AABC Newsletter

Newsletter homepage
aabc.bc.ca/aabc/newsletter

How to join the AABC
aabc.bc.ca/aabc/meminfo.html

The **AABC Newsletter** is a quarterly publication of the Archives Association of British Columbia. Opinions expressed are not necessarily those of the AABC.

Submissions, suggestions or comments are welcomed and should be sent directly to :

Chris Hives, editor
c/o UBC Archives
1956 Main Mall
Vancouver, B.C.
V6T 1Z1

(604) 822-5877 (PH)
(604) 822-9587 (FX)
e-mail:
chives@interchange.ubc.ca

Editorial Board:

Marnie Burnham
Peter Johnson
Marta Maftei
Jennifer Mohan
Barb Towell

Submission deadlines:

Summer - June 15, 2002
Fall - September 15, 2002

Table of Contents

Please supply all submissions in electronic format, as either .txt, WP7, WORD 97/2000 or via e-mail

Last updated
March 27, 2002

Advertisers

- [Eloquent Web Archivist](#)
- [Archivia Enterprises](#)

A Perspective on Archival Network Development*
by Bill Purver

*Paper delivered in the Colloquium series at the School of Library, Archival and Information Studies, University of British Columbia, January 30, 2002

I have been asked to speak today about my perspective on archival information network development based on my experiences working with the archival community in British Columbia. Although that will be my focus, I'll also try to give this development some context in relationship to network-building in general among archives and archivists in the province, which will mean delving briefly into a bit of recent history. I do so with great trepidation, given the fact that various people associated with SLAIS and the MAS program are much better qualified than I to give that history, distinguished archivists like Terry Eastwood, a founding member of the first association of archivists in BC (and of course the founding father of the MAS program), or Laura Millar, whose book *A Manual for Small Archives* has, perhaps more than any other product or province-wide program, enabled the archival network in BC to be based on solid, shared concepts, many of which have been adopted in a consistent fashion in smaller archives across the province, or Heather MacNeil, who was such an important piece of the puzzle in the development of RAD, and also played a major role in guiding the early developmental stages of the British Columbia Archival Union List.

In speaking here today, then, the perspective on network building I am presenting is one of a Johnny-come-lately to the scene, one based on about 10 years of work in various capacities with the Archives Association of BC, with community archives in the province, and as a participant in many forums and on a number of committees responsible for the development of CAIN, the national archival information network. Also, as I must always state on occasions such as these, the views I present here are not necessarily those of the Archives Association of BC.

I assume that some of you here may be more familiar with the library world than with the world of archives, and you might be asking yourself what all of the fuss is about archival network building; or perhaps why there aren't more tangible network products and structures already in place for archives, as there are for libraries, or even perhaps why there is still discussion about the rationale for the building of an archival information network in the first place, given the tangible benefits that have come about through such network activities on the library side.

The library world has indeed helped shape the manner in which archival standards have been developed and has been used as a model in various efforts by the archival community to bring these standards together to create tangible, network results. The format of RAD along with many of its rules were patterned after existing AACR2 standards. MARC as a structure standard and the complementary ISO2709 exchange format have been used, for a variety of reasons, by archives and archival information networks. But there has also been a general understanding that there are basic differences between the library and archives worlds with regard to the importance of and rationale for information network development. These differences relate not only to the purposes and goals attached to such development by participating institutions and by users of the resources at those institutions, but also to the differences in the nature of archival and library resources themselves.

Some obvious benefits of participation by institutions in library networks are those of shared cataloguing and of shared classification schemes. In the development of library information systems and networks, various other infrastructure

standards have been developed and maintained, including those providing for shared name authorities and shared subject-based controlled vocabularies. In addition, common data structure and communication format standards, consistent with standardized cataloguing rules, have been developed for purposes of automation and information exchange. On top of this, tangible benefits to participating institutions include the rationalization of collection activities and the provision of better accessibility to resources for users, in an environment where open access and user needs have normally been central to the mission of libraries. I'm sure many of you can come up with a much more exhaustive list of the benefits of library information networks and their infrastructure – but needless to say, these benefits provide added value to institutions who participate in them and provide real incentive for such institutions to abide by the standards underlying the information sharing enterprise.

How might these tangible benefits of information sharing on a network basis compare to those that might shape the rationale for participation in the building of an archival information network? Obviously, the possible benefit of shared cataloguing does not have the same significance when it comes to archival material, in that by definition, records are unique, based on their context, the meaning of the record being determined by that context. The context of record creation is also unique for every record creator, making schemes to standardize the classification of such records across institutional jurisdictions problematic.

The national archival community has also not yet invested in other areas of infrastructure standards that might be seen as providing a value-added rationale for institutional participation. There exists no national archival name authority system to complement the national rules for archival description, nor are there nationally-sanctioned controlled vocabularies in other forms to be used in conjunction with RAD descriptions. And even now, there is no data structure standard or sanctioned communications format that fully embraces the descriptive content standards as prescribed by RAD. Attempts to borrow such infrastructure elements from the library world have either ended in creating limitations to the nature of possible network information sharing or have been seen as not applicable to the archival world, given the difference between archival and library material. Name authority systems for archives must be constructed to provide a means to represent some of the complexity of provenance relationships; controlled vocabularies should allow for standardized representations of concepts relating to the functions and activities underlying the creation and meaning of records, rather than simply to decontextualized topical or subject-based concepts. Data structure standards and communication formats must enable the easy exchange of contextualized, multi-level descriptive information, rather than the standard uni-level library catalogue entry.

There is general consensus that an archival information network should benefit, in one way or another, users of archival material (including archives and archivists). But the central mission of archives has not always been as focused on providing ease of access to its holdings for users as has the mission of most libraries. Archivists have long considered as being central to the value of their work the manner in which they preserve the authenticity and reliability of records in their care, to preserve the evidence of activities of individuals and institutions and of society as a whole. The priority placed on open access and ease of accessibility varies from archives to archives dependent on institutional mandates and on broader statutory rules and regulations. So even here, the benefit to the user of archives is not necessarily seen by archivists or archives as being the strongest of rationales for participating in an archival information network. In fact, wide-spread accessibility of information about their archival holdings to a broader public can be seen by some institutions as being highly problematic.

I mention the above to point out that the benefits of the development of archival information networks to the actual participating institutions are not so readily identifiable as those for libraries participating in their information networks. I also mention this to provide some context to the rationale used by the AABC in developing the BC Archival Union List and other aspects of its archival information network.

But before I begin talking about that rationale and the process by which the BCAUL was developed, I want to provide some brief background to the development of the archival network in British Columbia leading up to its establishment.

The first organization in BC created by archivists for archivists in the province was the ABCA (the Association of British Columbia Archivists), established in 1974 (and incidentally predating by one year the establishment of the ACA in 1975). This was the forerunner of the present AABC and was established with the goals of providing for communication among archivists, for training opportunities, and for other cooperative enterprises of various kinds. In

other words, the goals were intended to provide an infrastructure for "networking", although I'm sure that word was not used as a verb or a gerund at that time. In addition, it became a lobbying body, and, as a result of lobbying activities, a variety of programs and services were established to benefit the archival community as a whole. This lobbying included convincing the provincial government of the need for an Archives Advisor, a position established at the Provincial Archives in 1978, and later advocating for stable funding to promote the development of archives in the province, resulting in the establishment of the Community Archives Assistance Program in 1989. This funding was important not only to individual archives in the province but also was essential for the provincial association in establishing its own province-wide programs and services, by providing necessary matching funds to use alongside federal funding to develop new projects and sustain ongoing ones.

The establishment of stable funding sources, both from the provincial and federal governments, allowed the Association to carry out projects designed to assist archives in standardizing their operations and to develop an inclusive network of archival repositories and trained personnel in those institutions. A draft BC Thesaurus was published in 1990. The BC Archival Union List, of which I will speak much more later, was first begun in 1991. The BC Conservation Service was established in 1992. The Community Archives Education program was formally established in 1993. An Archives Advisor program administered by the AABC was developed in1996, and integrated with the Education program in 2000. All of these programs were established to promote the development and maintenance of a cohesive archival network in the province.

And I am remiss, in speaking of archival network building in BC, in not mentioning the establishment in 1981 of the MAS program here at UBC, and the fact that practically all of the major developments referred to above in the 1980s and 1990s in BC were spearheaded by graduates of that program.

The development of the BCAUL as the cornerstone of an automated archival information network was led by Chris Hives, as President of the AABC, who proposed the project in 1991 and conceived the manner in which it should be carried out.

The technological means by which the end result would be made accessible was not of pressing concern in the early stages of the project, emphasizing the fact that the most important rationale for the program was one based on education and training. From a technological standpoint, it was felt that if data on the network was consistent with national descriptive content standards (RAD), and some generally-acceptable and workable structure standard, it would be adaptable to different platforms and delivery methods down the road. When the BCAUL was first envisioned in 1991, it was thought that perhaps the database would be made widely accessible through new technology of the time, the CD-ROM, which would be regularly distributed to participating institutions. The increased development and use of the Internet in the early 1990s, however, made this less attractive. In 1993, the BCAUL was first made accessible via the Internet through a telnet connection to a file on the UBC Library Catalogue. In 1996, the first http or web version of the union list was made accessible. But I'm getting ahead of myself.

The rationale for the development of the union list as the basis for an archival information network is well documented in an article published in *Archivaria* in the early 1990s authored by Chris Hives and Blair Taylor. The rationale was multi-faceted. The union list project was first and foremost to be used as a vehicle to provide training to archives in the use of RAD, as well as to provide hands-on assistance and reinforcement in understanding the archival principles underlying those standards, and the manner in which they could be implemented. This was accomplished by contracting with archivists to visit participating institutions and to assist those working at archival repositories around the province with archival arrangement, redescription work, and the development of automated capabilities for housing and accessing these descriptions in-house. The establishment of the union list mechanism was to provide an infrastructure in which the results of this work could be exploited on an inter-institutional basis.

In the design of the project, inclusivity and comprehensiveness were seen to be the keys to providing validity to the end result. In this way, the design of the union list mechanism was limited to providing a backbone from which access to further information about archival repositories and their holdings could be provided. The union list, then, as a registry of the highest level of descriptions for fonds and collections in the holdings of archives around BC, was contemplated as being only one mechanism for enabling better access to archives in the province.

In addition to the educational and training role of union list development, and of the manner in which better access to archival material in the province could be achieved through it, an additional rationale for the project was to provide participating institutions with a variety of advocacy opportunities, both within their organizations and with the broader public. Project archivists did not sneak in and out of the archives they visited—instead, they made a point of making themselves available to speak with administrators of the body sponsoring the archives, and of being accessible to local media. In the majority of community archives visited, local news articles or radio spots were generated.

Another stated rationale for the development of the BCAUL as one part of an archival information network was to provide a more comprehensive management tool for furthering the development of the provincial archival community, which would allow for a better understanding of the needs of archives in the province, could allow institutions to rationalize acquisition policies, and in fact, could provide a framework to assist in the transfer of records among institutions, either to reunite records of identical provenance or to transfer ownership and custody of records from one institution to a more appropriate repository. These activities have certainly occurred since the establishment of the union list and anecdotal evidence suggests that the BCAUL has encouraged many of these actions.

The BCAUL was not the first archival union list or union list of manuscripts in the country. The ULM projects of the National Archives had preceded it, as had other smaller inter-institutional projects. But it was the first such network device to be established in an easily-accessible online environment, and the first to base its rationale on broader goals of education, training, advocacy, and management of the archival community. Alberta was soon to follow suit in developing its own provincial union list, which was then followed by Nova Scotia and Saskatchewan.

Starting in 1996, with Chris Hives as Chair of the Canadian Council of Archives, and showcasing the successes of BC and Alberta, annual national forums on the development of a Canadian Archival Information Network were established. In 1998, planning work began in earnest on the development of CAIN through the establishment of a CAIN Implementation Planning Committee, and active advocacy efforts directed to various federal government bodies. This work was partially stimulated by a verbal challenge given to the representatives of provincial associations at the 1998 forum by Ian Wilson, then provincial archivist of Ontario, who thought it possible to establish by the new millennium a national information network, based on the concept of a network of networks, where provincial and territorial networks would be responsible for supplying data to CAIN National, which, as its first stage, would consist of an online registry of fonds and collection level descriptions in archives throughout the country. The network of networks approach had, at that time, been carried out inter-provincially when an integrated access mechanism to data on union lists for Alberta and BC was established. Planning was being finalized in Saskatchewan to similarly provide integrated access to the union lists of Saskatchewan and Manitoba.

As a result of the advocacy work of the CCA and National Archives, federal funding for CAIN, through the Department of Canadian Heritage, was finally secured in 1999 and the first version of CAIN was launched on the web in the fall of 2001.

At the present time, the archival communities, both provincially in BC and nationally, stand at a crossroads in determining the immediate and long-term direction to take in the development of their respective archival information networks.

The loss of a stable funding source with the decision by the provincial government in BC to cut all funding to the AABC and to community archives in the province puts in jeopardy the long-term sustainability of the BCAUL and other components of the BC Archival Information Network and certainly makes it unlikely that any new developments in the future will be led by the AABC itself, unless new avenues of funding or support can be found. It may be that individual institutions in the province, including the provincial archives, will have to step into the gap to assume more of a leadership role in the planning and delivery of any new information network initiatives.

At the national level, a divergence between the goals of the archival community as articulated in planning by the Canadian Council of Archives and the desire of the primary funding source for CAIN, the Department of Canadian Heritage (that being for archives to provide digitized representations of their holdings on the web), has caused numerous planning and logistical problems, and has caused the CCA to reexamine its priorities, to some degree, to ensure ongoing funding. In addition, the "millennium" objective of bringing together descriptions of fonds from all

institutions in the country has not been met, owing to poor participation rates by institutions in a number of provinces and slow progress in the development of any kind of network infrastructure in a few.

In this present climate, priorities and, in fact, the rationale for the development of the network are being reexamined. As well, new sustainable funding sources will be sought, and in so doing, new and different priorities may be imposed on the archival community.

In planning for future information network developments, there certainly is a need to identify and develop the technical standards to be used most effectively. The development of technical standards, to my mind, at least, has unfortunately dominated too much of the discussion and debate about the nature of network creation and evolution.

More important, I believe, is the need to revisit the basic rationale for archival information networks. In doing so, new priorities can be developed that might be in line with new partnerships both inside and outside the archival world, relating both to establishing ongoing funding arrangements and to participating in broader information networks.

Should users of online archival resources be made the highest priority, the needs and desires of these disparate interests must be identified and built in to whatever end result is produced. This must, in turn, be balanced by the ability of archives, given the network infrastructure available and given the actual desires of archival institutions and potential funding sources (including users themselves), to participate.

What is that necessary infrastructure and how can it give participating archives and archivists added value to act as an incentive to continue network cooperation?

Discussion is now under way at the national level about the need to develop an enhanced national name authority system for archives, something deemed necessary by many, before efficient access to full, multi-level descriptions of archival holdings from multiple repositories is possible. Some archivists, however, question whether the expense of developing and maintaining such a resource would be worth the expected efficiencies obtained, and whether this indeed would be considered an added value for participating archives, given already existing authority systems developed in house at a variety of different repositories.

Likewise, there still continues discussion and debate about the need for other nationally or provincially sanctioned and maintained controlled vocabularies designed to provide efficient access to archival descriptions.

Some archivists believe that the rationale for an archival information network should be primarily that of a management tool for the archival community as a whole, to assist for example in developing acquisition strategies and in identifying areas where archival development needs to be promoted. Some have even suggested that the network should be extended to include access to descriptions of records that have not in fact entered the sacred preserve of an archival repository or come under archival purview. Whether this is workable or not is something archivists might be forced to examine, given any thorough review of the underlying rationale for the building of an archival information network.

Other archivists feel the major thrust of archival information network building should be aimed at creating a public relations vehicle to increase the awareness of the value of archives and the archival enterprise. The value of digitizing the most used resources in archives, and the ability to provide interesting or exciting content on the web, all shared across a network infrastructure, have been seen as a priority. Whether the results of these activities, shared on a network basis, would indeed provide an accurate or appropriate picture in educating governments, corporate administrators and the general public on the value of the archival enterprise is an issue that archivists are beginning to debate.

AABC *Newsletter*

News

Provincial Archivist's Report

The BC Archives, as with all departments and agencies of the BC Government, is affected by general downsizing of the Public Service.

The BC Archives is required to yield up three positions next fiscal year in order to meet our ministry targets. Fortunately for the Archives we have been able to reduce by three positions without having to lay-off any regular staff members. Through potential retirements and the use of transfers and temporary assignments to other government offices, we were able to accomplish our target. In fact, the BC Archives has been able to fill three vacancies from the staff of the two ministry libraries which are closing. Two other vacancies will be filled through the collective agreement placement processes. I note that all auxiliaries and personal services contracts will terminate on 29 March and there is little prospect for their return next year.

However, with the large number of displaced public servants, there will be impacts upon the BC Archives' less than three year employees. Under the provisions of the collective agreement, these individuals can be "bumped" by more senior public servants outside of our branch and ministry. Currently, we have five "under-threes" who will probably be replaced.

With the replacement of five positions, four of which are in support services, and three new arrivals, there will be impacts in our services as we train our new staff in our public service delivery systems.

* * * * *

Participation in the Early Retirement and Voluntary Departure programs has closed with the BC Archives having three retirements and two departures. As indicated in my previous message, our "under-threes" and auxiliary staff continue in their duties but the horizon is a dark one.

For the Archives, the retirement or departure of anyone is a loss as an integral part of our system, of our family is leaving. Four of our departing colleagues have provided direct service to the members of the community archives and provincial heritage community:

Frances Gundry is retiring after 35 years of dedicated public service; Fran has contributed in every aspect of archival work and administration for the provincial archives with her most recent work being the acquisition of manuscripts and the administration of the community archives grants program. I have relied greatly on her knowledge of our archival network and her commitment to that network cannot be overstated.

George Piercey is retiring after 30 years of provincial public service; trained as a military photographer, George has worked as an official government photographer, covering many of the big events of the 1970s and 1980s. For us, he is the one who gets our historical photographs onto the website.

Ron Battiston is leaving after 18 years of service; during his stay at the Archives he has contributed in records management training, records advisory work and most latterly, as part of the access services group. His enjoyment is readily seen as he helps citizens and patrons in getting started with their searches and understanding the temperamental reader/printers.

Frank Veerkamp is retiring after a short 4 years on Reference Room duties; Frank brought over 30 years of retail experience to the Archives; his contributions to our way of doing business has been significant and his charm and humour will be missed by staff and client alike.

On the vacancy front, we are having difficulties getting replacements into our vacancies as the government referral process is delayed. As we acquire new staff there will be service delivery impacts as they learn our systems and methods.

However, it can be announced that David Mattison, one of our senior archivists, will assume as his primary responsibility the acquisition of manuscripts while Ann ten Cate will be taking on, as her primary responsibility, the management of the volunteer program and the liaison with the Friends of the BC Archives. Both David and Ann will continue to support Access Services' reference and enquiry work.

To our departing colleagues, a heartfelt thank you for your dedication and hard work in making this one of the premier provincial/state archives in North America and our wishes for a long and productive retirement.

Gary A. Mitchell, CRM
Provincial Archivist and
Director, British Columbia Archives

* * * * *

Trail Historical Society and Teck Cominco Metals Ltd. Partner in Historic Photograph Collection

The Trail Historical Society and Teck Cominco Metals Ltd. are pleased to announce a joint project for the organization and management of Teck Cominco's historic photograph collection.

Teck Cominco has engaged the services of the Society and City Archives staff to undertake an inventory of its photographic collection and to organize, catalogue and store the photos to accepted archival standards. Community oriented photos will then be transferred to the City Archives, with photos of the company's operations remaining in Teck Cominco's offices. Once the project is completed, the collection will be accessible to company staff and the public through printed and electronic finding aids.

"We view the project as a significant benefit to both parties," said Jamie Forbes of the Society. "The company's valuable photographic records of their operations in British Columbia and the North will be more accessible and will be properly stored and the Archives will gain a significant photographic catalogue for public use."

The company echoes the importance of these benefits.

"Teck Cominco is pleased to be partnering with the Society to catalogue our substantial historic photograph collection," said Carol Vanelli, Sr. Public Relations Officer, Teck Cominco Metals Ltd. "The history of the company and community are closely tied and this project reflects that fact. This photo collection represents a valuable company resource and it is reassuring to know that it will be preserved and protected appropriately."

The photographic collection will be known as the "Teck Cominco Photograph Collection". The project budget is $8,650.

Trail Historical Society President Lorna Nutini said, "The Society is excited to be announcing this partnership during BC Heritage Week, especially since this year's theme is focussing on industry. This project will support our efforts to preserve, and make available to the public, our community's valuable history."

For information contact:

Jamie Forbes, Trail Historical Society (250) 364-1262
Carol Vanelli, Teck Cominco (250) 364-4113

* * * * *

Archives Week Revisited

Oliver

On November 15, 2001, the *Oliver Chronicle* reported that to honour Archives Week and in recognition of the community's volunteers, Oliver & District Heritage Society would host a showing of a new video, "Add Water and Stir: A Brief History of Oliver", narrated by the Society's director, Grant Bott.

"Bott guides the viewer back through the years to Oliver's beginning, and slowly paints a vivid picture of Oliver's growth, scene by scene, up to its present-day splendor. The viewer is taken on a picturesque trip to various locations, which captures the diverse and unique beauty that is our town."

For more information about the video or the Archives, phone 250-498-4027.

Museum of Northern B.C.

This year for Archives Week the Museum of Northern B.C. is celebrating the recent acquisition of an extensive collection of printing press equipment and supplies. Several printing companies that occupied the same location for a combined total of approximately fifty-eight years used the printing press materials. The last tenant failed to remove any of the printing equipment and supplies when they vacated the premises. The printing equipment and supplies were found in 1996 when a small publishing company rented an office where the print shops were located. The editor of the publishing company discovered the printing equipment and contacted the proprietor of the building to determine if he was interested in donating the equipment to the Museum of Northern B.C. Among the items donated were a printing press, shelving cabinets, paper files, and thousands of individual letter type and stamps.

The Museum of Northern B.C. chose to accept the donation because the printing equipment and supplies were accompanied by archival materials that provided detailed information about the printing companies, and the printing equipment and supplies that they utilized during operations, and a wide range of Prince Rupert businesses between 1938-1996. A preliminary onsite cleaning of the equipment was done to decrease the amount of dust and dirt that would be transferred to the Museum during the relocation process. The archival materials collected from the printing companies have been boxed and are awaiting further cleaning. Once the papers have been cleaned and organized the process of accessioning will begin. We are looking forward to uncovering detailed information about the early businesses in Prince Rupert and the printing companies that served them over the years. We hope to present an exhibit on the printing press equipment and supplies in the near future.

Notes

British Columbia Historical Federation Conference

Revelstoke Museum & Archives are hosting the 2002 British Columbia Historical Federation Conference from May 9 - 11, 2002. The conference agenda and registration form can be found on the BCHF website at www.bchf.bc.ca or contact me for more information.

Cathy English
Revelstoke Museum & Archives
Box 1908, Revelstoke, B.C. V0E 2S0
Ph: 250-837-3067 Fax: 250-837-3094

Email: rm_chin@revelstoke.net

* * *

*A*rchivia *E*nterprises

Trevor May, B.A., M.A.S.
Archival Consultant

9680 West Saanich Rd., North Saanich, B.C. V8L 5H5
Tel: (250) 656-0588 Fax: (250) 656-0688
E-mail: trevor@archiviaent.com
Web: www.archiviaent.com

Back to Table of Contents

AABC *Newsletter*

Message from the President

Since I'm bombarding all of you with two pages of meandering thoughts in the President's Annual Report in the attached AGM package, I thought I would keep my newsletter remarks relatively brief this time.

Most importantly, I'd like to remind all members that the AABC's 2002 Annual General Meeting will be held on Thursday, May 23, 2002 from 5:15 pm to 6:45 pm at the Association of Canadian Archivists' conference site in downtown Vancouver. Agreed, this is a strange time of day for one of our AGMs, but it does allow members to attend a full day of ACA conference sessions and is tucked up against the previous two days of ACA pre-conference workshops which are being organized by the AABC.

The workshops represent a pilot partnership agreement between the ACA and AABC whereby the provincial association is responsible for the organization and delivery of the ACA's pre-conference workshops and the ACA is responsible for workshop registration. If successful, the ACA will consider this arrangement for future conferences, and take advantage of the workshop delivery skills and knowledge of the association or council in the province or territory in which the conference is being held. I encourage all of you to consider signing up for one or two of the workshops (if you do, you'll qualify for the AABC's usual CCA travel subsidy, as per all our usual policies and procedures), and then attend the rest of the conference as well. An ACA conference is always thought provoking and well worth taking advantage of, especially this year when it's being held close to home.

Please note that in order to attend the AABC AGM, AABC members do not have to be registered at the ACA conference or pay any attendance fees; however, if you wish to attend the conference (including the workshops or any of Thursday's ACA sessions), you must register and send in your registration fees. Registration is being handled through the ACA Office, and registration forms are available on the ACA conference web site at archivists.ca/conferen/index.htm. The ACA also will be mailing conference programs and forms to AABC members who are not members of ACA. Please let me know if you do not receive one, and I will forward a copy to you.

In other news, I am very pleased to report that Lara Wilson, of the University of Victoria Archives, generously agreed to serve out this year's Vice Presidential term, and she was unanimously appointed to the position at the Executive Committee's February 16th meeting. Lara has been busy settling into her new role, but has already provided valuable input and done much to take some tasks off my shoulders. Lara's name will be on the slate of candidates presented at the AABC's annual general meeting to give the membership the opportunity to vote on her appointment, as required by the AABC's Constitution and Bylaws.

I also recently received a letter from the Honourable George Abbott, Minister of Community, Aboriginal and Women's Services, in response to the AABC's letter expressing concern over the dismissal of the Board of Directors of the British Columbia Heritage Trust. Mr Abbott confirmed that two Assistant Deputy Ministers were appointed as Interim Chair and Vice Chair of the Trust as part of the provincial government's core review process. He noted that the new, smaller board gives the government time to complete the core review of the Trust's role and mandate and cited concern over the cost of administering the Trust in comparison to the amount of funds available for distribution.

For further details regarding events of the past year, please see the various Executive Committee reports in your AGM package. I think you'll agree, the AABC received a resounding smack this year, but rose to its challenges in admirable fashion and just might be poised on the edge of an exciting new era.

Heather Gordon
AABC President

AABC Newsletter

AABC Executive Minutes

Meeting Minutes: 10 December 2001

Executive of the Archives Association of British Columbia, City Hall, City of Coquitlam

1. Approval of Agenda

Meeting was called to order at 10:20 am.

Dovelle Buie moved and Christine O'Donnell seconded approval of the agenda. All were in favor; motion was carried.

2. Approval of Minutes of 27 October 2001 Executive Meeting

Dovelle Buie moved and Heather Gordon seconded approval of the meeting minutes from October 27, 2001. All were in favour; motion was carried.

Dovelle Buie will send the minutes to Bill Purver for posting on the web site.

3. Business Arising

Dovelle Buie reported that she has sent labels to Laura Cheadle for the CCA grant application mail-outs. Dovelle Buie also reported that she has contacted the BC Teachers' Federation and will report in more detail under the Membership Committee's report.

Heather Gordon reported that she will discuss Business Arising matters in her President's Report.

4. President's Report

Heather Gordon reported that the AABC has received a letter from the Provincial Government informing the Association that we have been denied our funds (CAAT grant). Heather Gordon wrote and sent an e-mail (later mailed as a letter with signature) on behalf of the Association. The correspondence was sent to the Minister of Management Services. Heather Gordon was contacted by Minister Sandy Santori and was informed that the Provincial Government will reinstate the AABC's funding for the 2001/02 year. To match our CCA grants, the AABC will be receiving $84,198.00 from the Provincial Government. Heather Gordon has received written confirmation that the funds are on the way which, in turn, means that the AABC will return to the original budgets.

Karen Blimkie, AABC's Financial Manager, arrived to the meeting at 10:30 am.

Heather Gordon reported that she, Carrie Stevenson and Karen Blimkie met on December 3, 2001 to draft the AABC's 2002/03 CCA grant applications. More details will be addressed under the Treasurer's Report in this section of the meeting.

Heather Gordon reported that the AABC has received a letter, dated November 28, 2001, from the Office of the Secretary to the Lieutenant-Governor. Her Honour, Iona V. Campagnolo is delighted to accept the AABC's invitation to become an Honourary Patron of the AABC. The letter indicated that the Patronage is to be printed in the following manner in any of the AABC's publications:

> Under the Distinguished Patronage of: or Honorary Patron:
>
> Her Honour
>
> The Honourable Iona V. Campagnolo, PC, CM, OBC
>
> Lieutenant-Governor of British Columbia

Action: Heather Gordon will distribute a new letterhead template to the Executive with the above noted information.

Action: Heather Gordon will contact Bill Purver to ensure that the information is posted on the web-site.

Action: Dovelle Buie will ensure that Her Honour, The Honourable Iona V. Campagnolo, PC, CM, OBC is included in the membership committee's database.

Heather Gordon reported that Laura Cheadle will be able to attend two meetings on behalf of the AABC. The first meeting will be on Tuesday December 11th with "Culture Acts Now." This meeting will be held in White Rock and will be including many different museum and arts organizations. The second meeting that Laura will be attending is on January 9th, 2002; this meeting is with "Alliance for the Arts."

Heather Gordon reported that we have received a renewal notice for our membership with the British Columbia Historical Federation. Heather Gordon moved and Christine O'Donnell seconded that we renew the AABC's membership with the BC Historical Federation.

Action: Karen Blimkie will arrange to renew the AABC's membership with the BC Historical Federation.

Heather Gordon reported that the AABC's Annual General Meeting will be held on Thursday May 23, 2002 at 5:15 pm to 6:45 pm. The meeting will be held in Vancouver at the Hotel where the ACA is holding its conference.

Heather Gordon reported on the ACA pre-conference workshops. The AABC will be running three workshops (Scanning, Advanced Care of Photographs, and a workshop on RAD.)

The President reported that she and Bill Purver, the AABC's Network Administrator, attended the opening of the Nanaimo Community Archives. The Nanaimo Community Archives had an o official opening for their new facility; both Bill and Heather were very impressed.

Heather Gordon reported that she sent a letter to George Abbott, the Provincial Minister responsible for Heritage Trust, expressing the AABC's disappointment with the dismissal of the Heritage Trust board.

5. Treasurer's Report

Heather Gordon reported that Carrie Stevenson was unable to attend the meeting. With the assistance from Karen Blimkie, Financial Manager of the AABC, Heather reported on the finances of the AABC.

Laura Cheadle asked and received some clarification from Karen Blimkie about the Grants Committee budget for coordinating the upcoming adjudication of CCA grants.

Heather Gordon reported that Karen Blimkie will be mailing out the financial statements for October and November for approval at the next meeting of the Executive.

Action: Karen Blimkie will mail out the October and November AABC financial statements to the Executive.

Karen Blimkie, reporting on cash flow, reported that the AABC is back to where we originally thought we were now that the Provincial Government has agreed to honour the funding for 2001/02. Heather Gordon moved and Dovelle Buie seconded that the AABC revert back to our original program budgets as was stated on our original CCA 2001/02 grant applications and that for the rest of the year, we operate on the restricted budget (approved in September) for the general fund. All were in favour; motion was carried.

Action: Heather Gordon will e-mail the three contractors to inform them that the AABC is back to the original budgets and that they can re-schedule the site visits that they had originally planned.

Heather Gordon moved and Laura Cheadle seconded that we approve our CCA grant application: "BC Archival Network Services Program -- Operational Requirements". All were in favour; motion was carried.

Action: Heather Gordon will submit the grant application "BC Archival Network Services Program -- Operational Requirements" to the CCA in order to meet the December 15th 2001 deadline.

Heather Gordon reviewed our CCA grant applications for the 2002/03 membership year. The draft applications, addressing the three programs of the AABC, were sent out to the Executive the week of December 4, 2001. Karen Blimkie explained the report in more detail to the Executive, outlining the various scenarios and options that the Association would have for funding the AABC programs.

Following the discussion of the budget for 2002/03, Heather Gordon reviewed with the Executive each of the grant applications.

Heather Gordon moved and Dovelle Buie seconded that we approve the British Columbia Archival Network Services Program grant application. All were in favour; motion was carried.

The Executive discussed the draft grant for the British Columbia Archival Preservation Service and altered a few items in the application. Heather Gordon moved and Christine O'Donnell seconded that we approve the British Columbia Archival Preservation Service grant application. All were in favour; motion was carried.

Heather Gordon moved and Laura Cheadle seconded that we approve the amended British Columbia Community Archives Education and Advisory Program grant application. All were in favour; motion was carried.

Action: Heather will sign the three grant applications and send them to Laura Cheadle, chair of the Grants Committee. Along with a note concerning the matching funds, Heather Gordon will notify the AABC's contractors informing them that the Executive has made some changes to the draft CCA applications.

Heather Gordon reported on the gaming applications.

Action: Heather Gordon will contact Carrie Stevenson to finalize the establishment of a bank account for revenue potentially from the Gaming Commission.

Dovelle Buie moved and Christine O'Donnell seconded that the President and Treasurer submit an application to the BC Gaming Commission. All were in favour; motion was carried.

Karen Blimkie outlined the time frame for the Executive, which is that we write the application February 2002, submit the application in March 2002 and due to the fact that the Commission is five months behind in processing the applications, the AABC may hear back from the Commission concerning our application in September 2002.

The Executive discussed other sources of funding that could be options for the AABC, including the Vancouver Foundation and the Gaming Commission.

Action: Heather Gordon will contact Peter Johnson, chair of the Public Awareness and AdvisoryCommittee, for sources of funding for the 2002 Archives Week event.

The Executive discussed the work plans of the three programs and membership services that the AABC will be able to offer in the future considering the changes in the AABC's programs and funding sources.

Action: Dovelle Buie will provide a listing to Heather Gordon of the Associate and Institutional members of the AABC.

Action: Heather Gordon will forward the listing of Associate and Institutional members prepared by Dovelle Buie to the AABC's contractors for information. The contractors will be asked to provide information to the Executive on if they were asked to visit only (a) Institutional members (b) Institutional and Associate members and (c) Institutional, Associate and non-members. The Executive is particularly interested to know what impact (a) and (b) would have on the contractor's program service delivery.

The Executive discussed the work programs for the AABC's services.

Action: Heather Gordon will contact the Committee programs and chairs and request for them to submit work programs in time for the first meeting of the Executive in 2002 (Saturday February 16, 2001).

6. Committee and Program Reports

6.1 Grants Committee

Laura Cheadle reported that she attended the General Assembly of the CCA Ottawa on the 24th and 25th of November.

Laura Cheadle, Chair of the Grants Committee, updated the Executive on the mail-out that she just coordinated pertaining to the CCA 2002/03 grants. The Executive discussed the expense and inefficiencies and outlined the potential of having an option for the Institutional Members that they can receive the grant applications by electronic means. A notice will be sent out with

the membership renewals notifying institutional members that in order to save the $300.00 in mailing charges, we will attempt to automate the process.

Action: Dovelle Buie will prepare to send out the different renewal reminders to Institutional members for the 2002/03 membership year. On bright neon coloured paper, the institutional members will be asked to (a) confirm or give their e-mail address and/or (b) inform the AABC that they are unable to receive e-mails and open Word attachments and would prefer to receive a hard-copy of the CCA grant applications.

Dovelle Buie moved and Heather Gordon seconded that the AABC Grants Committee adjudicate $44,166.00 CCA Control of Holdings funds for AABC Institutional members and $179,239.00 in CAIN funds again for AABC Institutional members. All were in favour; motion was carried.

6.2 Membership Committee

Dovelle Buie, Chair of the Membership Committee, updated the Executive on the membership statistics of the Association.

Membership Statistics - October 25, 2001

(Difference since AGM Membership Report - March 2001)

Institutional 100 (down 10 -- was reported as 110)

Associate Institutional 41 (up 2 -- was reported as 39)

Sustaining 10 (same -- was reported as 10)

Individual 87 (down 27 -- was reported as 114)

Student/Volunteer 53 (up 30 -- was reported as 23)

Honorary Life 7 (up 1 -- was reported as 6)

Honorary Patron 1 (same -- was reported as 1)

TOTAL 299 (Was reported as 302 members)

(Note - 1 "unofficial" category of "newsletter" for the National Library of Canada - Serials Section – total = 300)

Dovelle Buie reported that an e-mail has been sent to the Saanich Peninsula Museums Society concerning their application for institutional membership with the AABC. The e-mail outlined some questions that the Membership Committee had and asked them to provide the Association with further information before their application can be either approved or denied.

Dovelle Buie also reported that since the last Executive meeting she has been in contact with the BC Teachers' Federation. The renewal application will be held and then processed for the Federation for the 2002/03 membership year.

Jennifer Roberts, member of the Membership Committee, assisted the Chair in writing a letter to a member of the Association. As was reported at the October 27th meeting, the member asked the AABC look into the feasibility of having a volunteer/institutional category. The letter outlined why this was not going to be put forth to the membership at the next AGM and outlined the reasons that both the Executive and the Membership Committee felt that this

would not be useful.

Dovelle Buie reported that the Membership Committee has drafted e-mail reminders concerning renewals as well as welcome e-mail letters for the new members. If Dovelle Buie is able to determine this listing from the database in time, Dovelle will forward a listing of new members on to Chris Hives, Newsletter Editor, to list the members in the newsletter as another means of welcoming them to the Association.

6.3 Internet Committee

The web sites were redesigned and launched. Thanks were expressed to Erwin Wodarczak and Bill Purver for all their work.

Heather Gordon informed the Executive that correspondence has been received asking the AABC to look at the possibility of providing links on the AABC's web-site for a fee (for consultant services and products).

Action: Heather Gordon will request that the Internet Committee examine the possibility for web advertising on the AABC's web-site.

Heather Gordon moved and Christine O'Donnell seconded that the AABC pay $500.00 to Leslie Field for his work on the on-line version of the 2001/02 newsletter. All were in favour; motion was carried.

Action: Heather Gordon will ask Karen Blimkie to issue a cheque for $500.00 to pay Leslie Field for the work he has done for the on-line version of the AABC newsletter.

6.4 Preservation Committee

Christine O'Donnell reported that the Preservation Committee met the week of December 3rd. Christine was unable to attend the meeting and will report at the next Executive meeting.

6.5 Institutional Standards Committee

Heather Gordon reported that Jane Turner has been working on the Institutional Standards Guide.

Action: Heather Gordon will contact Jane Turner to request that she submit a written report to the Executive for the next meeting.

7. Other Business

Heather Gordon updated the Executive on the status of the recruitment for a new Vice President.

8. Adjournment

Meeting was adjourned at 2:20 pm.

Next meeting on Saturday February 16, 2001 -- City of Richmond Archives -- 10:00 am.

Community Archives Education and Advisory Program

Archival Education Roundtable in Ottawa

The Education Committee of the Association of Canadian Archivists called a roundtable meeting of archival advisors and educators from around the country, in Ottawa on March 1st and 2nd. In communications prior to the meeting, the ACA Education Committee noted that, in their view, some educational services are "handled far more efficiently by the provinces", and that the ACA "should co-operate rather than compete (with the provinces) in those areas". What the ACA hoped to do, through discussion at the meetings, was to identify and articulate a practical role for the ACA, so that it could "co-operate" with provincial efforts more effectively, and also to foster contact and co-operation among provincial archival educators. Further, the development of the Canadian Archival Information Network (CAIN) as a national initiative may give the national Education Committee some role in promoting education leading to wider implementation of RAD across the country.

One representative from each provincial education committee (or provincial advisor/educator was invited to attend the meeting, to report on activities in that province, and to contribute to discussions about core curricula, RAD education, and implications for education of CAIN. Also in attendance were members of the ACA Education Committee, representatives of the ACA CAIN Task Force on Internet Technologies, and invited guests from the National Archives and Canadian Council of Archives. British Columbians in attendance were Jan Turner, as Education and Advisory Archivist, Bill Purver and Jennifer Mohan for the CAIN Task Force, and Jana Buhlman as ACA Education Committee member.

The first morning of the meeting, representatives of provincial education programs reported on the scope of education curricula and delivery in their own provinces. This was a valuable session which demonstrated the wide range of approaches to education for community archives across the country. The Yukon Territory, whose institutional membership is small, does not generate curricula of its own, but dedicates its resources to bringing presenters and courses in from elsewhere. Alberta and Newfoundland have focused on providing week long intensive introductory courses, presented by two or more instructors, a format which allows a thorough examination of each of the archival functions, including preventive conservation. Ontario and B.C. each offer a shorter (2-day) introductory course which serves as a pre-requisite for more advanced short courses which focus on particular archival functions or special topics. Ontario licences its curricula to interested free lance instructors. Quebec presented an interesting model for promotion of RAD education, a "train the trainers" method in which participants in RAD intensives agree to present courses in their own regions and repositories.

Break-out groups in the afternoon and following morning discussed what should be the common elements in any core introductory course, what should be included in RAD curricula, and how both of these might be directed to the viability and vitality of CAIN.

It was clear to all who attended that a wealth of excellent, developed educational materials already exists across the country. The group in which I participated felt that identifying that material, and perhaps acting as a clearing-house for

exchange of educational resources, could be a function ACA could undertake through its website. Additionally, the meeting itself was a welcome opportunity for all who attended to discuss common problems and experiences; it is clear then that the ACA can act effectively to foster connections and co-operation between provincial educators and education committees, by providing more frequent opportunities to meet. The Education Committee of the ACA will be compiling the results of all the discussion, both at the plenary and break-out sessions, to produce a report on the findings of the roundtable.

Thoughts at Year-end

I spent a wonderful eight days, near the close of this program year, visiting archives and community archivists in Central and North Vancouver Island. The visits to archives, and regional meetings, have afforded me an opportunity, always inspiring, to appreciate the quality and commitment of the people we have at work in this province caring for the community archival record. I hope in the upcoming year to visit regions in the interior and north-east, and to build on relationships with all the regional representatives. For all those willing to host a workshop, or for those regions wanting to ensure that a desired workshop is scheduled, contact me anytime now. The schedule for next year has room for requests, but could become fully committed soon. Finally, a reminder. Check out the pre-Conference courses on offer through the ACA in May; all are very practical. And the first offering of one of the AABC's regular courses is scheduled, and open for registration, as follows below.

"Introduction to Archival Practice/Arrangement and Description"

This three-day introductory course provides an overview of basic archival theory and functions, and provides an enhanced opportunity to focus on arrangement and description. With reproductions of archival records typically encountered in community archives, participants will arrange materials, and develop multi-level descriptions using the Rules for Archival Description.

When: April 25, 26, 27, 2002
Where: Powell River
Cost: AABC Members - $127.50; Non-members, $150
Instructor: Janet Turner

Contact Jan Turner, FAX : 604-942-9790 , Phone: 942-3171; e-mail jeturner@aabc.bc.ca

Back to Table of Contents

AABC *Newsletter*

British Columbia Archival Network News

AABC Online Resources -- Quotes and Commendations

The following are some recent comments received by the AABC relating to its online web resources:

"I just wanted to let someone know how invaluable the information on your website is. We're in the process of re-organizing our archives, and the resources and information presented is easily accessible, pertinent, and exceptionally useful. Thank you very much."

"I'm teaching a course online (Archival Techniques) this semester...and I'm using the Toolkit extensively -- it's AWESOME!"

"Holy smoke -- I have been researching since 6 am and am so tired but have to tell you I cannot believe your site ... Believe me I have been at this for two weekends, and this is absolutely the best organization and user friendly web site for research I have come across. Excellent."

"I think the BCAUL is very good online searchable system and it is very convenient for searching so that I often introduce the BCAUL to my colleagues and students [in China]."

New and Notable on the Web

1. **New search engine on provincial archives site**

A **new search engine** has now been launched on the **BC Archives** (provincial govt) web site at www.bcarchives.gov.bc.ca. It replaces the old search interface and offers many new features, not the least of which is concurrent searching of all indexes including those of interest to genealogists.

2. **New interdisciplinary heritage projects online**

As archives look to establishing broader partnerships with other heritage organizations, a number of exciting web-based projects have been developed using cross-domain metadata standards (Dublin Core). Two such projects of note are:

a. **Images Canada** -- www.imagescanada.ca

Spearheaded by the National Library of Canada and in partnership with libraries, archives, museums and other information centres, the pilot project now provides integrated access to 75,000 images from several cultural institutions.

b. **Colorado Digitization Project** -- coloradodigital.coalliance.org/contents.html

Bringing together a wide variety of heritage organizations and museums, libraries and archives, this project aims to provide integrated access to historical photographs and other virtual heritage resources.

British Columbia Archival Union List -- New Descriptions on the Database

Archives in the province are reminded that new and revised BCAUL descriptions should be submitted to the BC Archival Network Service Program. For more information on the various ways submissions can be made, people are asked to contact Bill Purver, BCANS Coordinator, 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 *British Columbia Archival Union List* at aabc.bc.ca/aabc/bcaul.html:

Anglican Provincial Synod of British Columbia and Yukon Archives:

Anglican Provincial Synod of British Columbia and Yukon fonds
Executive Committee sous-fonds
Committee on Provincial Structure(s) and Mission sous-fonds
Parish and Diocesan Concerns Committee sous-fonds
Advisory Committee on Postulants for Ordination (ACPO) sous-fonds
Committee on Indian Work sous-fonds
Committee on Provincial Strategy sous-fonds
British Columbia Centennial Church Extension Fund sous-fonds
Provincial Consultation of the Church and Youth sous-fonds

British Columbia Medical Association Archives:

Dr. R.A. Palmer fonds
Dr. R. Robertson fonds

City of Vancouver Archives:

Major Matthews collection
Salsbury family fonds
Shipping Federation of British Columbia fonds
Vancouver General Hospital fonds
Vancouver Maritime Museum collection
Hubert Lindsay Cadieux fonds
United Nations Conference on Human Settlements fonds
W. Orson Banfield fonds
Native Sons of British Columbia fonds
Vancouver Historical Society fonds
George Moul fonds
Bernard Leitch Johnson fonds
Vancouver Foundation fonds
John Emerson fonds
Olga Jenkinson Bell fonds
Greater Vancouver Visitors and Convention Bureau fonds
Kitsilano Information Centre Society fonds
Malkin family fonds
Community Planning Association of Canada, British Columbia Division fonds
Marguerite Ford fonds
Municipal History Society fonds
Greater Vancouver Civilian Protection Committee, Air Raid Precautions Headquarters fonds

British Columbia Marine Shipbuilders fonds
Francis Carter-Cotton fonds
Alcazar Hotel fonds
Edward Ames fonds
Little Mountain Area Human Resources Society fonds
Sheila Neville collection
Douglas Honeyman fonds
Miller family fonds
Beatrice Williscroft fonds
Chippendale family fonds
Freemasons Inner Light Lodge No. 399 fonds
Bruce Russell collection
Gladys Ridler fonds
Blue Heron Housing Cooperative Association fonds
King Edward Alumni Association fonds
Smith, Davidson and Wright Ltd. fonds
Reginald Ritchie fonds
Francis Pilkington fonds
Greater Vancouver Weavers' and Spinners' Guild fonds
Moses Cotsworth fonds
George Cran fonds
MacLean family fonds
Western Sports Centre fonds
First Shaughnessy Planning Study Citizens' Working Committee fonds
Children's Foundation fonds
Vancouver Area Council of the New Democratic Party fonds
Sigurdson Millwork Company fonds
Yip family and Yip Sang Ltd. fonds
McGeer family fonds
Alfred Holmes fonds
Walter E. Frost fonds
J. Roy Ogston fonds
Donald J. Henfrey fonds
Robert Norris Manning fonds
Ross A. Lort Architect fonds
Vancouver Airport Climatological Station fonds
Badminton Hotel fonds
Kiwanis Club of Kerrisdale fonds
H.R. MacMillan Planetarium and Southam Observatory fonds
Charles Fowler fonds
Carnwath, Anderson family fonds
Rogers family fonds
Sculpture Symposium Society of British Columbia fonds
Margaret Mitchell fonds
Evelyn MacKechnie fonds
Fred Thurston fonds

Nanaimo Community Archives:

Hudson's Bay Company fonds
John Cass fonds
Diamond School Parent Teacher Association fonds
Russell Inkster fonds
Mark Bate fonds
Global Village fonds
Bate family fonds
Bill Kenyon fonds
Joseph O. Nicolls fonds
Emilia Ruuska fonds
Hooper family fonds

Nanaimo Harbourside Arts and Conference Society fonds
Doric Lodge No. 18 fonds
7-10 Club Society fonds

Rocky Mountain Rangers Museum and Archives:

Terence Bligh Upton fonds

Salmon Arm Museum:

Boat Owners Association fonds
Kinsmen Club of Salmon Arm fonds
D.S. Scotty Mitchell fonds

South Peace Historical Society Archives:

Henry B. Grabman photo collection
I.H. Hutton photo collection
Law's One-Hour Photo Service fonds

University of Victoria Libraries Special Collections:

A.G. Richards fonds
Boxer Rebellion photograph collection
Dorothy Robertson fonds
Harper family collection
W.S. Davidson collection
Fort Henry Prisoner of War sketches collection
Philobiblion fonds
Florence M. Westman collection
Mary Henderson collection
Ace Beach fonds
Gray Campbell fonds
Colin John Partridge fonds
UVic Special Collections Herbert Read Biography fonds
Thomas Borland Dempster fonds
Colin Wilson collection
World War I sketchbook collection
Katherine Tynan collection
Arthur Symons collection
Marjorie Pickthall collection
John Middleton Murry collection
Edward H.W. Meyerstein fonds
Nellie McClung collection
Charles Lillard fonds
Wyndham Lewis collection
Rona Murray fonds
Marilyn Bowering fonds
Brian Brett fonds
Eric Gill fonds
John Sherlock Gooch collection
Stephen Spender collection
Tish group fonds
Stony Brook holograph collection
J.H. Ansley fonds

White Rock Museum and Archives:

Old Age Pensioners' Organization Branch No. 11 fonds
Vivian Richard Timms collection
White Rock Youth Ambassador Program fonds
Myrtle Tingley Wilson collection
Mary Sanford fonds
Chapman family fonds
Hood, Wilson family collection
Joseph (Dick) Garner fonds
Walter Calder fonds
Helen McIntosh fonds
Balmer family fonds
Cooke family fonds
Charles family collection
Russell Porter photograph collection
Canadian Federation of University Women, White Rock/Surrey fonds

---

Guide to Archival Repositories in British Columbia -- Recent Updates

The following is information recently updated on the AABC's online directory, *A Guide to Archival Repositories in British Columbia* (aabc.bc.ca/aabc/bcguide.html):

1) Port Moody Station Museum

New web site: vcn.bc.ca/pmmuseum/

2) White Rock Museum and Archives

Name change: (was "City of White Rock Museum and Archives")

3) Rocky Mountain Rangers Museum and Archives

New email address: rmrang@telus.net

4) Nanaimo Community Archives

New hours of operation: Wednesday to Friday, 9 am to 12 pm; 1 pm to 5 pm. Saturday, 9 am to 1 pm.

5) Selkirk College Archives (Selkirk College Library)

New web site: library.selkirk.bc.ca

6) Bulkley Valley Museum

Contact: Curator/Administrator

7) Pitt Meadows Museum and Archives

New web site: www.pitt-meadows-museum.00server.com/Index.htm

8) Sisters of St. Ann Archives

New email address: ssaarchvic@shaw.ca

9) Kitimat Centennial Museum

New email address: kitimatmuseum@telus.net

10) New Westminster Museum and Archives

Additional web site: nwheritage.org/heritagesite/orgs/nwmuseum/nwmuseum.htm

11) City of Victoria Archives and Records Division

New web address: www.city.victoria.bc.ca/cityhall/archives.shtml

---

British Columbia Archival Network Service - Contact Information

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 Purver at the BC Archival Network Service program (Phone: 604-876-9150 ; Fax: 604-876-9850 ; Email: bpurver@aabc.bc.ca).

For more information about the program, people are asked to consult the BC Archival Network Service homepage at aabc.bc.ca/aabc/bcans.html.

Back to Table of Contents

BC Archival Preservation Service

Photographic Media – Storage Enclosures

The selection of an appropriate storage enclosure for photographic media can initially appear bewildering. However, selection of the best storage enclosure does not have to be difficult if the following information is taken into account.

All storage enclosures that come in contact with photographic media should conform to the specifications outlined in:

ISO 18902-2001 Imaging Materials – Processed photographic films, plates, and papers – Filing enclosures and storage containers. (This standard outlines appropriate paper and plastic enclosure materials; adhesives, printing inks, etc.

ISO 14523 – 1999 Photography – Processed photographic materials – Photographic activity test for enclosure materials. (This standard outlines the testing procedure used to determine whether a material (paper, adhesive, ink, plastic etc. will interact negatively with a photographic image).

All paper enclosures should:

pass the Photographic Activity Test - most conservation supply catalogues indicate whether a product has passed the P.A.T

be lignin-free; free of peroxides; be chemically stable and not cause abrasion of the photograph

Black and White photographic images should be stored in paper enclosures which have a pH between 7.0 and 9.5 with at least a 2 % calcium carbonate reserve (buffer)

Colour photographic images should be stored in paper enclosures that meet the same standards as for black and white images but the pH range should be between 7.0 and 8.0

Over the last number of years there has been ongoing research into whether it is more appropriate to use buffered (above pH 7.0) or non-buffered (pH 6.0 – 7.0) paper enclosures for photographic media. It now appears that the concerns about using buffered/alkaline enclosures in direct contact with photographic media were unfounded.

Paper envelopes with side adhesive seams are recommended over envelopes with a central T seam as the side seam tends to interact less with the photograph. When inserting a photograph into any paper enclosure with an adhesive seam always ensure that the emulsion side is away from the adhesive seam. In a photographic print the emulsion is the image side and in a photographic negative the emulsion is the dull,

matte side.

Some enclosures such as MicroChamber paper, in addition to alkaline buffering incorporate molecular traps in their paper structure. Molecular traps, made from either zeolites or activated carbon, are designed to adsorb specific types of gaseous pollutants. It is thought that the molecular trap will trap or adsorb pollutants from the ambient environment or pollutants being off-gassed by the archival record. These types of enclosures could be useful for archives with poor environmental control and/or high indoor pollutant levels or for holdings with a combination of black and white prints, cellulose nitrate or cellulose acetate negatives and colour media all housed together.

All plastic enclosures should:

> pass the Photographic Activity Test
>
> safe plastics do not have plasticizers, are usually inert and are chemically stable. Safe plastics include: polyester (also known as Mylar Type D, Melinex Type 516 or polyethylene terepthalate); polypropylene, polytheylene, and polystyrene. Use only plastic enclosures that have clearly identified plastics.

> It should be noted that Dupont ceased production of Mylar Type D last autumn. An plastic equivalent to Mylar Type D is Melinex Type 516 and is also made by Dupont.

References:

ANSI/NISO Z39.77-2001 Guidelines for Information About Preservation Products. Bethesda, Maryland, NISO Press. (Available as a free PDF download file from www.niso.org/standards/index.html)

This publication has an excellent glossary of preservation terms. Also very useful is Appendix A: Referenced Standards and Tests as it lists relevant standards that relate to preservation products.

ISO 14523 – 1999 Photography – Processed photographic materials – Photographic activity test for enclosure materials

ISO 18902 – 2001 Imaging Materials – Processed photographic films, plates, and papers – filing enclosures and storage containers.

ISO standards can be ordered online at www.iso.ch

<div align="center">

* * *

Eloquent Web Archivist
another WEBCAT product
MARC, XML, RAD
fast data & image entry
anytime, anywhere, anybody

1-800-663-8172
info@eloquent-systems.com
www.eloquent-systems.com

</div>

AABC Contact Information

Executive

President

Heather Gordon
hgordon@city.coquitlam.bc.ca
Phone: (604) 927-3016
Fax: (604) 927-3015

Vice President

Lara Wilson
ljwilson@uvic.ca
Phone: (250) 472-4480
Fax: (250) 721-8215

Treasurer

Carrie Stevenson
stevesoncarrie@hotmail.com
Phone: (604) 264-9306
Fax: (604) 264-9306

Secretary

Dovelle Buie
dbuie@city.richmond.bc.ca
Phone: (604) 276-4165
Fax: (604) 278-5139

Individual Member at Large

Christine O'Donnell
christineodonnell@sfhr.hnet.bc.ca

Institutional Member at Large

Laura Cheadle
l.cheadle@home.com
Phone: (604) 946-9322
Fax: (604) 946-5791

Committee Chairs

Education

Linda Wills
vm_chin@junction.net
Phone: (205) 542-3142
Fax: (205) 542-5358

Grants

Laura Cheadle
l.cheadle@home.com
Phone: (604) 946-9322
Fax: (604) 946-5791

Membership

Dovelle Buie
dbuie@city.richmond.bc.ca
Phone: (604) 276-4165
Fax: (604) 278-5139

Nominations and Elections

Public Awareness, Advocacy and Legislation

Peter Johnson
pnjohnson@city.surrey.bc.ca
Phone: (604) 502-6459
Fax: (604) 502-6457

B.C. Archival Preservation Service Advisory

Dorothy Lawson
dlawson@direct.ca
Phone: (604) 947-9526
Fax: (604) 947-9529

Internet

Heather Gordon
hgordon@city.coquitlam.bc.ca
Phone: (604) 927-3016
Fax: (604) 927-3015

BCAIN Coordinator

Ann Carroll
ann_carroll@city.vancouver.bc.ca
Phone: (604) 736-8561
Fax: (604) 736-0626

Constitution & By-Laws

Wendy Hunt
whunt@bcma.bc.ca

Finance

Carrie Stevenson
stevesoncarrie@hotmail.com

Institutional Standards

Jane Turner
jturner@uvic.ca

Phone: (604) 736-5551
Fax: (604) 736-4566

Phone: (604) 264-9306
Fax: (604) 264-9306

Phone: (250) 721-8258
Fax: (250) 721-8215

Newsletter Editors

Editor
Chris Hives
chives@interchange.ubc.ca
Phone: (604) 822-5877
Fax: (604) 822-9587

Technical Editor
Leslie Field
leslie@lesliefield.com
Phone: (604) 822-5877
Fax: (604) 822-9587

[Back to Table of Contents](#)