



Area 59

EASTERN PENNSYLVANIA
GENERAL SERVICE ASSEMBLY

www.area59aa.org

**Archives Subcommittee Quarterly Report
September 8, 2019**

Archives Subcommittee Members-

Ken P. (Sec'y)	D41	Mario V.	D68
Joe M	D32	Steve B	D64
Andy B. (Chair)	D63	Bobby C	D59

**In Cooperation with-
Archivist-
Assistant Archivist-
Advisor-**

Donald H.
Jack C.
Caroline N. (Alt-Delegate)

Summary of Subcommittee Activities for 3rd Quarter-

Our chair Ed tendered his resignation. He has been very helpful in our transition. We thank him for his service and wish him well. We welcome our new members, Bobby C district 59 and Joe M District 32.

- Monthly work sessions held at storage unit to continue organizing physical files, data files and scanning & digitizing archive materials.
- Members of the Archives Subcommittee provided manned tables with trifold display, group history forms and historical handouts to 5 workshops, Mini-conference 2 and PENNCYPA.
- After review of the surveys from other areas related to using outside vendors for digitization and scanning, we have voted to forego this option. We will prioritize organization and preservation of our valuable documents and scanning the following documents for effective searches.
Area Meeting Agendas and Minutes
Quarterly Committee Reports

Year End Financials.

We have continued work on Workspace Plan for combined storage and shared office/workspace that was adopted September 2018. We have looked at 5 possibilities which we found less than ideal for our work. We found one site which met our criteria, however the time frames involved in the leasing process did not work out.

- Panel 69 Delegate's Recommendation's update-5 items completed, 12 are ongoing and 9 not started.

Respectfully submitted.

Andy B
D63 DCM, Chair Archives Subcommittee Area 59