

Al-Anon Area 22 May 2021 Assembly/AWSC
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Archivist/Archives Coordinator Report
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Thank you so much for reviewing the KBDM on having an Archive Section on our Area 22 website where we can show our collection and celebrate our Louisiana Al-Anon activities past and present, and to enable us to build upon these for the future.

In looking at the World Service Office website, I did not find much attention drawn to or much reference to Archives. I realize that Stepping Stones serves as the main repository for most of the Al-Anon (and AA) memorabilia.

Our Louisiana version of Stepping Stones is our Archives Room in the Baton Rouge AIS Office. It can be viewed virtually in the slide show presented at last Assembly/AWSC and which will run as a loop during the May Assembly and AWSC.

We have pulled together and informal Thought Force/Task Force working on the following actions/improvements to the Archives display area:

- 1) Improvements as needed on the already beautiful power point presentation of the collection in photos. – photography donated by Jay P, Fellow, and presentation donated by GW, fellow,
- 2) Addition of professionally designed cards to be placed with every piece of CAL in the display case identifying it and dating it – signage donated by Steve G, Al-Anon fellow.
- 3) Addition of professionally designed signage naming the room itself and outlining the restrictions in place for viewing, not touching, the displays – signage donated by Steve G, Al-Anon fellow
- 4) Addition of means for safely and temporarily affixing the donated posters and signs to the Archives Room walls – volunteers/ideas welcomed
- 5) Addition of shelving for the bound Forum magazines so they may be easily examined by Archives Room visitors who may be searching for past contributions or looking for moderation ideas.
- 6) Addition of a small round table and a couple of chairs for resting while examining the Archives that are touchable – three shelves and brackets donated already but looking for a wooden bookshelf to accommodate the bound forums if anyone has one that they wish to donate.
- 7) Utilization of the current display tables in the window area to serve as work spaces for sorting through and organizing the boxes of materials which are currently stacked in the corner, but which will eventually be scanned and/or filed.
- 8) Reviewing, categorizing, organizing, and labeling the folders currently housed in the two file cabinets located in the Archives room to gain an understanding of the current system to continue and build on it.
- 9) Developing a schedule for scanning the documents once they are inventoried, categorized, and evaluated.

As your Archivist I am also charged with the responsibility of keeping up to date as to the discussions taking place on the AFG CONNECTS thread for Archivists. Currently there are ongoing discussions of the following:

- 1) Disposition of paper items once they are digitized/scanned – keep, shred, etc.
- 2) Disposition of old Forum magazines – keep them all or only the ones with articles from members in Louisiana.

As your Archivist I also stay in touch with the WSO Archivist, Joe T, as to any updates on the revision of the G-30 Guidelines for Archivists.

- 1) The G-30 Guidelines are still being looked at.
- 2) I have asked if WSO features any of its own archives on line or just refers everyone to Stepping Stones website.

My goals remain as follows:

- 1) Clearly identify material with the date of origin and photos should have names and dates written on the back. I will be sure to date everything to make it easier for future Archivists.
- 2) Interview area pioneers as soon as possible, preferably face to face during assembly and Convention and record their recollections of early group development and their personal recovery stories.
- 3) After the Archives are organized, research possible search systems for organizing the collection and will install a search system to locate material in the collection, building on what already exists and enhancing it as appropriate.
- 4) Anonymity regarding members will always be kept top of mind. I have read and understand our Service Manual's guidance on anonymity.

I am again extending the invitation to any AI-Anon member with expertise in library science or digital archives to assist me as a member of the Area 22 Archives Committee, so let me know if you or any of your group members have such expertise and are willing to join the committee.

Thanks so much for the opportunity and privilege to serve as Archivist for Area 22 Panel 60. Although the task sometimes seems a bit daunting, in this fellowship we learn to take one day at a time and to pause, pray, prepare, plan, and proceed.

Rebecca P, Archivist, Area 22, Panel 60