

ACA ARCHIVES COMMITTEE TELECONFERENCE REPORT

September 10, 2022

Monthly Meeting: *Second Tuesday of each month 2 PM Eastern*

Chair: Marcia J. Iowa USA
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Vice-Chair: Alicia L.
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Policy and Structure CC
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• Erin L., CA USA	• Kadri Liisa M., Estonia	• Kathleen S. CA, USA
• Laura L CA USA	• Sally P. CT USA	

Goal 1: Gather and process documents and recordings.

Objective 1: Scan all documents in our possession.

Objective 2: Sort and process all documents and recordings in our possession.

Objective 3: Continue search for missing documents and recordings.

Goal 2: Make archival materials available to the fellowship.

Objective 1: Set up and activate Preservica as an ACA Archives Library

Objective 2: Decide on cataloging policies and create an accessible ACA Archival Library

Objective 3: Create materials to help Regions, Intergroups and Meetings archive their historical documents.

Goal 3: Safe storage of archival materials at Signal Hill

Objective 1: Take inventory of archival print materials and memorabilia held at Signal Hill.

Objective 2: Decide if materials are safe from water, fire, or other natural disasters.

Objective 3: Research methods and materials needed to preserve items safely.

The following activities happened in August 2022:

- **The Oral History Committee**

The Oral History Committee is charged with interviewing members of and individuals associated with the fellowship in order to gather and preserve historical information for ACA.

The group has been small over the summer, but is moving forward. A time change was made for the meeting to accommodate the UK, but it did not seem to help. A couple of members are on leave for some medical issues. Right now, the group needs a secretary. The Procedures and Workflow subcommittee is working on the process, including a tracking sheet, and is meeting outside of committee meetings. Other workgroups will report at the next meeting on Sep 17, 2022.

- **Archives Committee** The committee has not met this summer. Our first meeting will be on September 13 at 2PM Eastern. Contact Marcia J. <archives@adultchildren.org> if you are interested in attending.