

Report 2023 March AWSC Archives – Maria S. – 3/3/23

Hello to my fellow Al-Anon Trusted Servants and Members,

The Archives Task Force currently consists of:

Maria S., D8 NYN Archivist

Jim M., D18 Former NYN Archivist

Connie M., D22

Joan L., D12

Maggie G., Rochester AIS

Diane C., D25 Former NYN Archivist

Mary D., D10

The Task Force has continued to meet monthly on Zoom, except when illness or schedules prevented a meeting. The next meeting is Thursday evening, April 20th, at 6:30 p.m. If you are interested in joining this Task Force, please email me at archives@nynafg.com.

WSO folders, financial folders, convention folders and folders from the 1990's and 2000's have recently been reviewed, many of which have been scanned.

The Task Force has come across a vast amount of duplication (e.g., three folders from the same assembly) that seems to be part of the problem as to why there were so many boxes. We currently have an entire box of emptied 8 ½" x 11" plastic sleeves that were used to protect earlier documents, as well as an entire box of now emptied manila folders.

To expedite review of the remaining materials, the Task Force hopes to upload, to a password-protected Google drive, the recently reviewed and scanned documents. Task Force members, as they have time, will be able to go to the Google drive, enter the password and review documents as best they can, answering these questions:

1. Does the Reviewer think this document belongs in the NYN Archives? If not, the reviewer will click and drag the document to the "Reviewed, Does Not Belong in NYN Archives" folder.
2. Does the Reviewer think this document belongs in the NYN Archives **but** should reside **only** on a separate NYN Archives flash drive (e.g., the document contains personal information that would breach anonymity, the document contains confidential financial records, etc.). If so, the Reviewer will click and drag the document to the "Upload to Separate Archives Flash Drive" folder. (These documents could be referenced on the NYN Archives Public Site with the instruction to contact the NYN Archives Coordinator if someone needs to see the specific document.)
3. Does the Reviewer think this document should reside on the NYN Public Archives Website: https://drive.google.com/drive/folders/1vwLiOb2ALZX2mydVgD_dYLLdVEk14C1a
If so, the Reviewer will click and drag the document to the "Upload to NYN Public Archives Website" folder.

The Task Force has started discussing having an Archives table at the May Assembly/Convention and possibly offer a brief handout and/or a brief presentation that can show members how to access the Archives and the types of items that reside in the Archives.

Respectfully submitted,

Maria S.

New York North Archives Coordinator