

REPORT OF THE ARCHIVIST AND RECORDS MANAGER

2018

The Archivist and Records Manager is the official custodian of diocesan records and is responsible for the direction and implementation of the Archives and Records Management Program of the Diocese of Olympia.

<http://www.ecww.org/departments/archives>



This is Us: Looking Back – Moving Forward is the theme of this year’s Diocesan Convention – and in keeping with the theme, the Archives will be offering an exhibit depicting our past while we look toward the future. The photos, taken from our diocesan archives, once again illustrate the depth of our Archives collections. The short videos prepared by our Liturgy Commission also feature photos from the diocesan archives.

2018 has flown by – with the Archivist and the Archives participating in a variety of projects both in-house and in the greater archival landscape. In March, I was asked to review grant proposals for the NHPRC (National Historical Publications & Records Commission), the granting arm of the National Archives and Records Administration of the United States. This was a new and exciting experience as reviewers are responsible for selecting projects from across the country for funding by the NHPRC. I was asked based on my experience with our own refugee case file digitization project.

Then in August, I participated in a panel on emergency preparedness at the Society of American Archivists annual meeting. My portion of the presentation concerned the development of SHERN (Seattle Heritage Emergency Response Network) which I’ve referred to in previous reports. The protection of cultural and historic materials in the city of Seattle in the event of disaster is the purpose of this organization – a mutual aid organization with which I’ve been involved since its inception.

A little closer to home, the Archives has provided research material to Alan J. Davidson, who has just published his book on the early history of St. Mark’s Cathedral – entitled: *The History of St. Mark’s Episcopal Cathedral – St. Mark’s Parish, 1889-1897* – a book I highly recommend!

I’ve also been most fortunate this year in having the services of Elaine Speer, a University of Washington student working in the Archives as part of her Directed Field Studies program. While here, Elaine processed the records of two closed churches and assisted in the Archives in a variety of

other ways. Volunteers, Andy Rodgers, a member of the Seattle Service Corps, and Evan Hershman, have worked in the Archives this year. The services of all three have been greatly appreciated.

In addition, I completed the processing of the Peter R. Hallock papers which were given to the Archives upon his death in 2014. A larger collection of Hallock papers are available at the University of Washington.

The Archives database which has been the subject of this report on several occasions is still underway – and a total revision of the *Archives and Records Management Manual* is in line for completion in 2019.

I continue to answer reference questions daily and to provide research services as requested. I also continue my consultations with congregations desiring to improve their archives and records management programs. I'm always happy to make on-site visits to congregations and to help in any way I can to make it easier to keep, protect and access their important records. In addition, at this year's diocesan convention, I'll be offering a workshop on retaining and storing church records.

There are also many resources available online, including the Archives web page www.ecww.org/departments/archives; the Archives of the Episcopal Church www.episcopalarchives.org and the Episcopal Archivists <http://episcopalarchivists.org>.

For more information about the Archives and Records Management Program – or for a tour of Diocesan House - just give me a call, send me an email or go to the Archives web page at: <http://www.ecww.org/departments/archives>

I'm looking forward to hearing from you!

Respectfully submitted by,



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