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Outside the

SASKATCHEWAN COUNCIL FOR ARCHIVES AND ARCHIVISTS



PRESIDENT'S MESSAGE

I want to thank everyone who participated in our recent strategic planning survey. At the close of the survey period on March 11, we had 29 questionnaires submitted. To some degree, we all suffer from "survey fatigue" but this was truly an important process that will see concrete results in the next while.

After my first look at the results, it is clear that some themes are emerging. Many of you feel that SCAA is providing excellent service. 89% of the respondents in the survey cite the communications program (newsletter and e-update) as the most beneficial while 62% cite Archives Week and the education workshops. In terms of strengthening our existing services, the most common response was to extend the education program by developing a web-based learning component. Respondents also indicate that they would like to see a larger advocacy role, strengthening the SAIN databases, and developing further cooperation and partnerships outside the archival field as important targets for the next three years.

The responses have been circulated to the members of the Executive Committee and to Dawn Martin of Daybreak Consulting, who will be leading the Executive through a strategic planning exercise in Saskatoon on April 13 and 14. Your responses will enable your Executive to chart a course and focus our efforts on issues the membership believes important. We plan to develop a three-year plan that will be presented in detail for your consideration at our upcoming Annual General Meeting in Wilcox.

Our last strategic planning exercise resulted in a five-year plan adopted in 2006. The shift to a three-year strategic plan is intended to allow us to coordinate our planning with our budgeting and grant applications. SaskCulture, our primary funding agency, is moving to a three-year funding model. By having a detailed and well-thought out strategic plan developed with broad input from membership, it will serve us well when we prepare and present our first (and successive) three-year funding application(s). It also allows us to be more detailed and responsive in our planning as we can more accurately outline our goals three years forward than five. Hopefully all this will allow SCAA to be more strategic in the way it initiates and develops programs. This type of strategic development is something that has, at times, been lacking in our program evolution but that becomes even more important as we shift from a purely volunteer-driven organization to one in which staff play an increased directional role.

Again, thank you for your participation and considered responses. I look forward to presenting an exciting new plan to membership in Wilcox in June.

Mark Vajcner,
SCAA President

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Archives Week 2011

Another successful Archives Week has come to a close. The 2011 Archives Week saw a couple new participants and events as well as several popular recurring events. The use of the new SCAA General Page and the Archives Week Group on Facebook saw an increase in the advertisement of events, although the posters and word-of-mouth remained powerful publicity tools. Here is a quick round-up of how members across the province celebrated Archives Week:

Cut Knife

The Archives of the Clayton McLain Memorial Museum, one of SCAA's newest member, participated in Archives Week by hosting an open house at their new Museum Administration and Archives Center. With Cameron Hart in attendance, more than 20 people were on hand to enjoy coffee and cookies while sharing their stories and helping to identify people, places and events in photos.

Humboldt

The Archives of the Humboldt & District Museum & Gallery held their annual open house at the museum on February 8, 2011. Your Archives Advisor, Cameron Hart, was on hand to meet over 43 guests who not only stopped in for free coffee and goodies, but helped to identify people, places and events in a new collection of photos the archives has received.

La Ronge

Northern Saskatchewan Archives held an open house on February 8, 2011 at the Library System building in Air Ronge. Over 30 folks attended to tour three displays created by the archives.

The 4H Program display showed prints made from early slides that had not been pub-

licly displayed before and created much interest. In 1957 there were 17 4H clubs in the north with a total of 466 members, and activities included not only gardening and crafts but also cooking, public speaking, and looking after livestock.

Another new display was of 60 portraits of air cadets from Stanley Mission and La Ronge who belonged to #590 Squadron RCAC in Prince Albert in the 1960s. Two of the cadets featured in the display were present at the Open House, and had their pictures taken beside their portraits for the local newspaper.

A third display was of pictures of people and places from the 1950s taken by a government photographer, who had sent them to the archives asking if we could name the people. This resulted in much interested discussion among the elders present, and they were able to provide at least ten names and some of the locations.

The afternoon rounded off with the visi-

tors enjoying tea and goodies and watching a video of a 1997 Elders Gathering that they had digitized for the Our Legacy website (<http://scaa.sk.ca/ourlegacy/>)

Lloydminster

Lloydminster Regional Archives (LRA) held a new event titled "School Days." It was a themed display at the Lloyd Mall that attracted about 150 people to visit with volunteers and support the Archives. The LRA also had their 2nd annual Tribute to the King, performed by Rory Allen at the Vic Juba Community Theatre. The popular event sold over 500 tickets, which is their main fundraising event for the year. The SCAA and LRA would like to thank NewCap Radio and Holiday Inn for sponsoring the event and making it a grand success.

Melfort

Melfort and District Museum hosted a new event Coffee & Conversation: Doctors and the History of Medicine in Melfort, which was the fifth in a series of Coffee & Conversation sessions. Approximately 30 visitors and Museum personnel came out to share

Below: Visitors look at the display at the North Battleford Frontier Mall

Right: Tom Roberts of La Ronge, had his picture taken beside his cadet portrait from the 1960's.
Photo by Brenda Duerr.



Above: Group photo at the Northern Saskatchewan Archives (PNLS) Open House. Photo by Gill Gracie, Aurora Communications Ltd.



Above: Attendees listen to presentations made at Melfort.

What's Up

their memories and personal stories over coffee and cookies on February 8, 2011. They were fortunate to have two of the original doctors from the Associated Medical Clinic, Dr. Howard Green and Dr. Lionel Lavoie, as well as several of the nurses and hospital staff who were able to give a personal perspective to the history.

From a single doctor making house calls with a horse and buggy to numerous doctors from many countries and a modern, up to date hospital, medicine in Melfort has continued to grow and progress

They were able to update their listing of doctors from the first GP, Dr. Thomas Spence, in 1907 to the doctors that established Melfort's first clinic in 1956 to an influx of doctors from South Africa in the 1990s and up to the present. The people present shared many stories of the heroics of the early doctors, the development of various medical machines and procedures, and hilarious tales of medical "mishaps". This was all well received and participants enjoyed a great afternoon of entertainment, coffee and refreshments.

The museum gains a great deal from these sessions. Not only do they attain new and more accurate information for their archival files, but they also gain a new audience and a broader public profile. These conversations started last fall and will continue into the spring. The sessions are very informal lasting for an hour or so and covering a wide range of subjects from the garages of Melfort to the practice of law.

A future session will continue the dialogue about medicine but focus on the role of nurses and the Lady Minto Hospital. Other planned topics for future sessions include a history of the Women's Institute and the Home-maker's Clubs, War Brides that immigrated to the area, the development of Melfort's infrastructure, municipal politics, etc. The list will extend as long as there are suggested topics and an expressed interest on the part of the community. This Coffee & Conversation series was established as an outreach program to bring the community into the museum. Since these sessions are so successful, the Museum will continue to evaluate its impact and invite everyone to attend and share his or her memories and pictures.



Jeff "Redbeard" Corbett, MC of Regina's Arts in the Archives event.

North Battleford

For the third straight year, the City of North Battleford Historic Archives (NBHA) had exhibits on display at the North Battleford Co-op Mall and at the Frontier Mall. The event which ran from February 10, 2011 to February 12, 2011, was received with enthusiasm as over 400 people viewed the exhibits and watched the fifteen-minute Power Point presentation.

Transportation was the main focus this year, featuring railway travel as well as other forms of transportation in North Battleford from the early days of 1905 to the

mid 1960s. The display boards held a series of aerial photos of North Battleford that revealed the growth of the region from its inception to 1988. A collection of directories, yearbooks and information sheets rounded out the multi-media display. Comments like "Awesome", "Very worthwhile" and "Enjoyed it thoroughly" were written in the visitor log and many people told the volunteer committee members that were present on how the photos rekindled pleasant memories of the past. This event would not have been so successful without the help of many people so the SCAA and NBHA would like to take this opportunity to thank the City of North Battleford staff for their contribution, as well as the CJNB, the newspapers and the staff of the two city malls.



Steve Wolfson, presents at Regina from Edifice & Us: The Wendebec II and A Look Back At Boating in Saskatchewan.



Above: SCAA Archives Advisor, Cameron Hart chats with a guest at the Regina event.



Above: People mingle before the Regina event begins.

Archives Week Wrap Up cont'd...

Regina

The Regina Area Archives Week Working Group (RAAWWG) held a presentation of Arts in the Archives at the Royal Saskatchewan Museum on February 9, 2011. The presentation was hosted by Jeff "Redbeard" Corbett, and featured short films and readings from Archives in Saskatchewan with Brian Stockton, Wes Pearce, Margaret Hryniuk, Trevor Herriot, Richard Diener and Steve Wolfson. An archival information session preceded the presentation, which included displays from the Saskatchewan Archives Board (SAB), the SCAA as well as some of the presenters. After the event, the audience of about 56 people, attended the evening reception featuring cake, assorted snacks and coffee and tea.

The following day on February 10, 2011, the University of Regina Archives & Special Collections hosted a lecture by Dr. James Pistula, of the History Department, on the early development of the Regina College Conservatory of Music and the School of Art. About 57 people were in attendance. A podcast of the lecture will soon be available and two Archives and Special Collections webpages were launched at the event: Regina College: A Historical Timeline <http://ourspace.uregina.ca/ReginaCollegeHistory/>



Above: Brian Stockton presents at Arts in the Archives, in Regina.

Florence Kirk: Letters from China, 1932-1950 <http://ourspace.uregina.ca/FlorenceKirk/>

Saskatoon

The Saskatoon Area Archives Group (SAAG) once again displayed at the Archives Pavilion during the Saskatoon Heritage Festival at the Western Development Museum (WDM) on February 6, 2011. A crowd of 2350 was in attendance



Right: MC Jeff O'Brien at the Saskatoon event Spotlight on the Past.

at the WDM, a new record for the Heritage Festival.

On February 8, 2011, SAAG presented the Spotlight on the Past: Celebrity Readings From Archives in Saskatchewan at the Frances Morrison Library. 82 people braved the cold weather to hear readings from Eric Cline, Marla Cole, Alice Kuipers, Les MacPherson, Fiji Robinson and Guy Vanderhaeghe.

85 people attended A Night at the Roxy which took place at Saskatoon's historic Roxy Theatre on February 10, 2011. Featured short films included Sahara University Expedition, documenting a 1952 U of S expedition to the Sahara; a 1960 speech given by John Diefenbaker at the United Nations; one of Saskatchewan's earliest known and last surviving "talkie" titled Fight Tuberculosis from 1935; Sunspirit Saskatchewan, a film produced to promote tourism in 1985, which brought wardrobe choices into question; and the Children's Day Parade of 1953 was a great finish to a fun-filled evening.

Swift Current

From January 31, 2011 to February 14, 2011, the Swift Current Museum and Archives hosted an Archives Week exhibit at the Swift Current Mall with over 175 people viewing the display.■

Below: Eric Cline presents at Spotlight on the Past in Saskatoon.



Above: Alice Kuiper presents at Spotlight on the Past, in Saskatoon.



Left: The Brilliant City of Saskatoon Archivist ... TOON BERRY!



Above: Open House at Clayton McClain Memorial Museum in Cut Knife.



Above: A famous Archives Week picture cake is served during the reception in Regina.



Ask an Archivist

With Cameron Hart, Archives Advisor SCAA

How important is security for maintaining an archives?

Security is an issue that takes into account all parts of archival work and should be considered as it relates to processing collections, supervising researchers and providing deterrents. SCAA member archives should be open to the public as much as possible; however, their collections contain valuable and irreplaceable materials that deserve the utmost security environment.

Start with the broad picture. Staff should evaluate the archives building and its perimeter to determine possible routes of unauthorized access, paying particular attention to windows and doors of course. Alarms should be in place on emergency exits and ensure heavy-duty locks are used along with grates or bars on certain windows. Some may consider if motion-detectors should be installed depending on the layout of the archives and the building.

Many archives are contained in a building that shares space with government offices or museum space; so hopefully, the building or buildings have already had this evaluation completed. Where an archive has not had this evaluation completed, they should do so possibly in conjunction with a commercial security firm (check out who your sponsoring institution uses.)

Ideally, most archives have three separate areas, one for the public to do

research, the "reading room", one for employees working with material/offices, the "processing area" and another area for the storage of the Archival Collection referred to as the "stack area" or the "vault". Each area would have a key but the stack area would be limited to the archivist and archives staff. Depending on your layout, there should be a limited number of keys to access the archives. An archive's management should not distribute keys to non-archives staff or allow maintenance and housekeeping staff unsupervised access to stack or other areas containing records. Access may be granted to the reading room and processing room, as long as there is no archival material in them, but not the stack area (for security, of course, and environmental reasons, use of chemical cleaners etc.)

Some of us may have heard the story of a researcher stuffing documents into his shoes and walking out with them to corrupt the records. A researcher can do great harm if they wish to. So the reading room should be supervised at all times when original documents are being researched. Use of a logbook can help in tracking the use of certain material as well as the people using them. Staff should be conscious of all the reading room rules; no pens, no book bags or briefcases, food or drink (fluids of any kind) any damaging

substances. Staff do not need to watch a researcher "like a hawk", but be aware of suspicious behavior (such as not having a reason to look at the documents.) If unprocessed material is being looked at, a practice that should be limited, a staff member should be present with the material to ensure its integrity. Archive's managers need to clearly articulate the policies, making sure that understood by all, especially casual staff or volunteers.

The archivist's is the custodian of the documentary record placed in his or her trust, and it is the fiduciary responsibility of its sponsoring body to provide a secure environment for the archivist to accomplish this. The archival record has great monetary value, both as a cultural and informational resource; a key responsibility of those entrusted with archival records is the preservation of this resource. There is both a strong market demand for archival documents and a huge supply available when security measures are either inadequate or not followed.

This link is to a document completed by the European Commission on Archival Policy. It provides a practical list of rules to follow in a reading room.■

http://ec.europa.eu/transparency/archival_policy/docs/eag/practical_guidance_en.pdf

Have you ever...

Have you ever taken a trip back in time to a world vastly different, and so much larger, than the rapidly diminishing world we know today?

Have you ever pondered the, amazing, journeys our ancestors' embarked upon to bring us to where we are today?

Have you ever gazed at an old book, anxiously anticipating the caring touch of a gloved hand, as page by page it awaits to unfold for you, a vivid account of a storied past?

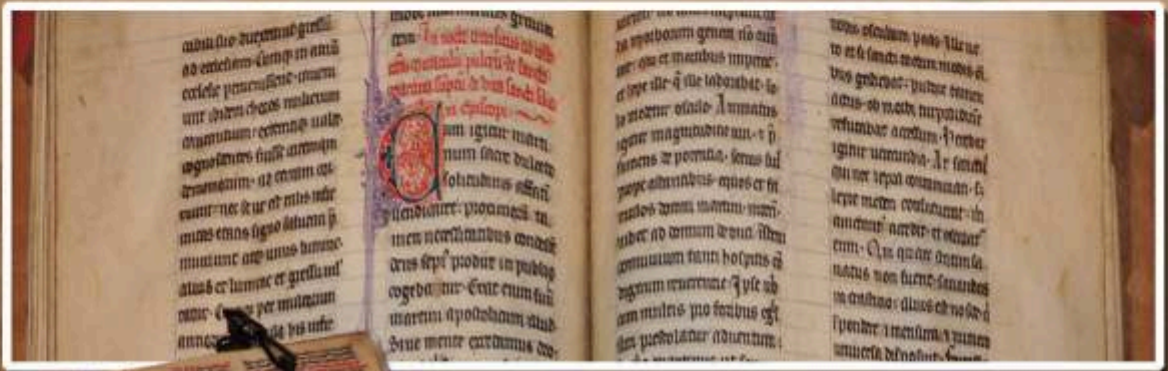
If you have not yet lived these experiences, you must visit;
The "Athol Murray College of Notre Dame Archives/Museum"
Located in Wilcox Saskatchewan.

Behold then, if you will, a feather quill masterpiece! In your 'mind's eye'

travel back into the 13th century to visit a European Monastery. There you will observe the great artistry of the Monks as they laboriously, yet lovingly, apply their creative skills to the exquisite formation of a hand printed letter.

Look deep into the eyes of the Paigan Indian, Woolftail, from the Nicholas De Grandmaison Pastel Collection - and get a glimpse of what the Artist called, 'A proud and Noble People'.

As you stand in the Gallery of the Archives/ Museum allow yourself to be transported back to a time when Ancient Greece was in full flower. Enter the mighty Parthenon - gaze at the 16 panel marble frieze



Several Decrees of Pope Gregory with
on parchment circa 15th century. These
are good examples of the abbreviated
style used by medieval scribes.



ATHOL MURRAY COLLEGE OF

NOTRE DAME



(mounted on the interior west wall) and there, in fancy, participate in the Panathanaic Festival as you join the celebrating throng on their way to pay homage to the Goddess Athena.

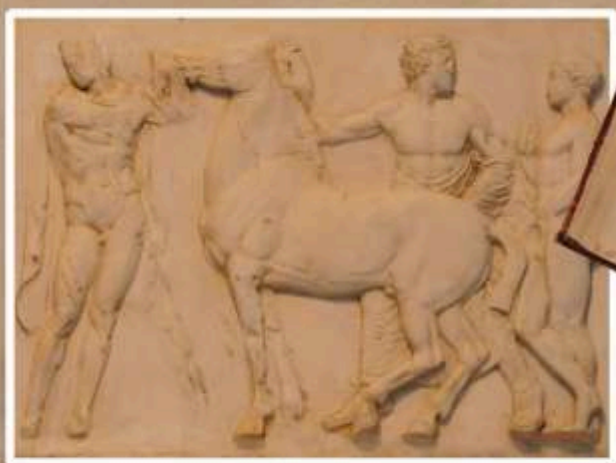
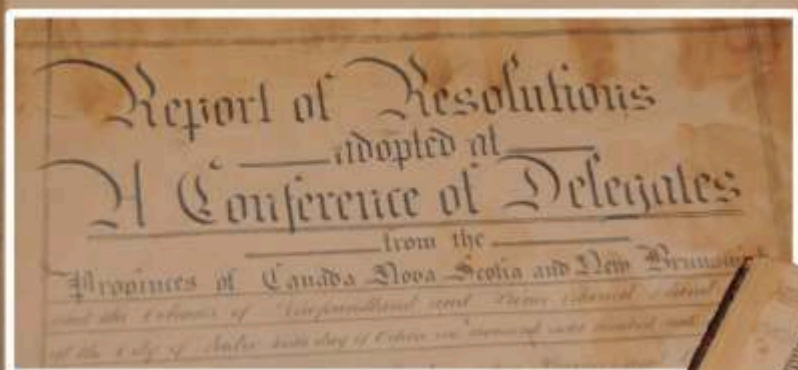
See a very rare Autographed photo of, Adolf Hitler and hear the story of how it came to be at Notre Dame and why we must "never forget".

Cast your eyes on an original copy of the Quebec Conference papers of 1864 -

A gift to the legendary Père Athol Murray from Hugh John Macdonald, the son of John A. MacDonald, the first Prime Minister of Canada.

These and other treasures await the visitor and researcher alike with the only condition of admission being an open and enquiring mind!

It will also be our great privilege, in the midst of this milieu of memories, to host, the Saskatchewan Council of Archives and Archivists Annual General Meeting on June 10th and 11th, 2011.





Featured Archivist

Ken Dahl, City of Saskatoon Archives

Why did you decide to become an archivist?

I am not sure that I ever actually made a conscious “decision” that I was going to become an archivist, and therefore I cannot really say why I became an archivist. I do

remember when I was doing archival research while at university, how much I enjoyed my time in the archives. I thought to myself, “This would be a good place to work”. When I finished my MA in History, I thought to myself, “What am I going to do now”? I hadn’t received any offers to play professional hockey or football, so I was wide open to whatever came my way. As I mentioned, I really enjoyed doing archival research, so I went and talked to Nadine Charabin, at the Saskatoon Office of the Saskatchewan Archives Board, to see if there was any chance at finding work there. It turned out that they were looking for an archivist. But (there is always a “but”) I had no experience, no archival training (formal or otherwise), basically no clue, so I left thinking maybe I should look into getting my MAS. I was working in the construction business (building basements) at the time, which wasn’t the worst job in the world, but I was not really putting my education to good use. When the weather turned colder in the fall of 1999, I was very close to going back to Alberta, to build houses with my brother. Just before Christmas that same year, Nadine phoned me and asked if I would be interested in a three month contract as Reference Archivist at SAB starting January 2000 (I can’t remember if there was any mention that this could lead to further employment or not). I said sure, I thought that this three month contract would at least take me to April and the warmer weather and I could go back to construction either here or somewhere else after that.

Where was the first archives you worked in and what did you do?

In January, 2000, I started as the Reference Archivist at the Saskatoon Office of Saskatchewan Archives. It was my responsibility to look after the reading room and the researchers that visited there, as well as respond to the reference inquiries that came in via phone, mail, and e-mail. I had done a considerable amount of research at SAB, and because of this I thought that I had some idea as to how the archives worked, well, let’s just say that I did not. I worked on contract as the Reference

Archivist at SAB for almost two years, worked for roughly one year on the “Back-Log Project” at SAB, and then worked at the City of Red Deer Archives for just over two years. In 2005, I came back to Saskatoon and SAB as the Staff Archivist, before leaving in December 2010 for the City of Saskatoon Archives.

What has been the biggest challenge and/or reward in your new position with the City of Saskatoon Archives?

Because I have only been at my new job at the CoS Archives for a few months, the biggest challenge that I am facing right now is twofold: getting a handle on the collection (knowing what we do and do not have), and familiarizing myself with the relevant policies and procedures. We have a number of responsibilities here (including providing a supporting role with the Civic Elections) and the quicker I can get up to speed with reference and collections management, then this will allow Jeff (Jeff O’Brien is the City Archivist) to deal with the many tasks that fall onto his plate during the course of the day.

What is your funniest archival story or experience?

For much of my archival career, I have worked on the Reference Desk assisting researchers who visit the archives. As Reference Archivist, one may perform a number of tasks, in addition to simply assisting researchers. In the course of carrying out these various tasks one may find oneself in a humorous or unusual situation, but you always try to act (and react) professional even though this may be difficult. I can think of one situation where this definitely applied:

Outreach is one of those additional tasks that a reference archivist might carry out. We sometimes give tours of the archives to various groups, sometimes school children, and other times adults who may be members of a particular genealogy group. One time I was giving a tour to some school children, and one of these kids had a bad cold. He was sniffing and sneezing and you could tell he was very congested. At one point during the tour, I am talking away, going on about the need to house archival documents in the proper manner, and this little guy sneezes. What happened next was very fast, but his sneeze caught my attention, and I looked at him just as a long string of mucous came out of his nose, and before I could blink, he sucked it back into his nose. A couple of his classmates also saw it, and I think they too, were quite surprised (maybe impressed) at this student’s ability to “retrieve”, if you will, the nasal discharge, but no one really said anything. I wanted to ask the child if he needed a Kleenex, but he appeared to have things under control, and I thought it best

just to keep on talking. I still remember that tour. Working reference is always interesting, and there is no telling who r what one might meet on any given day. Needless to say one certain event can make a normal day very memorable.

If you were not an archivist, what do you think you would be doing?

The question of what I would be doing if I wasn't an archivist, is a good question - one I really don't know the answer to. I worked in various jobs in the construction industry every summer while going to university, so I guess I might have ended up being somehow involved in the construction business. But seeing as how in the past couple of years my hips, knees and ankle have been causing me some problems, I am very thankful that Nadine called me in the fall of 1999.

Do you have any hobbies or interests?

I really like sports, particularly football, both the Canadian Football League, and American college football. I have been to quite a few CFL games (both in Calgary and Regina), but I have also been fortunate enough to see the Nebraska Cornhuskers play three times in Lincoln, NE. The environment in Nebraska is crazy, Memorial Stadium holds 85,000 fans, it is so loud, I always lose my voice during those games. I saw my first game in Nebraska in 2001, we did not sit down for the entire second half, fantastic! I

also saw the Calgary Stampeders defeat the Montreal Alouettes, in Montreal, to win the 2008 Grey Cup that was pretty neat. Montreal is a great city.

What was best movie you saw this past year?

I do not go to that many movies, I always mean to, but then never get around to going. I did see *The Kings Speech* over the holidays, it was very good.

What book are you currently reading?

I do not really have a book "on the go" right now. With my new job and all, I have been reading certain sections of *Saskatoon: The First Half Century* by Kerr and Hanson. I just finished reading *Gretzky's Tears* by Steven Brunt. This book is a second look at the "trade" when the Edmonton Oilers traded Wayne Gretzky to the Los Angeles Kings back in 1988. As a Calgary Flames fan, I remember that time fondly.

Name one thing that people might not know about you?

One thing that people might not know about me is that I really enjoy watching all types of cooking shows on the "Food Network", it is my "back up" channel. If I cannot find a good game (football, hockey, etc.) on television, then I usually end up watching something on the Food Network. I really enjoy watching *The Iron Chef*, *Diners*, *Drive-Ins and Dives*, *Good Eats* or any of the Barbecue competition shows that run during the summer.■

A Privacy Primer Workshop Summary



Workshop attendees taking notes during presentation.

Kicking off yet another exciting year of workshops for members, SCAA presented A Privacy Primer, a half-day lecture in Regina on March 29, 2011. The workshop was led by Erin Kleisinger, a lawyer and partner with McDougall Gauley LLP, who provided both an overview of Saskatchewan's Freedom of Information and Protection of Privacy legislation and revealed the responsibilities that archival institutions have in maintaining the legislation.

The presentation started with a brief review of the four main provincial legislations that pertain to archives: the Freedom of Information and Protection of Privacy (FOIPOP), the Local Authority Freedom of Information and Protection of Privacy (LAFOIPOP), the Privacy Act and the Health Information Protection Act



Erin Kleisinger presents workshop information.



Attendees enjoy a break in the afternoon.

(HIPA). The next couple of hours were then spent covering specific items from the various acts including what constitutes as exemptions from disclosure in public records, what information is considered personal information and its exemptions in public records, and some best practices for handling personal information (e.g. restriction of access and storage of records).

Discussion was lively as participants had the opportunity to ask questions and receive answers pertaining to their specific archives or to specific private records that were donated to them. In the end, all 15 participants enjoyed the session and left the workshop feeling better informed about the legislation and their responsibilities in ensuring compliance.

Updates & Notes from the Committees

List of Tentative SCAA Workshops for 2011-2012

To help members plan accordingly, here is a list of upcoming education workshops sponsored and hosted by SCAA. Please note that exact dates, locations and instructors are still being finalized so make sure to check the SCAA website

(<http://scaa.usask.ca/services/workshops.html>) for updates.

May 2011

Basic Archives Workshop - (Saskatoon)

- An annual one-day workshop in which the core elements of archival work (appraisal, arrangement, accession, access, description and preservation) are to be discussed and worked on through practical exercises. This workshop is popular with new members and organizations/institutions that are not currently members of the SCAA but do have archival records/records management issues and do not know what to do with them. The timing of this workshop is to coincide with the start of summer contract staff working in archival institutions, which may need some training. Volunteer-run archives and new institutional members requiring orientation to archival practices are also encouraged to attend this workshop. Cameron Hart, the SCAA's Archives Advisor will act as the workshop presenter.

June 2011

Public speaking, Fundraising and Advocacy

- AGM Workshop (Wilcox, SK) - Coinciding with the annual SCAAAGM, this one-day workshop where participants can go through a mini-media boot camp where they learn to speak comfortably on radio/TV; what publicity tools are available and when they are appropriate to use (e.g. news release vs public service announcement); how to write your own press releases; how to promote events, etc.
Instructor: TBA

October 2011

RAD Refresher (Saskatoon) - Intended for those already familiar with basic archival principles of provenance and original order, this one day workshop aims to remind rusty users of RAD how the nation's descriptive standard is organized as well as how to use it at all levels of description.
Instructor: TBA

March 2012

Emergency Planning Workshop (Regina) - This workshop is designed for archivists and collection managers responsible for the preservation of archival records. The workshop is taught using PowerPoint presentations, break-out groups and a hands-on disaster salvage session.

Workshop participants will learn to:

- Assess and prioritize archival records for emergency planning
- Develop an institution specific emergency plan
- Use appropriate personal safety equipment
- Develop triage techniques by taking part in the hands-on disaster salvage session. Maximum number of participants: 20.

Communications Committee Update

Based on the feedback that the Council received in the strategic planning survey, approximately 90% of the members rated the newsletter, e-update, listserve and website as the top service that you currently benefited the most from. On behalf of Christine Charmbury, Linda McIntyre, Amanda Perry and myself, we would thank you for all of your support in helping us to maintain many of our communication tools this past year. We would also like to take this opportunity to acknowledge our Outreach Archivist, Cameron Hart, for all of his work in

relaying news about members during Archives Week for both the newsletter and the e-update.

However, there is always room for improvement. I realize that our newsletters are often heavy on Regina and Saskatoon happenings and events and some of members outside of these two cities may feel "left out" or ignored. The summer issue is scheduled to come in early August and the committee wants to hear from you, no matter how small your news may seem. Perhaps you hosted a successful coffee/tea and chat session? Or processed a photographs collection that is noteworthy for your community? Let us know by sending your submission to amanda.perry@b-creative and we will be more than happy to share your news with the rest of the community.

- **May P. Chan, Chair,**
Communications Committee


Looking ahead...

April

RAA Social & SAAG Luncheon - April 21, 2011

SCAA Office Closed April 22 - 24 in observance of Easter

May

RAA social & SAAG luncheon - May 19,
2011 Basics Workshop - Pending

June

AGM - June 11

RAA Social & SAAG Luncheon - June 16

