

## **GENERAL SYNOD ARCHIVISTS REPORT TO JOINT ASSEMBLY 2013**

### **General**

- Archives closed to outside researchers twice in 2012 and 2013 for TRC Document Production
- Renovation to Archives Space approved by management team February 2012
- ACC, UCC and PCC Archivists present papers at Ontario Archivists Conference in 2012 and Association of Canada Archivists in Winnipeg in 2013.

### **Outreach**

- Increase in the number of general researchers post TRC visit following re-opening
- 6 TRC contract researchers visit archives to conduct specific research on school staff, missing children, medical history and death information, apology and reconciliation
- Assisted researchers with Anglican Japanese History and search for reconciliation
- response to info desk email and telephone inquiries taken on after Library closure
- Increase in photograph requests following visits to TRC national events
- Social Media Policy for Archives drafted by University of Toronto Information Studies students
- all photograph, film and audio reproductions are provided in digital form

### **Library Closing**

- All Library books transferred to Trinity College as of December, 2011 except duplicate ACC produced materials, hymn book collection and some indigenous holdings
- Vertical subject, biographical, diocesan, organizational files kept by archives
- Periodical and reference publications subscriptions cancelled
- Space converted to a quality meeting room space with windows
- Meeting room 321 closed and converted to additional archives storage/processing space
- Analysis of Library database management system underway

### **Records Management**

- Review of Electronic Records Management Process for IT audit interview
- Transfer of Office of General Secretary records concerning residential schools to Archives
- Transfer of Primate's Office records to Archives during office renovations
- Transfer of inactive Anglican Foundation Records to archives

### **Collection Management**

- Offer to acquire missionary Japanese glass plate photo collection
- Concerns regarding potential transfer of “Sister’s of the Church” archives to England
- 4 acquisitions of residential schools staff collections
- Increased number of collections added to database for improved control and access
- Creation of box/shelf inventory to manage box and records locations
- Improved descriptive records created to access and manage holdings and generate Finding Aids

### **Residential School Settlement Agreement**

- 2011-2012 Six month review of Archival holdings conducted to locate and digitize residential school records, over 50,00 records copied from Missionary Society of the Church of England in Canada and Diocese of the Arctic Records
- Funding of project stopped suddenly due to lack of Truth and Reconciliation Commission (TRC) funding resources
- Request received from TRC asking that the balance of the review be conducted at church’s expense.
- Council of General Synod approves \$125,000 to complete outstanding review and digitization of the remaining 50% of our holdings in the form of photographs, litigation, healing and reconciliation and contemporary records for General Synod and to assist Dioceses with the document review/digitization
- Melanie Wallace, Provincial Archivist of BC and the Yukon participated in consultations and devoted significant time to complete the TRC Pilot Project which will assist the residential school survivors in BC and across Canada
- Former General Secretary Rev James Boyles assisted extensively with General Synod document review
- General Synod Archivist asked to assist with monitoring status of Diocesan Document Production Submissions
- Residential School Exhibit of Archival material provided for National Events in Inuvik Saskatoon and Halifax, in addition to regional events in Victoria and Whitehorse.
- Continued Independent Assessment Process research conducted into student and staff names and information held in records held by the General Synod Archives
- Ongoing consultation with TRC and Church Archivists regarding planned requirements for National Research Centre on Residential Schools

**Anglican Diocesan Archivists (ADA)**

- Joint meeting of Anglican Archivists held in the Diocese of Rupert's Land in fall of 2011
- ½ day review of diocesan requirements for TRC Review provided
- Reports submitted to House of Bishops on Property Records Retention care of Parish Registers
- Participation by archivists in Winnipeg training event offered by TRC in June 2011
- Creation of Guidelines for use in Parish Registers distributed to Diocesan Archives across Canada
- ADA meeting held in Toronto in November 2012 for consultation of TRC Document Production Requirements, National Film Board Production "We Were Children" was reviewed by Archivists.

**Canadian Church Historical Society**

- CCHS Journal production back on track with appointment of Rev Daniel Graves as new editor
- Annual Meeting held at St. James Cathedral in Toronto on November 2012.

Respectfully submitted  
Nancy Hurn, General Synod Archivist

April 18, 2013