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Table of Contents

Features

- [Secure the Shadow: The Appraisal of Photographs](#) by Lara Wilson
- [Pacifica Millennium Project](#) by Trevor May

News

- [New AABC Executive Members](#)
- [Report on the National CAIN Forum - March 2000](#)
- [AABC Conference Tributes](#)
- [New AABC Honorary Member - Dr. Ed McDonnell](#)
- Grant Reports
 - [Canadian Council of Archives Grants \(2000/2001\)](#)
 - [Community Archives Assistance Program Grants](#)
- [AABC Committees 2000-2001](#)
- [Notes](#)
 - [Oak Bay Community Archives Opening](#)
 - [Fraser Valley Regional Group News](#)
 - [New Publications](#)
 - [Opting out of paper copy of AABC newsletter](#)

Columns / Regular Items

- [President's Message](#)
- [Executive Minutes \(13 March 2000, 17 April 2000\)](#)
- [New Archival Education and Advisory Service](#) by Deidre Simmons
- [British Columbia Archival Network News](#) by Bill Purver
- [BC Archival Preservation Service Program 2000/01](#) by Rosaleen Hill
- [AABC Contact information](#)

mail

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Secure the Shadow: The Appraisal of Photographs^[1]
by Lara Wilson

"Secure the Shadow, Ere the Substance Fade, / Let Nature imitate what Nature made" – this is one of the photographic industry's earliest slogans. The notion that photography captures reality endures today for each year billions of photos are taken for many purposes. The art historian John Berger observes that within 30 years of photography's discovery in 1839 the technology was used for among other things, police filing, war reporting, military reconnaissance, encyclopaedic documentation, pornography, family albums, postcards, and anthropological records. [2] In the 1985 Records and Archives Management Programme (RAMP) study on photograph appraisal, William H. Leary identifies numerous government and non-government image types. Government photograph types include: personal identification and ceremonies, construction progress, training aids, publicity, programmes, military activities, agriculture, nature, science and technology, and social welfare subjects. Non-governmental photograph types include: newspaper, commercial, and amateur. This last category includes the ubiquitous snapshot. [3] Regardless of the subject matter and type, the compelling verisimilitude of this technology perpetuates photographs' documentary use.

However, appraisal of such diverse and numerous images poses a challenge to archivists, who, as Hugh Taylor observes, "are reared for the most part on the heavy gruel of text." [4] Archivists must work against the societal notion that photographs are objective records of reality, and realize their meanings and functions are subjective and elusive. Hence, the metaphor to "Secure the Shadow" takes on a new meaning - that of the archival appraisal of photographs. During appraisal, an archivist must take into consideration the medium's unique attributes while also being mindful of general archival concerns, such as determining photographs' evidential and informational values.

This paper discusses the issues surrounding, and the development of guidelines for appraisal of photographs. Significantly, a brief consideration of the literature reveals a dearth of comprehensive studies on the specific topic of photograph appraisal. The topic has not evoked much discussion of late; perhaps it is overshadowed by concerns regarding electronic records, which affect all records as digitization becomes more widespread. However, an understanding of the photographic medium and the issues surrounding photo appraisal is beneficial to archivists, since the majority of archival repositories in Canada acquire photographs. My paper identifies the significant issues in photograph appraisal, namely cultivation of knowledge about the medium and visual literacy, and the identification of evidential and informational value. These issues are then considered in relation to the development of appraisal guidelines, in particular those of the National Archives of Canada.

A thorough knowledge of the medium, its attributes and functions in society assists in determining appraisal criteria. In 1977 Richard J. Huyda observed that "Recognition of the significance of photographs depends upon an understanding of the historical developments depicted in the images and of photographic technologies, aesthetics and attitudes." [5] However, soon afterward Terry Cook identified a problem in special media divisions -- that of the elevation of aesthetic value over documentary concerns. Such connoisseurship, he believed, stressed the individual collectible item over the series of organic records functionally related to the parent body, and it reduced the archivist to a curator. [6] Debra Barr also touched on this issue of archivist as curator in her 1985 thesis. According to Barr, the difference between the two professions is that curators are concerned with the scholarly use of records, while archivists

"must protect the administrative value of official records." However, Joan Schwartz, the chief photography specialist at the National Archives of Canada, has countered: "The pejorative tone attached to the term 'curator' usually derives from the erroneous assumption that a photo-archivist is motivated by the same concerns as the curator, namely artistic merit or connoisseurship. But aesthetic considerations are a minor element of the archival appraisal of photographs and merit attention only for the way in which they contribute to 'the consequences wanted by the author.'" [7]

Clearly, a photograph's aesthetic content is only one of its attributes, and certainly one that presupposes artistic intentionality of the creator. What is more significant, and must be taken into consideration during appraisal, is the image's potential variety of meaning. Huyda acknowledges what photo-theorists have also recognized, namely that "a photograph is not a facsimile of a total reality at some moment in time. Every photograph is altered in some manner by the intention of the creator, the nature of the apparatus, the film, the processing and printing, and the unique interpretation of the photograph by each viewer." [8] Similarly, Susan Sontag has observed that, being a product of interconnecting social relations, a photograph has many meanings. Yet, photography's photochemical and mechanical process contribute to belief in its neutrality; photography's myth is that the camera confers truth. [9]

Understanding the complexity of photographic messages requires a visual literacy on the part of the archivist. Visual literacy is a somewhat imprecise concept defined as "the ability to understand and use images and to think and learn in terms of images." In a 1996 Archival Issues article, Elizabeth Kaplan and Jeffrey Mifflin posit three levels of visual literacy: superficial, concrete, and abstract. Superficial perception is the immediate determination of what a photograph is "of" – its "of-ness." The second or concrete level refers to subject content, or "aboutness." This second level requires "more complex ways of thinking about the images and requires specific historical knowledge of circumstances or events, participants, techniques, and more." However, it is the third level of visual literacy that draws upon the analytical skills of the archivist-viewer, and her or his familiarity with the medium. According to Kaplan and Mifflin, the abstract level involves the perception of the image's visual elements. They note that these intellectual elements are not easily expressed in words, "and the perception of them entails an understanding of the realm of conventions associated with the visual." the third level is distinctly more subtle, requiring "a particular set of sensibilities and skills, and a knowledge base that, like facility with history and historiography, must be learned." It requires knowledge of the conventions and technology of visual perception, expression, and of the particular medium. In addition, components of visual materials such as symbol, organization, space, and point of view must be taken into consideration. Clearly, a familiarity with visual expression and its terminology is an asset. [10]

Moreover, a necessary component of visual literacy is contextual knowledge achieved when other records of the same creator are preserved. Kaplan and Mifflin argue: "Archivists should make a special effort to keep related materials together. On the most basic level, this means keeping together images that were created together" Photographer's notes and other complimentary sources should be sought out, preserved, and made available." [11] The archival bond has to be preserved, and this also means that photographs should not be appraised in isolation from the fonds.

For archivists, diplomatics, as applied to photographs, buttresses the development of visual literacy. As photography literally means "light writing," from the Greek *photos* (light) and *graphein* (to write), diplomatics can be extended to its study if photographs "can be considered 'written' in the sense they express ideas in a documentary and syntactic form." Joan Schwartz argues that study of the photograph should be undertaken not as a neutral representation of material reality, but "in terms of its relationships with the persons concurring in its formation" [T]he photograph [is] a mediated representation of reality; the product of a series of decisions; created by a will, for a purpose, to convey a message to an audience." As a part of the appraisal process, diplomatics encourages the identification of context, the author, the intentionality and audience, since "rules of cultural and technical production do govern their creation." Additionally, a photograph's physical form helps convey its message; for instance, the unique format of a stereograph, "determined the circumstances and way in which the image was viewed." [12] The format, types of process and size of the image all convey meaning, and are taken into account.

When it comes to appraisal, photographs must be understood as having both evidential and informational value; that is to say, they can provide information about their creator's activities, and about their subjects. However, in 1965's *Management of Archives*, T.R. Schellenberg wrote: "Information on the provenance of pictorial records within some government agency, corporate body, or person is relatively unimportant, for such records do not derive much of their meaning from their organizational origins" [Also] pictorial records are mainly important from the point of view of the

subject matter, not from the point of view of their functional origins." [13] Leary, in part, encourages this in the RAMP study: "Photographs, like other audiovisual materials, possess minimal evidential value." [14] Thus, the basis of their archival value is informational value. However, this notion can certainly skew the appraisal process. Schwartz argues: "in order for archivists to understand the evidential value of archival photographs, archivists must first abandon their faith in the function of the photographic document as a truthful representation of material reality and cease to equate archival value with image content." [15]

In a recent paper presented at the Society for American Archivists, Schwartz again took up the defence of photographs' evidential value; she states that a significant part of a photograph's meaning is invested and generated by its provenance and functional origins. That is to say, meaning results from the context of their creation, original and subsequent use, and history of preservation, as well as authorship, purpose, message, and audience. Photographs participate in the practices of data gathering, cognitive processes of ordering facts, imaginative processes of visualizing facts, and function as vehicles of communication, as means of keeping inventory, and as tools of preservation. [16] Clearly, to relegate photographs' value to their "of-ness" diminishes their importance as records.

Appraisal guidelines developed for the Visual and Sound Archives (VSA) Division of the National Archives of Canada (NAC) assist archivists in identifying evidential and informational values. NAC's photography guidelines balance both universal archival principles and the particular requirements of photographic appraisal -- that is to say, knowledge of the medium and visual literacy. Provenance and authenticity analyses are "primarily supplied by a knowledge of the history of photography it is the equivalent of knowing the history of the source for manuscript or paper documentation." In addition, the guidelines require staff "to remain up-to-date in the collecting field through magazines, mailing lists, press releases, visits to other institutions national and international contacts, and so on." VSA's general analysis takes into account the typical photographic problem of volume or "repetition vs. comprehensiveness." The archivist has to take into account the integrity of the series; "if a group (like a roll of film or parts of a collection, or even a whole collection) is judged of national significance, that group should all be retained." Group-level selective retention is also beneficial, as it "concentrates attention on more archival concerns, such as historical context [and] allows for variety in potential use, a quality essential in an archives, leaving specific selection and interpretation to individual clients." Archivist's knowledge of photo history will inform appraisal decisions relating to the creator and aesthetic qualities of the document. Additionally, the guidelines note that due to the complexity of their subject matter, photographs lead to a wide variety of research directions. Archivists benefit from advances in the field of photo-history, theory, and related disciplines; at the VSA, one must be "familiar with the leading edge of new research." Other photograph-specific factors include rarity derived from uniqueness. For example, views of anonymous trades people at work are more rare than portraits of Queen Victoria. Rarity can also be derived from the creator's organization. VSA also emphasizes the importance of identification of technology. The guidelines state: "the technology available to the creator, and selected when creating the document, may weigh heavily when considering the intent of the creator and the message of the document." In addition, rarity of a technique in the Canadian context "can increase the national significance of any surviving examples," and age, or an earlier technology, "can enhance an otherwise unremarkable document." [17]

Aside from these specific guidelines, it is worth noting that since 1991, NAC as has been using the macro-appraisal model. Macro-appraisal is a "top down" approach, which uses provenance as the determining factor in the identification of an archival record. Macro-appraisal is a planned and logical approach, "supported by carefully executed research and detailed analysis [of] the history of the record creator(s), its mandate and function(s), its structure and decision-making processes, the way in which it creates records, and the changes to these processes over time." Catherine Bailey explains that at NAC, "instead of individual media archivists working in isolation, appraisals are carried out by teams of archivists headed by a lead archivist from the division responsible for the bulk of the records [thus,] wherever possible, submissions, appraisals, and authorities cover all records created by one institution." However, in her 1997 article, Bailey highlights a potential difficulty in applying macro-appraisal to visual records. She writes: "how does the macro-appraisal model adapt to non-government creators? Can it be applied successfully to non-textual records such as photographic records which have generally been preserved outside the control of the traditional record systems on which the model is based?" [18]

Recently, I asked both Jim Burant (Chief of the Art, Photo and Philatelic Archives, VSA Division) and Joan Schwartz how successful the application of macro-appraisal had been to photography. Schwartz replied that there are two main

problems, theoretical and practical: 1) there is a lack of understanding about the function or functions of photographs as records generated in government departments; and 2) there are poor records management practices regarding photographs. Relating to this latter point, Burant explained that NAC is developing a disposition authority relating to photographs, but it is still in its draft form. [19] Regarding the understanding of photographs' functions, Schwartz notes that with government photographs, macro-appraisal is based upon assessment of evidential value, and does not accommodate retention for information value.

Thus, in appraisal, the pendulum swings back and forth between the photograph's evidential and informational values. A single non-governmental photograph may appear to have a greater informational value than a government photograph, but photographs as a whole, governmental and non-governmental, possess both values, and appraisal criteria must take this into account.

Archivists of the present and future benefit from a knowledge enriched through visual literacy and diplomatic analysis. Photographs are complex documents, with many potential functions and levels of meaning. However, a record is a record, regardless of medium. In order to "secure the shadow" and to benefit users and society as a whole, photographic specialization has to be united with sound archival practices and co-operation amongst professionals throughout the records' life cycle.

[1] This is a shortened and modified version of a paper written for Terry Eastwood's first year class, ARST 520: "Selection and Acquisition of Archival Documents." While it explores issues surrounding appraisal of photographs, space does not permit me to include discussion of preservation and conservation, important factors to consider in acquisition. The author directs readers to the British Columbia Archival Preservation Service, available through the AABC website at <http://aabc.bc.ca>, and to published resources such as the SAA Basic Manual by Mary Lynn Ritzenthaler, Gerald J. Munoff, and Margery S. Long, *Archives and Manuscripts: Administration of Photographic Collections* (Chicago: Society of American Archivists, 1984). The author thanks Terry Eastwood, Joan Schwartz and Jim Burant for their assistance and commentary.

[2] John Beger, *About Looking* (New York: Pantheon Books, 1980), 48

[3] William H. Leary, *The Archival Appraisal of Photographs: a RAMP Study with Guidelines* (Paris: UNESCO, 1985), 63-91.

[4] Hugh Taylor quoted in Elisabeth Kaplan and Jeffrey Mifflin, " 'Mind and Sight': Visual Literacy and the Archivists," in *Archival Issues* 21, no 2 (1996): 119.

[5] Richard J. Huyda, "Photographs and Archives in Canada," *Archivaria* 5 (Winter 1977-78): 10.

[6] Terry Cook, "The Tyranny of the Medium: A Comment on 'Total Archives,'" *Archivaria* 10 (Summer 1980): 149.

[7] Joan Schwartz, " 'We make our tools and our tools make us:' Lessons from Photographs for the Practice, Politics, and Poetics of Diplomats," *Archivaria* 40 (Fall 1995): 86.

[8] Huyda, 12.

[9] Susan Sontag, *On Photography* (New York: Farrar, Straus and Giroux, 1977), 137.

[10] Kaplan and Mifflin, 107-121.

[11] *Ibid.*, 121.

[12] Schwartz, " 'We make our tools,' " 43-58.

[13] T.R. Schellenberg quoted in Schwartz, " 'Between a wink and twitch': The post-modern challenge to the appraisal of photographs," paper presented to the Annual Meeting of the Society of American Archivists, Pittsburgh, PA, 27 August 1999: 1. Quoted by permission of the author.

[14] Leary, 19.

[15] Schwartz, " 'We make our tools,' " 46.

[16] Schwartz, " 'Between a wink and twitch,' " 12-13.

[17] National Archives of Canada, Visual and Sound Archives Division, Guidelines on Appraisal: Art, Photography and Philately," (February 2000): 10-25.

[18] Catherine Bailey, "From the Top Down: The Practice of Macro-Appraisal," Archivaria 43 (Spring 1997): 94, 98 and 122.

[19] There is a disposition authority for "Poster-Creating Areas of Government Institutions." Multi-Institutional Disposition Authorities and Supporting Documentation is available as a PDF file at the NAC website (www.archives.ca) under "Services to Government."

Lara Wilson holds a BA (honours) in History in Art and English, and a Master of Arts in History in Art, both from the University of Victoria. The subject of her MA thesis was the photograph album of Nellie McClung. She is currently a student in UBC's M.A.S. program.

[Back to Table of Contents](#)

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Pacifica Millennium Project by Trevor May

In a large top floor office at the Pacifica Papers paper mill in Powell River, BC, Juania Swanson and Emma Levez are working full time to arrange, describe, and preserve some 30,000 images kept by the mill since it commenced operations in 1912.

The Millennium Project, as it is known, was conceived by Bill Murray and myself back in the spring of 1998, when Bill asked me to come to Powell River and assess the materials being stored there with a view to their future preservation and accessibility. I found the negatives and prints to be in remarkably good condition considering their long storage in an industrial zone with airborne pollutants a daily reality. Nitrates appeared to be non-existent and the acetates were well preserved with little or no signs of deterioration. I also discovered that an extensive system of indexing had already been established. This would greatly help with arrangement and description, but what was interesting was that the mill had not only employed photographers to document all aspects of mill and town development, but had also employed a librarian to provide systems of access to these and other materials. I knew that with computer technology, we could build greatly on this existing system, while preserving its original numbering and groupings.

Just over one year later, based on the report that was generated from that site visit, Bill convinced the mill's owners, Pacifica Papers Inc. to issue an Authorization for Special Expense (ASE) for \$150,000 to preserve the photographic and other materials in proper archival enclosures and to then create a database which would help make this precious material accessible to the public. Also envisaged was a Web page that would make the material available to researchers all over the world.

In early October 1999 the Millennium Project officially got under way with the hiring of two employees by my company Archivia Enterprises for a fifteen month term. More than forty people were interviewed from a pool of one hundred applications, almost all of them local. Pacifica Papers set aside a very large office for the project. New carpeting was installed, Steelcase office furnishings and ergonomically designed chairs were installed, along with large work stations, conference table, and shelving. The bulk of the material was housed in five fire-resistant cabinets which were so heavy that professional movers had to be hired to bring them to the third floor office. Once my employees were established in their tasks, I returned to Sidney and monitored the daily progress from my home office via faxed journals, telephone and e-mail. I continue to make site visits every month or two as needed.

The first phase of the Millennium Project involved physical re-housing in acid-free enclosures as well as numbering of all prints, negatives, albums, and other materials. During this time, many long-forgotten or never seen images began to emerge and the interest of management and staff mounted. Unforgettable images of the first paper rolls bundled and ready for shipment in 1912 along with others arriving at distant cities such as Houston; Santiago, Chile; and Havana, Cuba or the first car in Powell River being drawn by a horse during the First World War, or great sailing ships at the wharf preparing to load newsprint, or construction of the Powell River and Lois River Dams. This is indeed a treasure trove of British Columbia history and it has been very exciting to be involved in bringing it to light.

The re-housing phase was largely completed in early February 2000. The second phase now under way involves taking

existing information about the images outlined on cards, envelopes, and in index books and entering it into a database so that it can be stored and searched electronically. In addition, each image is scanned so that a thumbnail print accompanies each descriptive record and is expandable for enhanced viewing. Old indexing numbers have been retained alongside the new numbering to recreate original order when desired. The database is Boolean searchable and RAD compliant, but has additional fields for cross references, subject headings (with controlled vocabulary), geographic location, and others as needed.

Digital enlargements of some of the more spectacular and interesting prints were ordered by mill management to be hung in corporate offices from Vancouver to New York and Tokyo. This work has been contracted to VisionWorks in Sidney, British Columbia which co-ordinates the scanning of these select images for high resolution output as well as framing.

To date, rough data gathered during the initial phase has been entered for 14,504 records with all two thousand photo cards (photos mounted on index cards with descriptions) now fully described and scanned along with nearly two thousand prints and negatives. Throughout this second phase, Bill Purver has been incredibly helpful to my staff and I am very grateful to him for not only stopping by to see the project and offer assistance, but also for his ever-ready e-mail help. Thanks Bill! Also, Kathy Bryce at Andornot Consulting has been very helpful in providing assistance with INMAGIC's Version 4 of DB Textworks, a product with which we are now well pleased. My two employees Juania Swanson and Emma Levez have turned out to be wonderful assets to the project, bringing both enthusiasm, intelligence, consistency, reliability, and speed to a massive undertaking. Above all, they work well as a team, which is so important in a largely unsupervised setting.

Today, the team continues to work on improving their daily production tallies as well as assembling a display for the local Town Centre Mall in Westview. At some point this year, it is hoped that a completed portion of the database can be placed on the Pacifica Papers web site so that the whole world can access and enjoy these amazing images. In the meantime, mill employees like John Campbell assist Juania and Emma in identifying mill buildings and machinery. He and others under the guidance of project leader Juania Swanson, have also been taking poor quality "magnetic or "sticky" albums and re-assembling the pictures in original order using acid-free pages and binders so that the hard copy prints will last for many more years to come.

In an era of corporate downsizing and low prices for pulp and paper, Pacifica Papers nevertheless recognizes the value of their photographic archives, to the extent that they have committed many tens of thousands of dollars to its preservation and dissemination. It is my hope, that their example will serve to inspire other corporations with long histories to preserve their documentary heritage and to establish records management programs which ensure that these records, whatever their form, are preserved systematically and, where possible, make them available to the public.

Trevor May received his MAS in May of 1995 and started Archivia Enterprises that June. He has been a private archives and records management consultant since that time, serving clients of all kinds, from museums, small archives, and non-profit groups to municipalities, small business and large corporations like Pacifica. Trevor has also worked for the BC Archives in Victoria (1999) and chaired the Central Saanich Heritage Commission and currently resides in North Saanich, BC.

[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

Introducing the New Members of the AABC Executive

Secretary - Dovelle Buie

Dovelle has a Bachelor of Arts Degree from UBC (1994) with a double major in Art History and History. Immediately following her graduation in May 1994, she moved to Quesnel. While there, Dovelle worked for the Quesnel & District Museum and Archives in various capacities, such as an assistant to the curator (1994), Project Archivist on a CAAP grant (1995), a consultant/sub-contractor studying a proposed Antique Machinery Museum (1996), and later as the Assistant Curator. In September 1996, Dovelle moved back to Vancouver to attend the Master of Archival Studies Program. She did that full time between the fall of 1996 and December 1997, at which time Dovelle was hired by the City of Richmond as the Records and Information Management Coordinator. While working full time for the last 2 and a half years, Dovelle has completed her MAS course work and graduating paper and graduated in May 2000.

Laura Cheadle - Institutional Member-at-Large

Laura has been the Archivist at the Delta Museum and Archives since 1999, and previous to that, she worked as a Corporate Information Analyst at the Insurance Corporation of B.C. and as a records management consultant. She is a graduate of the MAS program at UBC. She has been Chair of the AABC Education Committee, Programme Chair for the AABC annual conference, and has been on the Grants Committee. She also serves as a member of the Anglican Archives Advisory Committee.

Heather Gordon - Vice President

Heather completed her UBC-SLAIS Master of Archival Studies course work in 1991, and received her MAS degree in 1994. From 1991 to 1999, she worked as an archivist for the Religious Hospitallers of St. Joseph, based in Kingston, Ontario, and returned to the West Coast in February 1999 where she now works as the Records Management Coordinator for the City of Coquitlam. She has been involved with the work of provincial archival associations since the early 1990s, beginning with service on the Archives Association of Ontario's Professional Development Committee and followed by four years on the AAO's Board of Directors, first as Professional Development Committee Chair and then as Director of Advisory Services. She also has served on the Association of Canadian Archivists' Education Committee, and on more nominating committees than she cares to remember. Many of her early ideas of what provincial archival associations can and should accomplish were formed by exposure to AABC while at SLAIS, and in following the work of the Association as a long distance member while in Ontario. Since returning to BC, she has reacquainted herself with the nitty gritty of AABC's work through service on the Internet and Archives Advisor/Network Coordinator Committees, and is looking forward to helping guide the Association's work over the next two years.

[Back to Table of Contents](#)

Report on the National CAIN Forum -- March 25-26, 2000, Ottawa

Report prepared by Bill Purver, AABC representative at the CAIN Forum, for submission to the AABC Executive, March 2000.

The Canadian Council of Archives sponsored a meeting of representatives of all provincial and territorial archives councils, the ACA, AAQ, and BCA, the CAIN Steering Committee, and the National Archives of Canada on the 25 and 26 of March for the purpose of information exchange relating to strategy and the progress being made in the establishment of a Canadian Archival Information Network (CAIN). The forum consisted of 36 participants, including Mr. Ian Wilson, National Archivist of Canada.

Status reports were delivered by the CAIN Steering Committee, the National Archivist, and the individuals responsible for union list development in each province and territory. In the course of the delivery of these reports, it was made apparent to all that tangible results are being achieved in all provinces and at the national level with regard to the creation and implementation of integrated access mechanisms to descriptions of records at repositories across Canada.

The Chair of the CAIN Steering Committee introduced the new, CCA-appointed national CAIN Coordinator (Ms. Kristina Aston), and spoke to the need for continuing cooperation between the national coordinator and the provincial/territorial union list developers. It was noted that the CAIN Blueprint document http://www.cdncouncilarchives.ca/cain_ip.html, originally authored by the CAIN Implementation Planning Committee and adapted by the CAIN Steering Committee, is the CCA-approved planning document for the initial implementation of CAIN. That document also provides a funding formula for allocation to the provinces and for national initiatives. It makes clear that the vast majority of funds will be distributed to the provinces and territories, with small amounts allocated to the three national professional associations and to "CAIN Central".

National Archivist's Report

The National Archivist indicated his pleasure with the degree of cooperation among all provincial/territorial associations/councils in pursuit of the establishment of a national gateway to archival resources. He discussed the national funding situation, and reported that monies allocated in the recent federal budget for Internet accessibility to heritage resources will be applied to CAIN. Those funding levels, as outlined in the budget, amount to \$20 million in the first year, \$25 million in the second, and \$30 million in the third, to be split between the National Library, the National Archives (from which CAIN money will be allocated), and the museum community through CHIN. It is not known if the full amount requested by the CCA will be available for CAIN. Negotiations within the federal Department of Heritage are ongoing and the National Archivist indicated that it will not be until June or July that these negotiations will be concluded. The National Archivist indicated that as soon as possible after these negotiations, monies will be released and formal granting procedures for expenditures of funds in the last half of this fiscal year should take place. The National Archivist reiterated his full commitment to the Canadian Archival Information Network and indicated that in his view, the CAIN project is the most exciting and important project in the furtherance of the goal of building a national archival system.

Status Reports from Provinces and Territories

Status reports were delivered by representatives of all provinces and territories. Bill Purver provided a summary of the BCAUL system and its integrated model, along with information on functionalities and proposed developments. It was pointed out that the BCAUL is now in "maintenance mode", and presently consists of descriptions of almost 9000 fonds from 163 repositories in the province. Alberta expressed its appreciation to the AABC for its assistance in mounting ANA data on the BCAUL system. The Alberta representative also spoke of the detailed network planning work that has taken place, based on a comprehensive needs assessment undertaken a year and a half ago relating to automation and web-based delivery of archival resources by archives in that province. The Yukon representative also expressed its appreciation to the AABC for its support and assistance in providing the BCAUL system for the delivery of its union list data. It was indicated that the YAUL will be officially launched at the end of March or first week of April. The Northwest Territories representative provided information on the present web resources established at its territorial archives and indicated that it wishes the AABC to establish a union list file on the BCAUL system, in order to take advantage of the standardized formats and protocols underlying that system, and in order to be a partner in the AABC's Integrated Union List model. The Nunavut Territorial Archivist, appointed to his position only in the last month, briefly spoke, indicating a desire to become a part of CAIN. The Ontario representative provided information about the development of Archeion, the Ontario union list, providing technical information about its EAD-based delivery system housed at the University of Toronto and examples of output. Archeion is expected to be launched in the first week of April with its present pilot data, and by June will be ready to take in new data from repositories in that province. Ontario's present prototype system has been established on a UNIX platform, but the Archives Association of Ontario anticipates moving to a linux platform and its own server later this year, following the British Columbia model. Manitoba discussed the ongoing cooperative work being undertaken with Saskatchewan in the development of SAIN-MAIN housed at the University of Saskatchewan. It is expected that considerable work will be carried out this summer at the University of Saskatchewan on the SAIN-MAIN system, including the potential for Z39.50 work in conjunction with the AABC and its BCAUL-based union list files. Quebec explained the ongoing development of its system, and explained how it will not be able to integrate immediately with the central database prototype being developed for CAIN National. Evolution of the national system to a central index-based system would enable Quebec to be fully integrated with CAIN. Nova Scotia outlined the continuing progress being made to its Archway system based at the provincial archives, including the impressive authority work being carried out as a part of that system. New Brunswick indicated that a prototype, Microsoft Access/SQL system based at the provincial archives, has been established and some data collected on a pilot basis for its union list. Problems relating to the legislated need in New Brunswick to have all union list data in both French and English were discussed. Newfoundland, like Nova Scotia and New Brunswick, will be developing its union list in conjunction with the system and server-mechanism under construction at its provincial archives. Prince Edward Island spoke of preliminary union list work carried out in conjunction with New Brunswick.

National Strategy and Technical Requirements

Following the provincial/territorial status reports, the technical requirements and functionality of CAIN were discussed in the context of the need to establish, in as short a time as possible, a beta-version national CAIN gateway. The CAIN Steering Committee presented its implementation plans based, for the short term, on establishing one central database file (CAIN National) to include data from all provincial/territorial union lists (with the possible exception of Quebec). This was viewed as being the simplest and fastest way to be able to show tangible results to federal granting authorities and private sector contributors as quickly as possible. Future developments, such as a more distributed, central-index system or Z39.50 based system, will be encouraged down the road. In order to establish this central database file, to be housed at the National Archives of Canada, it was necessary for the forum to agree on basic standards and a basic list of national, RAD-determined data elements. This agreement was reached easily, with an understanding that no one data structure standard (e.g., MARC, EAD, etc.) was necessary, as each structure could be mapped on to the established national database file. From the BC perspective, the agreed-upon mandatory RAD descriptive data elements are already a part of all BCAUL records. The new national CAIN coordinator will be entrusted with the task of building CAIN National, under the guidance of a small working technical committee.

Collection of Standardized Data

Following discussions of the technical requirements for CAIN National, the forum provided an opportunity for all provincial/territorial union list developers to exchange information about strategies for collecting standardized data for

their union lists. This was a valuable exercise for all provincial representatives, as much discussion related to the role of provincial "gatekeepers" to ensure standardized content. British Columbia, Nova Scotia, New Brunswick and the Yukon were examples of having established "gatekeepers" to vet all descriptions going on to their respective union lists. Alberta indicated that it will be adopting more of a gatekeeper role in reviewing present descriptions on ANA and for new descriptions to the Alberta list. Saskatchewan, Manitoba and Ontario have all indicated that institutions will be asked to submit descriptions directly to their union lists (through online forms), and strategies for vetting these descriptions have not yet been developed by these provinces.

Federal CAIN Funding

Federal funding was a subject of major interest at the forum. Detailed information was provided as to the acceptable funding streams for CAIN monies, and as to the procedures for national and provincial adjudication of grant applications. An explanation of the funding streams and these procedures have been approved by the CCA Board (although minor changes will be made before final publication of the grant application forms). It was emphasized that CAIN funding should be available for the last half of this fiscal year (2000-2001), but that provinces should now be carrying out detailed plans to prioritize the spending of their allocations. The turn around time between the official announcement of funding (expected in June or July) and the grant deadlines will be very short. Most provinces have now established a provincial CAIN Committee to carry out such planning in preparation for the rush to spend monies in the last half of this fiscal year. The CCA indicated at the forum that funding amounts as indicated in the Blueprint document will be prorated over the half year left in the fiscal year, once grant monies have been announced. In other words, only half of what has been asked for for Year 1 spending will be made available for the first half year.

Of importance to British Columbia as well were the stated intentions of the CCA to seek federal government approval to eliminate the need for provinces to match all funds, if over the last several years non-federal money has been used towards CAIN-related development. The number of years a province will be able to use to calculate a global match of provincial allocations has to be negotiated with the federal Department of Heritage, but it is expected that these amounts will be based on provincial (and local institutional) spending going back either from 3 to 6 years. It is being proposed that this ability to match past monies spent with new CAIN money on a global, provincial basis will only be accepted for the first 2 years of CAIN funding.

National Private Sector Funding Initiative

The forum also provided Carman Carroll with the opportunity to discuss possible private sector funding strategies. The CCA has already prepared power point demonstrations and literature to be used to attract private sector funding, and is more-than-willing to provide such resources to the provinces should they wish to use or modify/adapt these. Central private sector funding by the CCA will focus only on national corporate bodies, and monies acquired will be used primarily to support centralized, CAIN activities. Provincial and territorial councils and associations are encouraged to carry out private sector fundraising activities, but it was hoped that where potential conflicts between CCA fundraising and provincial fundraising activities might arise, that a cooperative approach be taken, along with open communications.

Role of the National Professional Associations

As well, representatives of the BCA, ACA, and AAQ outlined plans to carry out a training and support role for professionals involved in CAIN. Discussions followed by participants indicating a desire that the professional associations act quickly to implement various strategies and opportunities for professional training at the national level.

[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

AABC Conference Tributes – April 2000

At the banquet held as part of the AABC's Annual Conference (April 2000), the Association paid tribute to contractors Bill Purver and Irene Bekes as well as outgoing president Chris Hives. Special thanks to Terry Eastwood for preparing and presenting the text at the banquet for Bill and Chris and to Susan Hart who did the same for Irene.

Bill Purver

I have been asked to say a few words about Bill, our Archives Advisor/Network Coordinator from 1993 to 2000. You will note that I am always asked to say a "few" words. In this case, I would like to begin with a few words from some other members who have been touched by the long arm of Bill's advisory service. I have taken these words from a longer text, with the speakers identified, that Bill will be given.

One says: "I remember my absolute terror of what I might be facing as we had to present our descriptions to Bill for processing into the BCAUL system.... I hoped the whole thing might go away. I could only imagine the worst. Our stuff would not be good enough. I was technophobic. We didn't have enough done. I needed more time. Any excuse would do." Well, you see, Bill did visit, and, lo and behold, our technophobe found that Bill "didn't speak like a techie. He was as gentle and untimidating as could be. He looked at our stuff and said it was great! Very quickly all of my fear became a source of pride. Somehow, Bill's really fine balance of helpful technical knowledge and his kind and gentle personality came through and made our contribution to the Union List seem as easy as falling off a log.... Bill has a gift of understanding confused and ignorant and fearful people like myself, and I am very grateful for what a presence he has been to the AABC for the past eight years."

Another says, "thank you for your time and your patience in explaining over and over again concepts that were new to me. I finally did catch on! Your advice and encouragement gave me the confidence to forge ahead even when the task seemed overwhelming.

Another calls him "a great man on the archives scene" who developed ways to draw us to the best archival standards we could reach."

Yet another says, "Bill, you have been my mentor since we started our Archives in 1995. You've always been so generous with your time, your knowledge, and your patience. I ask you the same question over and over again and you never judge me, you just build up my self-esteem, explain it all over again, tell me I am not stupid (my term) and when you leave I am feeling encouraged and good about things again. Now that you are leaving I feel that I am left hanging over the archival cliff by my fingernails."

Another says: "he's always been there to answer questions, he's always been clear and patient and helpful, and he never laughed when I talked about technology. Thank you Bill."

And a final few words: "As Archives Advisor the Association could not have made a better selection than Bill. He brought to the position a comprehensive knowledge but this was always tempered with a great deal of compassion and

empathy. Bill's patience, common sense approach and laid back demeanor allowed him to communicate clearly complex archival concepts to people with various backgrounds working in a broad range of archival settings."

I am not sure I can add much to these commendations. One trait comes to mind. I think Bill is one of the truly modest persons I have known. I supervised his thesis. From time to time as it was gestating, I asked him how it was going. To hear him tell it, it was an awful mess, or at least a terrible struggle. At times, it sounded like a lost cause. But he always ended by promising to bring it off. Well, one day, he plunked the whole thing down on my desk, and as you can imagine, I hardly had to touch it. It had changed somewhat from the original conception, as he had told me it was as he worked on it. I think many of us know that beneath the apologetic, self-deprecating surface, Bill is always reaching to find a way to get it done in the best way possible. And he knows when to reach and when to grasp.

He certainly has made a great deal of his eight years as Archives Advisor and Network Coordinator. It is evident that he will be missed. For all of us Bill, we wish you the very best in your future endeavors, and thank you for everything you have done for the Association and for archives in the province and indeed in the country.

Irene Bekes

In 1993, the AABC had the following predicament: there were four fundamental-level workshops (developed by Laura Millar under AABC and BC Archives and Records Service aegis), there was funding to deliver them (thanks to BC Archives and Records Service and the CCA), and we had a membership very eager for educational opportunities so they could better accomplish the archival work needed throughout the province. But the AABC did not yet have an Archives Advisor or any employee available to arrange for these workshops on the scale we envisioned; all we had was an Education Committee, which was going to have its hands full with the daunting task of overseeing development of up to eight more fundamental workshops, and for delivering specialized and advanced workshops on an ad-hoc basis.

How were we going to cope? Well, as I mentioned, we did, thankfully, have some funding, so we set out to hire a part-time Education Coordinator, and we were ever so fortunate as to find and hire Irene Bekes! As you may know, Irene had previously been in charge of the Esquimalt Community Archives, and we could see it was time to bring her back into the archival fold so as to harness her great organizational skills. We were not disappointed!

In short order the AABC Education Committee knew we were in capable hands. Irene soon had the Community Archives Education Programme (CAEP) running with great efficiency, and kept us informed without burdening us -- quite a balancing act. She showed great flare at developing contacts all over the province (starting with our suggestions but moving on from there) as instructors, facility providers, and most importantly, as students to attend the workshops. I should mention that these students included not only AABC members, but also anyone else who needed an archival educational opportunity. We wanted to serve these people too, and Irene sought them out most effectively. In other words, under Irene, the CAEP programme was off to a great start, and though I haven't been involved for several years now, I know it has continued to thrive.

From the very beginning, the AABC intended to eventually fold the Education Co-ordinator position into the (then only dreamed of) Archives Advisor position, and finally we have reached the point where this integration has become practical. While this is a good thing in the abstract, we are also sorry to see the end of an era.

For all these reasons, it is with great pleasure that I say on behalf of the AABC a most heartfelt THANK YOU to Irene for her wonderful and most valuable work over the past seven years, not only on behalf of the AABC but also, and most especially, on behalf of the many people (both members and non-members) who have benefited from the fundamental workshops over the years, for whom Irene has been the soul of the programme. I know I speak for all of us as we wish her well in her future endeavours, and hope she will remain part of the archival community.

Chris Hives

I have been asked to say a few words about Chris Hives, who, over the past decade or so, has devoted himself to the AABC in a special way. He was instrumental in the amalgamation of ABCA and the then BC Archives Council into AABC, and then served the new Association in several capacities. He has been president twice, vice president, and institutional member at large, but he is perhaps best known for his critical role in devising and superintending the

implementation of the British Columbia Archives Union List project. He may rightfully claim the title Father of BCAUL. He was also instrumental in establishing the B.C. Conservation (now Preservation) Service as well as the Cooperative Conservation Supply Purchase Program. He also compiled and edited the first edition of the Guide to Archival Repositories in B.C., and played a leading role in developing the on-line newsletter, the Archivist's Toolkit, and the listserv "archivesbc".

There is no doubt that Chris' work in British Columbia benefited from his involvement with the Canadian Council of Archives—or perhaps it is that AABC benefited a great deal from his knowledge of the aims and programs of CCA, of which he was president from 1992-96.

In short, Chris has been at the heart of development of the Canadian archival system first envisaged 20 years ago by the Consultative Group on Canadian Archives, sponsored by the Social Science and Humanities Research Council of Canada and led by Ian Wilson. That British Columbia has made such headway in developing programs that benefit repositories and archivists is in no small measure due to the work of Chris.

Now, no one, except perhaps his children and loved ones, would describe Chris as cuddly. He is a man of action. He likes to get a thing done, and get on to another. He may seem a little brusque, to be sure. I myself have never seen him admit to sentiment about this business of building the Canadian archival system. He just sees it as an opportunity to strengthen everyone's capacity to do a better job. He is impatient to get on with. And I know from close personal experience of his work in the University of British Columbia's Archives that he cannot tolerate neglect or under appreciation of archives, but, as always with him, the cure is to take action not to moan about the difficulties.

For all his efforts and all the time he has spent on our behalf, I want to thank Chris on your behalf. His exemplary dedication to the cause of archives above and beyond the call of his own duties is what AABC is all about. With a gift, which Jane Turner has for him, we wish to recognize the very great contribution he has made to the success of our Association.

[Editor's note: The gift was a lovely carved Haida copper plate for which the outgoing AABC president is extremely grateful.]

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[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

Introduction of AABC's Newest Honorary Member – Dr. C.E. McDonnell by Gary Mitchell

At the banquet held as part of the AABC's Annual Conference (April 2000), Provincial Archivist Gary Mitchell introduced the Association's new honorary member.

I have the rare honour to present our Association's next honorary life member this night. Before I do, I would like to compliment the Association Executive for their choice of tonight's honouree. All too often, archivists (and other heritage-minded groups) look inwards when considering honours and awards. Who among us should be honoured? Who among us should be acknowledged? Tonight, we acknowledge a leader in our field; a leader who is not from among us! I say: well done, executive, well done.

My friends, tonight we confer honorary life membership on Dr. C.E. McDonnell. Dr. McDonnell has served as Chair of the Archives Committee of the British Columbia Medical Association (BCMA) since 1972, during which time he has superintended the growth of the Archives from a collection of "historic ephemera" to a fully functional total archives, supported with an annual budget and permanent part-time archivist.

In addition, Dr. McDonnell, recognizing the significance and the risk facing the records of St Paul's Hospital, managed, in 1982 to devote a portion of the Medical Staff dues to the establishment of St Paul's Hospital Archives. Dr. McDonnell has continued to ensure that a budget has been available each year, and has successfully recruited a roster of volunteers, and a part-time archivist, to continue this work. The management of the hospital is reviewing a proposal whereby the St Paul's Archives would receive an official mandate from the Providence Health Board, which would include all five Catholic hospitals in the GVRD.

Dr. McDonnell has also been instrumental in the preservation of the records of the College of Physicians and Surgeons of BC and when that institution formally convened an Archives Committee in 1998, was invited to join.

Through Dr. McDonnell's perseverance and persuasion a significant body of records relating to health care in British Columbia has been retained and made accessible to the public of BC.

In closing, I would like to add one extra comment. I, on behalf of all archivists and like minded British Columbians, thank you for your patience in pursuing your goals. You started before many of us had completed our schooling or entered the work force. Your success gives us all the courage to continue to push and pull our communities towards a better understanding of our heritage. My deepest thanks and congratulations. Our next honorary life member, Dr. McDonnell.

[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

Canadian Council of Archives – BC Grants (2000/2001)

Special Projects

Archives Association of British Columbia	British Columbia Archival Network Service	\$21,940
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Professional Development and Training

Archives Association of British Columbia	British Columbia Archival Education and Advisory Service	\$34,883
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Control of Holdings

City of Coquitlam Records Management and Archives Unit	City Clerk's Office Fonds Arrangement and Description	\$ 5,354
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Irving Historic Centre	New Westminster Fire Department Fonds Description	\$ 1,043
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City of Vancouver Archives	RAD Conversion of Hubert Lindsay Cadieux Fonds	\$ 2,565
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University of Victoria Archives	Donald Munro Project	\$ 2,310
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Trinity Western University	Backlog Reduction: Records of the Vice-President, Academic Affairs	\$ 1,638
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Satellite Video Exchange Society	SVES Archive Restoration Project	\$ 4,004
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Simon Fraser University Archives	SFU Women's Centre – Arrangement and Description of Records	\$ 1,020
West Vancouver Museum and Archives	Arrangement, Description and Preparation of RAD Compliant Finding Aids	\$ 2,426
Greenwood Heritage Society	Preservation of Provincial Police Court and City of Greenwood Records	\$ 1,680
Fraser/Fort George Regional Museum	Wally D. West Photographic Series	\$ 4,959
CPCAR – Preservation Management		
Archives Association of British Columbia	British Columbia Archival Preservation Service	\$33,038
Mission Community Archives	AABC Fraser Valley Regional Disaster & Emergency Response Plan Project	\$ 2,500
City of Vancouver Archives	Rolled Oversize Collections Storage Project	\$ 400
Gulf of Georgia Cannery Society	Metal Archival Shelving	\$ 280
University of British Columbia – Special Collections	Lowry Collection Microfilming Project (Phase 4)	\$ 3,000
Greater Vernon Museum & Archives	Archival Shelving	\$ 1,208
Simon Fraser University Archives	SFU Archives Emergency Preparedness & Disaster Recovery Plan	\$ 4,135
BC Archives	Colour Negative Preservation Project (Phase III)	\$ 4,768
Revelstoke Museum & Archives	Negative Housing and Reformatting	\$ 1,688
Delta Museum & Archives	Ledger Storage and Housing Project	\$ 1,035

Jewish Historical Society of British Columbia	Preservation Management Program: Creation & Implementation	\$ 1,400
West Vancouver Museum & Archives	Rupert Harrison Fonds Preservation Project	\$ 3,200
Irving Historic Centre	Oral History Preservation Project	\$ 569
Campbell River Museum & Archives	Disaster Plan Development for Archival Holdings	\$ 2,215
Chilliwack Museum & Historical Society Archives	Re-housing of Chilliwack Progress Photographic Records	\$ 2,765



Dovelle Buie (City of Richmond Records and Information Management Coordinator) receives a giclee art print of an 1890s salmon can label from Core Associates' director Patrick Dunae. The print is from a limited edition series of heritage labels produced in cooperation with the BC Archives. The print was donated as an AABC fundraiser and was won by Dovelle at the AABC conference banquet on April 28th.

[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

British Columbia Archives Community Archives Assistance Program

Grants awarded following the November 30th, 1999, deadline

Applicant and Project	Amount of Grant	
Summerland Museum and Heritage Society	To purchase a microfilm reader/printer.	\$5,266
Saanich Native Heritage Society	To establish a community archives and accession records.	\$2,000
Powell River Historical Museum and Archives	To purchase a microfilm reader/printer.	\$6,300
Hazelton Pioneer Museum and Archives	To house the records created by the Year 2000 – Our Family Album Millennium Project in archival quality containers.	\$4,802
City of Coquitlam	To assess the feasibility of establishing a community archives in the Coquitlam area.	\$6,000
Greater Vernon Museum and Archives	To appraise, arrange, and describe in accordance with RAD (Rules for Archival Description) the BC Dragoons fonds.	\$1,898
White Rock Museum and Archives	To unbind, rehouse, and microfilm archival records now in 20 scrapbooks.	\$2,071

City of Victoria Archives	To develop a subject authority file for use in the description of City of Victoria holdings on the internet.	\$2,700
Delta Museum and Archives	To produce RAD compliant descriptions of photographs from the Edith Eleanor Pearson fonds and the Delta Museum and Archives photograph collection in an InMagic database.	\$2,582
Lumby and District Historical Society	To accession and rehouse photographs and textual records related to the history of Lumby, ca. 1920-1980.	\$1,507
Jewish Historical Society of B.C.	To accession, rehouse, arrange and describe in accordance with RAD the B'nai B'rith fonds, ca. 1925-1980.	\$3,500
Kitimaat Village Council	To establish an archives for the Haisla community.	\$5,000
Bulkley Valley Historical and Museum Society	To purchase a microfilm reader/printer.	\$9,648
Kitimat Centennial Museum	To rehouse the museum's photographic negatives in Mylar sleeves and store them separately from the print collection.	\$3,109
Kelowna Museum	To hire a contract archivist to work with the museum's archivist to accession and rehouse photographs, describe them in accordance with RAD, and enter information about the photographs onto a database.	\$6,961
Simon Fraser University Archives	To appraise and arrange the Society for Canadian Women in Science and Technology fonds, ca. 1981-1995 and describe them in accordance with RAD.	\$1,000
Corporation of The District of North Cowichan	To prepare an index to council meeting minutes from 1873 to 1900.	\$1,500
U.B.C. Museum of Anthropology Archives	To arrange and produce RAD compliant descriptions of the Dr. Michael Ames fonds.	\$1,538

Diocese of Prince George	To accession, rehouse, arrange and produce a RAD compliant description of the Volunteer Apostolate fonds.	\$5,700
<u>Total</u>		<u>\$73,082</u>

[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

AABC Committees, 2000-2001

CAIN Committee (ad hoc)

Ann Carroll (Chair)
Chris Hives
Wendy Hunt
Cheryl Linstead
Erwin Wodarczak
Bill Purver (ex-officio)
Executive liaison: Heather Gordon

Education Committee

Linda Wills (Chair)
Jana Buhlmann
Wendy Hunt
David Wardle
Val Billesberger (corresponding member)
Deidre Simmons (ex-officio)
Patti O'Byrne (ex-officio)
Executive liaison: Jane Turner

Finance Committee

Lynne Waller (Chair/Executive liaison)
Chris Hives
Shawn Lamb
Evelyn Peters McLellan
Carrie Stevenson
Karen Blimkie (ex-officio)

Grants Committee

Laura Cheadle (Chair/Executive liaison)
Francis Fournier
Wendy Hunt
Dorothy Lawson

Institutional Standards (ad hoc)

Mickey King
Fran Gundry
Francis Mansbridge (corresponding member)
Valerie Billesberger (corresponding member)
Michael Carter (corresponding member)
Joan Cowan (corresponding member)
Valentine Hughes (corresponding member)
Shawn Lamb (corresponding member)
Ramona Rose (corresponding member)
Louise Shaw (corresponding member)
Angela Eastman (corresponding members)

Internet Committee (ad hoc)

Erwin Wodarczak (Chair)
Ann Carroll
Joan Cowan
Leslie Field
Chris Hives
Christine Meuntzner
Bill Purver (ex-officio)
Executive Liaison: Heather Gordon

Membership Committee

Marnie Burnham (Chair)
Marie-Helene Robataille
Carrie Stevenson
Executive Liaison: Dovel Buie

Newsletter Editorial Board (ad hoc)

Jennifer Mohan (Chair)
Marta Maftai
Patti O'Byrne
Barb Towell
Executive liaison: Heather Gordon

Newsletter Editors

Chris Hives, Editor
Leslie Field, Technical Editor

Nominations and Elections Committee

Jim Burrows (Chair)
Executive Liaison: Jane Turner

Preservation Service Advisory Committee (ad hoc)

Dorothy Lawson (Chair/Executive Liaison)
Preben Mortensen
Jacqueline O'Donnell
Jan Turner
Nancy Vansas
Jennifer Roberts (corresponding member)

Public Awareness, Advocacy and Legislation Committee (ad hoc)

George Brandak
Richard Dancy
Peter Johnson
Bryan Klassen
David Mattison

Deidre Simmons (ex-officio)
Executive liaison: Jane Turner

Executive liaison: Jane Turner

Regional Representatives:

Central/North Vancouver Island, Valentine Hughes

South Vancouver Island, Michael Carter

Fraser Valley, Valerie Billesberger

Okanagan, Joan Cowan

Kootenay-Columbia, Shawn Lamb

BC Northwest, Louise Shaw/Angela Eastman

Central Interior/BC Northeast, Ramona Rose

Executive liaison: Dorothy Lawson

[Back to Table of Contents](#)

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AABC Newsletter

Volume 10 No. 3 Summer 2000

Notes

Oak Bay Community Archives Opening

The Oak Bay Archives was established in 1993 under the leadership of Mayor Diana Butler and Councilor Sherry Irvine. Until this spring, public access to the facility was not possible. Housed in the corner of a vault with only two small desks as work area, space was at a premium. Early in 2000, the current council dedicated space formerly occupied by the Capital Health Region for use by the Archives and the Emergency Planning Committee.

The official opening of the new Oak Bay Community Archives took place on Friday June 2nd. Opened by Mayor Causton and hosted by the Oak Bay Millennium committee, tea was served to sixty guests including MP David Anderson, MLA Ida Chong, past mayors Watts, Brice and Butler and other guests including present and past councilors and members of the public who supported the establishment of the archives.

On Saturday June 10th a public open house was held in conjunction with the Village Tea Garden. Displays at both events featured photographs, scrapbooks, records and a few artifacts in the current limited collection. To commemorate the year 2000, the public are asked to donate photos or other documents that represent community activities associated with the millennium (e.g. New Year's celebrations and special events occurring in 2000 – babies born in 2000, graduates 2000, etc.). People are asked to leave their donations at the administration desk in the Municipal Hall.

The facility, located in the lower level of the Municipal Hall, is presently open by request only. Starting in September, training sessions will be held for volunteers and regular hours of operation will be established. It is hoped to have the facility staffed for at least eight hours per week. We are still looking for volunteers who are interested in preserving Oak Bay's history and are willing to dedicate 3 or 4 hours per week to archival work. For more information or to volunteer, please leave a message on the answering machine at 598-3290. Urgent messages for the Archives should be relayed through the Municipal Hall at 598-3311. [Fax: 598-9108 / e-mail: oakbay@district.oak-bay.bc.ca (attn: Jean Sparks)].

Fraser Valley Regional Group News

Gary Mitchell, Provincial Archivist, met with members of the Fraser Valley Region during the week of April 17th-21st, 2000. During his week long visit, regional members met collectively and individually with him to exchange ideas and concerns about the administration of community archives. He attended a regular meeting of the region in Maple Ridge and then conducted site visits of Alder Grove Telephone Museum & Archives, Chilliwack Archives, District of Maple Ridge Records Centre & Archives, Maple Ridge Museum & Archives, Mission Community Archives, Langley Centennial Museum & National Exhibition Centre, Mennonite Historical Society of BC Archives, Pitt Meadows Museum & Archives and Trinity Western University Archives.

This year members are developing a regional disaster and emergency response plan - the first in the province. The project will involve researching and formulating a written plan for the region on what to do during an emergency and how to resume normal operations successfully once the situation is under control. A professional conservator will be hired to prepare the plan. In addition to funds contributed by participating institutions within the region, this project has been made possible by financial assistance from the Government of Canada through the National Archives of Canada

and the Canadian Council of Archives.

Valerie Billesberger, Representative AABC Fraser Valley Region

New Publications

Nova Scotia Archives and Records Management is pleased to announce the publication, in both electronic and paper form, of *Eastern Eye: A Nova Scotia Filmography, 1899-1973*. A new research and reference tool for film researchers, cultural historians and anyone interested in 'the movies', Eastern Eye is a bibliography of film, video and selected television productions, created by, for or about Nova Scotians between the years 1899-1973.

The publication includes an introductory essay, "A Brief History of Film in Nova Scotia", followed by a database of over 2500 film descriptions, plus indexes. The electronic version is posted on the NSARM web site. The paper version (470 pp.) is available for sale (\$19.95 each + \$5.00 shipping and handling); further details at the web site.

Nova Scotia Archives and Records Management
6016 University Avenue
Halifax, Nova Scotia Canada B3H 1W4

Phone: 902-424-6060
Fax: 902-424-0628
E-Mail: nsarm@gov.ns.ca
Web: <http://www.nsarm.ednet.ns.ca>

The Union of BC Indian Chiefs has now posted the entire publication, *Researching the Indian Land Question in B.C.: An Introduction to Research Strategies and Archival Research for Band Researchers*, on its website. Go to:

<http://www.ubcic.bc.ca/manual.htm>

Opting Out of Paper Copy of AABC Newsletter

AABC members currently receiving the paper version of the newsletter are reminded that the publication is also currently available on the Association homepage <<http://aabc.bc.ca/aabc/newsletter/>>. Those willing to forego receiving a paper copy in favour of accessing the on-line version (and saving the AABC money in the process) are invited to contact Chris Hives (chives@interchange.ubc.ca). Members who choose this option are notified by e-mail when each new issue of the publication is available.

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[Back to Table of Contents](#)

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AABC Newsletter

Volume 10 No. 3 Summer 2000

President's Message

Schemes and Themes for the Coming Year

Each of us on the Executive has been busy since the AGM settling in to our new roles, and getting committees and programs established for the year. During the coming year, we will focus on three specific priorities: establishing AABC priorities and procedures for the BC portion of the Canadian Archival Information Network (CAIN) initiative, reviewing the Education and Advisory Service curriculum and program, and developing procedures for the implementation of institutional standards. Each of these major projects will help us work towards one of our major goals of developing and supporting a network of sustainable archives in every region of British Columbia. Many of the Committees engaged in these tasks are already working on developing four year plans to allow the Association to progress in a clear and thoughtful manner.

Grant Funding:

I am pleased to announce that in early June we received an Administrative Assistance grant from the Community Archives Advisory and Training program fund, which is administered by the BC Archives. The cheque was sent by Graeme Bowbrick, Minister responsible for the Information, Science and Technology Agency, and the BC Archives. In his letter, Mr. Bowbrick wrote that he hopes the grant "will allow the Association's executive to focus on the delivery of programs which continue to meet the increasing needs of the archives network." At his request, I extend his best wishes to all those involved with the Association's programs.

Also in early June, we received the first installment of cheques from the Canadian Council of Archives for our three programs: the BC Archival Education and Advisory Service, the BC Archival Preservation Service, and the BC Archival Network Service. These projects are made possible by financial assistance from the Government of Canada through the National Archives of Canada and the Canadian Council of Archives.

The important work of the AABC could not be done without the encouragement and support of the BC Archives and the Canadian Council of Archives, who provide provincial and federal money to us for our programs. We acknowledge and thank them for their support.

Committees and Regional Representatives:

The Committees and Regional Representatives constitute the heart and head of the AABC. On behalf of all of our members, I would like to extend sincere thanks for the dedication and hard work of all of these people who have accepted this leadership role in our Association. All of us are the beneficiaries of their contribution, and we are the richer for it. This key group includes six regional representatives, forty-six committee members and chairs, our five hard-working contractors who act as ex-officio members, and our six Executive members who act as Executive liaisons.

A list of the names of these people involved in AABC Committees for 2000-2001 can be found elsewhere in this issue of the Newsletter. The next time you see one of these amazing people, take time to thank them for their efforts on our behalf.

During the year, each Executive member has the following liaison responsibilities:

Dovelle Buie: Membership

Laura Cheadle: Grants

Heather Gordon: CAIN, Internet, and Newsletter

Dorothy Lawson: Preservation, and Regional Representatives

Jane Turner: Education, Public Awareness/Advocacy/Legislation, Standards, and Nominations

Lynne Waller: Finance

Program Contractors:

The Association is fortunate to have contracted four exceptional individuals until March 31, 2001, to provide our major advisory services this year. These contractors are the public face of the Association, as they provide direct service to archives and archivists throughout the province. We appreciate their commitment to the programs and the high level of service they provide. We welcome back Bill Purver, who has been contracted to manage the BC Archival Network Service, and Rosaleen Hill who has been contracted to manage the BC Archival Preservation Service.

As announced at the conference, we also welcome Deidre Simmons, who has been contracted to manage the BC Archival Education and Advisory Service. Deidre comes to the position with considerable knowledge and experience gained in her work in museums and archives since 1983. She received a BA in Art History and Anthropology from Carleton University, and an MAS from the University of Manitoba. Deidre has worked as a museum curator and researcher in Ontario, and as a contract archivist in Manitoba and BC. From 1993-99, Deidre worked at the University of Victoria as the Records Manager/Freedom of Information Officer.

We have recently also contracted Patti O'Byrne to assist in delivering the Education and Advisory Service, particularly in the Okanagan and Central Interior/Northeast regions of the province. Patti and Deidre will work cooperatively to bring a unified Education and Advisory Service to the archival community in the province. Patti has an Honours BA in History from Nipissing University, and an Archives Technician Diploma from Algonquin College. Patti has worked as a contract archivist throughout BC since 1995, and has taught many AABC workshop courses in various locations. She brings extensive knowledge and experience of the BC archival community to the position.

A key focus of the BC Archival Education and Advisory Service this year is to review the core curriculum, offer suggestions for revision, and recommend alternate methods of delivering educational opportunities in the province. The review process will include gathering information from other provinces, and soliciting input from AABC members through an Education Survey. By joining the advising function to the educational review, the Executive believes we can strengthen the obvious synergy that exists between the general education of archivists with the informal training opportunities that are offered through the advisory services. Our goal is to create an inclusive network of archives and archivists throughout the province who are better able to preserve our rich provincial documentary heritage. Please take time to complete the survey so we can consider everyone's educational needs in the review process.

Financial Manager:

The Executive is pleased to announce that we have contracted the services of Karen Blimkie as Financial Manager for the AABC, until March 31, 2001. This contract with Karen represents a major step forward for the AABC. It is a direct result of the hard work and innovative thinking of Chris Hives and Lynne Waller in financial management and planning during the last fiscal year. On behalf of all of our members, I would like to extend our sincere thanks to Chris and Lynne, and offer a hearty welcome to Karen.

Karen lives in Coquitlam, and comes to us highly qualified for the position. She has a BSc degree from the University of Alberta, is a Certified Management Accountant, and has worked in the accounting field since 1983. She has experience in the non-profit sector, has managed grant accounts, and understands the complicated context of working for a volunteer organization.

Karen will work one day a week for the association, reporting to the Treasurer, and working closely with the

Executive and Finance Committee. Her duties include banking, making deposits, paying bills, keeping insurance coverage current, GST reporting, preparing monthly statements, working with the Treasurer and Executive of the AABC in the preparation and tracking of budgets, monitoring the budgets of the three grant programs, and advising the Executive on financial management issues.

Membership:

The Executive is pleased to note that, due to the efforts of the Membership Committee, membership renewals in all categories are continuing to come in at a fast clip. At the present moment, we have a total of 144 individuals and 164 institutions on our membership roll, in our various categories.

Because of some confusion that arose regarding conference fees, I would like to note that the Executive clarified this issue at our April 17, 2000 meeting. For your convenience, I have included the portion of the minutes that refer to this matter:

Marnie Burnham reported that there is some confusion amongst the membership regarding the entitlements of institutional membership regarding fees.

The Executive clarified that for specialized workshops, conferences, and other relevant Association activities, repositories with institutional membership may designate only one individual who will be able to attend that event at member rates. The only exceptions to this policy are the basic CAEP course where institutions will be permitted to send an unlimited number of individuals under their institutional memberships.

The CAIN Initiative:

The Executive has struck an ad hoc CAIN Committee to advise the Executive on how to best to prepare for this major initiative from the Canadian Council of Archives, and to recommend spending priorities for the federal funding that will be distributed by the AABC. The time-frame for receiving and distributing grant money will be tight this year, but the Executive is confident that we will have procedures in place soon to deal effectively with this major task.

The CAIN Committee, under the direction of Ann Carroll, has already begun deliberations on how we can best prepare. I would like to include here the introduction to Ann's preliminary report, as it clearly lays out the issues that we all have to consider:

CAIN, or Canada's Archival Information Network, is a vision of networked electronic access to archives across Canada. Spearheaded by the Canadian Council of Archives, this initiative built upon the work already performed in several Canadian provinces, in particular B.C. The vision was, according to its 1998 report "Raising CAIN, the Collective Vision", that such a network would "provide information about each archival repository, descriptions of archival materials and electronic copies of these materials, as well as electronic communication tools to provide interactive service between archivist and users." Its successful implementation would depend upon strategies devised by CCA in conjunction with provincial/territorial councils and member archives.

In March of this year, the National Archivist let it be known that moneys would be forthcoming each year to CCA for the next three years to be sent to provincial/territorial councils to fund CAIN related projects. Although exact amounts have not been determined as yet, funding over the next three years for B.C. is expected to be in the neighbourhood of \$200,000 to \$250,000 a year. (As the CAIN project is designed over 4 years, it is expected that there will be federal money forthcoming for the fourth year, though possibly not from the same source.) The exact amount for this year will not be determined until June or July and will have to be spent by March of 2001. Consequently, it is expected that funding for this year will be half of, or less, of the yearly amount.

In March, the CCA drafted a CAIN guide to applicants outlining different funding streams on which the moneys could be spent. Bearing in mind these funding streams, which allow for funding to provincial associations and to archival institutions, the fast turn around time for the first half of Year One, and in consideration of the CAIN state of readiness of B.C. archives, the Committee is recommending [specific] areas of spending.

The Committee is developing spending priorities for the four year program, including detailed recommendations for Year One. The recommendations for Year One will include an upgrade of the BCAUL/AABC website, an upgrade of AABC's internet system, and money to assist institutional members in preparing BCAUL descriptions, reviews and updates.

I would like to emphasize that at this time we do not know how much money will be released to us for Year One funding. If we end up receiving a substantially smaller amount than expected, we will have to re-adjust our priorities, and defer some tasks to Year Two. We do not yet know of the government's time-frame for issuing the grant money, but will let members know as soon as is possible.

Collaboration with the Heritage Sector:

On May 5th, I attended the BC Historical Federation Conference in Port Alberni, and participated as a member of a panel at their plenary session. I spoke on "Common Interests in Preserving the Documentary Heritage of the Province," and emphasized the essential role that archival records have in all heritage work because of their ability to provide evidence of past action. I also emphasized the importance of the joint role of the AABC and the BC Archives in creating a network of sustainable community archives across the province that are able to preserve archival material in the region in which they were created, provide public research access to archival material, and internet access to standardized descriptions via BCAUL.

At the conference I made important contacts with the Presidents of the BC Historical Federation and the Archaeological Society of BC. We all agreed that we would like to continue to talk together about common issues and needs. As a result, the Executive is planning to apply for associate membership in the BCHF to provide a mechanism for future discussion. The Executive has also set up a meeting with the BC Museums Association to discuss ways in which we might collaborate to better serve our members.

The Association of Canadian Archivists is in the initial stages of exploring ways to more effectively collaborate with provincial associations, particularly in the area of education. Collaborative work on curriculum development and review are two areas that would clearly benefit AABC members. We intend to pursue this ACA initiative, and hope for good things to come from it.

Conference 2001:

The AABC Conference 2001 will be held in Victoria at the exquisitely restored heritage site, St Ann's Academy, on April 27th and 28th. The theme of our conference will be, "The Place of Archives in Heritage." The purpose of the conference will be to explore the place of archives in heritage, and define common challenges we share with other members of the heritage sector. We are grateful to Gary Mitchell, our Provincial Archivist, for suggesting this important and challenging theme. I am finalizing membership of the Conference Program and Local Arrangements Committees, but work has already begun on planning. I have asked the Public Awareness, Advocacy and Legislation Committee to provide input to the Program Committee, as this is in their area of expertise. We can all look forward to another interesting and informative conference.

AABC Mary Ann Pylypchuk Memorial Prize:

I am pleased to announce that the UBC School of Library, Archival and Information Studies has awarded the AABC Mary Ann Pylypchuk Memorial Prize of \$150.00 to one of our student members, Joanna Elizabeth Andow. Congratulations Joanna, and best wishes for your archival career.

Back to Work:

We have a busy year ahead of us, but with such an able team of Executive members, committees and regional representatives in place I am convinced we will make steady and significant progress. I appreciate the enthusiasm and interest that many of you have expressed to me, and your willingness to serve our membership in various capacities. I welcome all queries and suggestions, so do not hesitate to contact me. Of course, if you do, I just might try to wangle some work out of you, so be prepared! Now, back to work....

Archivally yours,
Jane

[Back to Table of Contents](#)

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AABC Newsletter

Volume 10 No. 3 Summer 2000

AABC Executive Minutes

Minutes of the March 13, 2000 AABC Executive Meeting

1. Approval of minutes from previous meeting

The Executive approved the minutes for the meeting held January 17, 2000. Marnie Burnham will forward the minutes to Bill Purver for posting on the AABC website and to Leslie Field for inclusion in the Newsletter.

2. President's report

Chris Hives discussed the February meeting with the AABC Committee Chairs and Regional Representatives. He remarked that the meeting was successful as it facilitated greater communication between the Executive and the Membership. The President was pleased with the overall approval of the direction of the Association. Chris Hives, on behalf of the rest of the Executive, thanked Jane Turner for her efforts as a moderator during this forum.

The President reported that he had posted the job announcement for the Education and Advisor Archivist position. The deadline for submissions was March 3rd. Interviews will be conducted March 14th.

Chris Hives reported that the AABC had received notification from Andrew Petter of approval of a \$10,000 grant to support the administration of the AABC's programs and initiatives. In addition, the AABC's grant applications for next year's programs have received preliminary approval at the provincial level. The AABC very much appreciates the financial support offered by the Provincial Government through the B.C. Archives.

The President discussed efforts to develop year-end reports for AABC programs to fulfill granting agency requirements. He will also be working to develop service contracts for 2000/01 programs.

Chris Hives presented a request from Erwin Wodarczak, Chair of the Internet Committee, for the approval two new committee members: Joan Cowan and Christine Metsner. The Executive welcomes their participation on this important committee.

3. Treasurer's report

The Treasurer presented the AABC's financial statements to 31 January 2000 and reported on the overall financial position of the AABC including revenue generated through membership renewals and conference registration. She is pleased with current efforts to reduce expenditures.

Lynne Waller circulated a budget developed by Evelyn Peters McLellan for the 2000 AABC Conference.

The Treasurer reported on the success of strategies to contract out bookkeeping services to Malish and Clarke. Establishing these services will reduce the burden of the treasurer position. In addition, she asked the Executive about the possibility of establishing a part-time position to provide further administrative support to the Association. The Executive agreed to study the feasibility of establishing a support contract.

Action: Lynne Waller will develop a position description for presentation at the next Executive meeting.

The Treasurer distributed drafts of committee budgets developed for the 2000/01 fiscal year. She requested that the Executive examine the documents and provide suggestions for revisions.

4. AABC Newsletter

As an editor has not yet been secured, the President requested that Marnie Burnham contact members of the Newsletter Editorial Board to determine the status of the production of the next issue of the Newsletter. Distribution of the Newsletter will be coordinated with the mailing of conference information.

5. Regional Groups - Terms of Reference

The Executive discussed the need to assist the Regional Representatives in their efforts to develop terms of reference. Participation of the Executive in this process is important to ensure consistent understandings across the Province.

Action: Jane Turner will review existing documents relating to terms of reference and present them to the Executive for discussion.

6. Committee Reports

Grant Committee:

Frances Mansbridge reported that notification had been sent to all successful applicants of the initial approval of their applications for grant funding. It is expected that the CCA will notify the AABC of its decisions in late March or early April.

Membership Committee:

On behalf of the Membership Committee, Marnie Burnham, requested that the Executive consider granting one year free membership to 1st year students in the MAS program at UBC. The Committee feels that this gesture would encourage increased participation by students in the Association and establish relationships that would continue after graduation. The Executive agreed to provide this free membership on a trial basis.

7. AABC Conference 2000

Lynne Waller reported on an upcoming meeting with the Local Arrangements Committee to finalize accommodation for the AABC Conference. Banquet planning has been completed.

The Executive discussed procedures for the nomination of an honorary member at the AGM and the presentation of this honorary membership at the banquet.

Chris Hives suggested that the Membership Committee ensure that proxy votes be enclosed with the conference information package.

Next meeting: 17 April 2000 1 pm

* * *

Minutes of the April 17, 2000 AABC Executive Meeting

1. Approval of minutes from previous meeting

The Executive approved the minutes for the meeting held March 13, 2000. Marnie Burnham will forward the minutes

to Bill Purver for posting on the AABC website and to Leslie Field for inclusion in the Newsletter.

2. President's report

Chris Hives reported that all contracts have been arranged for the 2000/01 year. He announced that Deidre Simmons had accepted the position of Education and Advisor Archivist. He is in the process of completing final year-end reports for AABC programs to fulfill obligations for funding.

The President discussed the recent CAIN meeting. He noted that BCAUL was cited as a model for the development of future networks.

3. Treasurer's report

Lynne Waller noted that the annual review of the AABC's finances would be received from Malish and Clarke at the end of May. She has been working with the accountants to produce interim statements for presentation at the Annual General Meeting.

The Treasurer briefly reviewed revenue from conference registrations in relation to estimated costs and committed expenses. She reported that the AABC Conference should be on budget. She thanked Evelyn Peters McLellan for establishing a budget process for use in future conference planning.

4. Institutional members and conference attendance

Marnie Burnham reported that there is some confusion amongst the membership regarding the entitlements of institutional membership.

The Executive clarified that for specialized workshops, conferences, and other relevant Association activities, repositories with institutional memberships may designate only one individual who will be able to attend that event at member rates. The only exceptions to this policy are the basic CAEP courses where institutions will be permitted to send an unlimited number of individuals under their institutional memberships.

5. AABC Conference 2000

The Executive discussed practical issues relating to the upcoming AABC Conference including arrangements for the banquet and the provision of staffing for the registration table and social events.

6. Committee reports and workplans

Jane Turner distributed draft of workplans developed by committee chairs for the 2000/01 fiscal year. The Executive briefly examined the drafts and decided to defer discussion of the workplan until the first meeting of next year's Executive in May.

7. CAIN

Jane Turner distributed a diagram outlining processes required for the successful utilization of CAIN funding within the British Columbia archival network. This schema outlined possible issues, including infrastructure requirements, to be addressed by the Archives Association of British Columbia.

Next meeting: 29 May 2000

[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

New Archival Education and Advisory Service

by Deidre Simmons

In the spring, the AABC amalgamated two successful programs, the Archives Advisor, provided by Bill Purver, and the Community Archives Education Program (CAEP), co-ordinated by Irene Bekes, to create the new B.C. Archival Education and Advisory Service. To carry out this organizational "repackaging", the Association contracted the services of Deidre Simmons as the Education and Advisory Archivist. As well, some contract services, particularly in the Okanagan and Central Interior/Northeast areas of the province, will be assigned to Patti O'Byrne.

Bringing the two former programs together offers the opportunity to connect a standard program of education and professional development to the advisory services provided to, and requested by, institutions throughout the province. Under the general direction of the Education and Advisory Services Committee (chaired by Linda Wills) the Education and Advisory Archivist will provide:

Advisory Services, especially to smaller institutions in the establishment of their archival operations. For the 2000/2001 operating year, site visits will be made in the regions of Okanagan, Central Interior/Northeast, South Vancouver Island/Victoria, and the Lower Mainland. Those regions not covered in the plan for this year will receive advisory services by telephone, email and the internet. Also, watch "The Archivist's Toolkit" site <<http://aabc.bc.ca/aabc/toolkit.html>> for the addition of a "Beginner's Toolkit". More on that in the next newsletter.

Education Services, continuing the CAEP of previous years with the goal this year of reviewing the core curriculum workshops to determine the best way to meet the current needs of archivists throughout the province. Workshops will be revised, combined, and/or new ones introduced. AABC members will receive a survey questionnaire (yes, I know, not another one!) to fill in with comments on workshops taken and suggestions to improve the program. A CAEP brochure will be distributed during the summer announcing the workshop schedule for the 2000/2001 year. Members are reminded that sponsored workshops can also be provided to any interested group on an *ad hoc* basis.

For information about any of the services of the B.C. Archival Education and Advisory Service, check out the AABC website or contact:

Deidre Simmons
Education and Advisory Archivist
Archives Association of British Columbia
1513 Laurel Lane
Victoria, B.C. V8S 1Y2
Tel: (250) 595-2932; Fax: (250) 595-2963
Email: dsimmons@aabc.bc.ca

[Back to Table of Contents](#)

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AABC Newsletter

Volume 10 No. 3 Summer 2000

Weaving the Web -- BC Archival Network News

British Columbia Archival Network Services Program

The British Columbia Archival Network Services Program is a new service established by the Archives Association of British Columbia in April of this year. The BCANS program is responsible for the maintenance and development of Internet-based network resources created by the Archives Association of British Columbia, including the *British Columbia Archival Union List* and *A Guide to Archival Repositories in British Columbia*. The program is also responsible for providing advice and assistance to archival institutions in the province wishing to use the AABC's network resources and to contribute new or revised information.

The AABC's **BC Archival Network** includes the following online resources:

British Columbia Archival Union List (BCAUL)

Guide to Archival Repositories in British Columbia

Web Sites of Archives in BC

British Columbia Historical Photographs Online

Virtual Exhibits at Archives in BC

Archives in the News

The Archivist's Toolkit

Other online resources of the AABC, including the *Job Board* and the *Grants Page*

Bill Purver has been contracted on a part-time basis by the AABC to carry out the work of the program as directed by the AABC's Internet Committee. Archives or archivists wishing to submit new information for any of the AABC's web resources, including new or revised descriptions for the BC Archival Union List and the online Guide to Archival Repositories in BC, should contact Bill as follows:

Bill Purver

BC Archival Network Services Program

4838 Inverness Street

Vancouver, B.C. V5V 4X6

Phone: 604-876-9150

Fax: 604-876-9850

Email: bpurver@aabc.bc.ca

For more information, including project reports, people are asked to consult the BC Archival Network Services homepage at <http://aabc.bc.ca/aabc/bcans.html>.

Canadian Northwest Archival Network -- BC, Alberta and the Yukon

The **Canadian Northwest Archival Network (CaNWAN)** was launched in April of this year to provide integrated

access to descriptions of records on the union lists of **Alberta, British Columbia, and the Yukon**. The network lives on the AABC server and provides researchers and archivists with the ability to search all three union lists at the same time.

To access the Canadian Northwest Archival Network on the Web, click on to <http://aabc.bc.ca/aabc/icaul.html>.

Archivist's Toolkit -- Online Resources for Small Archives

The **Archivist's Toolkit**, launched in March of this year, has received critical acclaim from archivists in BC, across Canada and in the United States. The "Toolkit" has been designed as a **community resource** to assist those working in small and medium-sized archives in British Columbia. The "Toolkit" provides online examples of policies, procedures, forms, case studies and information on other online and published resources available.

The "Archivist's Toolkit" is regularly updated with suggestions and submissions by archives and archivists from around the province. To submit samples of good practices used in your archives, or to suggest links to other online resources, people are encouraged to contact Bill Purver at the AABC's BC Archival Network Services Program.

The "Archivist's Toolkit" is accessible at <http://aabc.bc.ca/aabc/toolkit.html>.

New and Notable on the Web

City of Victoria Archives:

On this well-established site, check out the new, user-friendly mechanisms for browsing indexes and searching descriptions of records. The site is accessible at: <http://www.city.victoria.bc.ca/depts/archives/>

Enderby and District Museum and Archives:

This impressive new site, developed in conjunction with students at the local high school, provides information about the holdings, activities, and services of the Archives at the Enderby and District Museum. Check out the new Image Directory, providing links to scans of historical photographs in the Archives holdings. The site is accessible at: <http://www.sjs.sd83.bc.ca/subj/ce/museum/archive/archive.htm>

Powell River Historical Museum and Archives:

This new site provides detailed listings of descriptions of archival holdings, including descriptions of fonds and of the archives' oral history, map, photograph negatives, and local newspaper collections. Watch out for a new, cooler design coming soon for the site. The site is accessible at: <http://www.armourtech.com/~museum/>

BC Archival Union List -- New Descriptions on the Database

Participating archives (now 163 institutions throughout the province!) are reminded that new and revised BCAUL descriptions should be compiled by the institutions themselves and submitted to the BC Archival Network Services Program. For more information on the various ways submissions can be made, people are asked to contact Bill Purver by phone (604-876-9150), by fax (604-876-9850) or by email (bpurver@aabc.bc.ca).

The following are **new or revised descriptions** recently submitted and added to the BC Archival Union List at <http://aabc.bc.ca/aabc/bcaul.html>:

British Columbia Archives:

British Columbia Land and Investment Agency fonds
Western Canadian Ranching Company fonds
British Columbia Cattle Company fonds
London and Canadian Fire Insurance Company fonds
Nestegg and Firefly Gold Mining Company fonds
Canadian Pacific Land and Mortgage Company fonds
Mara Estate Limited fonds
British Columbia Market Company fonds

Campbell River Museum and Archives:

Campbell River Museum and Archives photograph collection
Campbell River Museum and Archives map collection
Campbell River Museum and Archives aural history collection
Anderson family fonds
Garee family fonds
Clair Hamilton fonds
JKS Boyles International fonds
Elk River Timber Company fonds
H. McQuinn fonds
Ken Drushka fonds
Tom Barnett fonds
Ruth Barnett fonds
Pidcock Brothers and Company fonds
Richard Mackie fonds
Godfrey and May Baldwin fonds
Willow Point Waterworks District fonds
Campbell River Forest District fonds
John Cecil Smith fonds
Campbell River and District Horticultural Association fonds
Willow Point Community Hall fonds
St. Michael's Hospital (Rock Bay, B.C.) fonds
Harmac fonds
Mrs. C.G. Hoby fonds
Quadra Island Ratepayers' Association fonds
John William Mogg fonds
Campbell River Badminton Club fonds
Quentin Dodd fonds
Art Lightfoot fonds
Joyce family fonds
Eve Eade fonds
George F. Drabble fonds
Bill Chambers fonds
Women's History Project fonds
Courier-Islander fonds
Roderick and Ann Haig-Brown fonds

Nanaimo Community Archives:

Wellington Parents Action Committee fonds
Northfield School fonds
South Wellington Parent-Teacher Association fonds
Alice Fiddick fonds
Doreen Mortimer fonds
Estelle Watchorn fonds
Chase River Parent-Teacher Association fonds
Jessie Hill Richmond fonds
Committee to Action Nanaimo fonds

School District No. 68 (Nanaimo) fonds
School District 68 History Project Committee fonds

Oliver and District Heritage Society Archives:

Black Sage Irrigation District fonds
British Columbia Government Agent (Fairview, B.C.) fonds
Clifford Atley Charlton fonds
Daphne Evans fonds
Elliott family fonds
Fairview Days Committee fonds
Frank Venables family fonds
Haynes Co-operative Growers' Exchange fonds
Hugh Porteous fonds
Isabel Christie MacNaughton fonds
McCuddy family fonds
Oliver 75th Anniversary Planning Committee fonds
Oliver and District Chamber of Commerce fonds
Oliver and District Horticultural Society fonds
Oliver and District Senior Citizens Society fonds
Oliver International Horse Show Society fonds
Oliver Junior Chamber of Commerce fonds
Oliver Meteorological Station fonds
Oliver Parent-Teacher Association fonds
Oliver Sawmills Ltd. fonds
Oliver United Church fonds
Oliver Women's Institute fonds
Oliver Teen Town Association fonds
Raymond Baker fonds
Richard M. Brown fonds
Southern Okanagan Choral Society fonds
Southern Okanagan Lands Irrigation District fonds
Southern Okanagan Lands Project fonds
Southern Okanagan Sportsmen's Association fonds
St. Martin's Hospital fonds
Wallace J. Smith fonds
William Paul Rosler fonds
Stemwinder Mine Boarding House fonds
Village of Oliver fonds
British Columbia Land Surveyors collection
Darlene Chapman collection
Edith Rienhart collection
Henry and Charles Jones family collection
Oliver and District Heritage Society manuscript and document collection
Oliver and District Heritage Society map collection
Oliver and District Heritage Society oral history collection
Oliver and District Heritage Society photograph collection
Rudi Guidi Oliver Elementary School photograph collection

Powell River Historical Museum and Archives :

Clapp family fonds
Gleb Goumeniouk fonds
John Lambert fonds
Powell River Lions Club fonds
Basil Nicholson fonds
Westview Public Library Association fonds
St. John Ambulance Association Powell River Centre fonds
Grief Point Sunday School fonds

Simon Fraser University Archives :

Michael Irwin fonds
Heather Raven fonds
Douglas Cole fonds
Simon Fraser Teachers' Union fonds
Simon Fraser University Staff Association fonds
Association of University and College Employees Local #2 (AUCE #2) collection

Trinity Western University Library :

Registrar's Office fonds

University of British Columbia Archives :

Philip Pinkus fonds

West Vancouver Museum and Archives :

Hollyburn Sailing Club fonds
Canadian Federation of University Women - West Vancouver fonds
Swastika Club fonds
Len Norris fonds
Norwest Seniors Curling Club fonds
Franciscan Outreach Society fonds
West Vancouver Sketch Club fonds
Lawson family fonds
Joseph B. Leyland fonds
West Vancouver Historical Society fonds
Imperial Order Daughters of the Empire, Duncan Lawson Chapter (West Vancouver) fonds
West Vancouver Transportation Company fonds
Hollyburn Ridge collection

Guide to Archival Repositories in B.C. -- Recent Updates

The AABC's online archives directory, **A Guide to Archival Repositories in British Columbia** (<http://aabc.bc.ca/aabc/bcguide.html>), now contains information on 185 publicly-accessible archives in the province.

The following is information recently updated on the Guide:

1) Vancouver Public Library Historical Photographs

New contact person: Mary-Anne MacDougall , Special Collections Librarian

New Phone: (604) 331-3783

New Fax: (604) 331-3777

New Days and hours of operation: Monday and Wednesday, 12 noon – 8 pm ; Tuesday and Thursday, 10 am – 6pm; Friday and Saturday, 10 am – 5 pm ; Sunday (Sept.-May) 1:00-5:00, restricted access.

2) British Columbia Teachers' Federation

New contact person: Donna Jean MacKinnon

New email address: dmackinnon@bctf.bc.ca

3) Icelandic Archives of B.C.

New web site address: http://users.imag.net/~sry.rasgeirs/ICCBC/ICCBC_Facilities.html#anchor316552

New phone number: (604) 536-9377

New fax number: (604) 536-9377

New predominant dates: 1940-1990

New acquisition policy/holdings summary:

A community archives whose purpose is to collect and maintain original documentation and artifacts concerning the history of Icelanders and their descendants in the province of British Columbia. Holdings consist of documents, photographs, audio tapes and a collection of pre 1900 books.

4) Anglican Diocese of Caledonia Archives

New street address: 200 - 4th Avenue West, Prince Rupert, B.C. (Note: mailing address remains the same)

5) University of British Columbia Library Charles Woodward Memorial Room

New web site address: <http://www.library.ubc.ca/woodward/memoroom/>

New email address: leeperry@interchange.ubc.ca

6) Japanese Canadian National Museum and Archives Society

New email address: jcnmas@telus.net

7) Powell River Historical Museum and Archives

New web site: <http://www.armortech.com/~museum/>

8) Whistler Museum and Archives

New contact name: Meaghan McKie, Manager

New fax number: (604) 932-2077

New days and hours of operation: Thursday-Sunday, 10:00 am - 4:00 pm; July and August: Open daily, 10:00 am - 4:00 pm

9) Alberni District Historical Society

New email address: adhs@uniserve.com

[Back to Table of Contents](#)

AABC Newsletter

Volume 10 No. 3 Summer 2000

BC Archival Preservation Service Program 2000/01

The BC Archival Preservation Service (BCAPS) upcoming year will be busy. In addition to the regular BCAPS services (conservation hotline, site visits, collection surveys, environmental monitoring loans and disaster/emergency services) a refocusing of the program has started so that preservation information can be made more accessible through the new AABC website Tool Kits. This program shift means that fewer site visits will be undertaken in the upcoming year. It is anticipated that 25 site visits will be undertaken in the Lower Mainland, South Island and the Kootenay and Prince George Region. If you are interested in receiving a site visit please contact Rosaleen Hill (see contact information below).

As mentioned the new focus for this year is the development of Preservation Tool Kits for the AABC website. The Tool Kits under construction for this year include:

- Archivist's Guide to Photographic Negative Identification
- Policy Tool Kit
- Disaster Response Tool Kit
- Photographic Preservation Strategies Tool Kit – i.e. cold storage

This new program focus is exciting as information that has been requested over the years by AABC members will be presented in a cohesive fashion and available to all members when needed. One of the guiding principles in the development of these Tool Kits has been to ensure that the information will be both practical in nature and readily accessible. The Archivist's Guide to Photographic Negative Identification should be up on the web by mid summer. I look forward to your comments on the Preservation Tool Kits and welcome ideas for other Tool Kit topics.

Workshops

The AABC workshop Introduction to Archival Preservation will be offered in February 2001. For further information on this workshop and other AABC workshops please contact Deidre Simmons, AABC Education/Advisory Archivist, T: 250/595-2932 Email: dsimmons@aabc.bc.ca

BCAPS/AABC is hosting the Canadian Conservation Institute workshop **Storage and Display Materials**. Jean Tétreault, a conservation scientist at CCI will be teaching this workshop.

This workshop will focus on materials used in the storage and display environment. Information on selecting and the use of the following materials will be covered:

- wood and wood products
- paints and varnishes
- paper, boards and archival enclosures
- plastic sheets and panels as archival enclosure materials
- spot tests for paper based materials and plastics

Tours of the Vancouver Museum exhibition and storage facility will be held in the afternoon of day one and the City of Vancouver Archives storage vault will be held in the afternoon of day two. These tours will be used to illustrate where the materials Jean Tétreault has discussed are in use or could be used to improve the storage and display environments.

Participants are encouraged bring samples of materials for discussion.

- Location: Vancouver Museum – 1100 Chestnut Street, Vanier Park
- Dates: September 21 – 22, 2000
- Cost: \$120.00
- Registration deadline: August 20, 2000 (**This is an ABSOLUTE deadline**)
- Number of Participants: 15 - 20

For more information and to register for this workshop please send your mailing address (and email address if you have one) and a cheque made out to the Archives Association of BC to:

Rosaleen Hill
Conservation Coordinator
BCAPS
406 – 2050 Scotia Street
Vancouver, BC
V5T 4T1

Tel/Fax: 604.709.9263
E-mail: rhill@aabbc.bc.ca

Disaster Salvage Starter Kits

The AABC Disaster Salvage Starter Kits have been purchased and are located in each region of the province. These kits include the following materials:

- React Pac
- Newsprint – roll 34 x 500"
- Unbuffered blotting paper – 5 packs of 20 x 30" packages – 10 sheets per package Dry cleaning sponges

The Kits are to be available on a use as needed basis. It will however, be the responsibility of the institution which uses the Kit to either replace the used items or to apply for a preservation grant from the CCA CPCAR program on behalf of the AABC regional group. The BC Archives Preservation Service Coordinator can assist with the grant preparation.

The AABC Disaster Salvage Starter Kits are located in the following regions:

Central and North Vancouver Island

Christine Meutzner
Nanaimo Community Archives
100 Cameron Road
Nanaimo, B.C. V9R 2X1
(250) 753-1821

South Vancouver Island

Trevor Livelton
City of Victoria Archives

1 Centennial Square
Victoria, B.C. V8W 1P6
(250) 361-0374
trevorl@city.victoria.bc.ca

Greater Vancouver

Marnie Burnham
NAC Records Centre
2751 Production Way
Burnaby, BC V5A 3G7
Tel: 666-9699

Fraser Valley

Valerie Billesberger
Mission Community Archives
33215 Second Avenue
P.O. Box 3522
Mission, B.C. V2V 4L1
(604) 820-2621
maius@telus.net

Okanagan

Linda Wills
Greater Vernon Museum and Archives
3009 - 32nd Avenue
Vernon, B.C. V1T 2L8
(250) 542-3142
vm_chin@junction.net

Kootenay-Columbia

Tammy Bradford
Creston and District Historical Museum Society
219 Devon Street
Creston, BC V0B 1G3
(250) 428-3324

B.C. Northwest

Louise Shaw
Kitimat Centennial Museum
293 City Centre
Kitimat, BC V8C 1T6
(250) 847-5322
Kitmuse@sno.net

Central Interior-BC Northeast

Fraser-Fort George Museum
P.O. Box 1779
Prince George, B.C. V2L 4V7
(250) 562-1612

[Back to Table of Contents](#)

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AABC Newsletter

Volume 10 No. 3 Summer 2000

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[Back to Table of Contents](#)

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