

Archivist Report

Written by: Nancy Donohue

Please list the members currently serving on your ministry or leadership team.

- ❖ Rae Connolly; Nancy Donohue, co-archivist; Robert Schneider, co-archivist

Please list what the goals of your group or ministry were for 2018.

- ❖ Transfer oversize items into size appropriate files
- ❖ Increase frequency of displays
- ❖ Start planning for relocation of archives during construction
- ❖ Maintain fulfillment of search requests

Were you able to achieve your goals for 2018? Please be as specific as possible of your successes and failures.

- ❖ Rae Connolly designed attractive and information rich displays
- ❖ Bob Schneider and Nancy Donohue reorganized document files
- ❖ Bob Schneider and Nancy Donohue began discussion re future disposition of the archives given the Joint Ventures project
- ❖ 22 extensive research requests: genealogy, Joint Ventures, race & racism, Franklin Square, Cherry Ct. plaque

Where is your group or ministry area stuck? What is your group or ministry area pondering?

- ❖ The archives database should not reside on a personal computer
- ❖ The archives database should be publically available online
- ❖ Storage space is inadequate especially in light of Joint Ventures project

What do you hope to accomplish in the coming 2019 year?

- ❖ Talk with the Historical Society of Pennsylvania re accepting additional materials from Old First
- ❖ Talk with architects re on-site archives storage and work space
- ❖ Consider re-conservation of charter during construction
- ❖ House more items in archival and size-appropriate storage containers
- ❖ Discern which books in the Fox Building library should be retained
- ❖ Find out if church insurance policy covers archived material such as the original charter, communion silver, etc. and if not covered to discern if, how, and at what cost this can be done

What are the ways that the church can support your team?

- ❖ Financial support
- ❖ Ask questions