



NEWSLETTER

Volume 26, Issue 1
Spring 2022



FROM THE PRESIDENT

Brian P. Fahey
Diocese of Charleston

Since the last newsletter, we've met at Mundelein and drank from the fire hydrant of knowledge that was offered. The professional experience of our membership is broad; ranging from some who have just inherited an archival collection as part of their "other duties as assigned" to others who have advanced training and degrees in archival management. Creating a conference program that scratches everybody's respective itch is a herculean task. Kudos to the Program Committee for doing just that! Some may have left the conference overwhelmed. Others may have been disappointed that the topic most relevant to them wasn't covered. Never fear! The saving grace in both instances are the relationships that you built with peers and colleagues at Mundelein. Call on them for help. And be sure to answer their calls when they ring you. The truth of the matter is that we're professionals that use knowledge, judgement, and wisdom to navigate our field. There is no single individual, office, or reference material that has all the answers. There is no "off-the-shelf" or "plug-and-play" archival management module that you can just plop into your diocese. A practice that works swimmingly in my diocese might never get out of the gate in yours; and vice versa. But borrowing elements from some, asking for constructive feedback from others, and using your knowledge of your diocese's institutional culture to navigate pitfalls is a recipe for success. Many hands make light work. And remember, even if your gains are incremental, you're still making progress and you've surpassed all previous efforts.

Going forward, your ACDA board will continue working on the initiatives discussed at the business meeting. The membership survey committee will provide more detailed analysis of their findings and hope to publish them in a scholarly article. The communications committee will get Google for Nonprofits up and running. The handbook committee will have a draft procedural manual by 2024. The outreach

subcommittee (of the planning committee) will hire a marketing specialist and implement a social media plan to increase member engagement. In conjunction with the outreach subcommittee, they've also drafted regional groups for ACDA members with plans to meet and discuss regional issues on a quarterly basis.

As the calendar year wraps up, don't forget to budget for next year's dues. As noted at the business meeting and on the listserv, the board voted to increase membership dues to \$50. Our treasurer Tim Olson explains it best in the draft business minutes, available with this newsletter issue. If any member cares to discuss or offer alternatives, please reach out to me directly.

Cheers,
Brian

PS - Don't forget to apply for the Audrey P. Newcomer Continuing Education Scholarship! More details inside this issue.

ONE PROJECT, TWO GOALS: NEW DIGITAL COLLECTIONS IN CLEVELAND

Emily Ahlin, MLIS
Diocese of Cleveland

On a warm, sunny, summer day in Cleveland, I ventured out the front door of the diocesan office building (known here as Cathedral Square Plaza) with a cart, and on the cart was a historic photo album well over one hundred years old. While, as a general rule, I don't take the collections for walks (for obvious reasons), that day I was a woman on a mission. I was headed to the Cleveland Public Library, located catty corner from Cathedral Square Plaza, to utilize their planetary scanner to digitize said photo album.

While I've only found minimal evidence for this claim, local church legend says that this photo album and a sibling photo album were compiled in the early/mid 1890s by Monsignor George Houck (an early diocesan chancellor) and carted across the ocean to Rome for an ad limina visit by Cleveland's third bishop, Ignatius Horstmann. The photo albums contain pictures of each church, school, rectory, and convent structure in the diocese, which, at this time, covered the entirety of Northern Ohio, including the areas that are now the Dioceses of Toledo and Youngstown.

The albums are an important and valuable part of the story of the Church in Ohio, and they are falling apart. The binding on each album has been non-existent since long before I became archivist here in Cleveland, and many of the photographs are fading.

While taking them out of the building and across the street to the library was a risk, the ultimate gain of preserving the albums in their current condition, before the photos fade more, was worth it (including the hours spent refreshing my phone's weather app every two minutes to make sure it wasn't going to rain when I was walking the albums across the street).

I'm probably preaching to the choir, but one of the best things about digitization is not only that it helps with preservation by decreasing the amount that the actual object is handled and touched, but it can also increase access to archival collections. This is exactly what I wanted to do with these albums. Treasures such as these albums truly belong to the people of Northern Ohio, and now I could share them without having to worry about the fragile pages snapping while being turned, the pictures fading faster from increased use, or someone from the Ohio/Indiana border having to trek across Northern Ohio to downtown Cleveland to take a look at the albums. When it comes to putting digital collections online, there's many different ways to do so, and lots of different repositories to choose from. Each is better for different collections and for different reasons. For these particular albums, I found that creating an account on the Internet Archive (which took no more than five minutes and was free) and uploading them there (also free) was the best option. With the ability to add pretty robust metadata, the albums are findable by people searching for other related historical materials, and completely accessible to both Archives staff and the general public. I'm looking forward to finding more collections to be able to put online for increased access across various online repository platforms and, by doing so, continuing to preserve and provide access the story of the Church in Cleveland.

Diocese of Cleveland Photographs, Volume 2
by Catholic Diocese of Cleveland Archives

Publication date: 1894
Usage: Public Domain Mark 1.0
Topics: Catholic Church, historic Cleveland, historic Toledo, historic Youngstown, historic Akron, historic gothic

150 Views
1 Favorite

Jennifer A. Younger
Catholic Research Resources Alliance

It is frequently said that newspapers are the first draft of history. Writing from Hartford as the tragic war on Ukraine raged on, Karen Lesiak turned to the [Catholic News Archive](#) to learn more about Ukraine's history and its people. Her search terms ranged from broad terms such as Ukraine to terms describing various aspects of Ukrainian history, including Ukrainian Rite Catholics, customs, art, famine, and immigration. Over 200 articles reported on Cardinal Slipyi, who was ordained in 1939 as archbishop in secret due to the uncertain conditions in Soviet dominated Ukraine, imprisoned by the communists, and who after his release in 1963 was reunified with the Pope. Karen's article is a window into the riches of Catholic newspapers. With over 2,000 articles about Ukraine from 10 diocesan and Catholic national papers, there is much more to be learned. Ukraine – The Strength of the Human Spirit was published in the Catholic Library World, vol. 93, no. 1, September 2022 and is now accessible on the CRRA website under [About the Archive](#).

The [Catholic News Archive](#) continues to grow in content and use. Recently added content includes the 21st century issues of Our Sunday Visitor (OSV) with current issues added as published from OSV, The Catholic Commentator (Baton Rouge) and The Catholic Voice (Oakland CA). More years from The Catholic Standard and Times, St. Louis Review, Catholic Worker, and The Catholic Columbian (Columbus OH) are coming by January 2023.

On behalf of CRRA and its newspaper and archive partners, without whom the Catholic News Archive would not be possible, everyone is invited to consult this unique and significant collection of Catholic news. Contact CRRA at admin@catholicresearch.org for more information.



Children of Ukraine surround Pope John Paul II and President Leonid Kuchma at the Kiev airport upon the pope's arrival June 23. CNS photo

AUDREY P. NEWCOMER CONTINUING EDUCATION SCHOLARSHIP

The Audrey P. Newcomer Scholarship is a competitive award that honors the memory of Audrey and her passion and enthusiasm for education and knowledge. The scholarship, awarded by The Association of Catholic Diocesan Archivists (ACDA), provides up to \$1,000 for a practicing archivist to attend a conference, workshop, institute, or other continuing education activity to enhance their professional training. This award is offered in the years that ACDA does not host its own conference (odd years only). The awards committee reserves the right to forgo awarding the scholarship if a suitable candidate is not found.

Eligibility:

Applicant must be a member of ACDA in good standing with at least two years of employment in a Catholic diocesan or religious institution. The applicant must have limited institutional funding for continuing education. Candidates who receive this scholarship may not reapply in subsequent years.

Obligations:

The recipient must use the award for the calendar year in which it is awarded, cover any expenses incurred beyond the amount of the award, and return any unexpended funds to ACDA. The recipient must also write an article for the ACDA newsletter about their training experience and how the funding was used.

Application:

Applications will not be considered unless all of the following elements are included:

1. A cover sheet including your name, title, institution, mailing address, phone number, and email address.
2. Current resume or curriculum vitae.
3. Letter (s) of reference, one of which must come from your current employer.
4. A personal letter which describes a. Your educational background, including information on previous professional education opportunities. b. A description of your current job requirements, length of employment, and title. c. Information about the educational program you would like to attend, and the dollar amount of assistance required. d. Why you require outside funding.

Deadline to apply:

Application packets must be submitted by February 28 (odd years only) and sent by email to Dr. Emilie Leumas, emilie.leumas@eglconsultants.com.

ACDA ANNUAL BUSINESS MEETING MINUTES

2022 JULY 21

Location: University of St Mary of the Lake / Mundelein Seminary

Scheduled Start Time: 4:00 PM (Central)

In Attendance

A quorum was established.

Absent

Elvira Sanchez Kisser (Member at Large)

Handouts available electronically via ACDA_Con2022-Attendees folder:

1. ACDA Business Meeting Minutes, 07/08/2021 DRAFT (Elvira Sanchez Kisser)
2. ACDA Government Bylaws, published for comments in 2022 (Brian Fahey)
3. ACDA Government Constitutions, published for comments in 2022 (Brian Fahey)
4. Membership Subcommittee Report, 05/20/2022 (Planning>Membership committee)

Contextual records provided on 07/25/2022 in Attendees folder

5. Profit & Loss Budget Overview Jan-Dec 2023 DRAFT (Tim Olson)
6. Treasurer's Report, 07/2022 (Tim Olson)

1. Call to order by Brian Fahey at 4:04 PM

All have been previously distributed via email or through the resource folder link. Nothing new to have out – all photocopies in front of everyone are simply duplicates.

2. Approval of 8 July 2021 draft minutes

No comments given regarding draft. Katy Lockard (St. Augustine) moved. Michelle LeBlanc (Houma-Thibodaux) seconded. Vote: All in favor, except for 2 abstentions. Motion carried.

3. Officer and Board reports/comments

- a. President – Brian Fahey had nothing to report at this juncture.
- b. Vice President – Katie Oubre had nothing to report at this juncture.
- c. Treasurer – Timothy Olson [See section 4a.]
- d. Secretary – Ana-Elisa Arredondo had nothing to report at this juncture.
- e. Board Members –
 - i. Rena Schergen had nothing to report at this juncture.
 - ii. Diana Zwilling had nothing to report at this juncture.

- iii. Elvira Sanchez Kisser is absent.
- iv. Thomas Lester had nothing to report at this juncture.
- f. Past President – Katy Lockard had nothing to report at this juncture.

4. Standing Committee updates

a. Finance Committee – Tim Olson (Chair); Members: Katie Oubre and Elvira Sanchez Kisser

i. Explanation of Board approved Budget and Treasurer’s Report

Tim reports that as of 07/15/2022, ACDA has approximately \$148,500, with \$9,000 of that is restricted funds for the Audrey P. Newcomer scholarship – meaning that our available money is \$139,500. With the substantial outlays for this conference amounting to about \$60,000, the real financial position is about \$79,500 once that gets paid out. Since the last in-person conference, there have been substantial changes in the Association’s fiscal standing. Impacts to this standing were due to the COVID-19 pandemic closure, forcing the organization to change the conference schedule and format – this change compelled the Program committee offer a free online event rather than a more remunerative event. Furthermore, because the ACDA no longer has the benefit from functioning under Archdiocese of Chicago, the Association must now pay for annual insurance and Illinois state taxes related to conference expenditures. All these new costs are substantial.

Typically, the Association makes a modest profit on conference years and a modest loss in non-conference years. However, with these new costs, the Association is likely to run a deficit every year unless there are changes. It is not sustainable for the Association to lose money every year as opposed to every other year, and since the Association has not had dues increase in at least two decades, the Board has approved to raise the cost of the annual membership fees (dues) to \$50. This additional amount charged will help to cover the annual insurance premiums, Illinois tax obligations on the conference years, and annual internet services. Tim emphasized that the increase roughly the amount of inflation – give or take a little.

The proposed 2023 budget was constructed conservatively: costs are projected to be slightly higher and our income lower than what the committee hopes it will be. The deficit projected is \$2,084.87 – there are indicators that suggest the Association will breakeven. Some other factors that have affected this budget/projected deficit are two special projects in the works: (1) ACDA archives being deposited and processed at the Archdiocese of Boston; (2) the Spanish translation of the ACDA manual.

Tim paused for questions or comments. Michelle Leblanc (Huoma-Thibodaux) asked if there is a way for the ACDA to apply for tax exemption by applying to be a part of the state of Illinois? Tim responded that this avenue was initially look at, and would require

us, as a Religious Nonprofit, we would only be eligible if we had our own house of worship within the state. Olivia Wendt (Green Bay) asked if the Board we tried to apply for an educational institution. Brian and Tim assured the group that all potential paths were explored to try and legally circumvent this tax obligation to no avail.

b. Planning Committee – Katie Oubre (Chair)

Katie communicated that all initiatives that were started during the previous administration developed into corresponding subcommittees. These subcommittees have met and submitted their reports to the Board. The Planning Committee is done for this year.

i. Membership Subcommittee – Mike Courtney (Chair)

Mike explained that after meeting, this group discussed and reported 4 recommendations for the Board to consider in hopes increase of membership:

(1) Hire a Marketing specialist to help ACDA with a marketing strategy.

(2) Develop and implement a Social Media plan.

(3) Develop and implement a plan to increase member engagement in ACDA groups, committees, and other leadership opportunities.

(4) The formation of regional group to facilitate further engagement with sister or neighbor dioceses. These groups would meet quarterly to discuss more regional issues.

i. Outreach Subcommittee – Katie Oubre (Chair)

a. Regional gatherings - Katie emphasized this subcommittee's main goal as increasing current member's participation in ACDA activities and/or initiatives. This group is building on the Membership committee's recommendations of establishing regional map and initiating ACDA sanctioned regional Zoom meetings. As of now, the 5 regional sections on the map are large because certain areas do not have enough members to justify having their own group. The draft map will be distributed via the listserv for comments.

The Zoom quarterly meetings could be used to host more entry-level educational programming, i.e., sacramental, clergy, and electronic recordkeeping. These meetings can also be informal meetings to help members to connect on regional issues. With enough interaction, members will be able to learn who to go to for specific needs.

b. Spotlight on Board members via social media.

Initially had the idea to highlight different board members on social media to demystify the job requirements/commitments to any member interested in running for any board positions.

iii. Archives Subcommittee – Thomas Lester (Chair) –

iii. Archives Subcommittee – Thomas Lester (Chair) –

Brian Fahey explained that this was originally a Planning Committee sub-section, and now a standing agency of ACDA. ACDA Archives is now a stand only agency of ACDA.

c. Nominating Committee – Katy Lockard (Chair)

i. Members: Emily Ahlin and Kathleen Messier

Katy shared that this committee is now active since the terms are now ending. This team are preparing the ballot to elect the following positions for the April 2023 election: vice-president/president-elect; secretary; treasurer*; member-at-large (1); member-at-large (2).

*Contingent on the affirmative voting outcomes of the new governing acts (i.e. constitution and bylaws) at this meeting. If it passes, then the Treasurer's election will be held in the next election cycle.

d. Program Committee – Ana-Elisa Arredondo (Chair)

i. ENGAGE 2022!: (Re)Connection to Secure Our Future – Even-Year Conference at Mundelein, IL.

Ana-Elisa reminded all that the committee's main objective was to develop and facilitate the conference in which they are currently participating in currently. She also used this time to acknowledge all individuals that made this conference happen: Brian Fahey, Katie Oubre, Tim Olson, Amy Lisinski, Bernadette Lucero, Chris Doan, PJ Oubre (as "Cruise Director"), and Lauren LeDesma (webmaster).

She urged all attendees to participate in the online post-conference feedback questionnaire at the close of the conference.

ii. One-Day Workshop/Annual Meeting – Odd-Year Conference at SAA Conference (2023) in Washington, D.C.

The post-conference questionnaire responses collected will inform the 2023 program planning for conference/workshop (one-day event).

iii. Conference Reflection Report (2022).

The questionnaire responses will also be the basis of the Conference Reflection Report, which will influence next Program committee's activities. This report will hopefully be submitted at the next Executive Board meeting.

5. Ad Hoc Committees-

a. Governing Documents Committee – Brian Fahey (Chair)

i. Voice vote of proposed constitution and bylaws

Brian reminded all that the proposed constitutions and bylaws have been published online and in the newsletter for comments and edits. He asked for a motion to vote and approved the proposed governing documents as published to the membership.

Diana Zwilling moved. Kathleen Messier seconded. Voice-Vote: All in favor, except for 4 abstentions. Motion carried.

b. Membership Survey Committee – Katy Lockard (Chair)

i. The survey was developed, launched, and all results collected. Much of the details of this survey have been shared with the member at this year's conference via Wednesday's Session 5, Know Thyself: Who are we & where do we want to go? The more detailed data analysis and scholastic article are expected to be the next steps for this committee.

[Survey Committee/Presenters: Katy Lockard, Diana Zwilling (Raleigh), PJ Oubre (Springfield), Ana-Elisa Arredondo. *Lisa May (Galveston-Houston) not present.]

c. Communications/Digital Platforms Committee – Brian Fahey

i. Google for Nonprofit

Secured by Brian as the official electronic platform, and potentially serve as the backend of a future website: a password-protect space to share resources.

d. Editing/Handbook Committee – Brian Fahey (Chair)

The content/format of this handbook was largely subject to the adoption/rejection of the aforementioned governing documents. Since they have been approved, this committee can now begin to secure the format and content for this handbook. A final version of the handbook is expected to be shared with the membership by the next biennial meeting in 2024.

e. Records Survey/Retention Schedule Committee – Katy Lockard (Chair)

The origins of this committee began to discover and locate all electronic and physical records from past leadership. Katy relayed that our Board signed an agreement with the Archdiocese of Boston to be the formal repository housing ACDA records. As part of the records management program, a formal records retention schedule was needed to maintain the active records.

Clare Jenkins created a generic records retention schedule for the committee based on a formal records survey – participants being previous leadership. The schedule was passed by the board sometime during that last administration. The board is now functioning with a records retention schedule to assure proper disposition and future access.

6. Awards and Scholarships

a. Bernardin Award – Brian Fahey

i. Suspended for this conference

This was one of the tasks the Program Committee had to suspended so they could concentrate on of the other existing and new elements related to planning the conference in a post-COVID-19 time. Also, Brian exclaimed at all deserved the award as exemplary archival programs since every ACDA member has survived the pandemic.

b. O’Toole Scholarship – Ana-Elisa Arredondo (Brian Fahey spoke on Ana-Elisa’s behalf)

i. Two scholarships

1. Fr. Adam Hamness, Diocese of Crookston
2. Michelle LeBlanc, Diocese of Houma-Thibodaux

These individuals were honored briefly at last night’s banquet dinner.

ii. Two awards

1. Bryan Sommerville, Diocese of Charlotte
2. Lisa Marcalus, Diocese of Shreveport

Because of the financial dire straits that some Archival programs have been going through thanks to the pandemic, the Board decided to offer two additional awards to Bryan and Lisa. These are one-time issued awards, not to be confused with the regular scholarships awarded during each biennial conference.

c. Newcomer Scholarship – Brian Fahey

This \$1000 scholarship is awarded to a current member to do any sort of professional advancement. This award is only offered during the odd years, so the Newcomer Scholarship committee will begin advertising for this scholarship soon. The committee is comprised of Ann Boltin, Lee Leumas and Brian Fahey. This scholarship has only ever been awarded once before since its inception, so please remember to apply. If multiple people apply, this award will be competitive since only one award is given for each cycle.

7. ACDA archive – Thomas Lester

The formal agreement between the ACDA organization and Archdiocese of Boston was agreed upon by all Board members at Tuesday’s Executive Board meeting, thanks to the brokerage skills of Thomas Lester. The ACDA Archives committee was instrumental in crafting recommendations and the agreement, which legally makes the Boston the official repository for our Association’s physical and electronic archival material. The agreement was signed by all authorizing parties earlier today.

8. International Council on Archives – Emilie “Lee” Leumas

Brian stated that Lee Leumas, the Association’s liaison member for the International Council on Archives (ICA), is not present at this meeting. However, she did previously shared with Brian that ICA is now voting on the new President. Since the Association gets an institutional vote, Brian thought it prudent to allow Lee to guide the decision on how ACDA should vote, since she has more insight to the candidates.

Angelique Richardson (Atlanta), current ICA member, added that being a member of ICA is very affordable at 30 euros for the year. This membership gives you access to the digital listserv and the privilege to vote. The section on Faith Tradition is very informative. Section meetings are usually free but there is a cost to travel. She recommends using the Newcomer scholarship funds to help with this venture.

9. Old Business

a. Bank account – Timothy Olson

Brian reported that Tim has full access to the Association’s bank accounts and is working on getting a debit card. This has been four years in the making.

b. ACDA manual – Emilie “Lee” Leumas (Brian Fahey spoke on Lee’s behalf)

- i. Digital publication
- ii. Spanish translation

In the old minutes, it is listed that the Association will be moving forward with creating a digital publication version and a Spanish version of the manual. However, Lee proposed to Brian that the manual be updated before this happens, since the guide is over 10 years old.

10. New Business

a. USCCB Subcommittee on Native American Affairs & Fr. Michael Carson – Brian Fahey

i. ACDA representatives – Allison Spies and Stephanie Jacobe

Allison shared as ACDA representatives, Stephanie and herself have become members of the Catholic Schools Accountability and Healing Project Work Group, more commonly referred to as AHP. This group was only loosely connected to the USCCB subcommittee on Native American Affairs. It turned out that Fr. Michael Carson was the USCCB liaison to the AHP group. AHP is comprised of several subcommittees, including the Archives & Cemeteries subcommittee in which Allison and Stephanie are members. As of late, three main activities are:

- (1) generate a list of Catholic boarding schools;

(2) draft the NHPRC grant proposal;

(3) draft the ACHA grant proposal previously mentioned by Patrick Hayes on Monday's Keynote address.

If ACDA members are interested learning more about Native American Boarding schools subject, please send Allison an email so that you can be placed on the AHP listserv. The listserv will clue anyone into the AHP's Coordinating committee hosted bi-monthly meetings/webinars that feature fabulous speakers.

Lastly, the ACDA Executive Board approved the elevation of this AD-HOC committee, to a full-fledged "Standing Committee." The reason for this change comes down to the fact that this issue immense and significant that will require more resources and support for long-term engagement.

b. After the conclusion of the agenda for new business, Brian addresses the floor to ask members had any questions, comments, or answers to offer.

i. Directory Access - Michelle LeBlanc (Houma-Thibodaux) asked if the Board will provide access to a directory of members. Brian disclosed Ana-Elisa's problems with accessing the digital Attendee's Resource Folder but promises that a list of attendees will be available in due course. An all-members directory is no longer maintained but there are possible strides being made to create an online members directory that is password protected.

ii. Fr. Christopher Heath (Orange) asked two questions:

A. When does the Association's fiscal year start?

1. Begins in July.

B. When does the term start for elected Officers/Board members?

1. Technically starts in January in the odd-year, but it is not turned over until the first meeting after the odd-year's Annual Business meeting at Society of American Archivist Summer conference.

Most of the positions are two years, and others are longer. For example, being elected Vice-President/President-Elect is a six-year commitment because the person is VP/PE for two years, President for two years and finally, Past-President for two years.

All the term requirements and descriptions will be published in the handbook to come.

iii. Bernadette Lucero (Santa Fe) asked if there is still a need for assistance for the Spanish translation of the ACDA Manual? Isabel Medina (Miami) expressed an interest in lending her Spanish translation services to help this initiative move forward. Brian gladly accepted any help in this area but did explain that Lee will need to decide if/when the manual will be updated/revised before any translation activities commence.

[Jeanette Lazo (New York) also volunteered to help translate the manual after the close of our meeting.]

iv. Joe Coen (Brooklyn) asked a procedural question on if there was a particular reason why the Board did not ask for any abstentions when asking members to cast their voice vote?

Brian apologized for the error and took this time to recast all the votes. [These minutes reflect the recast voting outcomes.]

Discussion among members not having access to copies the bylaws other materials started but was quickly resolved once it was discovered that being a member of the listserv was the primary mode these documents were being disseminated.

Kate Feighery (New York) and Tim Olson (Fargo) offered to add any members to the listserv if they do not think they are currently receiving Association sponsored emails.

11. Adjournment – Motion to adjourn moved by Michelle LeBlanc (Houma-Thibodaux) at 4:42 PM Central. Seconded by PJ Oubre (Springfield) seconded. Vote: All in favor. Motion carried.

***Summation of Decisions made at meeting.**

| No. | Decisions | Description |
|-----|--|--|
| 1. | Meeting Minutes approved. | Updated minutes for the July 8 th , 2021, meeting approved. * Moved (Katy Lockard/Michelle LeBlanc). Vote: All in favor, except for 2 abstentions. Motion carried. |
| 2. | Approve and institute the proposed ACDA Constitution and Bylaws. | Moved Diana Zwilling/Kathleen Messier). Voice-Vote: All in favor, except for 4 abstentions. Motion carried. |
| 6. | Meeting adjourned. | Moved (Michelle LeBlanc/PJ Oubre). Voted All in favor. Motion carried. |

***Action Items to be completed when specified.**

| No. | Action Items | Assigned To | Due Date |
|-----|--|-----------------------------------|-------------------------|
| 1. | Email draft region assignment map to listserv for feedback. | K. Oubre [Outreach subcommittee] | 08/31/2022 |
| 5. | Prepare April 2023 election for the following positions: vice-president/president-elect; secretary; treasurer; member-at-large (1); member-at-large (2). | K. Lockard [Nominating committee] | 03/2022 |
| 6. | Create job descriptions for each vacant position after the Bylaws have been approved. | K. Lockard [Nominating committee] | TBD |
| 7. | Collect post-conference evaluation (feedback) and share results with Program committee. | A. Arredondo or B. Fahey | 08/10/2022 |
| 8. | Submit Program Committee Retrospective Report to Board. | A. Arredondo | *By next Board meeting. |
| 9. | Maintain a "Lessons Learned" document from the Membership Survey Ad Hoc Committee. | K. Lockard | TBD. |
| 10. | Continue strategic planning on how work with digital platform with MaryAnn Bernier (Marquette). | K. Lockard | TBD. |
| 11. | Create and publish ACDA Administrative Handbook. [Current status: pending upon implementation of platform.] | B. Fahey | TBD. |
| 12. | Publish and make available Records Retention Schedule. | R. Schergen | TBD |
| 13. | Put out a call for members participate in new Native American Boarding School Ad Hoc committee and recommend them for new committee. | S. Jacobs/A. Spies | *By next Board meeting. |
| 14. | Develop a plan to advertise the Audrey P. Newcomer scholarship. | B. Fahey | *By next Board meeting. |

Obituaries

Sister Catherine Markey

September 29, 1927 - December 11, 2021



Sister Catherine Markey, OSB, 94, of Fort Smith, passed away on Saturday, December 11, 2021 as a resident of Chapel Ridge Health and Rehab.

She was born on September 29, 1927 in Newton, Massachusetts to the late Joseph J. and Rose (Flanagan) Markey. Sister Catherine was a dedicated teacher and activist. Her passion for the poor and exploited touched every

aspect of her tiny frame and gentle personality. She had a love of animals and root beer. She enjoyed traveling and her faith and love of family and friends never waned.

Sister Catherine made her Religious Profession on August 15, 1947 with the Sisters of Most Holy Sacrament. She later entered St. Scholastica Monastery in 1990 and made her monastic profession with the sisters of St. Scholastica Monastery on August 7, 1993.

Sister Catherine earned her Bachelor's Degree in Secondary Education from the University of Louisiana, Lafayette. She earned her Masters in Science from Notre Dame University, Notre Dame, Indiana, with emphasis in Chemistry and Physics in 1961. She obtained her Library Science Degree from LSU in Baton Rouge, LA in 1973.

She also completed Continuing Education Workshops in Archival and Oral History, Basic Genealogy, Theology and Canon Law from 1975 to 1977. She served as Archivist in the Diocese of Little Rock and the Diocese of Jackson in Mississippi.

In addition to her parents, she is preceded in death by her siblings, Sister Anna James Markey, SC, Sister Mary Richard Markey, MHS, and her brother, Richard Markey.

She is survived by her cousins, Genevieve Duffy and family from Rockville, MD; Mary Behan and family from Valley Stream, NY; the Sisters of St. Scholastica Monastery, Fort Smith, AR; and the Sisters of Most Blessed Sacrament in Lafayette, LA.

Vespers was held on December 28, 2021 at 7:30 p.m. and funeral Mass was held on December 29, 2021 at 10:30. Burial followed at St. Scholastica Cemetery.

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