Patti B. Joseph H. Doug B. Julie B. Matt W. Paco G. Rick A.

## **Approval of September Minutes**

- After review, Matt W. made a motion to approve the Minutes from September, Julie B. seconded the motion. Motion passed.

## **Treasurer's Report: Patti B.**

- It was reported that the update if the reconciliation of Quicken with the Area Books and Bank of America was in progress.

## **Chairman's Report: Joseph H.**

- It was reported that on Sunday October 3, 2010 the 2011 Archives budget was presented to the Finance Committee and is pending approval.

## **Collections Committee Report: Matt W.**

- It was made known that the Collections Committee appointed Matt W. as the new Chairperson for the Collections Committee.
- It was brought out that the committee had reviewed the spreadsheet 'Condition of Permanent Grapevine Issues' provided by Pete B.
- The committee also reviewed and revised the 'Collections Policy' and will continue to do so at their November 20, 2010 meeting.

## **Archivist's Report: Pete B.**

- Pete gave his report and experiences that he had as a result of his attending the National Archives Workshop in Macon, GA. in September. A CD of the workshop was purchased for the MSCA 09 Archives collection. It was announced that the next National Archives Workshop will be held in Helena, MT. on September 22 – 25, 2011.
- Pete reported that he will be giving Archives presentations at District 5 on October 14, 2010.
- The weekend of October 15, 2010 Archives will have a display at the Inland Empire Convention in San Bernardino.
- A presentation will also be given to District 15 on October 23, 2010.
- On October 30, 2010 MSCA 09 Archives will host their continuation of the Archives Workbook Workshop at 1030AM.
- On November 7, 2010 an Archives presentation will be given to District 12.
- On November 8<sup>th</sup> to District 7.
- On November 13<sup>th</sup> District 15 will have a sorting party at the Archives in Riverside.

## **Old Business**

### **2011 Archives Budget: Patti B.**

- It was reported that the 2011 Budget will be presented at the October 10, 2010 ASC Meeting by the Finance Committee.

### **Internet, Email & Website: Doug B.**

- An update was made of the changes of computers in the Archives, a new computer for the office and the old one went to a kiosk.

### **Projects for the Archives Committee: Joseph H.**

- October 30, 2010 will be the next Archives Workbook workshop.
- November 20, 2010 at 2pm will be the District Area Workshop.

## **New Business**

- Heritage Flyer is ready.
- A final review of the needs for Heritage Day was done.
- Matt W. will pick up the 'Gifts' for Heritage Day.
- It was brought out that the Collections Sub-Committee was recommending Matt W. to serve as the new Collections Sub-Committee Chairperson. Pete B. made a motion to approve Matt W. for the Collections Sub-Committee Chairperson position. Pattie B. seconded the motion. The motion was passed.

## **2011 Archives Budget: Patti B.**

- 2011 Budget was presented and Pete B. made a motion to accept the budget and Matt W. seconded the motion. The motion passed.

## **Next Meeting**

- The next meeting of the MSCA 09 Archive Committee will be on Saturday October 20, 2011 at 11am.

## **Motion to Adjourn**

- At 1:19pm Pete B. made a motion to adjourn the meeting. Matt W. seconded the motion. The motion passed.

Respectfully Submitted,

Rick Alvarez

MSCA 09 Archives Committee Secretary