

ACDA *Newsletter*

The Official Newsletter of the Association of Catholic Diocesan Archivists



From the President

By Emilie G. Leumas, Archdiocese of New Orleans

Today I am a cheerleader at a pep rally, urging all diocesan archivists to attend the upcoming 2010 ACDA Biennial Conference, a.k.a. “Camp Mundelein.” There is no other conference in the world where the sole purpose is to provide education to diocesan archivists.

Yes, there are many other important organizations that provide excellent professional training (and I certainly encourage all of us to attend those as well), but none are aimed specifically at addressing the ongoing challenges we face in managing diocesan archives and records programs. Think about it, where can you go and meet 50 other people who face the same day to day challenges that you face; who develop retention schedules based on three sets of laws (Federal, State, Canon); or who know the function and responsibilities of a vicar general, a moderator of the curia or a chancellor. We are unique in that respect. We all need to interact with peers, to encourage each other in our mission, and to seek the wisdom from those who have met the challenges and slayed the dragons. The program committee, Ann Boltin, chair, (Diocese of Baton Rouge), Shelly Solberg (Archdiocese of Milwaukee), and Ken White (Diocese of Pittsburg) along with local arrangements Peggy Lavelle, chair, (Archdiocese of Chicago) and Meg Romero (Archdiocese of Chicago) have put together a program that will focus on many aspects of managing archives and records. So, whether you are a novice in this world of diocesan archives or a seasoned veteran, in July, there is no other place to be than Camp Mundelein. I look forward to seeing you all.



New Staff in Lafayette Louisiana

Barbara De Jean, Archivist of the Diocese of Lafayette in Louisiana, is pleased to announce that Mrs. Candace Brunet has been hired to fill the newly created position of Associate Archivist. Candy has a Masters in Public History from the University of Louisiana at Lafayette, which included studies in archival and museum collections, historic preservation, and architecture.

Candy will be representing the Diocese of Lafayette while attending the ACDA Conference next month in Mundelein and is looking forward to meeting and collaborating with her new colleagues.



A Note From the Editor

By Peggy Lavelle, Archdiocese of Chicago

As many of you know, I serve not only on the newsletter, but also as the local arrangements coordinator for the ACDA Biennial Conference. Unfortunately, I'll not be attending this year's conference. As much as I'd love to see all your smiling faces and benefit from the wisdom of our presenters, my husband and I are expecting our first child any moment now and I'm giving that my full attention.

The onus is on all of you to report back to me on how well it all went and I'll post your observations and editorials in the October newsletter.

My best to all of you. Please keep my little family in your prayers.

Sacramental Records Care in Steubenville

By Mrs. Linda A. Nichols, Chancellor

The Diocese of Steubenville (Ohio) is undertaking a huge project. Many of the older, original sacramental record books are in very poor condition. Some parishes use the books frequently and they are exposed to heat and humidity, fluctuating temperatures and light, not to mention skin oils from handling, which will only make them deteriorate more quickly. Since these records are so important, we thought to preserve them in our diocesan archive.

We have accessioned some of the pre-1900 sacramental record books from the parishes throughout the diocese, including the closed parishes. The plan is to scan the information into our archive's computer and send a copy to each parish. (We have not yet decided by which method we will send the information, i.e., CD, DVD or portable jump drive, although we are leaning toward the jump drive at this time.) We realize the method of storage will need to change over the years and that this is by no means a permanent method of storage, but at least for now it will serve our needs. We will need to keep an eye on developing technologies throughout the years.

Several years ago the Diocese of Steubenville purchased the bank adjacent to us and connected the two buildings through a major remodeling process. The bank building included two, fireproof bank vaults. Part of the building is rented to an outside business, but one of the bank vaults is available for our use. This is where the original sacramental record books will be stored. The temperature in the vault remains steady at 70° but the humidity in the vault is high at 67%. We are in the process of purchasing a dehumidifier with a pump and adjustable humidistat. The drain hose will be run through the vault wall and outside the vault. The original books will then be archived there.

The biggest problem, other than lack of funds, is that there is only me, the chancellor, and one volunteer. So it will take a number of years, especially since the volunteer only works one day a week.

Any suggestions or help would be appreciated. We would be very interested in hearing anyone who has had dealings with hand scanners and could make a recommendation.

Financial Reports From Brian Fahey, Diocese of Charleston, ACDA Treasurer

3:28 PM

05/28/10

Cash Basis

Association of Catholic Diocesan Archivists Statement of Financial Income and Expense January through December 2009

	TOTAL
Ordinary Income/Expense	
Income	
Annual Meeting Income	
Registration Fee	675.00
Total Annual Meeting Income	675.00
Interest Income	471.18
Membership Dues	4,775.00
Publication Receipts	93.48
Total Income	6,014.66
Expense	
Annual Meeting Expenses	
Board Dinners	427.29
Meeting Events Expenses	50.00
Meeting Lodging/Meals	410.61
Meeting Rentals	300.00
Total Annual Meeting Expenses	1,187.90
Awards/Certificates	86.52
Internet Expenses	40.97
Office Supplies	268.74
Postage and Delivery	398.94
Printing and Reproduction	452.74
Travel	
Meals	50.59
Transportation	325.90
Total Travel	376.49
Total Expense	2,812.30
Net Ordinary Income	3,202.36
Net Income	<u>3,202.36</u>

05/28/10

Association of Catholic Diocesan Archivists Annual Meeting Profit & Loss Report January through December 2009

	Jan - Dec 09
Ordinary Income/Expense	
Income	
Annual Meeting Income	
Registration Fee	675.00
Total Annual Meeting Income	675.00
Total Income	675.00
Expense	
Annual Meeting Expenses	
Board Dinners	427.29
Meeting Events Expenses	50.00
Meeting Lodging/Meals	410.61
Meeting Rentals	300.00
Total Annual Meeting Expen...	1,187.90
Awards/Certificates	86.52
Total Expense	1,274.42
Net Ordinary Income	-599.42
Net Income	<u>-599.42</u>

New Space for the Archdiocese of San Antonio

By Bro. Ed Loch, Archivist

The archives at San Antonio has a new off site, secure facility. I do not wish to reveal the exact spot, but it is about 100 miles from the city, on property owned by the archdiocese, not in danger of floods, fire, or hurricanes. I was given a grant of \$50,000 for the facility. When I really began thinking of how to put up a secure building, I realized how little \$50K really is. While praying over this and walking along the river walk, which was being extended past where I live, I noticed the offices of the construction company had an absolutely secure building for whatever seemed to be most precious. It was a mini-mobile.com secure office. It has few windows and those were barred, a triple lock door, and a constant heating-cooling temperature control. The cost would be in the range of \$20K and the site work, plus electrical hook-up of underground cable, came to about \$30K.

Installation cost another \$300. Now I am in the process of shelves and moving the master copies of the microfilm there. Some hard copy which I must keep, but I have film of that back at the office, is being moved up there, freeing up 1/6th of my present shelf space.

There are some paintings that I also intend to get out of my way. If they are needed, they can be fetched. I am including a picture of the building and the blessing by Bishop Cantu.

I am on the left, then Bishop Cantu and the pastor of the area.



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Your News HERE!

ACDA wants to hear from you. Do not hesitate to send our new editor your pictures, articles, vague ideas that could become an article, etc., for publication in our thrice-yearly bulletin. E-mail your submissions to Peggy Lavelle at mlavelle@archchicago.org.

Turn your eyes slightly left and you'll note that our Episcopal Moderator has a new home. Bishop Thomas Paprocki, formerly an auxiliary bishop of the Archdiocese of Chicago, was named Ninth Bishop of the Diocese of Springfield in Illinois.

Please don't forget to congratulate him on his new position when you see him at Mass on Tuesday of the biennial conference. We're very proud of him and grateful for all the support he's given to us!

Newsletter Editor

Peggy Lavelle

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