

AABC Newsletter

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

Bob Edwards, editor
#204-1748 East Pender St.
Vancouver, BC V5L 1W4

Email: rjedward@shaw.ca

Phone: (778) 881-1427

Editorial Board:

[Marnie Burnham](#)

[Peter Johnson](#)

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[Yau Min Chong](#)

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Table of Contents

Features

- [A Study of Archival Users at the White Rock Museum & Archives](#) by Carrie Eirene Stevenson
- [Un nouvel outil de l'AAQ : le Guide de participation au Réseau canadien d'information archivistique](#) Par : Anick Arsenault et Josée Thireau [with summary in English]

News

- [Sue Baptie](#)
- [Regional Announcements](#)
- [A Blast in Nanaimo – 2003 AABC Conference](#)
- [Roundtable Meeting – AABC Conference, Nanaimo, April 26, 2003](#)
- [Response of the AABC to Bill 38, the Personal Information Privacy Act](#)
- [BCA Audio-Visual Preservation Travel Assistance Program Application](#)
- [Heritage Society of BC, Regional Heritage Meeting](#)

Last updated
July 23, 2003

Columns / Regular Items

- [President's Report](#)
- [Executive Minutes \(7 April 2003\)](#)
- [BC Archival Network News](#)
- [AABC Education and Advisory Service](#)
- [AABC Contact Information](#)

Advertisers

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

A Study of Archival Users at the White Rock Museum & Archives

By Carrie Eirene Stevenson, Archivist, White Rock Museum & Archives

It was in Terry Eastwood's class on Archival Public Services that I chose to make a presentation on users of archives. I was curious about the type of requests made. In doing the research, I noticed that the literature on the subject of user groups is extremely sparse. Within that small body of work, three main categories of archival literature on users can be discerned: articles that make assertions regarding who archival users are without data to back up the claims; articles written about specific and identified user groups; and articles that examine various means of increasing use of archives. While I won't bore you with an examination of my readings, it did appear to me that information regarding users of archives is woefully inadequate, if not entirely absent. Therefore, I decided that when the opportunity was right, I would prepare and present a user study, with the hope that others would begin to disseminate their own findings.

At the White Rock Museum & Archives, where I am now the archivist, I have a minimal budget. Therefore, when I assign resources to various projects, it is imperative that I meet as many user needs as possible. It seemed obvious that in order to assign resources appropriately, I needed to first identify the patrons, and determine whether their needs are being adequately met.

On January 1, 2002, I began to track patron requests with the express purpose of compiling and disseminating the data. I am not going to share the success rate of answering requests, nor the time needed. Instead, I am sharing the type of requests I received.

To prepare for the study, I created a new user request form with a note indicating that my institution was conducting a study of user's research topics, and requesting their consent for participation. Over the course of 2002, I received 106 user requests, 92 of which indicated the patrons' consent to participation – a rate of 87%. (Institutional staff and volunteers were not included in the study).

The types of requests were as follows:

- a) 18 % (17/92) of the requests had a genealogy focus. Genealogy is defined as the search for information about relatives in order to further the researcher's understanding of his/her family tree.
- b) 32% (30/92) of the requests were regarding a specific building/location/geographical feature/monument (such as the train station, a hotel, or a business). Of the 30 requests, six were from people tracing the history of a specific home not necessarily theirs.
- c) 38% (35/90) of the requests were of a topical nature. Topical research is defined as information on a general topic, such as social housing or women. Of the 35 requests, four were requests for information on the history of White Rock in general, and seven patrons indicated they were doing research for school projects (at primary, secondary, and post-secondary levels).
- d) 4% (4/92) of the requests were for assistance in locating a person thought to be still living. Such requests – often being from former residents wishing to re-connect with friends and acquaintances, rather

than being directed at family history – did not meet the definition of genealogical research used for this study.

e) 8% (7/92) of the requests were from people looking to have copies of images they believed were at the Archives.

Note: Where a single request could be assigned to more than one category, multiple entries were to be made. In the result, only one patron's request required this treatment.

While the scope of this study was preliminary and limited, I believe that it has provided some useful information. I would like to see other repositories share their statistics in this manner; such an exchange of information can help us, as archivists, determine who our users are in comparison to other institutions. This can enable us to better meet user needs, look at trends in users over time, and perhaps identify user groups we have not previously identified. Only by reaching out to our patrons can archival institutions create an higher profile, and survive into the future.

[Back to Table of Contents](#)

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Un nouvel outil de l'AAQ : le Guide de participation au Réseau canadien d'information archivistique

Par : Anick Arsenault et Josée Thireau

English Summary : One of the *Association des archivistes du Québec* (AAQ) primary responsibilities is to provide its membership, regardless of where in Canada they live and work, with professional development opportunities that address today's challenges. This is the first of a series of three articles to be published in French with English summary regarding the Canadian Archival Information Network (CAIN). This paper presents the sustained efforts of the AAQ in promoting CAIN and its most recent publication: the *Guide de participation au Réseau canadien d'information archivistique* (RCIA). The guide is intended for francophone archivists of Canada and provides basic information about CAIN and how to join each provincial or territorial network. A free copy can be ordered from the AAQ or be consulted online on the AAQ's web site (www.archivistes.qc.ca). The *Guide* is only one step in the promotion of CAIN, and it is hoped that it will encourage archivists from across the country to join the network. The AAQ would also like to thank this Association for accepting to publish this series of article in French. This project was made possible through the Canadian Culture Online Program of Canadian Heritage, the National Archives of Canada and the Canadian Council of Archives.

La première responsabilité de l'*Association des archivistes du Québec* est d'offrir une formation qui doit être constamment renouvelée et qui doit tenir compte de tous les développements et les avancées en archivistique, de même que de tous les champs d'expertise qui gravitent autour de cette discipline. La seconde responsabilité touche l'information qu'elle offre à ses membres. Cette information se doit de donner des outils qui permettront aux archivistes de suivre l'évolution du monde des archives, c'est-à-dire tout ce qui englobe leur gestion, leur organisation, leur diffusion, etc. L'*Association* se doit de considérer également les archivistes francophones qui oeuvrent à travers tout le Canada. Les archivistes québécois ont la possibilité de participer aux formations et aux activités de l'*Association*. Ce n'est cependant pas le cas de la majorité de ceux qui ne résident pas au Québec. Le *Guide de participation au RCIA* confirme aujourd'hui l'intérêt que porte l'*Association des archivistes du Québec* aux besoins actuels des archivistes francophones hors Québec.

Le RCIA

Le *Réseau canadien d'information archivistique* a été lancé officiellement en octobre 2001 par le *Conseil canadien des archives*. Ce programme permet aux centres d'archives canadiens de rendre disponibles à la consultation leurs descriptions de fonds et collections d'archives. Il s'agit en fait de créer un guichet d'accès unique pour les fonds d'archives détenus par les centres d'archives canadiens, en plus de maintenir les particularités provinciales et territoriales, d'offrir un accès Internet et d'encourager la production des descriptions dans les deux langues officielles.

L'AAQ au service de ses membres

Parmi les différents projets qui ont été réalisés par l'AAQ portant sur la promotion du RCIA, notons tout d'abord la

tenue d'une séance d'information d'une demi-journée et la réalisation d'un dépliant promotionnel, intitulé *Un accès à la mémoire collective de notre nation, Le Réseau canadien d'information archivistique et le Réseau de diffusion des archives du Québec*. Ce dépliant a d'ailleurs été distribué à un large public. Par la suite, une formation de deux jours, donnée à cinq reprises dans les cinq régions administratives de l'AAQ, a permis aux archivistes d'approfondir leurs connaissances sur le RCIA. Enfin, l'engagement d'une personne-ressource a permis aux services d'archives québécois de bénéficier d'informations supplémentaires concernant le RCIA et le RDAQ et d'obtenir une aide personnalisée pour leurs démarches en vue de joindre ces réseaux. Ainsi, les archivistes résidant au Québec ont pu profiter d'une aide adaptée à leurs besoins. Mais qu'en est-il des archivistes francophones canadiens hors Québec? Ils ne peuvent participer au RDAQ, car ils demeurent à l'extérieur du secteur couvert par le Réseau et ils peuvent difficilement participer aux formations ou séances d'information de l'AAQ. Afin de répondre à cette réalité, un guide a donc été conçu spécialement pour eux, sous la responsabilité du Comité de formation et de perfectionnement de l'*Association des archivistes*

Buts et contenu du *Guide de participation au RCIA* :

Les buts du guide sont de développer les liens existants et la communication entre les francophones des différents territoires et provinces participant au RCIA, d'apporter une aide pratique aux archivistes canadiens francophones désirant joindre le RCIA, de favoriser la normalisation des descriptions archivistiques des services d'archives canadiens, objectifs convergeant tous vers une diffusion optimale des ressources archivistiques canadiennes envers la communauté mondiale.

Contenu

Le guide présente tout d'abord le contexte de création du guide puis le *Réseau canadien d'information archivistique (RCIA)*, c'est-à-dire ses buts, ses orientations, ses directives, en fait les règles à suivre pour y participer. Viennent ensuite les réseaux provinciaux et territoriaux suivants :

- *Archives Network of Alberta (ANA)* pour l'Alberta;
- le *British Columbia Archival Information Network (BCAIN)* pour la Colombie-Britannique;
- le *Prince Edward Island Archival Information Network (PEIAIN)* pour l'Île du Prince-Édouard;
- le *Conseil des archives Nouveau-Brunswick (CANB)* pour le Nouveau-Brunswick;
- *ARCHWAY* pour la Nouvelle-Écosse;
- *ARCHEION* pour l'Ontario;
- le *Saskatchewan Archival Information Network (SAIN)* pour la Saskatchewan;
- le *Manitoba Archival Information Network (MAIN^L)* pour le Manitoba;
- le *Provincial Archival Network of Newfoundland and Labrador (PLANET)* pour Terre-Neuve;
- le *Northwest Territories Archives Council (NWTAC)* pour les Territoires du Nord-Ouest;
- le *Yukon Archival Union List (YAUL)* pour le Yukon.

Chaque chapitre se consacre à un réseau et explique de façon conviviale et précise les actions à poser afin d'y participer et de joindre par le fait même le RCIA, selon les modalités en vigueur dans chaque province ou territoire. On retrouve dans chacune des parties des informations générales, la langue du réseau, les modalités et conditions de participation, l'aide disponible, les contacts et les adresses web utiles.

Le guide présente aussi une courte liste d'outils et sites Internet à consulter.

Il est important de préciser que le réseau du Nunavut n'est pas encore disponible au moment de la parution de ce texte. De plus, le *Réseau de diffusion des archives du Québec (RDAQ)*, qui représente le Québec au sein du RCIA, est absent de ce guide parce que les services d'archives québécois désirant joindre le RDAQ ont accès à différentes ressources². Veuillez consulter l'AAQ à ce sujet.

Ce guide n'est qu'une étape dans la promotion du RCIA. Il confirme l'importance de l'Internet dans le développement et l'exploitation des archives et permet de promouvoir le travail de l'Association des archivistes du Québec, en lui assurant une visibilité à travers le Canada. Il permet surtout d'affirmer de nouveau l'implication de l'AAQ face à ses membres, peu importe où ils se trouvent.

La réalisation de ce guide à été rendue possible grâce à l'aide financière du *Ministère du Patrimoine canadien* par l'intermédiaire du programme Culture canadienne en ligne, des *Archives nationales du Canada* et du *Conseil canadien des archives*.

* * *

[1]le *MAIN* et le *SAIN* ont été regroupés afin de rester fidèle à leur composition actuelle dans le RCIA

[2]Six articles ont été publiés à ce sujet dans *La Chronique* (décembre 2001 à mai 2002). Voir également le site du RDAQ : www.rdaq.qc.ca et celui du Réseau des archives du Québec : www.raq.qc.ca

[Back to Table of Contents](#)

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AABC Newsletter

Volume 13 No. 3 Summer 2003

Sue Baptie



The City of Vancouver Archives recently bid a fond adieu to retiring City Archivist Sue Baptie. Sue was the City Archivist nearly twenty-eight years, from December 1975, to May 2003. To mark this very special occasion, Sue and numerous guests were treated to an afternoon tea in the reading room of the Archives, with speakers, gifts and flowers, and, of course, a very large cake. The speakers were Bill McKee, an archivist who was here when Sue walked in on her first day and who is currently a member of the Board of Directors of the Friends of the Archives; Laurenda Daniells, first University Archivist at the University of British Columbia and a founder of the AABC; and Robert Henry, City Clerk from 1978 to 1987 and still a regular Archives visitor. All have remained friends of Sue's during her years at the City. Syd Baxter, the current City Clerk, proved a congenial master of ceremonies. All of the speakers made note of Sue's dedication to the Archives and the archival profession over the years, including her early work with the AABC, of which Laurenda Daniels was a founder.

Sue joins her husband Barrie on their boat to explore Canada's west coast and beyond. Both are seasoned sailors. We wish them all the best and much happiness in the years to come.

Evelyn Peters McLellan
City of Vancouver Archives
May 2003

[Back to Table of Contents](#)

Regional Announcements

Central Interior – BC Northeast
Quesnel & District Museum and Archives
Alexander Vaughn Fraser & Gertrude Fraser Collection

In March of 2003, the Quesnel & District Museum and Archives received artifacts and archival material from the estate of Alex and Gertrude Fraser. We are fortunate to have this collection.

Alex Fraser's career in politics and public service spanned five decades, from the early 1940's until his death on May 5th, 1989. In 1940, he was elected Commissioner of the Village of Quesnel, and in 1958, he became the first mayor of the town of Quesnel. In 1969, he was elected to represent the Cariboo riding in the provincial legislature, and later served as cabinet minister. Alex Fraser served as MLA for Cariboo for almost 20 years; he retired from office in 1989, struck down by the illness that eventually took his life.

Gertrude Marjory Watt arrived in Quesnel in 1937. She worked as nurse for her cousin Dr. Oliver (Dr. Baker's assistant) for many years, and later took a more permanent position at the hospital. Although she and Alex Fraser were married in 1940, Gertrude Fraser continued to work until 1956, the beginning of her husband's political career, thereafter supporting him in this full-time. The "First Lady of the Cariboo" died on February 17, 2003.

The collection will be arranged and described at a later date.

[Back to Table of Contents](#)

AABC Newsletter

Volume 13 No. 3 Summer 2003

A Blast in Nanaimo – 2003 AABC Conference



The relaxed charm of the Best Western Dorchester Hotel in Nanaimo made it the perfect place to host the recent 2003 AABC Conference. Archivists and institutional volunteers came from all over British Columbia to attend the conference and helped to make it a great success. The conference was kicked off with the Opening Reception, attended by The Honourable Iona Campagnolo, PC, CM, OBC, Lieutenant Governor of British Columbia. The Lt. Governor's eloquent speech reinforced the important role of archivists in preserving our nation's history. For those who missed her speech, you can find it at www.lt.gov.bc.ca/whatsnew/sp/sp_apr24_2003.htm.

Alastair Kerr's comments at the opening plenary set the tone for the conference, and the speakers who followed gave papers that made for insightful, interactive and thought-provoking sessions. Those who attended workshops led by Linda Wills, Jan Turner, Francis Mansbridge, Chris Hives, and Lisa Codd built upon prior skills and gained new ones – skills that will surely be of benefit during the course of their daily archival work.



Taking advantage of the beautiful weather, Christine Meutzner hosted a walking tour of Nanaimo's historic downtown on Friday afternoon. That evening, at the Annual Banquet, the AABC honoured Sue Baptie with an Honorary Lifetime Membership. Afterwards, the Protection Island Players provided some "dynamite" entertainment – it's not very often that you get to be part of the show and throw dynamite at the actors! Their production (featuring a poetry-writing dog, no less) had many of us – please forgive me – exploding with laughter.

Saturday morning was marked with more interesting sessions and a Roundtable session facilitated by Rick Goodacre. Those present at the Roundtable discussed a number of issues that the AABC is currently facing, and proposed constructive solutions for the future direction of the Association. Minutes from the Roundtable session can be found in the newsletter. Gary Mitchell's comments at the closing plenary reiterated themes and ideas discussed during the conference, and his observations both motivated and challenged those in the audience.

On behalf of the 2003 Conference Committee, I would like to thank all of the vendors, speakers, workshop instructors, session chairs, plenary speakers, and volunteers from the Nanaimo Community Archives for dedicating their time and experience and helping bring the conference schedule to life (it's always a scary leap from the planning stage to the actual conference event)! I would also like to extend a special thank you to my fellow conference committee members – Christine Meutzner, Siôn Romaine and Glenn Dingwall – for all of their hard work in both planning and ensuring that the conference ran smoothly.

Lisa Beitel
Program Chair, 2003 AABC Conference Committee

[Back to Table of Contents](#)

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AABC Newsletter

Volume 13 No. 3 Summer 2003

Roundtable Meeting – AABC Conference, Nanaimo, April 26, 2003

The following has been distilled from notes taken at the Roundtable Meeting at the recent AABC conference in Nanaimo. Please note that President Erwin Wodarak has discussed the conference proceedings in [his report in this issue](#) of the Newsletter; this summary is best read in light of his examination of some of the very important issues now facing the archival community in BC. Regrettably, readers who were present at the Roundtable Meeting may notice, in the text that follows, errors in the attribution of comments, or omission of comments they feel to have been worthy of inclusion; should this be the case, we hope that you will bear with us.

The Editors

Summary of Discussion at the Roundtable Meeting – AABC Conference, Nanaimo, April 26, 2003

The Roundtable Meeting began at 11:00 am, April 26, 2003, with AABC President **Lara Wilson** in the Chair. She called on conference organiser **Lisa Beitel** to introduce **Rick Goodacre**, who acted as the session facilitator.

Lara Wilson began the session by providing a brief description of AABC's financial situation.

- Before the cuts two years ago, the AABC used provincial funding (CAAT and CAAP) to match federal (CCA) grants. The cuts to provincial funding have forced the AABC to use its own funds as a match for the education (EAS) and network (ANS) services programmes. AABC has also opted to use all CCA preservation grant money to fund the AABC preservation service.
- AABC services are valued and work together. There is a need to make programs self-sustaining.
- The Executive, said Lara, needed to hear from the membership about the importance they place on the services, and on other issues.
- This is not a crisis, however.

A discussion ensued on the importance of regional representatives to delivering the goals of the AABC. **Rick Goodacre** described his understanding of the situation.

- He first provided an overview of the decision making process that the AABC is undergoing, and asked the membership to share its views on services. He referred to the membership survey, to the recent strategic planning session, and to the survey of Associate Institutional Members. As he saw it, the AABC's stance was one directed at planning in light of cuts to funding and diminishing internal (AABC) funding resources.
- The motivation of the organisation was to consult with the membership.

A question and answer session followed.

Regarding the travel subsidy form, a questioner noted there were loopholes present; how could it be kept honest, to not waste AABC funds?

- **Jane Turner** observed that the travel fund was part of the EAS programme, and was budgeted

through a CCA grant. It is earmarked for encouraging and facilitating travel to educational workshops. If not used, the money is returned.

Sue Baptie had a question concerning the application of CCA funds.

- Where was the money going? To small archives? The City of Vancouver Archives does not use the CCA programmes, as they are not geared to medium-sized archives. Are the AABC services providing the support that is needed?

Val Hughes spoke about the experience of a variety of archives in her region.

- Small archives do not benefit, as they do not understand how to access the system AABC granting system. She has difficulty explaining to her regional members what is available.
- Small archives (non-institutional members) feel left out. Why should they join AABC if they cannot participate? For example, the wording on the conference form about participation fees charged to non-institutional members is confusing. Shouldn't membership be sufficient? The cost is prohibitive, so there is an advantage to two people coming from same institute; however, the fee schedule works against this. We should clarify this.

In response to Val's question, **Lara Wilson** explained the categories of membership.

- The fee schedule was meant to encourage people to become members. She apologised for any misunderstanding caused by the wording on the conference form.

Jane Turner noted that there is no limit for institutional members coming to workshops.

Rick Goodacre noted the following consensus:

- With respect to fee structure, policies need clarification as to purpose and content;
- Balance is at issue: how does the organisation meet different needs of small communities and large institutions?

George Brandak expressed concern about the organisation's direction

- Where are we heading?
- We need to polish our image and presence.

Sue Baptie asked about the CCA's allocation of funds to institutions and AABC services, particularly the former.

- Do we want more money for individual members to do their own thing or have it to go to services? What is biggest bang for the buck?

Lara Wilson responded, pointing out that service to archives by EAS is 2 days per week.

- Smaller archives need more support.

Doreen Stephens pointed out that the CCA sets qualifying criteria for grants, not the AABC.

- Not all archives will meet the criteria.
- Is there a slant to the programs?

Rick Goodacre offered a clarification of the preceding discussion.

- The AABC is more of a vehicle for directing money coming from other sources and does not set criteria for qualification.
- Tailoring programs to the needs of different kinds of archives, thereby maximizing their impact,

would appear to be a chief concern here; a small amount of money can have a lot of impact under certain circumstances. What are the ramifications and accompanying benefits?

Val Hughes offered the following comment:

- Money is not important; rather, the services are important. Services launch people in the right direction, who will then become members and contribute to the organisation.

Sister Margaret Cantwell also spoke about the value of services and education.

- Small archives are blossoming. We need to make large archives appreciate and be aware of the small.
- More than services and money is camaraderie, help, and support from other archives – perhaps something as simple as responding to a telephone query. Small archives need large archives for advice. Large archives need small archives to keep small collections (in their own communities).

Jennifer Mohan wondered whether it might be appropriate to provide the executive with direction.

- While services are very important, given the rate of financial resource depletion, the AABC will soon exhaust its general fund.
- Our services are efficient already; creative solutions have already been tried.
- What shall be our direction, to close down the AABC? The challenge to members is to suggest ways to deal with services in light of the present fiscal reality. This is the important question.

Carrie-Eirene Stevenson concurred, offering two comments.

- The AABC cannot fiscally sustain the road that it is on; there is no room for tweaking our finances.
- "Small Archives", as a concept, is too general to be useful in this context.

Lara Wilson responded.

- We are still uncertain about CAIN year 4. That is why we budgeted ANS as we did. What is happening with CAIN affects next year's budget. We are hoping for the best.

Jane Turner offered several questions, comments, and observations.

- Do we continue to support three global programs, or shall we allocate funds to individual members?
- We have \$100,000 in reserves. We've cut preservation, and it takes no money from general fund. Education has been cut; it takes \$4500 from the general fund. We need only maintain 3 months of operating reserves.
- We need to lower the sense of crisis.
- We need to focus on advocacy through the CCA.
- Will we dismantle the BC CAIN network? This is hard to imagine.
- The education program is sustainable; we can replace an amount from the general fund through workshop fees.
- The network is the biggest issue, but federal money may come through for it.
- There is the possibility that bits of money will come in.
- Before we dismantle our services, we need to keep looking at alternatives and possibilities. I fear major dismantling.

Trevor May, an archival consultant whose clients are in the private sector, explained that his challenge is to make the corporate world aware of the value of records, so that they will invest in their preservation and accessibility.

- The AABC needs to look less to government and more to community, corporate and otherwise, for support. We must educate them about the importance of what we do.

- The AABC needs very little money relative to the budgets of corporations, for whom recognition from their community is very important. They wish to improve their image, to appear to be giving back to their community. We can take advantage of that need for recognition, and tap into them as a source for project funding.
- The skills for approaching corporations are important. We need fundraisers from among AABC members who can be convincing – who can identify the advantages to corporations, including tax deductions.

A participant noted the trend in large institutions of building trust funds; for example that of BC Archives.

- Will the province re-enter this field?

Another participant suggested that the AABC needed to look outward to solve problems – to communicate among different heritage groups, to strategise together regarding advocacy. Many members belong to other organizations.

Lara Wilson described the strategic planning session held March 29. She read the issues discussed there, and offered the following highlights.

- Continuity of knowledge about AABC was thought to be important. People with a long history of Involvement in the association must be sharing information about the organization.
- The planning session did not get into specifics or make decisions.
- The consensus of participants in the planning session was that there was no crisis; the general fund was healthy.
- Allocation of funding to services and institutional members is balanced.
- We cannot decrease funding to services any further.

Val Billesberger observed that the AABC must start looking at ways to evaluate service implementation and impact.

- How are services helping archives around the province? Do they support AABC's goals and objectives?
- Our strength lies in our community of archival institutions and the communication among members.
- We must get away from crisis management and plan for change.

A participant pointed out that archival institutions should be run as a business; specifically, by setting goals and objectives in a 5 year plan.

- Does AABC have a business plan? We need to take initiative, rather than react to funding cuts.
- That is what we are doing by our consulting process, responded **Carrie Eirene Stevenson**.

Lara Wilson provided a wrap-up of the proceedings.

- A survey to Associate Members will be sent out and results will be posted in a future issue of the newsletter.

The round table session ended at 12:30 pm.

[Back to Table of Contents](#)

AABC Newsletter

Volume 13 No. 3 Summer 2003

Response of the AABC to Bill 38, the *Personal Information Privacy Act*

As I said in my report, I recently worked with our P.A.A.L. committee in the preparation of a response to Bill 38. While we applaud this measure, and believe it will serve to create a workable framework for administering access to records in the care and control of private bodies, we are very concerned about one of its provisions. Section 35(2) appears to oblige organisations to destroy records containing personal information, once they have become inactive, if the organisation cannot, or chooses not, to remove linkages to identified (or identifiable) individuals. The text of our response follows.

Erwin Wodarczak
AABC President

Archives Association of British Columbia Comments on Bill 38, Personal Information Protection Act May 13, 2003

The Archives Association of British Columbia (AABC) supports the extension of privacy protection to the private sector. The AABC represents 300 archivists, archival institutions, and records managers in the province, and is committed to preserving British Columbia's documentary heritage.

In assessing legislation, we look at its impact on the ability of archival institutions to carry out their mandate to (i) identify and preserve records of enduring value created by individuals and organizations (public and private sector), and (ii) administer access to these records by the public.

The AABC believes that Bill 38 creates a very workable framework for archives with respect to access administration. **We are extremely alarmed, however, by one section of the Bill, section 35(2), which in our view poses a serious threat to the preservation of British Columbia's documentary heritage.**

Our comments are organized into two parts: the first addresses from an archival standpoint the strengths of the Bill; the second our view of its flaw, together with a proposed solution.

1. Strengths of the Bill: access

The AABC applauds the efforts of the Bill's drafters to accommodate archival concerns to balance two sometimes-conflicting public goods: researchers' interest in access to historical records and record subjects' right to privacy.

Archivists have long experience in effecting this balance. We believe that the structure provided by Bill 38 – its definitions (s. 1), scope (s. 3), provisions for collection, use by and disclosure to an archives (s. 12(1)(i), 15(1)(i), 18(1)(n)), and provision for disclosure for research or statistical purposes (s. 21) and archival or historical purposes (s. 22) – provide archives with sufficient flexibility to continue providing access to their holdings while protecting the privacy of individuals. The "reasonable person" standard articulated in s. 22(a) is in our view a particularly good solution to the need for striking a balance.

The Bill introduces the accountability of archival access decisions to an oversight mechanism through the Commissioner's office. The AABC believes that this is reasonable and in line with British Columbians' expectations

with respect to their information rights.

2. Flaw: preservation

Section 35 of the Bill threatens to annul all that has been achieved in the above-mentioned sections. This section reads:

Retention of personal information

35 (1) Despite subsection (2), if an organization uses an individual's personal information to make a decision that directly affects the individual, the organization must retain that information for at least one year after using it so that the individual has a reasonable opportunity to obtain access to it.

(2) An organization must destroy its documents containing personal information, or remove the means by which the personal information can be associated with particular individuals, as soon as it is reasonable to assume that

(a) the purpose for which that personal information was collected is no longer being served by retention of the personal information, and

(b) retention is no longer necessary for legal or business purposes.

We see no problem with sub-section 1. **Sub-section 2, however, implies a massive and wholesale destruction of the archival record of British Columbia's private sector organizations.** Section 35(2) makes it impossible for British Columbia archives to fulfill their mandate to preserve the province's documentary heritage.

"Personal information" is broadly defined (even excluding "contact information" and "work product information"). In our experience with organizational records, it is never an easily segmentable component of the file system – on the contrary, personal information is scattered widely throughout an organization's files.

Given the ubiquity of personal information, the alternative to destruction (removal of personal identifiers) is impractical, extremely labour-intensive and expensive, since it implies a detailed line-by-line, page-by-page, field-by-field review and severing of all paper and electronic files (correspondence, minutes, reports, email, databases). **Faced with the need to comply with section 35(2), most organizations will simply destroy any inactive records without any consideration of their enduring value for archival purposes.** Even where removal of personal identifiers is undertaken, the result is the destruction of the archival integrity of the record, and the capacity of the documents to act as evidence of an organization's actions and decisions is vastly compromised.

This is not just a "heritage" issue – **this is an issue of private sector accountability.** Uncontrolled records destruction does **not** protect the rights of record subjects or promote organizational transparency and accountability. There are numerous examples of individuals using records containing personal information to redress past abuses (residential schools, land claims, the internment of Japanese Canadians during World War II). In an era in which government functions and services are increasingly contracted out or devolved to private sector organizations, there is a public interest in promoting record-keeping standards in organizations to ensure transparency and accountability.

Section 35(2), on the contrary, promotes and requires a one-sided, artificial, short-sighted and ill-advised model of records management: wholesale destruction of records no longer required for current business. This model impoverishes organizations (who lose their corporate memory), record subjects (who lose the evidence of their interactions), and future generations of historical researchers (who lose access to the experiences of the past).

If section 22 successfully gives archivists the ability to administer access to our holdings in a reasonable and flexible manner, section 35 utterly undermines this provision by negating any future holdings for archivists to administer access to. This section does not merely encourage organizations to destroy their valuable archival records, it makes such destruction a legal obligation. **In this respect Bill 38 constitutes a real threat to the province's documentary heritage and severely diminishes the capacity of British Columbia's archival institutions to preserve archival**

records.

The AABC does not believe that this is the intention of the Bill's drafters, but in our view it will be the consequence. Accordingly, **the AABC urges the government to revise this section.**

The main flaw with section 35(2) as it stands is that it does not differentiate (i) inactive records containing personal information which have **no** enduring value from (ii) inactive records containing personal information which **do** have enduring value for providing operational continuity, evidence, accountability, institutional memory and research.

We agree that destruction is the appropriate method for disposal of records of type (i). But the proper disposal for records of type (ii) is **transfer to an archives**, either through an in-house archival program or to an external archival institution which now assumes responsibility for protection of the personal information and for compliance with the Act.

The flaw in section 35 can be rectified, we believe, quite simply by adding an additional subsection:

Section 35

...

(3) Subsection (2) does not apply if:

(a) the documents containing personal information have enduring value for archival purposes;
and

(b) the documents are transferred to an organization's archives or to an archival institution.

Contact information

Thank you for this opportunity to present our views. Please do not hesitate to contact the AABC to discuss these matters further.

Erwin Wodarczak
AABC President
Tel: (604) 822-5877
Fax: (604) 822-9587
Email: ewodar@interchange.ubc.ca

Lara Wilson
Member, AABC Public Awareness, Advocacy and Legislation Committee
Tel: (250) 472-4480
Fax: (250) 721-8215
Email: ljwilson@uvic.ca

Richard Dancy
Member, AABC Public Awareness, Advocacy and Legislation Committee
Tel: (604) 291-4547
Fax: (604) 291-4047
Email: radancy@sfu.ca

[Back to Table of Contents](#)

BCA Audio-Visual Preservation Travel Assistance Program Application

BACKGROUND:

The Bureau of Canadian Archivists has received financial support from the Audio-Visual Preservation Trust (www.avtrust.ca) and its funding partner, the Department of Canadian Heritage, to further enhance the professional skills of archivists involved in the preservation of Canada's audio-visual heritage. To this end, the BCA is offering, on a pilot project basis, grants to help defray the travel and/or registration costs of Canadian-based archivists wishing to actively participate in training forums, workshops and similar learning opportunities focusing on the preservation and conservation of audio-visual materials.

The BCA wishes to thank the Audio-Visual Preservation Trust and its funding partner, the Department of Canadian Heritage for their generous assistance in setting up this pilot project.

Applications will be adjudicated by a BCA Ad hoc Committee.

Applications must be postmarked no later than the 15 September 2003.

CRITERIA:

8558) Applicants must be a resident of Canada and be an individual member in good standing of the Association for Canadian Archives or the Association des archivists du Québec. Applicants must show that they have an ongoing relationship with an institution. Student members are not eligible for funding.

8559) Applicants must submit a letter of support from the institution indicating why the training sought would be beneficial to the individual as well as their institution.

8560) In order to be considered in a timely fashion, the application form has to be postmarked no later than September 15, 2003.

8561) The amount of assistance granted will be determined by the BCA Board of Directors based on the importance of the activity for the individual's own professional development and the impact it has on the individual's archival institution specifically and the archival community in general. Preference will be given to applications for the AMIA conference to be held in Vancouver in November 2003 (www.amianet.org/04_Annual/Annual.html). For all other applications, the professional development activity must occur before 30 March, 2004.

8562) The BCA will weight the awards based on applicant location, event location and equitable representation from all parts of Canada. Grants can be from approximately \$500 to \$2000 depending on distances travelled.

8563) Transportation assistance will be based on the most economical means of transportation

available to the applicant. Airfare reimbursement will be based on non-refundable excursion tickets purchased 21 days in advance. The cost of cancellation insurance will not be covered by the BCA as part of the ticket cost.

8564) Prior to receiving expense reimbursements, copies of all receipts must be submitted by the applicant to the BCA Assistant Secretary General for verification no later than 60 days after the completion of the professional development activity.

8565) Applicants receiving funding under this program must submit a written report (300-600 words) to the BCA Assistant Secretary General on their activities and the benefit of these activities to them, their institution and to the archival community. These reports must be submitted no later than 60 days after the completion of the professional development activity.

8566) Failure to meet the deadlines stated in Criteria 7 and 8 will result in the forfeiture of all approved funding from this program.

8567) The BCA reserves the right to request the return of reimbursement of any advanced funds and the cancellation of any approved grant application, if the terms and conditions outlined in the criteria for this funding program are not met by the applicant.

***** PLEASE COMPLETE THE ENCLOSED APPLICATION IN FULL *****

BCA AUDIO-VISUAL PRESERVATION TRAVEL ASSISTANCE PROGRAM APPLICATION

Return application to BCA, ATTENTION: Assistant Secretary General, Manon Gendron, c/o CRDI, 654 Gilmour, Ottawa, Ontario, K1R 5M1 (Attach copy of program, if possible).

NAME: _____

ADDRESS: _____

EVENT TITLE : _____

EVENT LOCATION: _____

DATES OF ATTENDANCE: FROM _____ TO _____

WILL YOU ATTEND THE EVENT IF ONLY PARTIAL FUNDING IS PROVIDED?

State briefly the importance of this activity to your own professional development and the impact it will have on your archival institution (such as: responsibilities regarding audio-visual preservation activities, nature and importance of audio-visual collections).

[Back to Table of Contents](#)

AABC Newsletter

Volume 13 No. 3 Summer 2003

Advertisers

Archivia Enterprises

[Archivia Enterprises](#) offers archival and records management services to private and government clients in both Canada and the United States. The principal consultant, Trevor May holds a Master of Archival Studies and has been in business as a consultant since 1995.

Archivia's services include: archival inventories, records scheduling, appraisal, arrangement, description, and preventive conservation. We specialize in the creation of archival databases and information systems.

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* * *

Heritage Society of B.C. Regional Heritage Meeting

Kamloops,
Friday evening & Saturday,
September 26 & 27

\$50 members
\$60 non-members

(250) 384-4840
hsbc@islandnet.com
www.islandnet.com/~hsbc

[Back to Table of Contents](#)

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AABC Newsletter

Volume 13 No. 3 Summer 2003

Message from the President

The past few months have been, shall we say, interesting. Back in April the Archives Association of British Columbia was undergoing its annual transition period, as the 2002/03 Executive was wrapping up its affairs and preparing to make way for that of 2003/04. As part of this process, I was steeling myself to take on the role of President for the coming year, having already served a year as Vice-President.

The new Executive was acclaimed by the membership at the Annual General Meeting on April 26, during the 2003 Conference in Nanaimo. Unfortunately, I was unable to attend, as my wife and I were expecting the birth of our first child at the time, and the due-date was too close for comfort. Our baby girl, Saskia, was eventually born on May 18. Less than two weeks later, on May 30, the new Executive had its inaugural meeting. In between, the AABC was informed that all of British Columbia's applications for funding through the Canadian Archival Information Network (CAIN) programme, including both AABC projects, had been rejected.

Also in this period was the amalgamation of the British Columbia Archives with the Royal British Columbia Museum was finalized. Additional news out of Victoria was the introduction in the provincial legislature of private sector privacy legislation. Both events will have long-term effects on the provincial archival community, and on how individual archivists carry out their professional activities.

The AABC faces some hard choices over the next year regarding how to distribute increasingly scarce resources among its various programmes and activities. The strategic planning meeting in March, and the roundtable discussions held at the Conference, were first steps towards making those choices.

This has been a period of transition, therefore, both personally and for the Association – and the next year promises to be at least as "interesting". To be honest, if I had known last year that my daughter's birth would coincide so closely with the beginning of my duties as President, I would not have accepted the position of Vice-President. It will be difficult to balance the demands of being both a new father and the head of a professional association, while carrying out my regular duties at the University of British Columbia Archives. That being said, I intend to see this commitment through to the end of my term – hopefully with the help and patience of my colleagues on the Executive.

Outgoing and Incoming Executive Members

Before going any further I'd like to acknowledge the out-going members of the AABC Executive – Lara Wilson (President), Christine O'Donnell (Individual Member-at-Large), and Carrie Eirene Stevenson (Treasurer) – and thank them on behalf of the Association for all their hard work over the past two years.

At the same time, please join me in welcoming those new Executive members acclaimed at the AGM: Vice-President Christine Meutzner (Nanaimo Community Archives), Treasurer Jian Liu (B.C. College of Physicians and Surgeons), and Individual Member-at-Large Siôn Romaine (University of Washington Library). In addition, since the AGM, Secretary Erica Hernandez has gone on maternity leave. In her absence, Lisa Beitel will be taking over Erica's duties, both as AABC Secretary and as archivist at the Gulf of Georgia Cannery National Historic Site. Also joining me on the 2003/04 AABC Executive will be Institutional Member-at-Large Kathy Bossort (Delta Museum and Archives).

2003 Conference

From all accounts, the 2003 AABC Conference, held April 24-26 in Nanaimo, was a resounding success. The Association's honorary patron, Lieutenant-Governor Iona Campagnolo, spoke at the opening reception; her remarks are available on-line at www.lt.gov.bc.ca/whatsnew/sp/sp_apr24_2003.htm. The sessions and workshops were well attended. The roundtable session (discussed below) brought forward a number of issues for members to consider. The banquet featured excellent food, a lifetime-achievement award for retiring City of Vancouver Archivist Sue Baptie, and great entertainment. Finally, let us not forget that the conference made a profit of over \$3200.

Thanks to Christine Meutzner (Local Arrangements chair), Lisa Beitel (Programme chair), Siôn Romaine and Glenn Dingwall (Programme Committee members), and the various volunteers from the Nanaimo Community Archives for all their hard work that made the conference a success.

It has recently been confirmed that the North Vancouver Museum and Archives will be hosting the 2004 Conference. Conference programme and local arrangements committees should be in place by the end of the summer – please contact the AABC Executive if you wish to be involved.

CAIN Update

As I wrote earlier, the AABC was informed in May that all four of British Columbia's applications for funding through CAIN had been rejected. These included projects proposed by UBC Library Rare Books and Special Collections and the West Vancouver Museum and Archives, as well as two from AABC: an on-line exhibition entitled "Digital Memories: Celebrating British Columbia's Past", and an "itinerant archivist" project to update the BC Archival Union List (BCAUL).

It appears that the Ministry of Canadian Heritage adjudicated the applications, in the process bypassing the Canadian Council of Archives (CCA), the body mandated to administer CAIN. According to the CCA, the rejections do not seem to follow any discernable pattern. Outside of B.C., most other provinces saw up to 75% of their CAIN applications rejected, and the adjudications are continuing. No reasons were given for the rejections, and all indications are that re-submitting revised applications would be futile.

Fortunately, AABC's existing Network Services programme – which is responsible for BCAUL, the AABC Web site, and other on-line services – is not directly dependent on CAIN funding (both rejected projects were intended to update and enhance what already exists, rather than contribute to its maintenance). However, the fate of this year's applications, coming on the heels of last year's across-the-board cuts, does not bode well for the CCA's other grant programmes – including the Special Projects programme, on which AABC Network Services depends. The AABC remains in contact with the CCA on this matter, and will be making an official response in the near future.

BC Archives / RBCM Amalgamation

The AABC received a letter from Minister of Community, Aboriginal, and Women's Services George Abbott on March 4, in response to the AABC's letter sent in December regarding the amalgamation of the BC Archives and the Royal British Columbia Museum. Unfortunately, the Minister did not address our concerns over the amalgamation of two such distinct institutions in any substantial way. In reply, the AABC has sent another letter asking about BC Archives' new identity, the future scheduling and transfer of public records, and continuing access to public records. The text of the letter follows this report. We await the Minister's response.

The amalgamation of BC Archives and RBCM into a Crown Trust was finalized on April 1. The Archives' functions will be grouped together as either "Archives Services" or the "Information Access Unit". Archival holdings are now part of RBCM's collections. The records management component has been severed from the Archives and exists as a Corporate Records Management Branch within the Ministry of Management Services.

It appears that the merger is now a "done deal". However, the AABC will continue to monitor the development of the new Crown Trust and to voice the concerns of the provincial archival community when necessary. I encourage

individual members to continue to make their own voices heard.

Private Sector Privacy

In May, I worked closely with Lara Wilson and Richard Dancy of the Public Awareness, Advocacy, and Legislation Committee in drafting the AABC's response to Bill 38, the *Personal Information Privacy Act* (the text of which appears elsewhere in this issue of the newsletter). In summary, the AABC supports the extension of privacy protection to the private sector and believes that Bill 38 creates a workable framework for administering access to records. However, one provision of the *Act* poses a serious threat to the preservation of British Columbia's documentary heritage, by obligating organizations to consider destroying documents containing personal information, regardless of their enduring historical value, rather than having the information severed, or transferring the records to an archival institution.

The AABC's position paper, sent to the provincial government on May 13, addresses in detail both the strengths and the primary weakness of Bill 38, and offers a proposal to rectify that weakness. We hope that our submission will lead to adjustments being made before the Act is finalized, or at least when the Act is reviewed in the future. Again, I encourage members to make their own submissions to the provincial government as well.

Future Directions

In 2001, the provincial government eliminated its archival funding programmes, significantly reducing the money available to support both our services and community archives projects. Since then, we have experienced the cuts in federal funding that I have already described. This has forced the AABC to begin thinking about its future.

Let me reiterate that the AABC is not in a crisis. Our financial reserves are at a healthy level; our cash surplus is currently over \$100,000. We made a profit from this year's conference, and we continue to receive regular income from membership fees, workshop fees, and advertising in the newsletter and the Web site. Funding for our education/advisory, preservation, and network programmes is still available through the CCA's Special Projects and Conservation Plan for Canadian Archival Records (CPCAR) grant programmes.

However, those funding cuts have forced us to rely on our reserves to help pay for two of our programmes: Network Services, and Education and Advisory Services (Preservation Services is entirely funded by CPCAR). While we can do this in the short run, ultimately this financial drain is not sustainable. In addition, the loss of provincial grant programmes gives the AABC less money to direct to member institutions, adversely affecting these institutions and the BC archival community as a whole.

It is better to address these concerns now, while the AABC is still in reasonably good financial shape, rather than wait until we really are facing a crisis. Over the next year, the AABC will be looking for emerging funding opportunities with other grant programmes, and strategic partnerships with heritage and private sector organizations. More importantly, the Executive has begun a consultative process with its members regarding possible future directions.

A strategic planning workshop, attended by the Executive, Committee Chairs, and Regional Representatives, was held in late March. Lara Wilson summarized the meeting in her last President's Report:

aabc.bc.ca/aabc/newsletter/13_2/presidents_report.htm. More recently, a roundtable meeting was held at the AABC Conference on April 26. Members were invited to a question-and-answer session with the Executive, facilitated by Rick Goodacre of the Heritage Society of BC (a summary of this meeting is included elsewhere in this issue of the *Newsletter*). At both meetings, the emphasis was on the need to encourage two-way communication; the Executive requires input from the membership on how to maintain AABC's programmes and services and make them more self-sustaining, while the membership needs to be kept informed on the decisions made by the Executive on their behalf.

This consultative process is continuing, and I encourage members to make their opinions known and offer constructive suggestions for the Executive to consider. At the same time, as I stated at the strategic planning workshop, the ultimate results of any restructuring almost certainly will not please everyone, and if handled insensitively may alienate some members. The best way to avoid this would be to approach such deliberations with a feeling of good will and an

understanding that everyone involved (even those with whom you disagree) has the best interests of our organization at heart.

As I stated at the beginning, things have been, and continue to be, "interesting" for the AABC. "May you live in interesting times", says the ancient curse ("So whom did we offend?" I hear someone ask...). Let's see if we can turn that curse into a blessing.

Thanks for your continuing support, and have a great summer!

Erwin Wodarczak



Archives Association of British Columbia

Honorary Patron: The Honourable Iona Campagnolo, PC, CM, OBC, Lieutenant Governor of British Columbia

The Honourable George Abbott June 16, 2003
Minister of Community, Aboriginal, and Women's Services
PO Box 9042, STN PROV GOVT
Victoria, BC
V8W 9E2

Dear Minister Abbott,

Thank you for your response of February 27, 2003 to the Archives Association of British Columbia's letter of December 25, 2002, regarding the amalgamation of the British Columbia Archives (Archives) with the Royal British Columbia Museum (RBCM).

On behalf of the AABC membership, I respectfully ask that you address our concerns that were left unanswered in your letter. In particular, can you respond to the following questions:

Will the name of the British Columbia Archives and its associated web-site address (<http://www.bcarchives.gov.bc.ca>) be changed as a result of this amalgamation? Researchers across Canada and around the world rely on this information when citing their archival sources.

Will the regular scheduling and transfer of public records from ministries to the Archives continue, despite the separation of the Records Management Branch from the Archives, and the proposed changes to the *Museum* and *Document Disposal Acts*? Again, the AABC asks that you remain committed to the preservation of public records, as they are evidence of individual rights and the actions of government.

Will there continue to be equitable access to public records in the custody and control of the Archives? We are concerned that revenue generation priorities will result in increases in, and introduction of, user fees that will exclude some persons from exercising their right to access public information.

In addition, the AABC was shocked to read, in the consequential amendments to Bill 2 – *Museum Act*, that the reference to "Provincial Archivist" is to be struck from the *Document Disposal Act*, and

replaced with:

The chief executive officer of the museum or a person designated by the chief executive officer, a person designated by the minister responsible for the administration of this Act.

The AABC asks:

Who, other than the Provincial Archivist, should have the statutory responsibility for preserving the province's documentary heritage? We reiterate that records are not artifacts, and that archival principles, practices and standards are separate from those of museology.

Thank you for your attention to these questions. I look forward to your prompt reply.

Sincerely,

Erwin Wodarczak
AABC President

cc: Pauline Rafferty - CEO, Royal British Columbia Museum
cc: Hon. Sandy Santori - Minister of Management Services
cc: Gary Mitchell - Provincial Archivist and Director BC Archives

[Back to Table of Contents](#)

Executive Minutes

AABC Executive Committee
Meeting Minutes: 7 April 2003

Executive of the Archives Association of British Columbia
Location: Gulf of Georgia Cannery Society Boardroom.

Present:

Lara Wilson, President
Erwin Wodarczak, Vice President
Erica Hernández, Secretary
Carrie Eirene Stevenson, Treasurer
Kathy Bossort, Institutional Member-at-large

Regrets:

Christine O'Donnell, Individual Member-At-Large

1. Approval of Agenda: Approved

Lara Wilson called the meeting to order at 12:45 pm.

2. Approval of Minutes of 22 February 2003 Executive Meeting: Approved

3. Business Arising

3.1 Outstanding Issues

CAIN funding

Lara Wilson informed the Executive that to date, there has been no word from Fred Farrell, regarding CCA response to CAIN funding cuts. She also clarified that none of the provincial/territorial councils she contacted had sent written responses to these cuts. All seem to be waiting for direction from the CCA. The Executive decided to hold off on the creation of a letter.

Action: Lara Wilson to contact Fred Farrell to try to determine the CCA's position on this topic.

Heritage Resource Centre Closure

Lara Wilson informed the Executive that a joint letter of response was unable to be drafted with the BCLA regarding the closure of the Heritage Resource Centre. As a result she issued the AABC's response in a letter dated March 20, 2003. A following BCLA letter of response was clear in reiterating the AABC's concerns as well

as their own.

Lara Wilson informed the Executive she had responded to an inquiry from Golder Associates, who had been retained by the Union of BC Indian Chiefs to prepare a report on the changing landscape of the BC heritage sector. This firm requested information on AABC's position regarding these changes. Lara Wilson submitted copies of our official letters re: the amalgamation of the RBCM and BC Archives, and the closing of the BC Heritage Resource Centre as well as AABC position on the proposed changes to the Document Disposal Act.

BC Archives/RBCM Amalgamation

Lara Wilson reported to the Executive that a disappointing reply letter was received from Minister Abbott on March 4, 2003. This response, issued in a form letter format, did not acknowledge any of concerns, either as a professional association, or regarding protection of the documentary heritage of the province.

Action: Lara Wilson will draft a reply to this form letter.

CCA General Assembly

Erica Hernandez contacted Wendy Hunt regarding the procedure by which the Executive could allow a member (Executive or otherwise) other than the Institutional Member-at-large to attend the General Assembly. Wendy determined that according to CCA Bylaws, articles 5 and 6, the AABC President would be required to write to the National Archivist advising that in the absence of the Institutional Member-at-Large, the AABC requests that a designate attend on behalf of the AABC at a specific meeting. Upon receiving permission from the National Archivist, the chosen designate can be any member of the AABC, and they will possess the rights and obligations of a CCA director only for the duration of the meeting for which the request was made.

2004 AABC Conference

Erwin Wodarczak informed the Executive that Francis Mansbridge, North Vancouver Archives, has offered to host next year's conference.

AABC Record Storage

Lara Wilson contacted BC Archives regarding the transfer of 11-12 boxes of AABC records from UBC Archives to BC Archives. This transfer was completed on March 29, 2003. Receipt for this deposit has been received and is to be filed with President's papers. There was, however, some discrepancy over the current status of these transferred records.

Action: Lara Wilson to contact David Madison for clarification of this transfer: are these records considered a "deposit" or an "accession"?

3.2 Secretary's Report

Heritage Trust

Erica Hernandez reported that the Heritage Trust has been terminated by the Provincial Government. On March 24, 2003 the Heritage Society of B.C. signed a Memorandum of Understanding with the Ministry of Community, Aboriginal and Women's Services, and the Land Conservancy, to establish a new British Columbia Heritage Legacy Fund. The primary purpose of the fund will be to support heritage conservation at the community level throughout B.C. The provincial government is making an initial contribution of \$5 million which will be managed by the Vancouver Foundation. No word on funding applications to this new Fund is available at present. A print-out of information from the Heritage Society of B.C.'s web-page was provided for consideration by the Executive.

4. President's Report

Heritage Society of B.C.

Lara Wilson is in the process of contacting the Society in order to inform them of our existence and willingness to assist them in any way possible as they set up their granting programme. She will be strongly reminding them of our professional role in maintaining the documentary heritage of this province.

Strategic Planning Session

Lara Wilson thanked all participants of this session; the Delta Museum and Archives for the use of their facility; Snowcap Enterprises Ltd. for their donation of goodies, and all those helped set up and/or clean up the meeting room. This session was a valuable step in our overall consultation process. She noted that one of the most significant points that arose during the meeting was the important role played by the Regional Reps- both at present, and in any future coordination of province-wide restructuring initiatives. The Executive was in agreement that holding this type of meeting on a yearly basis would be very beneficial to entire association - assuming of course funding was available.

Contracts

Lara Wilson informed the Executive that all Contractors, including the newly hired EAS contractor, Linda Wills, have signed their contract agreements for 2003/2004. These contracts are to be filed in the President's records for this year.

5. Treasurer's Report

Cheque Signing Authority

Carrie Eirene Stevenson informed the Executive that it must determine a new cheque signing authority. It was decided that incoming Executive would determine this authority.

Storage of Semi-active Records

Carrie Eirene Stevenson informed the Executive that at present Karen Blimkie is storing all AABC financial records in her house. These semi-active records need to be retained for 7 years prior to disposition, however their sheer bulk is becoming increasingly difficult for Karen to manage. It was determined that the incoming Treasurer would go through Carrie's financial records and those held by Karen and cull any duplicates. Once completed, the new Executive would determine a more appropriate storage site (i.e. either at someone's home or in a records centre).

6. Committee and Program Reports

Erwin Wodarczak informed the Executive that he is in the process of receiving and compiling all program reports in preparation for their required submission to the CCA by the end of April.

6.1 Education

Education Archivist

Lara Wilson welcomed the new EAS contractor, Linda Wills as our "Education Archivist". Linda will be working 14 hours/week and can be contacted by phone or email from 9am-5pm, Monday to Friday. The Executive thanked Patti O'Byrne for her excellent work on behalf of the AABC, (Jan.-March 2003) and noted that she will continue to teach education courses for the AABC as needed. Good luck Patti!

Conference Workshops

The EAS is putting on the following 3 workshops for upcoming AABC conference: "Managing Archival Photos"; "Archivally Sound Finding Aid Systems"; and "Website Lite: Establishing Web Access to Photographs".

6.2 Grants

CCA Application Response

Kathy Bossort informed the Executive of the receipt of a letter from the CCA notifying us of their review of our recommended applications. Kathy will notify all applicants regarding their application status. The letter included no mention of CAIN funding.

6.3 Membership

Honorary Membership

The Executive discussed the procedure by which life achievement awards and honorary life memberships would be awarded at the upcoming conference.

Action: Erwin Wodarczak to determine appropriate gifts to distribute in recognition of life achievement award.

Action: Erica Hernández to contact Wendy Hunt for clarification on the procedures for the nomination of honorary membership.

Membership Report

Dovelle Buie's report presented by Erica Hernández. There is no statistical report from the Membership Cmt at this time as renewals have only recently begun.

6.4 Conference Program

Response from the Lieutenant-Governor

Lara Wilson reported that The Honourable Iona Campagnolo, PC, CM, OBC, Lieutenant-Governor of British Columbia will be unable to attend this year's conference reception.

Roundtable Content

The Executive discussed the purpose and specific topics to address during the scheduled Roundtable Session: "Where do we go from here? The future of the British Columbia archival community."

Action: Lara Wilson to outline a presentation of the AABC's financial situation.

Action: Carrie Eirene Stevenson to create a concise overhead graphic illustrating the Associations financial status.

Action: Kathy Bossort to create a concise overhead graphic illustrating the the disposition of BC funding from CCA Regular and CPCAR financial programs to AABC service programs and institutional members over the past four years, including this year.

6.5 Internet

Heather Gordon's report presented by Erwin Wodarczak.

Dedicated Image Server

Erwin Wodarczak informed the Executive that the AABC has issued a tax receipt to ACT Cinemage in exchange for access to the ACT-Cinemage web server. Heather Gordon is preparing a write-up on this donation for the next newsletter. A meeting between ACT-Cinemage and the Internet Cmt has been scheduled for Friday April 11 to discuss a business plan.

6.6 Preservation

Dorothy Lawson's report presented by Lara Wilson.

Committee Membership

The Preservation Cmt requires at least one more member and has determined that an incoming member familiar with electronic and digital records would be highly desirable as there is much need for advice in this area.

Workshop Organization

Dorothy Lawson requires a need for the clarification of responsibility for the organization of workshops (i.e. How many workshops are desired? Is their organization the responsibility of the Preservation contractor, or the Education Archivist?).

Site Visits

The Preservation Cmt is currently considering limiting site visits beyond the first, which allows the Advisor to make an assessment of an institution. The follow-up of some special project, or as part of some other event are

also appropriate occasions.

Committee Update

The Preservation Program is on time and on budget.

6.7 PAAL

Peter Johnson's report presented by Lara Wilson.

Archives Week Collaboration

The Association of Moving Image Archivists (AMIA) conference is in Vancouver during 2003 Archives Week. Lara Wilson suggested coordinating the theme of their conference with Archives Week. Peter Johnson recommends the development of Geoff Wong's interest in a partnership between CBC Vancouver and the AABC for Archives Week. A formal partnership proposal should be made by the AABC about 6 month's before this year's Archives Week.

Action: Lara Wilson to inform the PAAL Committee that a partnership proposal needs to be drafted as soon as possible.

Privacy Legislation Update

Lara Wilson informed the Executive that she and Richard Dancy met with Sharon Plater from Ministry of Management Services - Corporate Privacy and Information Access Branch, to discuss the changes to the Document Disposal Act. As the changes are in draft form, the substance of these changes is confidential. The PAAL committee will keep the membership informed once the bill is introduced in the Legislature. The Corporate Privacy and Information Access Branch will continue to consult with the AABC on any upcoming archives-related legislation for which it is responsible.

6.8 Newsletter Editorial Board

Newsletter Update

Erwin Wodarczak informed the Executive that the next issue is currently in development.

7. Other Business

Associate Members Survey

Participants of the Strategic Planning Session determined that Associate Members should be tallied as well (due to a technical oversight these members had been forgotten in the initial survey distribution). Completed surveys are to be sent out to members after the Conference and AGM, responses to be sent to Kathy Bossort.

Conference Committees

The Executive agreed to allow the four members of the Conference Program and Local Arrangement Cmts attend the conference for free; however they will be required to pay their attendance to workshops and the banquet. This decision was based on their dedication over the past year to the organization of the conference; as well as, on their anticipated facilitation of the conference, which will inevitably limit their active attendance at sessions.

Motion: Lara Wilson moved to waive conference fees for the four members of the Conference Program and Local Arrangement Cmts. Erica Hernández seconded this motion. Motion carried.

Conference Attendance

Due to family commitments, Erwin Wodarczak will not be in attendance at this year's conference.

Nominations and Elections Chair

Lara Wilson reported that the nomination of Jennifer Mohan to the position of Nominations and Elections Chair was approved by the Executive via email.

Manual for Small Archives

Erwin Wodarczak reported that the AABC has only 1 copy of the Manual left; as a result the Executive must determine whether more print copies should be ordered, or if we are to provide only the on-line version to the public.

Motion: Lara Wilson moved to present the Manual in .pdf format and forego the suggestion of a reprint. Kathy Bossort seconded this motion. Motion carried.

Continuity of AABC Executive

Kathy Bossort proposed the Executive develop a Procedures Manual for incoming Executive members. This Manual would include detailed job descriptions for all positions in an effort to ensure communication and consultation between all members of the Association.

Kudos to Lara Wilson!

The Executive expressed its gratitude to Lara Wilson, outgoing President, for all her hard work and dedication over the past year. Her tremendous energy, diplomacy and forethought have served to lead the Executive and, indeed the Association, through some very rough waters. Thank you Lara!

8. Adjournment

Lara Wilson moved to adjourn the meeting. Erica Hernández seconded. Motion carried. Meeting adjourned at 3:35pm.

[Back to Table of Contents](#)

British Columbia Archival Network News

New and Notable on the Web

1. Historical Chinese Language Materials in British Columbia: An Electronic Inventory

The Historical Chinese Language Materials in British Columbia: An Electronic Inventory (www.hclmbc.org/) is a collaborative effort of the Asian Library and the Centre for Chinese Research (UBC) and the David Lam Centre (SFU). It provides a searchable online catalogue of Chinese language source material relating to the history of British Columbia, along with image galleries and links to other resources.

2. Online Access to City Council Minutes -- City of Coquitlam Archives and City of Vancouver Archives

The City of Coquitlam Archives and the City of Vancouver Archives have recently developed online mechanisms to provide better access to historical city council minutes.

The **City of Coquitlam Archives** now provides on its city web site an online keyword search capability for Council minutes from 1920 to the present day, with the ability to view (in pdf format) all minutes from 1891 to the present. To search council minutes, you can use the link from the description for the "City of Coquitlam Council and Office of the City Clerk fonds" on the Archives web site or go directly to e-civic.coquitlam.ca/CyberCEDMS/Agenda.asp.

The **City of Vancouver Archives** has recently mounted online its searchable City Council Minutes Index. The index can be used to search for Council minutes from 1971 through 2000. It is accessible at: www.city.vancouver.bc.ca/ctyclerk/archives/webpubhtml/qbes/ws_ccindex.htm.

3. New Galleries and Exhibits -- UBC Archives, City of Victoria Archives, BC Medical Association Archives, City of Surrey Archives

Several new virtual exhibits and photograph galleries have been created by archives in BC. These, along with others from archives in the province, can be accessed from the BCAIN's *Virtual Exhibits at Archives in BC* (aabc.bc.ca/aabc/exhibit.html) and the *BC Historical Photographs Online* (aabc.bc.ca/aabc/archphot.html).

The **University of B.C. Archives'** *Building a Provincial University - Early History and the Point Grey Campus* (www.library.ubc.ca/archives/buildingubc/index.html) describes the early history of the University of British Columbia and its Point Grey campus, with illustrations taken from a variety of resources in the Archives' holdings.

The **City of Victoria Archives** has recently provided a select, online sampling of historical images from the *H.U. Knight fonds*. The new gallery (aabc.bc.ca/aabc/cityofvictoria/KnightWebGallery/index.htm) includes images of

buildings, businesses, social activities, and prominent residents of Victoria in the first half of the twentieth century.

The **BC Medical Association Archives' *Portraits of the Presidents***

(aabc.bc.ca/aabc/bcma/presidentsgallery.html) consists of photographic portraits from the holdings of the archives depicting the presidents of the BC Medical Association from 1899 to 2003. Gallery also includes biographical sketches of the early presidents (1899-1950).

The **City of Surrey Archives' *Heritage Photograph Collection***

(www.city.surrey.bc.ca/Living+in+Surrey/Heritage/Heritage+Services+and+Facilities/What+To+See/City+of+Surrey+Archives/Photograph+Collection/default.htm) provides an online sampling of its extensive historical photograph holdings. The gallery illustrates two major facets of the city's history, townsites and transport.

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:

St. Mark's Hall (Vancouver, B.C.) fonds

Latimer Hall (Vancouver, B.C.) fonds

Columbia Coast Mission fonds

Anglican Provincial Synod of British Columbia and Yukon fonds

Walter Robert Adams fonds

Ralph Stanley Dean fonds

Godfrey Philip Gower fonds

Fran Haberlin fonds

Douglas Walter Hambidge fonds

George Hills fonds

Alan Peter Horsfield fonds

Gary Robertson fonds

Kim Steel fonds

Harold Eustace Sexton collection

Frederick Herbert DuVernet fonds

Sir Francis Cooke Caulfeild Heathcote fonds

Alexander John Doull fonds

John Antle collection

William George Hollingsworth Ellison fonds

Theodore Frederick Wells de Pencier fonds

Alexander Charles Garrett fonds

Richard Small fonds

George H. Cowan fonds

Heber Hannington Kerr Greene fonds

George Alexander Rix fonds

Keith Bertie Frampton fonds

Denis A. Godson collection

Alfred James Vale fonds
Philip Timms fonds
Cyril E.H. Williams fonds
Biographical collection
Photographs collection
Periodicals collection
Slides collection
Sound recordings collection

British Columbia Archives:

Joseph Despard Pemberton fonds

British Columbia Medical Association Archives:

Dr. A.M. Davidson fonds

City of Richmond Archives:

West Richmond Community Association fonds

City of Vancouver Archives:

Vancouver Natural History Society fonds
Thomas Sentell fonds
Pacific National Exhibition fonds
Harold D. Kalman fonds
Native Daughters of British Columbia, Post No. 1 fonds
Arthur Smith fonds
Garden Club of Vancouver fonds
Walter E. Frost fonds
Jersey Farms Limited fonds
Helen Alexander fonds
Murray Newman fonds
William McFarland fonds
Elek Imredy fonds
Robin Hood Mills fonds
Walter Francis Ing fonds
John William Thomas Smith fonds
Downtown South Residents Rights Association fonds
Strathcona Community Garden Society fonds

Langley Centennial Museum:

Langholm fonds
Langley Social Credit Women's Auxiliary fonds
Alfred Trattle fonds
Walter Reynolds Hall fonds
Hopeline District Women's Institute fonds

Nanaimo Community Archives:

Vancouver Island Exhibition Association fonds

New Westminster Museum and Archives:

Windsor Hotel fonds
Barbara McKay cards and postcards collection

United Church of Canada British Columbia Conference Archives:

Hope United Church fonds
St. Andrew's United Church (Rossland, B.C.) fonds
Fleetwood Memorial United Church (Surrey, B.C.) fonds
Osoyoos United Church fonds
Oliver United Church fonds
Wellington United Church (Nanaimo, B.C.) fonds
Haliburton Street United Church (Nanaimo, B.C.) fonds
St. John's (Strawberry Hill) United Church (Delta, B.C.) fonds
St. Paul's United Church (Sidney, B.C.) fonds
Sixth Avenue United Church (New Westminster, B.C.) fonds
Sperling United Church (Langley, B.C.) fonds
Queen's Avenue United Church (New Westminster, B.C.) fonds
Honeymoon Bay United Church fonds
South Nanaimo Combined Pastoral Charge (Nanaimo, B.C.) fonds
Wallace Street United Church (Nanaimo, B.C.) fonds
Nanaimo Suburban Pastoral Charge fonds
Zion United Church (Armstrong, B.C.) fonds
Poplar United Church (Abbotsford, B.C.) fonds
Knox United Church (Parksville, B.C.) fonds
Fairview United Church (Nelson, B.C.) fonds
Lynn Valley United Church (North Vancouver, B.C.) fonds
Kitsilano United Church (Vancouver, B.C.) fonds
East Trail United Church fonds
Mountain View United Church (Vancouver, B.C.) fonds
Penticton United Church fonds
Trinity United Church (Port Coquitlam, B.C.) fonds
Port Kells United Church (Surrey, B.C.) fonds
Richmond United Church fonds
Brighthouse United Church (Richmond, B.C.) fonds
Kelowna Methodist Church fonds
Okanagan Japanese United Church (Kelowna, B.C.) fonds
Grace United Church (Hedley, B.C.) fonds
Japanese United Church (New Westminster, B.C.) fonds
Knox United Church (Trail, B.C.) fonds
Trail United Church fonds
Revelstoke United Church fonds
Hastings United Church (Vancouver, B.C.) fonds
Shaughnessy Heights United Church (Vancouver, B.C.) fonds
Taiwanese United Church in Greater Vancouver (Burnaby, B.C.) fonds
Squamish United Church fonds
Enderby Methodist Church fonds
Beaverdell United Church fonds
Mount Seymour United Church (North Vancouver, B.C.) fonds
Deep Cove United Church (North Vancouver, B.C.) fonds
Dunbar Heights United Church (Vancouver, B.C.) fonds
Zion United Church (Silverton, B.C.) fonds
Ainsworth Presbyterian Church fonds
St. Andrew's United Church (Sandon, B.C.) fonds
Smithers United Church fonds
Renfrew United Church (Vancouver, B.C.) fonds
Boswell United Church fonds
Riverview United Church (Vancouver, B.C.) fonds
Calvary United Church (Valemount, B.C.) fonds
Bamfield United Church fonds

Quadra Island United Church (Cape Mudge, B.C.) fonds
Central Park Presbyterian Church (Burnaby, B.C.) fonds
Central Burnaby United Church (Burnaby, B.C.) fonds
Royal Heights United Church (Delta, B.C.) fonds
St. George United Church (Vancouver, B.C.) fonds
North Surrey United Church fonds
Marpole United Church (Vancouver, B.C.) fonds
Cordova Bay United Church (Victoria, B.C.) fonds
Trinity United Church (Vancouver, B.C.) fonds
Windsor United Church (Vancouver, B.C.) fonds
West Point Grey United Church (Vancouver, B.C.) fonds
River Avenue United Church (Vancouver, B.C.) fonds
Ahousat United Church fonds
St. Paul's United Church (Burnaby, B.C.) fonds
Westridge United Church (Burnaby, B.C.) fonds
Cedar United Church fonds
Rosedale United Church (Chilliwack, B.C.) fonds
Coalmont Pastoral Charge fonds
Comox United Church fonds
Cumberland United Church fonds
Koksilah Indian Mission (Duncan, B.C.) fonds
St. Andrew's United Church (Enderby, B.C.) fonds
St. Stephen's United Church (Field, B.C.) fonds
Francois Lake Mission Field fonds
Knox United Church (Giscome, B.C.) fonds
Greenwood Pastoral Charge fonds
First Presbyterian Church (Columbia, B.C.) fonds
St. Andrew's United Church (Golden, B.C.) fonds
Gabriola United Church (Gabriola Island, B.C.) fonds
West Howe Sound Pastoral Charge (Gibsons, B.C.) fonds
St. John's United Church (Grand Forks, B.C.) fonds
Hullcar United Church fonds
Illecillewaet Mission fonds
Rutland United Church (Kelowna, B.C.) fonds
Windermere Valley Pastoral Charge (Invermere, B.C.) fonds
Keremeos United Church fonds
St. Paul's United Church (Kelowna, B.C.) fonds
Langley United Church fonds
St. Andrew's United Church (Fort Langley, B.C.) fonds
Albion United Church (Maple Ridge, B.C.) fonds
St. Andrew's United Church (Haney) (Maple Ridge, B.C.) fonds
Hammond United Church (Maple Ridge, B.C.) fonds
Whonnock-Websters Corners Pastoral Charge (Maple Ridge, B.C.) fonds
Whonnock United Church (Maple Ridge, B.C.) fonds
Moyie United Church fonds
Phoenix Methodist Church fonds
Hatzic United Church (Mission, B.C.) fonds
Oyama United Church fonds
Revelstoke Rural Pastoral Charge fonds
Shiloh United Church (New Westminster, B.C.) fonds
St. Paul's United Church (McBride, B.C.) fonds
First United Church (Salmon Arm, B.C.) fonds
Clayton United Church (Surrey, B.C.) fonds
Elgin United Church (Surrey, B.C.) fonds
Sunnyside United Church (Surrey, B.C.) fonds
Union Bay United Church fonds
First Memorial United Church (Vanderhoof, B.C.) fonds
St. Paul's United Church (Wynndel, B.C.) fonds
Naramata United Church fonds
Peachland United Church fonds

Garden City United Church (Victoria, B.C.) fonds
St. Aidan's United Church (Victoria, B.C.) fonds
Victoria West United Church fonds
Wilkinson Road United Church (Victoria, B.C.) fonds
West Vancouver United Church fonds
Westbank United Church fonds
Clayburn United Church (Abbotsford, B.C.) fonds
Winfield United Church fonds
Brentwood United Church (Central Saanich, B.C.) fonds
Canal Flats United Church fonds
Alert Bay United Church fonds
Augsburg Lutheran Church (Hagensborg, B.C.) fonds
Bella Coola Pastoral Charge fonds
Milner United Church (Langley, B.C.) fonds
Cowichan Lake Pastoral Charge (Lake Cowichan, B.C.) fonds
Barkerville United Church fonds
First United Church (Houston, B.C.) fonds
Fraserview United Church (Vancouver, B.C.) fonds
Ryerson United Church (Vancouver, B.C.) fonds
St. John's United Church (Vancouver, B.C.) fonds
St. Stephen's United Church (Vancouver, B.C.) fonds
Canoe United Church fonds
St. Andrew's United Church (North Vancouver, B.C.) fonds
One Hundred Mile House Pastoral Charge fonds
St. Stephen's United Church (Qualicum Beach, B.C.) fonds
Michel-Natal Pastoral Charge (Sparwood, B.C.) fonds
First United Church (White Rock, B.C.) fonds
Zion United Church (Ashcroft, B.C.) fonds
Como Lake United Church (Coquitlam, B.C.) fonds
Duncan United Church fonds
Ladner United Church (Delta, B.C.) fonds
Mount Paul United Church (Kamloops, B.C.) fonds
Saltspring Island United Church (Pastoral Charge) fonds
Grace Memorial United Church (Vancouver, B.C.) fonds
Knox United Church (Vancouver, B.C.) fonds
Wilson Heights United Church (Vancouver, B.C.) fonds
Centennial United Church (Victoria, B.C.) fonds
Maple Ridge United Church fonds
St. Paul's United Church (Okanagan Centre, B.C.) fonds
Okanagan Landing United Church fonds
Ocean Falls United Church fonds
St. Matthew's United Church (West Vancouver, B.C.) fonds

University of British Columbia Library Rare Books and Special Collections:

Mike Aspey research collection
Bill Barlee mining research collection
G. Vernon Wellburn collection
Fishing Vessel Owners Association fonds
Jack Petley collection
William Douglas Powell fonds
Jean Sheils research collection
Heather Spears fonds
Association of Book Publishers of British Columbia fonds

White Rock Museum and Archives:

Coronation Day Committee fonds
Red Ensign Club of Canada, White Rock Branch No. 2 collection

White Rock Choral Society fonds
White Rock Amateur Swimming Association fonds
James and Edith Vidal fonds
Golden Age Centre fonds
Hilltop Youth Centre fonds
White Rock Overture Concert Association fonds
White Rock Climatological Station fonds
Elizabeth Keeling fonds
Ladies Division of the White Rock Lawn Bowling Club fonds
White Rock Summer Theatre Company fonds
White Rock Chamber of Commerce scrapbook collection

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) Maple Ridge Museum and Archives

New email address: mrmuseum@telus.net

New web address: www.mapleridge.org/community/heritage/museum_archives.html

2) City of Surrey Archives

New hours of operation: Tuesday-Saturday, 9:00-4:00

New web site: www.city.surrey.bc.ca/Living+in+Surrey/Heritage/Heritage+Services+and+Facilities/What+To+See/City+of+Surrey+Archives/default.htm

3) Kelowna Museum

New contact name: Donna Johnson, Archivist

4) Salt Spring Island Archives

New web address: saltspringarchives.com

5) Hallmark Society

Contact: Helen Edwards , Administrative Director

New address: 10 Centennial Square, Victoria, BC

New mailing address: 810 Linden Avenue, Victoria, BC V8V 4G9

New hours of operation: Monday and Tuesday: 11:30 am - 3:00 pm; Wednesday: 8:30 am - 12:30 pm; Thursday: Noon-3:00 pm

New holdings summary: The current holdings are approximately 5000 files on building in the Capital Region District (Victoria, B.C.), approximately 8000 slides on buildings and architecture, approximately 1000 files on B.C. architects, 6,000 photographs in the millennium collection, and approximately 1000 files on general history and the Society's activities.

6) City of Coquitlam Archives

New web site: www.coquitlam.ca/City+Hall/City+Government/Archives.htm

7) Quesnel and District Museum and Archives

New email address: rstubbs@city.quesnel.bc.ca

8) Archives of the Roman Catholic Archdiocese of Vancouver

New contact name: Anthea Seles , Archivist
New email address: aseles@rcav.bc.ca

9) Kootenay Lake Archives

New web address: www.klhs.bc.ca/archives.htm

10) Nelson Museum

New web address: museum.kics.bc.ca

11) Trinity Western University Archives

New web address: archives.twu.ca:8080

12) Ktunaxa-Kinbasket Tribal Council Archives

New email address: mteneese@kktc.bc.ca

13) Anglican Diocese of Kootenay Archives

New web address: www.kootenay.angli.net

14) Capilano College Library

New web address: www.capcollege.bc.ca/student-services/library/index.xhtml

15) Delta Museum and Archives

New web address: www.corp.delta.bc.ca/sitebuilder.asp?topic=Delta+Museum+and+Archives&rootname=Discover+Delta

16) Legal Archives of British Columbia (Law Society of BC)

New web address: www.lawsociety.bc.ca

17) Satellite Video Exchange Society

New web address: www.videoinstudios.com

18) Silvery Slocan Museum

New web address: www.newdenver.ca/museum/museum.php

19) Sooke Region Museum

New web address: sooke.museum.bc.ca

20) West Vancouver Museum and Archives

New hours of operation: Wednesdays and Thursdays, 12:00-4:30 pm
New web site: wvma.net/archives/index.html

21) White Rock Museum and Archives

New web address: www.city.whiterock.bc.ca/leisure_services/museum_info.htm

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](#)

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AABC Newsletter

Volume 13 No. 3 Summer 2003

AABC Education and Advisory Service

By Linda Wills

After an unsettled year for the AABC Education and Advisory Service, during which the Advisory Archivist position was vacant, I recently agreed to take on that position for the term 2003-2004, for two days a week. In the north, and locally here in the Okanagan, I have already been teaching and visiting sites, and enjoying it immensely. As many of you do not yet know me, allow me to take this opportunity to introduce myself, and give you some of my background.

My career as an archivist began suddenly in the late 1970's, at Fort Steele Historic Park. While working with their photo collection, my supervisor asked me to "do something with the photos!" Despite my lack of archival training (I was trained as a high school teacher, in Math and English), by researching what other institutions were doing I was able to work out a system that, in fact, still serves me well today. Later, after moving from the East Kootenays to Vernon in the early 80's, the Vernon Museum hired me to reorganize their photo collection. After a four-month contract there – during which I re-ordered a subject-sorted 4500-item collection according to provenance or donor – I was hired as archivist, and have been there ever since.

By necessity, my training was on-the-job; I would have loved to have the time to take the post-grad MAS course at UBC, but it was an impossible undertaking living in the BC Interior, with a young family. So I did the next best thing; I worked my way through all the AABC courses, and did an internship week at the provincial archives. I struggled with appraisal, and it took me a long time to realize the importance of context. However, I believe my years of experience in coming up with practical solutions to the very real problems of limited budgets and lack of staff (and perhaps my training as a teacher), have prepared me well.

After 2 months of being the EAS advisor, I have realized that the position is very much like the position I have working at the Vernon archives. I've taught many of the AABC courses and have met many of the archivists from far-flung parts of BC already. I have also spent many days at work with visiting archivists from near and far with clipboards and list of questions for me to answer. I have already visited six archives and look forward to visiting many more. After compiling a list of institutions visited over the past three years by archival advisors, I realized that certain sections of BC have not had a visit, and I will try to make up that deficit.

Last week, at the Vernon archives, I was helping a researcher from eastern Canada who had very kind words to say about archives in general in BC. He mentioned BCAUL and the help that it gave him before he ventured out of Ontario. As well, he had found that each archival institution that he visited had excellent resources, helped him in an efficient and comprehensive manner. I was very pleased to hear this unsolicited comment on the archival community in BC and couldn't help but think again about the AABC's leadership role when it comes to innovation in access to archives. I like to think that the education programs that the AABC has offered over the years have played no small part in bringing BC's history to the forefront. The list of small archives throughout BC that have contributed their descriptions to BCAUL is testament to the initial and ongoing work of Bill Purver, the first of AABC's advisors.

Over time, the AABC courses have changed and grown in response both to members' requests and to requirements for national standards. AABC's planned standards for institutional membership will further upgrade the level of professionalism in all archives.

A survey of AABC members indicated that the best way to provide educational opportunities for those members outside the Lower Mainland and Southern Vancouver Island was through a correspondence course. I'm pleased to say that the correspondence version of "Introduction to Archival Practice" is being worked on right now, and we hope to offer it for the first time this fall. I've already had excellent feedback just on the idea of the course! Watch for an announcement of yet another AABC innovation.

Although the role of the advisory archivist has been somewhat reduced, the enthusiasm for the position has not. I'm available for inquiries and advice at lwills@abc.bc.ca, by mail at the address below, or by phone, during the day at 250-542-3142, in the evenings at 250-549-1466. I've already had inquiries about copyright, photographs, description, workshops, databases, management, and acquisition policies, and I'm ready for more. We can offer workshops on a sponsored basis, so do remember to contact your regional representative and let them know what your interest is. At present, regional representatives on Vancouver Island are contacting their members to see what demand there may be for a course on DBText with Archives Online (permission has been granted by Andornot Consulting to offer this course). If enough people indicate an interest, the course will proceed.

The Education and Advisory Service is available at all times for comments, suggestions, and new ideas. Please share your thoughts and questions with me.

Linda Wills
Box 1357,
Vernon, B.C. V1T 6N7

[Back to Table of Contents](#)

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AABC Newsletter

Volume 13 No. 3 Summer 2003

AABC Contact Information

Executive

President

Erwin Wodarczak
ewodar@interchange.ubc.ca
Phone: (604) 822-5877
Fax: (604) 822-9587

Vice President

Christine Meutzner
nca@nanaimo.ark.com

Treasurer

Jian Liu
jian@cpsbc.ca

Secretary

Erica Hernández
gogcoll@pch.gc.ca
Phone: (604) 664-9159
Fax: (604) 664-9008

Individual Member at Large

Sion Romaine
sromaine@u.washington.edu

Acting Secretary (as of 16/May/03)

Lisa Beitel
lisa.beitel@pc.gc.ca

Committee Chairs

Education

Jane Turner
jturner@uvic.ca
Phone: (250) 721-8258
Fax: (250) 721-8215

Grants

Kathy Bossort
kbossort@dccnet.com
Phone: (604) 946-9322
Fax: (604) 946-5791

Membership

Jana Bulhmann, Chair
jbuhlmann@archives.ca

Nominations and Elections

Jennifer Mohan, Chair
Jennifer.Mohan@gems6.gov.bc.ca

Public Awareness, Advocacy & Legislation

Laura Cheadle, Chair
lcheadle@shaw.ca

B.C. Archival Preservation Service

Dorothy Lawson, Chair
dlawson@direct.ca

Internet

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

BC CAIN Coordinator

Ann Carroll
acarroll@istar.ca
Phone: (604) 266-0615

Constitution & By-Laws

Wendy Hunt
whunt@bcma.bc.ca
Phone: (604) 638-2848
Fax: (604) 736-4566

Finance

Jian Liu
jian@cpsbc.ca

Newsletter Editors

Editor

Bob Edwards
riedward@shaw.ca
Phone: (778) 881-1427

Technical Editor

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

[Back to Table of Contents](#)

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