

## ARCHIVES COORDINATOR REPORT-AWSC AUGUST 15, 2015

### TAKING CARE OF BUSINESS THE AL-ANON WAY

- **ITEM #1** - Documents, books and reports continue to be scanned into pdf's using Google Drive, inventoried for a continuing catalog of all archival library holdings and stored using bin and shelf numbers for easy location.
- **ITEM #2** - The Area Archives Committee volunteers' previous plans for summer suggested a hiatus until the last Friday of August 2015. When we meet on the last Friday of August, we will address the organization and navigational plan for Archives on the Area 9 website as well as continued scanning and inventory of items from storage. I continue to seek more volunteers in the Ocala area for our committee. The committee helps this trusted servant to do a better job of managing archives and I am very grateful for their help.
- **ITEM #3** - With Roger's assistance and support I continue to learn ways to optimize skillful handling of archival materials both physically and digitally. There is so much I do not know and given that reality I need to ask for help in the form of a Knowledge Based Decision Making Thoughtforce on Archives. We need to know how members have used Archives in the past and how they wish to use it now including organization of digital archives on our website. We have stemmed the incoming tide of paper greatly through using our website to handle reports and documents which are then transferred to Archives on the website after an event. This is also a gentle reminder that submitting our reports digitally means we do not need to hand a paper copy of your AWSC or Assembly report to yours truly. Having seen the power of this process in February's AWSC and the May Spring Assembly I am confident that collaboration from members will be a very valuable tool in our continuing work for managing our archival holdings.
- **ITEM #4 - ETC. - A.** Please leave a note with any submissions for Archives left on or near my chair at AWSC or Assembly so this aging archivist can know whom to contact should he have any questions. **B.** Thank you, Florida North servants for your terrific response for a member who needed help with preparation for a workshop on intimacy for this year's convention. There is a contact form on the website this member used to make her request for archival material. **C.** Gratitude. Like others in Al-Anon Family Groups, I struggle with difficulties in my life as I simultaneously celebrate progress without perfection. I am grateful for service because it is challenging, stimulating and inspiring. My hope lies in being a member of a spiritual fellowship where reliance is on a Higher Power greater than me Who can help restore me to sanity. Thank you for reading this report.
- Respectfully Submitted June 30, 2015 by Michael Daube, Archives Coordinator, AFG Area 9, Panel 55