

## ARCHIVES/ORAL HISTORY REPORT FOR SEPTEMBER

October 7, 2023

Chair: Joe C [oh@acawso.org](mailto:oh@acawso.org)

**MEMBERS:** Gary M., Marla P., Marcia J., Aimee M., Lenette H.

**Mission:** The Archives Committee collects and preserves the business and historical records and artifacts of ACA in the form of digital records, and written documents. The committee makes the information and materials available to the Board of Trustees, the employees of the Distribution Center and the fellowship of ACA in an organized and convenient manner.

**The Archives Committee is not meeting currently. Work is continuing to set up the Preservica Archives. Marcia J. is the Archivist. If you have questions, please contact her at [archivist@acawso.org](mailto:archivist@acawso.org).**

- A. A request for help was put into the Traveler and several people responded. The help requested was for downloading material and possible transcription help. Marcia J. is currently meeting and working with the volunteers to get them started.
- B. Joe C. is working with Bill D. on a safety survey available through the state of CA that may shed light on our archival storage needs.
- C. Marcia J. has reformatted Historical Books of Motions that were created and scanned in a haphazard manner. The motions range from 1983-1995. She has finished 1983-1988 and they have been published on the blue website: <https://acawso.org/aca-wso-book-of-motions/>

**Mission:** The Oral History Committee is charged with interviewing members of and individuals associated with the fellowship in order to gather and preserve historical information for ACA.

- A. The committee is getting started again after the summer vacation. Marcia contacted previous volunteers to let them know the process of taking oral histories is ready to begin if they would like to join that process, and a couple of people are interested.
- B. This committee is in a unique position because it is a subcommittee rather than a standing committee, and the standing committee (Archives) does not have a chair, so it is not meeting until further notice. Joe C. agreed to become the nominal head of the Archives Committee to normalize this situation somewhat. He will contact members who previously participated in the Archives Committee to invite them to join again, but with the knowledge that the committee will be focusing on Oral History.
- C. Gary M. has contacted Josie E. and is beginning the paperwork necessary to get an oral history going. He will be having knee surgery in October, so they may wait until he feels recovered

enough to get started. A new member, Marla P., will participate as an observer in order to get an idea of the process.

- D. It would seem that we are not in any imminent danger of losing Otter.ai. However, Marcia has downloaded and saved the recordings and transcripts we already have in the program. They are currently stored in Google Drive and will also be uploaded to Preservica.
- E. Members were reminded to sign the WSO Communications Platform Guidelines Agreement, due October 6.

**The Oral History Subcommittee currently meets on the third Thursday of every month. Please contact Joe C. if you are interested in participating.**