



BOARD OF DIRECTORS REPORT, 2008-2009

Susan Stanton, President

In these uncertain economic times, the Archives Society of Alberta has many things to be thankful for. We have a flourishing society with many new possibilities, strong and steady funding, and committed members and staff that support the ASA. Given these excellent circumstances, the ASA has been able to continue its work of administering grant funding, offering educational workshops, and promoting Alberta archives and their holdings.



The ASA is in the unique position of being able to offer grant funding to its membership. In the summer of 2008 a committee adjudicated the distribution of \$35,000 in special AHRF funding to community archives. 16 small archives benefited from this grant and funds were used to support projects under \$2000. The ASA Grants Committee also completed its usual adjudication of NADP and ASA grant applications in 2009.

ASA members also benefit from education and travel grants offered by the ASA. Several improvements were made to the ASA's education and travel grants program in 2008. One of the biggest adjustments is

that members are now required to obtain pre-approval for Professional Development Travel Assistance funding. The changes should help ASA staff administer the grants more efficiently by clarifying application and funding rules. The revised guidebook was explained to members at the fall Institutional Forum.

As part of the ASA's objective to offer educational and training opportunities the ASA presented a very successful biennial conference in Red Deer in May 2008. The Archives Institute, offered earlier that month, also had full enrollment. This distinctive educational offering has become an important part of

archival training in the province. This spring the Archives Institute will be held in Calgary and is already fully subscribed. The fall 2008 offering of the Education Committee was an oral history workshop presented in Calgary. The Education Committee also organized a copyright workshop in Edmonton early in 2009. Both of these courses were well received.

In an effort to encourage ASA members to attend the annual Association of Canadian Archivists conference, and to support professional development in our province, the ASA has made funds available for registration fees for the 2009 ACA conference in Calgary.

contents

- | | | | |
|---|--|----|-------------------------|
| 3 | Executive Director/Archives Advisor's Report | 7 | ANA Committee Report |
| 5 | Education Committee Report | 8 | Grants Committee |
| 6 | Communications Committee Report | 11 | 2010 ASA Conference |
| | | 12 | Membership Renewal Form |

archives

SOCIETY OF ALBERTA

BOARD OF DIRECTORS

President — 2008 - 2009

Susan Stanton

Vice President

Judy Kovacs

Secretary

Mary Nutting

Treasurer

Glynys Hohmann

Institutional Member-at-Large

Debby Shoctor

Individual Member-at-Large

Jennifer Willard

COMMITTEE CHAIRS

Grants

Debby Shoctor

Education

Terry Reilly

Communications

Terry O'Riordan

ANA

Janet McMaster

Finance

Glynys Hohmann

NEWSLETTER

Advertising, Design and Layout

Carrie Herrick

Website Design

Janet McMaster

ASA STAFF

Executive Director/Archives Advisor

Michael Gourlie

Member Services Manager

Carrie Herrick

Operations Manager

Mandi Wisheu

System Administrator Archives Network of Alberta/Webmaster

Janet McMaster



The Archives Society of Alberta is supported in part by a grant from the Alberta Historical Resources Foundation.

25 ASA members will have their registration fees reimbursed by the ASA. In addition, the ASA is a platinum sponsor for the conference; paying for an entire day of sessions and breaks. As usual, ASA members can apply for PDTA funding to offset the travel expenses of the conference.

The ASA aims to promote Alberta archives through several initiatives. The Archives Week launch at Fort Calgary last fall was well attended and the 2009 Historic Hi-Tech calendars were distributed shortly after this event. The ASA calendars are an attention-grabbing item and seem to make archival photographs more accessible to the general public. Stay tuned to hear the theme for the 2010 calendar.

The Archives Advisor continues his good work by promoting Alberta's archives, ASA websites, and provincial archival holdings. In his role as Archives Advisor and Executive Director of the ASA, Michael Gourlie made visits to several archives and presented at conferences around the province.

What's coming up for the ASA in the next year? A project currently underway is the redrafting of the bylaws and constitution of the ASA and outlining job descriptions and guidelines for board members and staff. This project was identified in the 2008-2011 business plan. Committee guidelines, event planning guidelines, and a registration and attendance policy are also being drafted. Having principles and procedures in place will help create more structure for the ASA, its Board of Directors, and ASA committees.

In the future, the ASA looks forward to a 2010 ASA conference at the Banff Centre, exploring the newly-created partnership with the University of Alberta School of Library and Information Studies, and the results of the new version of the Alan D. Ridge award. I am positive that 2009-2010 will be another year of advancement for the ASA and its members.

Executive Director/Archives Advisor's Report, 2008-2009

Michael Gourlie, Executive Director/Archives Advisor

The role of the Executive Director / Archives Advisor is to oversee aspects of the ASA's day-to-day operations and to provide advice about best practices in archival administration to developing and established archival programs. This dual role resulted in the accomplishment of a variety of activities in 2008-2009.



ADVISORY SERVICES

The demand for the ASA's Advisory Services Program remained strong in 2008-2009. This year marks a new format for the reporting of advisory statistics. This format was developed in conjunction with archives advisors across the country, and the reporting of consistent statistics will allow comparisons across jurisdictions. The statistical analysis of the types of inquiries follows this report.

The onsite visit continues to bring the advisory services program to the institutions seeking advice about archival practices. In addition to less formal visits to institutional members throughout the year, there were five site visits to non-member institutions: The New Gallery, Calgary Public Library, Canadian Western Bank, Maskipitoon Historical Society (Michener House Museum) and the Military Museums. The number of formal site visits has remained somewhat stable in recent years, and every institution requesting a site visit has been accommodated.

ADDITIONAL INITIATIVES

The overall numbers of inquiries and site visits in the advisory services program increased compared to the previous year, but there were also other activities that were undertaken during 2008-2009. These initiatives included:

- Co-teaching the ASA's 2008 Archives Education Institute at the Provincial Archives of Alberta.

- Attending ASA Board and Committee meetings to provide whatever support was required.
- Producing a quarterly column for the ASA newsletter.
- Writing proposals for and coordinating ASA projects funded through the National Archival Development Program (NADP), including the Cooperative Arrangement and Description project, *Legacy Magazine* quarterly articles, and Archives Week 2008.
- Representing the ASA at various events, including the Archives Advisor's summit in Ottawa, the Heritage Symposium in Grande Prairie, and the Alberta Museums Association conference.

The coming year will bring new projects, additional site visits, and public awareness initiatives to assist in the development of Alberta's archival community. I look forward to your calls and emails. Thanks to the Board members, Committee chairs, the ASA secretariat, and all the ASA members who have been so helpful this past year.

Archives Advisory Services: Statistical Analysis
April 1, 2008-March 31, 2009

2008-2009

Total inquiries	179
Member / Non-member	70 / 109
Email / Other methods	144 / 35

Subjects

Appraisal and acquisition	9
Archival processing	18
Description	3
Preservation	6
Member institutions	1
Contribution/grant applications	10
Membership	14
Technical advice and assistance	8
Digitization	1
Development of policy/procedure	34
Other: Redirected search questions	26
Other: Professional Development	37
Other: Contractors	8
Other: Promotional activities	4

TOTAL	179
Total Site Visits	14
Member / Non-member	9/5

Duration

One hour or less	2
Between 1 and 2 hours	6
Between 2 hours and ½ day	5
Full day	1

TOTAL	14
-------	----

Education Committee Report, 2008-2009

Terry Reilly, Chair

One of the objectives of the Archives Society of Alberta is “to encourage and develop archival skills among those engaged in archival work by holding seminars and workshops on archival principals and practices.” In 2008-2009, the ASA undertook the following activities to meet this objective:

Expanding the Committee’s membership. In order to make the Committee more inclusive of the ASA’s membership the committee has expanded to include members from Edmonton. Jane Bowe McCarthy, Garth Clarke and Raymond Frogner are now active members joining Jim Bowman, Christie Teterenko and Terry Reilly.

The Education Committee continues to work with its Board liaison member and thanks Shelly Respondek and Jennifer Willard for their support and encouragement.

Raymond Frogner has been the Committee’s liaison with the University of Alberta School of Library and Information Studies as they work to renew their curriculum.

Terry Reilly and Michael Gourlie participated in a focus session around the future of educational opportunities that is being sponsored by the Archives Association of Ontario.

Fundamental Archival Education

The main activity in this area of the education program was the delivery of the annual Archives Institute:

Course: Archives Institute
Location: Provincial Archives of Alberta
Dates: May 5 – 10, 2008
Instructors: Michael Gourlie, Anna Gibson, Karen Simonson, and Alison Freake
Participants: 18

The ASA would like to thank the Provincial Archives of Alberta for the use of their facilities and PAA staff for assisting with local arrangements.

Special Topics Workshops

Course: Managing Oral History Collections
Location: University of Calgary
Dates: October 17-18, 2008
Instructor: Norm Glowach and Erin Suliak, NWT Archives
Participants: 19

Course: Copyright Issues for Archival Institutions
Location: Provincial Archives of Alberta
Dates: January 6-7, 2009
Instructor: Dr. Jean Dryden, Assistant Professor,
College of Information Studies
University of Maryland
Participants: 18

Upcoming Events

The 2009 Archives Institute will be offered at the University of Calgary May 4- 9, 2009. In addition, the Association of Canadian Archivists is presenting "Conquering Fear of Film (and Video and Sound Recordings)" as part of its annual conference in Calgary in May 2009.

As I end my term as Chair I want to thank the ASA for giving me the opportunity to serve the members over the past two and a half years.

The members of the Education Committee are:

Terry Reilly, Chair
Jim Bowman
Christie Teterenko
Raymond Frogner
Jane Bowe-McCarthy
Garth Clarke
Jennifer Willard (Board liaison)

COMMUNICATIONS COMMITTEE REPORT, 2008-2009

Terry O'Riordan, Chair

The year 2008 was both busy and exciting for the Communications Committee. Archives Week 2008 kicked off on October 6 with the launch of *Historic Hi-Tech*: a virtual exhibit of images showcasing all things technical. Thanks to the work and efforts of Chris Heazell, the exhibit featured archival images of a variety of modern advances including the telephone switchboard, the electric oven, the television and the computer. Several images from the virtual exhibit were then chosen for the *Historic Hi-Tech* 2009 Calendar, which was distributed to individual and institutional members, Ministers, and MLAs.

The annual Archives Week kick-off luncheon was held at Fort Calgary, where guests were treated to a talk by Bob Pearson, a specialist on early radio stations and recording technologies. This year also marked a first for the Archives Society of Alberta (ASA) who partnered with the Provincial Archives of Alberta (PAA) to present a screening of *Headless Valley*, a film from the PAA's holdings, at the Globe Theatre in Calgary. Both events were a huge success and the Communications Committee would like to encourage all archival institutions to start thinking of events they can host for Archives Week 2009. Just let us know what you're doing, and we'll help you promote it!

The Committee also assisted the ASA with the production of new ASA promotional displays. The new displays depict various scenes of Alberta life and provide information about what is an Archives and the purpose of the ASA. The new displays are relatively light, easy to assemble and highly portable.

The Committee is also looking forward to the future. On March 13, 2009 members of the Committee met at the Provincial Archives of Alberta for an all-day planning session. During this meeting the Committee finalized its terms of reference, developed a 3 year strategic plan and chose some exciting promotional items to distribute at the 2009 Association of Canadian Archivists' Conference in Calgary. The Committee also decided upon Archives Week virtual exhibit themes for the next 3 years. Archives Week 2009 will focus on all things sports as we look ahead to the 2010 Olympics! Watch for more details in the coming weeks.

The members of the Communications Committee are:

Terry O'Riordan, Chair
Anna Gibson
Jessica King
Brenda McCafferty

ARCHIVES NETWORK OF ALBERTA (ANA) COMMITTEE REPORT, 2008-2009

Janet McMaster, Chair

The ANA Committee is responsible for providing leadership and guidance in the development, maintenance and management of the Archives Network of Alberta. This includes overall responsibility for the maintenance and development of existing and future databases and the ASA's website, as well as the coordination of provincial, regional and national network-related activities, and the promotion of professional standards.

The ANA Committee has been involved in a number of different activities over the past year:

- **Supervision of Databases** – Our databases continue to grow on a monthly basis. As of March 30, 2009, they contained the following records:

• ANA Database (fonds level descriptions)	12,044
• Alberta InSight (digitized images)	36,917
• Alberta InWord (digitized textual records)	1,841

- **National and Regional Databases** - The Archives Society of Alberta continues to be a regular contributor to CaNWAN, the Canadian North West Archival Network (regional database of fonds level descriptions), and ArchivesCanada (national database of fonds level descriptions).

- **User Statistics - Databases**– The number of user sessions in the databases is monitored on a quarterly basis. The number of user sessions for the past year has been steadily growing, and for the quarter ending March 31, 2008, there was a total of 65,646 user sessions. The total number of user sessions in the Cinemage databases for the 2008/09 year was 264,709, which represents a 15% increase over the previous year. Significant increases were noted over the last year in the number of user sessions in both Alberta InSight and Alberta InWord.

- **ASA Website** –The web site continues to be widely used. A review of the web site statistics shows that there has been an increase in the amount of use of the web site, with a total of 132,078 page views recorded for the last year (vs. 128,510 for the previous year.)

I would like to thank all of the committee members for their continuing commitment.

The members of the ANA Committee are:

Janet McMaster, Chair
Susan Kooyman
Sharry Watson
Mary Nutting (board liaison)
Michael Gourlie.

GRANTS COMMITTEE REPORT, 2008-2009

Debby Shoctor, Chair

For 2009-2010, a total of \$108,925.15 was recommended to fund 20 projects that benefit 14 institutions across Alberta. This report also documents \$55,188.82 approved in 2008-2009 used to fund 26 projects benefiting 22 institutions across Alberta.

In early January 2009, the committee met in Edmonton to adjudicate grant applications for the Access to Holdings and National Archival Development (NADP) Programs. Prior to the meeting, committee members completed scoring sheets for each grant application received. During the meeting, the scores were averaged and the projects ranked. Every effort was made to distribute the available funding as widely as possible throughout the membership, to include as many institutions as possible and to have a balance both geographically and between large and small institutions. While the ASA Access to Holdings grants were awarded directly, the NADP grants were forwarded with recommendations to Ottawa for final adjudication. Details regarding the additional adjudications in 2008-2009 are contained within this report.

The Grants Committee gratefully acknowledges the financial support of the Alberta Historical Resources Foundation (AHRF) and Library and Archives Canada through the Canadian Council of Archives in assisting the Archives Society of Alberta's efforts to preserve and make available Alberta's documentary heritage.

The members of the Grants Committee are:

Debby Shoctor, Chair
Karen Buckley
Jennifer Willard
Judy Kovacs
Doug Cass
Michael Gourlie (non-voting member)

ASA Access to Holdings 2009-2010

A total of \$50,881.85 was approved for distribution. The 10 successful institutions included:

Institution	Project	Amount
City of Wetaskiwin Archives	Carl Walin Digitization Project.	\$5,000.00
City of Edmonton Archives	Access to Photographic Collections.	\$4,500.00
City of Wetaskiwin Archives	Corporate Services fonds.	\$4,928.00
Glenbow Archives	Calgary Birth Control Association.	\$5,000.00
University of Calgary Archives	Dr. Robert Hatfield fonds.	\$5,000.00
City of Red Deer and District Archives	Oral History Preservation and Digitization.	\$5,000.00
Legal Archives Society of Alberta	"Two Chiefs and One Supreme" (Hon. Ronald Martland fonds, Hon. William Moore fonds, Allan Wachowich fonds).	\$4,950.00
Esplanade Archives	Joseph Harlan Yuill fonds.	\$4,948.13
South Peace Regional Archives	Charles Spencer fonds.	\$3,780.00
Town of Okotoks Museum and Archives	Okotoks and the 1988 Olympics.	\$2,775.72
Peace River Museum, Archives and Mackenzie Centre	4 fonds in 48 days (Peace River Women's Institute fonds, Morgan and Patricia Fishburne fonds, Peace River Gazette fonds, Edward Whittaker fonds).	\$5,000.00
TOTAL		\$50,881.85

NADP Grants 2009-2010

A total of \$83,475.00 was recommended for distribution. The 8 successful institutions included:

Application Ranking	Name of Organization	Project Title	NADP Request	Cumulative NADP Request
1	South Peace Regional Archives	South Peace Archival Records Survey	\$9,560.00	\$9,560.00
2	Glenbow Archives	The 1960s: Calgary Herald newspaper photographs digitization project	\$5,750.00	\$15,310.00
3	Legal Archives Society of Alberta	Oral History Audio Conversion and Preservation Project	\$2,000.00	\$17,310.00
4	Musee Heritage Museum	Photographs of Aboriginal Life in the early 20 th Century	\$10,495.80	\$27,805.80
5	Town of Okotoks Museum and Archives	Okotoks Archives Online – Public Web Access	\$10,000.00	\$37,805.80
6	Provincial Archives of Alberta	CN Railway Records Preservation Project	\$12,397.50	\$50,203.30
7	University of Alberta Archives	John Orrell fonds	\$3,840.00	\$54,043.30
N/A	Archives Society of Alberta	Cooperative Arrangement and Description Project	\$25,431.70	\$79,475.00
N/A	Archives Society of Alberta	Archives Week 2009	\$4,000.00	\$83,475.00

The applications not receiving funding which met primary NADP criteria will be listed according to their ranking and sent along to the CCA, as per the submission checklist, in the hope that the projects addressing underachieved NADP objectives might be funded from the national funding envelope. Regarding the Archives Society of Alberta's Cooperative Arrangement and Description NADP application, the ASA used the funding from the Access to Holdings program as a match for the NADP funds. The money received through the NADP will be used to fund additional Access to Holdings projects that could not be supported through the regular Access to Holdings budget.

Special Archives Funding Program, 2008-2009

In addition to the two regular grant streams adjudicated in January 2008, an additional round of grants was awarded later in 2008 as a result of additional monies received from AHRF. A call for proposals was sent out in June 2008, and the adjudication took place on August 1, 2008 in Edmonton. In keeping with the terms set out by AHRF, the grants were open to smaller community archival institutions in Alberta, with a funding limit of \$2,500 per institution. In all, 15 grants were awarded to the following institutions for a total of \$34,881.32, and projects were completed by March 31, 2009. It is not known if this AHRF additional funding will be available in future years.

Institution	Project	Amount
Edson Public Library	Newspaper Microfilming	\$2,500.00
Strathcona County Museum & Archives	Software upgrade	\$2,500.00

Canadian Moravian Historical Society	Computer / digitization	\$2,500.00
Jasper Yellowhead Historical Society	Preservation supplies / ACA Conference	\$2,500.00
Blackfalds & Area Historical Society	Description project / School program	\$2,500.00
South Peace Regional Archives	Banner stands	\$2,416.87
Musee Heritage Museum	Digitization of oral histories	\$2,473.80
JAHSENA	Brochure production	\$1,651.39
City of Wetaskiwin Archives	Veterans Project	\$2,500.00
Athabasca Archives	Newspaper Microfilming	\$1,500.00
PPCLI Archives	Computer for digitization	\$2,500.00
Millet & District Historical Society	Description	\$2,500.00
Pincher Creek & District Historical Society	Preservation supplies	\$2,359.88
Ukrainian Canadian Archives and Museum	Computer equipment	\$2,394.90
Town of Okotoks Museum & Archives	Okotoks Fire Department	\$2,084.48
	TOTAL	\$34,881.32

Special Archives Funding Program, 2009-2010

In light of the success of the 2008-2009 Special Archives funding program, the ASA decided to offer a smaller round of grants for 2009-2010 directed at all ASA institutional members to undertake projects that address a strategic need within the institution. The call for proposals went out in February 2009, and the funding limit for this round of grants was \$2,000. At the adjudication in March 2009, 11 grants were awarded to the following institutions for a total of \$20,307.50. Although the funding was paid out in 2008-2009 fiscal year, the projects are to be completed by March 31, 2010.

Institution	Project	Amount
University of Calgary Archives	Aberhart/Manning Digitization	\$2,000.00
Archives, Whyte Museum of the Canadian Rockies	Digitization of Mary Schaeffer photographs	\$2,000.00
Town of Okotoks Museum & Archives	Archives Work Stations	\$2,000.00
Esplanade Archives	Archives Access magazine	\$807.50
Glenbow Archives	Photograph digitization	\$2,000.00
Legal Archives Society of Alberta	Oral history equipment	\$2,000.00
Canadian Architectural Archives	Rolled storage pilot project	\$2,000.00
Strathcona County Museum & Archives	Supplies / software license	\$2,000.00
South Peace Regional Archives	Two Rivers School District	\$2,000.00
Ukrainian Canadian Archives & Museum	Video digitization equipment	\$2,000.00
University of Alberta Archives	Scanning station computer	\$1,500.00
	TOTAL	\$20,307.50

Archives Society of Alberta Biennial Conference

The Banff Centre May 13-16, 2010

The War of Independence Reconsidered:
Librarians and Archivists -- Past, Present and Future
Keynote speaker: Terry Cook

Consideration of the archivist-librarian relationship is long overdue. As many Canadians do regarding Americans when trying to define their own identity, no few archivists have explained themselves as not-librarians. One prominent theorist even declared that archivists gained their identity through a “war of independence” from librarians. While the relationship of archivists with records managers and historians has received considerable attention in our profession over the decades, the library-archives relationship has been skirted. This ASA conference will challenge that trend.

It is not just the merger of the National Archives of Canada and the National Library of Canada into Library and Archives Canada in 2004 – already imitated provincially in Quebec – that makes reconsideration of this relationship timely and germane. In most countries that do not follow the “total archives” tradition, private-sector archives are acquired, described, and made available by national, state, and local libraries. University archives in Canada likewise exist within large libraries. Alberta has a shining example in the Whyte Museum of the Canadian Rockies, which started out as an archives, and now includes archival, library, museum, gallery, and historic site “materials.” Most archives have a significant library holdings. Beyond these factors, the digital revolution makes much less relevant the traditional distinctions enshrined in legislation in Canada between libraries (published material: books, newspapers, reports) and archives (unpublished originals: letters, diaries, photographs). Even though many archives have long collected some published media – atlases, printed maps, engravings, the digital world blurs these distinctions: is a web site or blog or Facebook entry published or unpublished? A newspaper or book that is printed, but has related blogs, additional text and images, maybe even footnotes or bibliography, only available online a record or a publication? Grey literature by its very name straddled that line for decades, and now digitally even moreso. Moreover, the Canadian archival descriptive system (RAD) is based fundamentally on library cataloguing via AACR2, and library-world initiatives in digital preservation and trusted repositories have much in common with archival initiatives.

This conference will consider the relationship of archives and archivists with libraries and librarians, historically, now, and in future. What valid distinctions should be maintained between these professions and institutions? What false barriers based on tradition, insecurity, or circumstances should now be changed? What archives-library partnerships are desirable? Already working? How might such cooperation affect each archival function? What is the desired relationship: informal cooperation, formal partnership, institutional merger, complete integration? How will donors and researchers be affected? What can we learn from archives’ mergers with museums in British Columbia and Newfoundland and Labrador?

SUBMISSIONS,
QUESTIONS AND
SUGGESTIONS

The **Archives Society of Alberta News** is published quarterly by the Archives Society of Alberta. Submissions, questions and suggestions should be directed to the Newsletter Editor c/o:
Archives Society of Alberta
PO Box 4067
South Edmonton Post Office
Edmonton, AB T6E 4S8

Editor contact information:
Telephone: (780) 424-2697
Fax: (780) 425-1679
Email: mgourlie@shaw.ca

Individuals and institutions are encouraged to submit articles, reviews, reports, photographs or letters to the editor to the **Archives Society of Alberta News**, Issues #1, 2, and 3. Submissions are preferred in electronic format as Word files for textual submissions, or as JPG files for graphic submissions.

Please note:

Issue #4 is reserved for Annual Reports of the Society and its committees.

The views expressed in the Archives Society of Alberta Newsletter are not necessarily those of the Archives Society of Alberta or its Editor. The Archives Society of Alberta is supported in part by a grant from the Alberta Historical Resources Foundation.



The Archives Society of Alberta is supported in part by a grant from the Alberta Historical Resources Foundation.

ARCHIVES SOCIETY OF ALBERTA MEMBERSHIP
APPLICATION 2009 – 2010

Name (Institution or Individual)

Address

City

Province

Postal Code

Telephone (_____) _____ - _____

Business Phone (_____) _____ - _____

Fax (_____) _____ - _____

E-mail _____

Voting Delegate (Associate / Institutional)

Institutional Affiliation (Individual Members)

TYPE OF MEMBERSHIP

Please Check

- Archives Employee \$50.00
- Students, Volunteers, Seniors. \$25.00
- Associate Institutional Member \$75.00
- Institutional Member (membership fee is based on the archives operating budget. Please contact the ASA for further information)
- Yes, I would like to volunteer for an ASA Committee

Please make cheque or money order payable to the **Archives Society of Alberta** and mail to:

Archives Society of Alberta
PO Box 4067
South Edmonton Post Office
Edmonton, AB T6E 4S8