



ASA PRESIDENT'S MESSAGE

Debby Shoctor, President

Well, another Archives Week has come and gone, but this one was particularly enjoyable. Our theme this year was "Sports in Archives," and, thanks to a wonderful Communications Committee, we have another beautiful Calendar to present to our Board Members, Patrons and MLAs. The Calendar includes 20 wonderful photos of people participating in sports in Alberta, from 20 different institutional member Archives across the Province.



These photos were selected from those submitted for our annual on-line exhibit, which can be found on our website, www.archivesalberta.org. Thanks to Chris Heazell, who put this exhibit together for us, and to our wonderful Communications Committee, comprised of Judy Kovacs, Brenda McCafferty and Terry O'Riordan, under Chair Anna Gibson, who worked with the graphic artist, Diane Fillinger, at Paragraphics Design to put this together.

The Calendar was officially launched at a luncheon at the Royal Glenora Club on October 5th, which was well-attended by about 30 ASA members, as well as Assistant Deputy Minister David Link from

Alberta Culture & Community Spirit, and the new Chair of the Alberta Historical Resources Foundation, Carolee Pollock, as well as Lisa Miller, Board Member of the new Edmonton Sports Museum and Hall of Fame. Dr. David Mills of the University of Alberta gave the keynote address on the history of Sport in Edmonton. In addition, Lt. Governor Norman Kwong, (AKA "The China Clipper") a former member of the Edmonton Eskimos, who is prominently featured in the calendar along with his 1952 Grey Cup-winning teammates in a photo from my archives, JAHSENA, sent a letter of congratulations. In the letter, he said the following:

"I find all aspects of our Alberta history to be interesting, but I'm particularly pleased to see that the launch of this year's Archives Week is focused on sports. Our province boasts a long and exciting history of sporting excellence and there are many great sports anecdotes and photos to be shared from years past and from a wide range of athletic pursuits. I was proud to play a small role in how a few of those stories unfolded and I'm equally honoured to be included alongside two Edmonton Eskimo greats in the Society's 2010 calendar. I don't know which fact my grandchildren will find harder to

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

believe...that I ever looked that young or that their grandfather is being featured as a calendar pin-up!"

Other activities held during Archives week included a workshop about what archives are all about, held at South Peace Regional Archives; an open house held at the Red Deer and District Archives; four displays with sports themes at the City of Wetaskiwin Archives; and a whole week of activities at the Provincial Archives, including another lecture from Dr. David Mills, a tour from a Grant McEwan history class and a sports-themed story-telling night.

On a related topic, I also attended the launch of the Edmonton Sports Museum and Hall of Fame in their new location in the Chancery Building on Churchill Square right across from the new Art Gallery on November 9th. It features archival photos of Edmonton sports legends in a wrap-around timeline design on the corner windows, which is really something to see. Lisa Miller, former broadcaster at CFRN, gave out our calendar to the other Board Members as well.

I would like to thank Library and Archives Canada for their funding of our activities and Calendar for this celebratory week through the NADP Grants program, and of course Michael Gourlie and all our staff and volunteers for making this week such an overwhelming success. I really don't know how we are going to top this wonderful series of events, but I am already looking forward to next year's Archives week, which will be themed, "Growing Up Albertan."



L to R: Debby Shoctor, Dr. Daniel Caron and Leslie Latta-Guthrie

ASA President Debby Shoctor, Librarian & Archivist of Canada Dr. Daniel Caron, and Provincial Archivist of Alberta Leslie Latta-Guthrie during Dr. Caron's Alberta tour, January 2010.



Office of the Lieutenant Governor of Alberta
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**Message from the Lieutenant Governor of Alberta
To be read at the Archives Week Launch on October 5, 2009**

As Her Majesty the Queen's representative in Alberta, and as patron of the Archives Society of Alberta, it's my pleasure to recognize all members of the Society for their excellent work to preserve the history of our province.

I find all aspects of our Alberta history to be interesting, but I'm particularly pleased to see that the launch of this year's Archives Week is focused on sports. Our province boasts a long and exciting history of sporting excellence and there are many great sports anecdotes and photos to be shared from years past and from a wide range of athletic pursuits. I was proud to play a small role in how a few of those stories unfolded and I'm equally honoured to be included alongside two Edmonton Eskimo greats in the Society's 2010 calendar. I don't know which fact my grandchildren will find harder to believe...that I ever looked that young or that their grandfather is being featured as a calendar pin up!

That great Grey Cup win in 1954 is just one of countless stories to be found in our province's rich and colourful past. It's wonderful to know that the Archives Society of Alberta is helping to share the excitement of our collective history with all Albertans.

Again, I'd like to extend my sincere thanks to all members of the Society for your efforts and I wish you a very successful Archives Week for 2009.

FROM THE DESK OF THE ARCHIVES ADVISOR

Michael Gourlie, Executive Director/Archives Advisor

HAVE POWERPOINT, WILL TRAVEL



People calling the ASA office recently would have reached voicemail rather than talking to me

directly. While normally this would be a case of my being down the hall consulting with a colleague or away on a site visit for the day or two, there have been a number of ASA activities, including series of presentations in October, that have taken me away from the office for an extended period. This issue's Archives Advisor column will focus on those presentations, outlining the audiences as well as the types of presentations, in order to show the different opportunities that archivists have to do outreach.

The first presentation occurred in early October, when I spoke at the Alberta Museums Association conference. Drawing a large contingent in the provincial heritage community, this conference provides an opportunity to interact with a large number of people who are either ASA members or potential ASA members who have an interest in the archival component of their holdings. In this case, I spoke on the subject of archives and innovation, largely discussing the ASA's online databases as well as venturing tentatively into the area of archival institutions and their use of Web 2.0 and social media. The presentation seemed to be well received and reinforced the ASA's profile with a significant audience in Alberta.

The second presentation in October took place at the annual conference of the Alberta Teachers Association Social Studies Council, where I did an overview of the new Peter Owen trunk in the ASA's popular "Letters from the Trunk" online learning object. Because primary sources found in archives are items referenced in the provincial social studies curriculum, teachers and archivists have an affinity for each other's work. In a crowded program of five concurrent sessions, the presentation still drew approximately 15 teachers with varying degrees of familiarity with the ASA's efforts in this area. In addition to the presentation, the ASA was able to partner with the Provincial Archives of Alberta and shared a booth at the conference's trade show, allowing both organizations a greater opportunity to interact with teachers who may not have had the chance to either see the ASA's or the PAA's presentations or visit their websites.

October's last presentation took place at the annual general meeting of the Alberta Healthcare Auxiliaries Association. After the main meeting concluded, I spoke about the importance of preserving archival records within small voluntary organizations and discussed options for ensuring that their documentary heritage would be safeguarded for the future. There was ample time for questions, which ranged from what supplies were best for preservation to the challenge of addressing electronic records. Auxiliaries ranging from the largest cities to the smallest villages were represented, providing the opportunity for outreach across the province and the potential for on-site visits in these communities who are now more aware of the role of the ASA.

While it is unusual for so many presentations to occur in so brief a period of time, they illustrate the diversity of outreach opportunities that can occur. Whether speaking with allied heritage organizations, a group of potential new online users, or a meeting of concerned records creators, the message is similar at its core: archives and their holdings play a significant role in society, and archivists need only reach out to different communities to establish or renew that connection.

What happened to CaNWAN?

Janet McMaster, System Administrator/Web Site Editor

The Canadian North West Archival Network (CaNWAN) was a regional network that consisted of descriptions from the Archives Network of Alberta (ANA) database, the British Columbia Archival Union List (BCAUL), the Yukon Archival Union List, and the Northwest Territories Archival Network. From inception, CaNWAN was hosted on servers owned by the Archives Association of B.C. With the recent migration of BCAUL to MemoryBC and to a new server, the AABC was unfortunately no longer in a position to be able to host CaNWAN; however, the Archives Society of Alberta generously stepped in to provide hosting services for both the Yukon Archival Union List and the Northwest Territories Archival Network. So although CaNWAN no longer exists, all of the databases that made up CaNWAN are still available.

- The Archives Network of Alberta (ANA) database is available from the ASA's web site at http://www.archivesalberta.org/default.asp?V_ITEM_ID=66
- MemoryBC can be accessed at <http://memorybc.ca/>
- The Yukon Archival Union list (YAUL) can be accessed from the ASA's Other Databases page at http://www.archivesalberta.org/default.asp?V_ITEM_ID=67, as well as from the Yukon Council of Archives web site at <http://www.yukoncouncilofarchives.ca/sections/yaul/yaul.html>
- The Northwest Territories Archival Network (NWTAN) can be accessed from the ASA's Other Databases page at http://www.archivesalberta.org/default.asp?V_ITEM_ID=67, as well as from the NWT Archives Council web site at <http://www.pwnhc.ca/nwtac/>

In addition, all of the fonds level descriptions from the above networks are available in the Canadian Archival Information Network, ArchivesCanada.ca, at <http://www.archivescanada.ca/>.

The Canadian Archivist Blog (<http://community.livejournal.com/archivistcanada>): Scan this compilation of stories about archives, copyright, freedom of information and privacy, and other archival issues.

Sir Samuel Steele Collection (<http://steele.library.ualberta.ca/>): Follow the processing of this significant fonds at the University of Alberta.

Fictional World of Archives, Museums & Art Galleries (<http://fictionalarchives.vox.com/>): Explore the current or classic version of this blog of outlining books and other media featuring archives.

Internet Archive - Wayback Machine (<http://www.archive.org/web/web.php>): Check out old versions of webpages from 1996 onwards (including the ASA's!).

To find more, visit ArchivesBlogs, a syndicated collection of blogs by and for archivists, at <http://archivesblogs.com/>

COLOGNE ARCHIVES RECOVERY

Regina Landwehr, University of Calgary Archives

“If paper could cry, a jumble of voices from 11 centuries would be heard from the crumpled, torn and shredded records that had suffered through the collapse of the Cologne Historical Archives”. This powerful picture was evoked in the introduction to a recent documentary on German national TV which describes the ongoing recovery efforts on the archival material.

The Historical Archives of the City of Cologne, one of the most significant city archives in northern Europe, collapsed in the early afternoon of March 3, 2009 due to a sudden failure of ground beneath a newly constructed subway tunnel. Within minutes following strange moaning sounds and loud pistol like cracking sounds the six story main building fell forward into the 30 meter deep subway tunnel and pulling with it portions of the two adjacent residential buildings on both side. 30 individuals, staff and visitors inside the archives building managed to save themselves. Two individuals, residents of the adjacent buildings were killed, and several bystanders injured. The heavy, reinforced cement construction of the archives built in the early 1970's was considered a model for modern archives buildings in Europe at that time.

The holdings of the archives dating from 922 AD to the present, comprise(d) about 30 km of shelf space, 65,000 medieval diplomas, several hundred thousand photographs, maps and drawings, and some 800 fonds and collections of private provenance. It also served as the corporate archives of the City of Cologne, and contained vital statistics going back to the middle ages. Examples of important holdings include(d) Nobel Prize laureate, post -WWII writer Heinrich Böll, the archives of Jacques Offenbach, the 20th cent. French-German composer,

the comprehensive archives of the Hanseatic trade union of medieval cities in northern Europe - the antecedent to EU, records of the early Jewish city quarter of Cologne, and manuscripts of 12th Cent. influential philosopher Albertus Magnus (teacher of Thomas Aquinas).

How could this horrific collapse happen? Authorities had received numerous reports from archives staff



over a period of several months about water seepage and cracks forming in the basement walls of the archives storage stronghold. In fact, damages of this kind had been noted for the past several years along the same street as work on the subway tunnel progressed. A medieval church bell tower had to be propped up in 2007 because it began to lean by several degrees. A month before the collapse, the archives building had sagged towards one side showing cracks in

the facade. Investigative reporting following the collapse suggested the construction of the subway station did not follow recommended methods with too much water being pumped out too rapidly causing the ground around it to destabilize and liquefy. The mighty Rhine river is just a few hundred meters away.

During the rescue and recovery operation for two missing persons in the first two weeks, the recovery of archival materials naturally was a secondary consideration. Heaps of rubble, reminiscent of wartime destruction had spilled across the two lane street. Archives staff was not allowed on the site. Archival materials in easy reach were picked up by the rescue workers and handed to archives staff on the perimeter. Heavy machinery scooped bucket loads of rubble into dump trucks in an effort to aid the rescue workers. The rubble was transported to several heavily guarded temporary locations within the city. There it would be screened by hand for archival materials and personal belongings of residents from the two residential buildings. Students of several archives studies programs volunteered in this back breaking work which took several weeks. Materials from here were placed in cardboard boxes destined to another warehouse for further processing or sent to be freeze dried.

Much of the site was unsheltered for several weeks with huge tarpaulins providing patchy protection against frequent spring rains. A six storey high roof was constructed over the accident site by a local company specializing in scaffolding for restoration work on the Cologne Cathedral. Once the recovery of the two bodies was concluded, the site was systematically searched for archival materials, however, as the site was not considered safe and the accident investigation going on work progressed accordingly slow. Fire fighters who took over from rescue workers used cardboard boxes or just placed materials directly into the wire basket of a bobcat. A first stage triage station was set up in a wing of the school across the street. Here, archivists and conservators were able to make a first assessment focussing on mitigating water damage. The volume of the incoming material every day around the clock for the first few weeks made this a taxing task. Recovery workers commented that gloves made it difficult to assess dampness properly. As well the cold temperature of the materials further hampered the assessment. Because of the length of time the materials spent in wet rubble, mould had begun to grow. Large shipments of materials went by truck straight to freezers in different locations in Cologne and neighbouring cities. Materials that did not require immediate freeze drying were packed into fresh banker type boxes supplied by a record shredding company (!) and shipped to a huge three story warehouse in a suburb of Cologne for further processing. I worked in this warehouse in mid May for one week having responded to the international call for help issued by the ICA.

In two shifts of seven hours each, 7am to 2pm and 2pm to 9pm, six days a week, with 70 to 80 volunteers per shift, we lifted the materials out of their temporary banker boxes and crates, cleaned it of debris and dust with

brushes, identified it, prepared it for warm air drying and then repacked it into appropriate archival containers. I worked the morning shift and my comrades came from all over Europe including archivists from the Catalonian State Archives in Spain, a group of conservators and archivists who had come from the Auschwitz Museum in Poland, one archivist who had travelled from Moscow, and a group of archivists and conservators from the Secret Prussian State Archives in Berlin. There was an art historian from Switzerland and history students from various universities in Germany. Some stayed for a few days, others for two weeks. In the afternoon shift there was an archivist from the National Archives of Australia in Canberra who had signed on to help for one month.

Volunteers had to sign an agreement not to give interviews without permission, or to take pictures. Staff accompanied me when I took pictures and I was advised to not zoom in on details. This was felt to be necessary protection of personal information found for example in case file records from municipal social services and juvenile court. Security personnel patrolled the warehouse to ensure no one was breaking the agreement or pocketing special souvenirs.

Following a brief daily orientation to tasks, we were assigned to work stations. Staff of the Cologne Archives dressed in colour coded T-shirts were on hand to answer questions when supplies went low, someone was uncertain how to recognize fresh mould or assess material for dampness, or how to recognize and note identification information. Since the materials had sat in a backlog of temporary storage for weeks any residual dampness had transferred across box contents increasing the risk of fresh mould growth. Some materials were damp

enough – a judgement call every time - to warrant wrapping in plastic foil to be set aside for freeze-drying.

Work generally proceeded quietly, concentrated, everything and everyone was covered in fine dust within minutes of starting the day. It would not settle until the work was done for the day. Everyone was made to wear a white hooded body suit, gloves and face mask in an effort to protect against dust and mould spores. Stacked up pallets served as tables, and plywood sheets as table surfaces. Material was flattened, the metal backings straightened, dislodged covers reunited with files and secured with tissue paper. If a file volume seemed compressed, the pages sticking together, it would be fanned open and sandwiched with high absorbency tissue paper from large rolls sitting on each table.



The most challenging task involved the identification of provenance and dating. Grit covered well-thumbed through lists of provenances in alphabetical order provided the only real clue to matching information found on material. If none could be found in the list, one noted down anything that could provide help in future sorting work and help determine what materials had been sighted at least. I opened up many white boxes to find nearly undamaged albeit dusty registers, ledgers, and file folders with covers intact and

provenance and finding aid code clearly visible. The instructions for the volunteers were clear: do not read the contents. The concern was to get through the volume efficiently – there was always more, but also that records with sensitive personal information could be scrutinized by curious and unauthorized people and passed on inappropriately. While I worked in the intake identification station, I had to look closer and so I cannot forget the intricately bound register of the basket weaver guild from 1494 which documented its membership for three consecutive centuries; the roughly 8x5 inch wide copious parchments from the late 1600s documenting royal rent payments from a local principality; the thick resident registries from 19th Cent to 1970s, the neatly bound reparation files of the French Rhine occupation following WWI, various manuscripts from the 16th to the 18th Century, and the plans and drawings of Cologne's Rhine river bridges constructed in the 19th and 20th Cent. I opened up boxes of crumpled and torn materials from many centuries jumbled together – loose pages with text written with late 20th Century computer software, pages of parchment with brown ink from the 14th Century, thick paper from the 18th century with dainty handwriting, and smallish pages with crumbs of ground up 15th Century greenish seals in between.

While I was able to make some fairly accurate identification of many materials – table neighbours would frequently consult with each other, the real test came when instead of pallets of standard white banker boxes, blue plastic bins filled with shreds of records were rolled in. Someone dubbed them coffins – the fragments varied in size from fingernail size to hand size – often softened from abrasion, leached and discoloured from water, there were bits from every century,

from paper to photographs, to microfilm. I joined forces with my table neighbour from Switzerland and we devised a schema to gain some control over the task before us. A solid knowledge of German at the minimum, but also at least some reading knowledge of French and Latin were highly beneficial. We labelled archival 'shoeboxes' with century ranges, and categorized by parchment vs. paper, typewritten vs. handwriting, corporate file coding vs. personal notes or letters. According to one calculation which I heard about later, one such bin with puffed up fragments represented roughly one shelf meter. This meant that we had managed to 'process' two shelf meters in seven hours!

After the material identification was noted on a sheet of paper, the materials were placed into large 4x1.5 feet wide blue stackable plastic bins. Each bin would be given its own number and the sheets with notes gathered for that bin were painstakingly entered by an archives staff member into a database on a dust covered PC in another part of the warehouse. All of the blue bins with content in various states of damage now held together with tissue or in boxes, went to the drying chambers on the upper floor. The content of a bin would be spread out on one tall, 6x4 feet wide, rolling supply cart lined with hospital supply disposable stretcher sheets – 25 of such carts would be pushed into the drying chambers – four of them with six roaring construction blow dryers each - for six hours at 30 Degrees C. After that another group of volunteers would move everything off the carts and pack it into archival containers – carefully marking the bin code on each box and then gingerly stacking them on pallets. This was the last phase in the warehouse – I had worked in each – and as each



pallet sat wrapped in plastic I had two thoughts: relieve to see the material secure in proper archival housing once again, and trepidation for the next phase: putting the multi-million piece puzzle together again. About 2,000 passionate volunteers, and the archives staff, did what they could during the first 10 weeks after the disaster, 22,000 man hours were spent by fire fighters alone, and 11,000 tons of rubble were removed and screened. Estimates of 85% of the holdings recovered provided little comfort to us volunteers – we had seen the damage in close-up. Still, the finding aids were all preserved, most of the audio-visual collection has been unharmed, and ink up to the late 19th Century is water insoluble. The greatest damage and loss apparently involved records created in the latter half of the 20th Century to the present – not yet processed (nor microfilmed), it sat upright on the shelves – rather than bedded flat in thick card board boxes according to German archival tradition - with little or no protection as the ceilings came down. A temporary reading room opened up in July providing some relief for deadline stricken researchers who are now squinting over microfilms of materials up to the 1800s. Digitization with about 1% of holdings completed was in its infancy in Cologne. Much remains to be done, likely also for the next generation of archivists and conservators, and more volunteers will surely be needed.



THE ORIGINAL ORDER CAFÉ: THE PROVINCIAL ARCHIVES OF ALBERTA AND THE PROVINCIAL ARCHIVE

Jessica King, Provincial Archives of Alberta

In the late winter of 2008 Provincial Archives of Alberta staff members discovered a new Edmonton band by the name of "The Provincial Archive". After looking on their website which states, "the provincial archive is dedicated to the acquisition, preservation, publication and public exhibition of documents, parchments, manuscripts, records, books, maps, plans, photographs, magnetic tapes, or other materials regardless of physical form, the preservation of which is in the public's interest", we became convinced they had taken their name from our facility and their description from our website.

It is not often a musical group draws their inspiration from any archives, let alone the Provincial Archives of Alberta, so when the Provincial Archives of Alberta were asked to develop an event for Arts Days 2009 (a province wide celebration of the arts in Alberta) having the Provincial Archive play at our facility was a natural fit. We decided to host a coffee house event entitled, "The Original Order Café", featuring the Provincial Archive and another up and coming band, Painting With Ella.

The Original Order Café was held on Saturday September 19, 2009 to a sold out crowd of 80 people. During the evening refreshments were provided, such as, Almost Acid Free Orange Juice, Authentici – Tea, Sir Arthur Doughty Donuts, Creator Cookies and much more. After a successful event the Provincial Archives of Alberta is looking forward to making this an annual event.

www.theprovincialarchive.com or visit The Provincial Archive on Facebook

REGISTRATION IS NOW OPEN FOR THE ARCHIVES SOCIETY OF ALBERTA'S 2010 BIENNIAL CONFERENCE

Banff Centre from May 13-16, 2010.



Mark your calendars! The ASA biennial conference takes place from May 13-16, 2010 at the Banff Centre. The theme, "The War of Independence Reconsidered: Librarians and Archivists -- Past, Present and Future" will explore themes of professional identity, convergence, and other current issues facing the province's archival community.

Featuring a keynote speech by noted archival theorist Terry Cook, the conference includes presentations by Librarian and Archivist of Canada Dr. Daniel Caron, University of Calgary Vice Provost (Libraries and Cultural Resources) Tom Hickerson, and archivists from around the province on a variety of topics. The conference also features preconference workshops, including grants writing, an overview of copyright issues, and audiovisual preservation and digitization.



The conference brochure (which includes registration form) and conference travel grant form are available on the ASA website on the AGM/Conference section of the "About the ASA" tab. Contact the ASA office by phone at 780-424-2697 or by email at mgourlie@shaw.ca if you have any questions. Hope to see you there!

PEOPLE AND PLACES

The Jewish Archives and Historical Society of Edmonton and Northern Alberta (JAHSENA) received a Recognition Award for 2009 from the Edmonton Historical Board for its ongoing contributions to preserving the history of the local Jewish community. Congratulations!

Citing the recent economic downturn, the Glenbow-Alberta Institute recently announced layoffs throughout the institution, including the archives. Jim Bowman, Pat Molesky and Tonia Fanella were laid off, effective November 2.

ASA Honourary Member Trudie McLaren has also been recognized by HIV Edmonton for her years of volunteer service. The Trudie McLaren Volunteer Award of Excellence was created in 2008 to recognize outstanding volunteers who have given selflessly of their time, energy and leadership skills to the cause of HIV/

AIDS on behalf of HIV Edmonton (and the former AIDS Network of Edmonton). If you are interested in volunteering at HIV Edmonton, please contact Trudie.

Long-time ASA member Jean Crozier received the 2009 SAGE Award for 'Business and Entrepreneurship' at a ceremony at the Sutton Place Hotel in Edmonton. The SAGE Awards were developed to recognize seniors for their contributions in making the Greater Edmonton area a better place. The founder and principal of CIRC: Crozier Information Resources Consulting Ltd. from 1981 until 2000, she was a Regional Finalist in the Canadian Woman Entrepreneur of the Year Awards, and was named 'One of Alberta's 50 Most Influential People' by Alberta Venture magazine. Her family memoir *No Corner Boys Here* (www.nocornerboyshere.com) received a bronze medal in the 2008 Independent Book Publishers Award for 'Best Non-Fiction Canada West.'

ASA President Debby Shoctor was elected as one of five organizational members of the newly-established Edmonton Heritage Council (www.edmontonheritage.ca). Congratulations Debby!

University Archivist Bryan Corbett retired from the University of Alberta Archives, effective January 31, 2010. He continues to work on a part-time basis for the University of Alberta Libraries, overseeing the processing of the Sir Sam Steele fonds.

Earlier this year, the ASA established a \$500 Scholarship Prize at the University of Alberta's School of Library and Information Studies. The first recipient was Hanne Nowak, a part-time student who worked in the University Library -- Humanities and Social Sciences, and excelled in both the "History of the Book" and "Library Preservation, Security, and Risk Management" courses. Congratulations Hanne!

ASA FALL WORKSHOP – MANAGING A DIGITIZATION PROGRAM

Terry O'Riordan, Provincial Archives of Alberta

This year's Archives Society of Alberta fall workshop focused on all things digital. In two very short days, we covered everything from reformatting best-practices to asset management to metadata to storage and preservation. Fortunately for all of us in the workshop, instead of presenting these issues in isolation, instructors Rosaleen Hill and Kelly Stewart organized their workshop with an eight point plan for managing a whole digitization program. By following this plan, Hill and Stewart reasoned that we would have a good start in understanding the successful management of digital and digitized objects.

The eight steps include: visioning, policy development, research, assessment, hardware and software acquisition, preservation strategy, description and long-term storage and maintenance. I can't go into detail for every one of the eight steps, but for me, visioning really stood out as an often omitted element in our digitization efforts. Visioning consists of an institution critically evaluating its mandate with the view of developing a long-term big-picture idea for its digitization program. All too often, institutions have just started scanning because of a grant or a special project. We have moved to capitalize on these opportunities without knowing where we may wind up when we have finished. Building a coherent vision/idea of what we want to do will give us a better understanding of what equipment, storage, and resources we will need to accomplish our goals. From visioning the rest of the eight steps Hill and Stewart outlined would start falling in to place.

We covered a lot of material in two days. Hill and Stewart did a great job presenting their workshop, and I know that those of us who were in the workshop got a lot out of it.

archives

SOCIETY OF ALBERTA

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

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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.

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ARCHIVES SOCIETY OF ALBERTA MEMBERSHIP APPLICATION 2010 – 2011

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- 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:

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