

VA Area Coordinator's Report

Area Archives Coordinator

2026.08.08 VAWSC

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Attended the quarterly WSO Area Archives Coordinators meeting on June 7th. Questions around anonymity in archive print materials and if they can be displayed, discussion of what makes a document historically valuable.

DIGITAL ARCHIVES

Working with the Long Range Planning Committee regarding Area Archives Digital Storage Guidelines. A draft of the guidelines has been completed. Will be sent to the Officers. The organization structure for the Google Drive digital archive has been suggested. And is now being implemented and tested. Met with the web coordinator to begin using the created structure – see what works and what doesn't and to start writing the instructions for cataloging documents. A draft is in the works.

DIGITAL GOALS

Complete the cataloging of the digitized documents downloaded from the website – Panel 50 – 59 by early 8 August 2026.

Catalog the Secretary documents once received.

A draft of the cataloging instructions was presented at the July 6th LRP Committee meeting.

Have started rewriting the job description.

PRINT ARCHIVE

Labeled the shelves in the storage unit: electronic equipment, convention supplies, display boards and historic records. A deeper inventory of our print historic records and artifacts is in the works. The print documents are now organized by WSO materials and Area Archives materials.

Displayed some of our WSO materials at the Spring Assembly to take a look back as we celebrate 75 years of Al-Anon. Will change it up a bit and use at the Fall Assembly.

There is a scanner in the storage unit that is on my list of things to do – bring it home and see if it works with my computer, if drivers are easily obtained etc. More will be revealed.

At a future date we can decide if any of our print historical material would be valuable to digitize and use and/or store on the drive. There are skits, workshop materials etc.

PRINT GOALS

Form a committee?

Complete the storage unit inventory

GENERAL ARCHIVES GOALS

Prepare and present a workshop at Convention of VA Area history.

Maybe have a power point to run on the breaks at Fall Assembly?

“Train” the incoming Archives Coordinator in late 2027 – Panel 68