

## ELCA Region 3 Archives Report to 2010 Synod Assemblies

### Introduction

This year marks the 22<sup>nd</sup> year of operation of the Region 3 Archives. I continue in the archivist position half-time for the nine synods of Region 3 and half-time for Luther Seminary. This shared arrangement continues to work well, with Luther providing space and access to the student worker pool and Region 3 providing the school a large and useful research collection. We also benefit from the much-needed help of 8 regular volunteers, part of the seminary “friends” group.

### Use of the Region 3 Archives

Our website ([www.luthersem.edu/archives](http://www.luthersem.edu/archives)) presence continues to increase the visibility and use levels of the collections. Luther Seminary hosts the website and provides technical support for it. The site is regularly updated with new training material for congregational audiences as well as listings of the actual archival holdings. The website remains our main “front door”, attracting a growing number of users from within, as well as beyond, the ELCA. In addition to the internet, researchers reach us via phone calls, traditional letters and personal visits.

+The Archives assisted a total of 988 reference patrons in the past year with a variety of research interests. The majority (67%) are congregational committees working on microfilming/scanning projects, anniversary celebration planning, history writing and related questions. Other significant user groups include synod offices and church wide offices as well as individual researchers.

+Daniels worked on-site with all 9 synod offices, gathering permanently valuable office records and assisting with retention plans for each office. He visited each office at least 5 times during the year. These visits were coordinated with 42 on-site congregational visits throughout the Region.

+Daniels spoke at 18 adult forums and study groups in congregations throughout the Region. The main focus of these presentations is the use of memory in the congregation. These sessions also provide an efficient venue to publicize the many congregational services available through the Region 3 Archives.

### Collection Growth

+The Archives received 424 linear feet of synod office records from the 9 offices. These included legal, financial, personnel and program files.

+Gathered an additional 322 congregational histories – collection now totals 5,766.

+Received 489 biographical pieces for files on clergy and lay leadership – collection now totals 5,798 files.

+Additional 39 congregations filmed their valuable church records through the Region 3 Archives microfilming program.

+Collected 30 linear feet of mission photographs, films, papers and artifacts from retired China, Japan, South Africa and Tanzania missionaries.

### Outreach and Education

- +Daniels led workshops on congregational archives at 4 Region 3 synod assemblies in 2009.
- +Distributed over 790 copies of “Memory Work: A Guide for Congregational Archives and History” .
- +Daniels presented workshops at Concordia College’s annual “Conference for Church Secretaries” on records care issues, July, 2009.
- +Continues off-site storage program for all Region 3 synods for professional and permanent care of sensitive files, including candidacy, camping staff, financial records and other materials using Iron Mountain Co.

### **Professional Development**

- +Daniels is an active member of several professional archival organizations, including the Society of American Archivists, the Midwest Archives Conference and the Twin Cities Archives Roundtable.
- +Daniels maintains his professional certification in the Academy of Certified Archivists.
- +Daniels continues active participation in the Lutheran Historical Conference, a pan-Lutheran group of historians, archivists and librarians.

*Respectfully submitted by Paul A. Daniels, ELCA Region 3 Archivist and Luther Seminary Archivist, 1.5.10*