

Minutes MSCA Archives Committee Meeting
November 12, 2005

10 Members and one visitor in attendance: Pete B., Joseph H., Charles K., Joseph M., Richard C., Steven S., Manuel A., Bill C., George S., Goldene L. and Gerald C..

Pete opened the meeting with all reciting the Serenity Prayer.

September minutes were tabled as no copies were made available.

Treasurer Report Treasurer absent but sent information of \$145.52 in bank and \$30 in cash. Joseph moved, Richard second. Report approved.

Chairman Report: Pete related a rumor that Archives budget could be reduced by \$500. Asked for replacement at Area meeting on the 13th due to his health problems. Joseph M. will cover. Collections Committee: Have some items ready for Archives Committee approval.

Archivist Report: Helped Orange County Central Office to complete Lifeline collection. Lifelines are to be scanned with copy for Archives collection. Lease will be ready Dec. 1 with no rent increase at this time. No response from LA Archives. Will followup with a hand delivered letter by Charlie W. after the first of the year.

Photocopy Material: George related all OK presently.

Old Business:

Website: Need to produce flyers for 2006 Archives Events for website. Want minutes, minus full names to be on website.

Sign out Sheet: In process.

Display at Inland Empire Convention was a success.

Committee thanked Steve for his efforts in putting together the successful Heritage Day Event.

New Business:

Open House: Date will be Sunday, April 2, 2006. Need whole committee to come up with suggestions for a successful event. Need to plan speakers. Come to next meeting with new ideas.

Election of Officers: New Slate:

----Chairman: Pete B. Joseph M. moved, George second approval of Pete to re-run. Motion carried.

----Co-Chair: Joseph H.

----Secretary: Joseph M.

----Treasurer: Doug B. Doug absent but advised he is willing to continue.

Charles moved, Joseph M. second approval for Doug to re-run. Motion carried.

After discussion, Joseph M. moved, Joseph H. second that a Spanish Collections sub committee be established. Motion carried. Manuel A. was appointed Chair of this Sub Committee.

Archives Committee needs:

Members to make presentations to alleviate Charles busy schedule.

Website person.

Mileage reimbursement??

Agenda items to be sent to Pete 2 weeks before our regular meetings.

Librarian: For cataloging book collection (Taken from Archivist Report)

No further business, meeting adjourned.

Goldene L., Secretary