



Archival Connections

Newsletter of the Catholic Archivist Group

Volume 4, Number 1

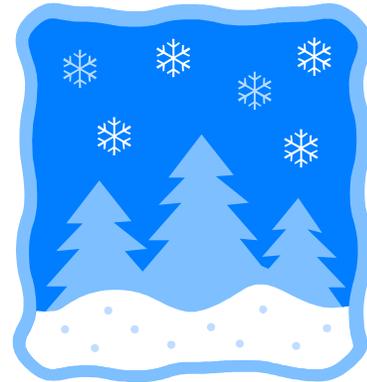
February 2007

From the Chair – Gayle Desarmia, SP

Here we are well into the winter of 2007. This piece of clipart speaks to me of winter with its snow – or perhaps at times a lack thereof this year. A few reminders and updates from your executive may be in order at this time.

First and foremost, if you have not renewed your membership, please do so at your earliest convenience. Linda Wicks will want to have this segment of her work as Secretary completed as soon as possible.

Our Outreach Committee is eager to work on our website project. Please see their article in this newsletter. Note that they have designed their own logo which will identify all their work in the future. I think that we have a great team in Laurette and Jo-Anne. Let us give them as much help as possible. With a view to having a Catholic Archivist Group website, your Executive will be working on a Mission Statement. Watch for more on this topic.



Musicians please do not forget Ajantha Dias' suggestion that we have our own Catholic Archivist Group song. Submissions should be sent to me by June 30th.

In the spring we will be electing a new Chair for our Catholic Archivist Group. This will be a 3-year term of office. It is not too early to consider letting your own name stand for the position. Also, please consider whom you might wish to nominate for the position. Refer to our constitutions Article V, Section 4 for information on the position. Although I have been producing our newsletter, rest assured that this task is not part of the portfolio.

Those who were at the 2006 conference may be wondering about the “Wilson Report” that was mentioned. We have done some research and through our sources have not found it to be readily available. Dated September 1984 and published by Supply & services Canada, it is titled the “Report of the Advisory Committee on Archives”. Mr. Ian Wilson chaired the committee. Hopefully this information will help those who wish to pursue obtaining their own copy or borrowing a copy to read.

We are always looking for stories and news items for this newsletter. Do you have some item that may be of interest to the group? We would like to see all types of archives (diocesan, religious, educational and healthcare) represented in our newsletter. To have your items appear in the newsletter, send them to me by April 15th. (archives@providence.ca)

I thank each one of the contributors to this issue of our newsletter. Your participation gives us a newsletter of which we can all be proud.

Old Montreal: A Look at the New Digital World – Leslie Hall (Sisters of Charity of Providence)

The Conference Planning Committee is thrilled to announce the details of the CAG annual conference. This year's title and theme is "Old Montreal: A Look into the New Digital World." Our featured guest speaker is Greg Hunter who is a celebrated archivist and records manager. He has published many books on archives including the recent second edition of *Developing and Maintaining Practical Archives* which won the Society of American Archivists' (SAA) 2004 Waldo Gifford Leland Award. Dr. Hunter is the president of Hunter Information Management Services, Inc. which specialises in all aspects of archives and records management. He is also a Certified Records Manager, a Certified Archivist and a professor at the Palmer School of Library and Information Science at Long Island University. More information can be found at: <http://www.hunterinformation.com/>.



The conference will be held from September 24 to 27th, at Villa St. Martin which is a Jesuit estate along the banks of the Rivière-des-Prairies. Monday will include check-in, a welcoming ceremony, and a social gathering. On Tuesday we will tour Old Montreal including the Basilica of Notre Dame and the Congrégation de Notre Dame (CND) Archives (<http://www.cnd-m.com/english/archive.htm>) with a special lunch at Le Grille. Wednesday will feature a presentation from Dr. Greg Hunter on the new digital world in archives. On Wednesday night we will hear a presentation from the Outreach Committee including an update on our website development! Thursday will feature an abbreviated AGM prior to our farewell. We hope to see you all there!

Students Help – Jo-Anne Allison (Diocese of Prince George)

The Archives of the Diocese of Prince George, like most religious Archives, has an overwhelming amount of work to be done with few resources at its disposal.

The problem of how to get collections sorted, arranged and accessible in the face of shortages of manpower and funding has been mitigated by an enthusiastic pool of volunteers who donated a significant number of hours to archival tasks. However, the past year has seen these long-term volunteers moving on to other endeavors leaving the Archives without anyone to do the million and one jobs that helped make it function.

I pursued leads in the traditional volunteer pool of seniors, however many of those I approached were already devoting time to their own parishes. I decided to appeal to other segments of the Prince George community.

In the spring of 2006 I encouraged Brett Heard, a high school student in need of the work



Brett at shredder

experience required for graduation from high school, to spend his spring break helping me out in the Archives. Brett, who incidentally is my son, shredded mountains of paper, shifted the entire Archives collection including the library, vacuumed, shredded some more and also helped plan a display for the Diocesan Center central foyer. His two weeks proved to be such a success that I made arrangements with the Counseling Department at his high school to advertise for more students who needed to accumulate volunteer or work experience hours. A few expressed interest, but unfortunately the Ministry of Education cancelled the work experience program and without an incentive the students were not too excited about learning the ins and outs of the shredder!!

experience required for graduation from high school, to spend his spring break helping me out in the Archives. Brett, who incidentally is my son, shredded mountains of paper, shifted the entire Archives collection including the library, vacuumed, shredded some more and also helped plan a display for the Diocesan Center central foyer. His two weeks proved to be such a success that I made arrangements with the Counseling Department at his high school to advertise for more students who needed to accumulate volunteer or work experience

There was also the need for more skilled help. While high school students have enthusiasm and lots of energy, many lack even basic office skills and I needed help that wouldn't always require so much direct supervision.

A casual conversation with a former colleague at the University of Northern British Columbia (UNBC) Archives alerted me to a student internship program being offered by the UNBC History Department, in which students earn university credit by working on community history projects. I emailed the Chair of the Department to see if the types of work I had to offer would fit into the framework of their program, and almost immediately received an affirmative reply.

My proposal of what the student would do included the research and writing of short biographies of notable religious who have served in the Diocese; the indexing of the Diocesan newspaper; the writing of a script for a traveling display; and tasks associated with the construction of a database of all religious personnel who came to this area, going back to the 1800's. The proposal was designed to be multi-year and students would be expected to work on various components depending on their areas of expertise.

I was very pleased when the History Program Chair gave his approval to the project and especially happy when I learned that a third-year History major with a special interest in archival work would be our first intern starting in January!

I am looking forward to this experiment in community building and am optimistic that both the University and the Diocese will enjoy the benefits of a productive and mutually beneficial relationship.

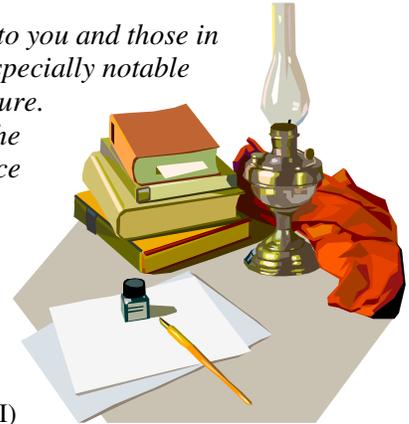
Quotation Exchange – Gayle Desarmia, sp (Sisters of Providence of St. Vincent de Paul)

At our 2006 conference I used a quotation from St. Vincent de Paul. I was subsequently asked to include it in our newsletter. Here is that quotation along with two others. I invite you to send your archival quotations to me so that they can be shared in future newsletters.

I beseech you to preserve henceforth the letters, which will be written to you and those in your house, from wherever they come, when they contain something especially notable which could be important or which could provide knowledge in the future. You have only to make different folders according to their subject or the year in which you receive them; and bundled so, to keep them in a place reserved for this where those who succeed you could have recourse to them when needed. (St. Vincent de Paul writing to St. Louise de Marillac)

Let this be recorded for a generation to come, so that a people yet unborn may praise the Lord. (Psalm 102:18)

The work of archives is a gesture of love toward the Truth. (John Paul II)



Mass Wine for Calgary – Eloi de Grace (Archdiocese of Edmonton)

Father Albert Lacombe was a missionary Oblate of Mary Immaculate who worked in the North-West Territories for many years. From 1882 to 1886, he was in charge of the mission in Calgary.

I recently had an opportunity to read a number of his letters held in the archives of the Archdiocese of Edmonton. They are essentially letters to his colleague and friend, Father Emile Legal (who later became Bishop of St. Albert in 1902 and first Archbishop of Edmonton in 1912).

In some of his letters, Father Lacombe wrote about problems in getting good mass wine for his mission. Today, getting good wine is not a problem, but for the missions in the Canadian West, it was not so easy to get a reliable supply of mass wine.



Father Lacombe travelled a lot on behalf of his Bishop, Bishop Grandin. He often went to Winnipeg, Ottawa and Montreal on business trips, meeting with Bishops, lobbying politicians, and fund raising for the young Catholic Church in the North-West Territories.

On many occasions, Father Lacombe bought wine in Montreal. Habitually, he would get a permit and send his wine by train to Calgary. In 1883, he met someone in

Montreal who was making his own wine, a “vin magnifique”, wrote Father Lacombe. In January 1884 Father Lacombe left Montreal with a provision of raisins to make his own mass wine. The correspondence shows that Father Lacombe made wine on more than one occasion. In June 1885, he wrote to a missionary: “I’m busy making a certain number of gallons of wine. When I will have an opportunity [to visit you], or when you can come, you will be well provided for (my translation).”

The missionaries coming from European countries were probably not impressed by Father Lacombe’s wine. In April 1886, Father Lacombe was in Montreal and he received a letter from Father Legal stating that Father Leonard Van Tighem, a young Belgian missionary, complained about the bad quality of the mass wine he was using. Father Lacombe, knowing that it would take some time before the 20 gallons of wine he bought reached Calgary, wrote back: “If Father Van Tighem thinks he cannot use his wine, he can use another one. For the one he thinks is spoiled, he can add a little bit of pure brandy, i. e., a pint per gallon, and keep it until further notice. This accident probably comes from the barrel (my translation).”

Father Lacombe took up many challenges in his ministry in the West. Making sure his colleagues would have a good supply of mass wine was one of the things he worried about. There is more to discover on the life of first missionaries. No doubt, reading additional missionaries’ correspondence would reveal other interesting facts on the everyday life of the clergy.

John Henry Cardinal Newman – Evelyn Collins (University of St. Michael’s College)

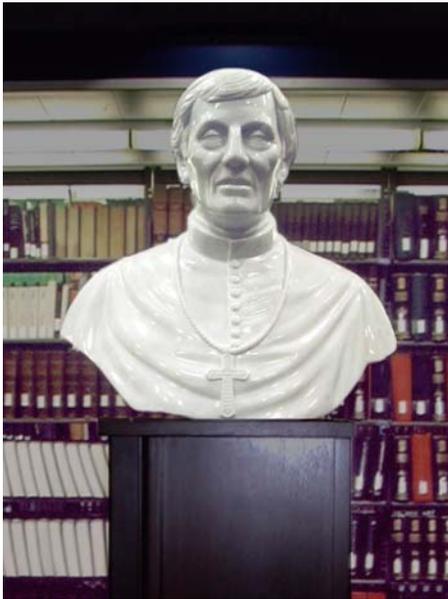


Photo credit – David Collins

On December 11, 2006, the University of St. Michael's College unveiled a bust of John Henry Cardinal Newman. The sculpture of white Carrara marble was a gift to historian James K. McConica, C.S.B., President of the Pontifical Institute of Mediaeval Studies. Father McConica graciously shared the statue with the students, faculty and other users of the Kelly Library, on the campus where the Newman Club has been strong and active since 1913. Archbishop Neil McNeil founded the meeting place for Catholic students who attended the University of Toronto and Osgoode Hall.

What is now known as the Newman Club with members drawn from the male and female population grew out of a men's Catholic Students Society. The Archives of the University of St. Michael's College holds its Minute Book for the years 1901-1906 in which we found that Laurence Brennan, C.S.B., and Michael V. Kelly, C.S.B., were its first and second organizers. The President for 1904-1905 was

Daniel Meader, a First Class Honors Student at University College. The Annals of the Sisters of St. Joseph record that a women's group was formed in 1908 under the name The Catholic Women's Club of Toronto University, of University College, of the University of Toronto. This group merged in 1913 with the Newman Club. During its growth the Newman Club carried various names related to its activities: The Newman Foundation when it raised money, Newman Hall, when it housed in a dwelling on St. Joseph St, the Newman Centre when it moved to St. George Street. "Over the years Pastors were appointed from the Paulist Fathers and the Basilian Fathers. At other times Pastors were appointed from among the Diocesan priests. Since the year 2000, the Newman Club has been under the guidance of another Diocesan priest, Rev. Pat O'Dea." There was always a chapel. Religious services included a Mass with a sermon and evening Benediction. There were public lectures, debates, social activities (musicales and tea dances) and a library. Education with a spiritual dimension was a concern of Cardinal Newman. It is fitting that this statue recalls his work in this university setting. (From notes by Robert J. Scollard, CSB)

The Kelly Library houses an extensive collection of Newman's works, both rare and circulating copies, as well as books and theses about him. In collaboration with the National Institute for Newman Studies and with the expertise of a digitizing company named aseEdge, we are developing a vast storage and retrieval information system for students and researchers of Newman the world over.

On Location: an Archivist in the Field – Rodney Carter (Religious Hospitallers of St. Joseph)

As with most congregations, the Religious Hospitallers of St. Joseph, over their long history, have spread out from their original location to help those in need wherever they may be. The RHSJs, who had their origin in La Fleche, France, in 1636, came to New France in 1659 and from there opened institutions throughout Quebec, the Maritimes, and in 1845, were called to open the Hotel Dieu Hospital in Kingston, Ontario. The St. Joseph Region of the RHSJs is comprised of foundations in thirteen locations in three countries. The Regional Archives contains the records of the Regional Administration, the personal records of over 160 Sisters, and the documents of foundations which have closed or have been transferred to other congregations or agencies. The archives of the foundations that still are open and administered by the RHSJs, however, remain *in situ*, close at hand for those who need them in the local community.

As archivist for the Region, I am called upon periodically to visit these local archives and work with the records there. The reasons for visits can vary, and have included doing appraisals, arrangement and description, preparing archives for a move, and doing oral histories. Short visits are made to the archives that previously have been arranged and described to incorporate the recent accessions. For the local archives that haven't had much work done in them, however, longer stays are required.



In May of 2005, two weeks were spent appraising, arranging and describing the archives of the Fanny Allen Convent in Vermont. While this institution is not part of the St. Joseph Region, I was asked to assist the RHSJ General Archivist, Sister Bertille Beaulieu, in preparing these records for transfer to the Archives of St. Michael's College in Colchester, Vermont, upon the transfer of the convent and hospital to the community hospital. Building

Rodney Carter and Sister Bertille Beaulieu, RHSJ

on the work of Sister Marion Chaloux, who cared for the archives from 1968 until her death in 2003, Sister Beaulieu and I spent two weeks sorting through files and preparing finding aids for the 110 years worth of records of the Sisters and their work in Vermont. The records had to be completely arranged and described prior to their transfer to the university and, given the limited amount of time I could spend in Vermont, there was some urgency to the work. At the end of two busy weeks, with some additional work by Sister Beaulieu following my departure, the records were ready for researchers at their new home.

In March of 2006, I was asked to visit the archives of the RHSJs in Windsor, Ontario. The aim of this week-long stint was to assist Sister Rose-Marie Dufault in identifying the arrangement of the records of the Hôtel-Dieu Hospital and orphanage and the Windsor Sisters for eventual description according to the *Rules of Archival Description*. As the archives were not moving from their location there wasn't the same urgency as was found in Vermont. Nevertheless, we set out to accomplish quite a bit for the week I was there and at the end of my time in Windsor the historical records were arranged, a crash course in description was given and finding aids were started, and the next steps for the archives were identified.

From the end of 2006 and continuing into the New Year I have been working most of the week "in the field," although closer to home than Windsor or Vermont. The RHSJ Health System maintains an office in downtown Kingston. This corporation sponsors the healthcare institutions in the St. Joseph Region and the files created have great legal, financial, and historical values for the RHSJs. My current task is to do a thorough archival appraisal of the Health System files, which date from approximately 1984 when it was established to the present, and then create a detailed file list for the historical and semi-active records and establish a records management system which can be maintained by the Health System staff in the future.

For those that find themselves out in the field, I suggest that you prepare yourself for focussed, intensive archival work. At the outset I would suggest talking with those in the institution, find out what their priorities are and do an initial scan of the extent and condition of the archives. Form a plan of action and start getting a sense of what records are being held and how they are setup. For those projects involving the creation of finding aids or file lists, it is absolutely vital that you do the preliminary work of establishing the arrangement of the records: good descriptions can only follow from good arrangements. Doing this mental work up front getting and the big-picture view of the archives as a whole will save you a great deal of time in the long run as you won't have to rearrange files later to accommodate files found at a late stage in the work. In Vermont, for example, the entire first week was spent "opening boxes" to get a sense of the different series and sub-series. Slowly the nature of the archives revealed themselves and the description came together rapidly.

When you are outside of your normal area of operations you are forced to learn not only about the records, but often about the idiosyncrasies of the local institutions (not to mention different legislation that applies to records if the archives is outside your province or country). While there are natural similarities between the local houses, there can be striking differences in the organization and activities of the communities and their records.

Working on location offers a potentially wonderful opportunity for an archivist to explore the records in the environment where they were created. There are challenges to working away from your office, where you have all that you need right at your fingertips, but working in the field can be intensive and very rewarding.

Archivist Profile – Jacques Monet, SJ (Patrick Boyle Jesuit Provincial Archives)



After "retiring" in 1999 from some thirty-eight years of university teaching and administration Fr. Monet became Archivist of the Upper Canada Province of the Jesuits and returned to his office as founding Director of the Canadian Institute of Jesuit Studies, a position he had occupied since 1988. As Archivist he is responsible for conserving and integrating into the Province's collection of some 100,000 documents a large number of official and personal documents that are regularly sent to the Archives. He is also available for answering the

queries of scholars and students who consult him on issues relating to Jesuit history and identity.

As Professor Emeritus at Regis College Fr. Monet also agreed in 1999 to teach a half-course there every year in Church history, and to continue teaching Jesuit novices from the United States and Canada in a course on Jesuit history given every two years until 2005 at Regis University in Denver Colorado. He also remained until 2005 to finish a ten-year term as member of the

Historical Sites and Monuments Board of Canada. He continues, in addition, as a member of the Stamp Advisory Council for Canada Post, of the Board of the Ricard Scholarship Foundation, and of the board of Trustees at the Canadian Martyrs' Shrine in Midland.

Fr. Monet is a specialist in Canadian constitutional and social history as well as in that of French-Canadian nationalism. He acts as a consultant on these topics, and he is frequently invited as a lecturer and commentator on radio and television, among other times for CBC coverage of World Youth Day in 2002 and Radio-Canada programmes on the Queen's visits in 2002 and 2005.

"Jesuits never retire", Fr. Monet insisted in an interview a few months ago. "By their perpetual vows they continue to be available for ministry until death. They are always available for ministry."

From the Jesuit Bulletin 2006

Fonds Funding – R.J. (Ron) Welwood (Diocese of Nelson)

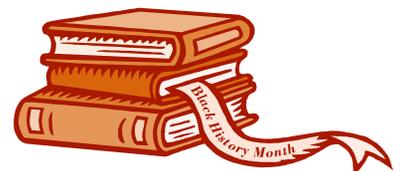


It would be the rare archivist who is not pressed for funds to support special projects. The following methods have produced successful results in the Diocese of Nelson. The diocese is located within a large territory containing a Catholic population of approximately 75,000 souls in relatively small communities distributed throughout mountainous south eastern British Columbia.

All councils of the Knights of Columbus located within the diocese were approached to fund projects on two separate occasions; and these projects were linked to the mandate of the archives as a diocesan service. A detailed explanation of the project and costs was presented to each council and these councils were asked to donate a modest proportion of the total cost i.e. a "minimum" amount was suggested as an "achievable" goal.

1. New computer system with scanner, laser printer, etc: This project indicated, "Automation helps to preserve the original records (less physical handling) and also enables the archivist to quickly access and retrieve relevant information in the database." Sacramental records, clerical biographical squibs, parish histories, fonds descriptions, etc. are some of the records now included.
2. Microfilm Reader-Printer: A number of rare documents relating to the diocese have been microfilmed — diocesan newspaper and early missionary sacramental records. This equipment was necessary to access these microfilmed records and print copies as required.

On one particular occasion the Bishop was the heir to a parish priest's estate. This priest had been an academic with an interesting collection of rare books and coins. The bishop had no interest in these items and passed them on to the Archives. There was nothing relevant to the diocese so, with the Bishop's permission,



arrangements were made to sell the coins and the books* to respectable dealers. Although this revenue went to the Bishop, when funds are needed for the Archives, a gentle reminder produces results.

*One book, in particular, had once belonged to the Papal Library before being withdrawn — it included the Pope's coat of arms embossed on the leather cover and as well as on the book plate. This book included all the relevant antiquarian book dealer papers and descriptions.

Incidentally, this priest wrote a literary critique of Cardinal John Henry Newman's works for his Masters thesis and he had commenced research for an Oxford PhD. The estate also included some original correspondence from around the period of the Oxford Movement accompanied by uniquely stamped envelopes from the mid-19th century. The correspondence includes two short Newman letters. I am still contemplating how to properly dispose of these items.

The most dramatic source of funding came from an item that was withdrawn and deaccessioned from the collection (again, with the Bishop's permission). A parish priest bequeathed a musical instrument to an earlier Bishop quite some time ago. It was languishing in storage without being appreciated by a talented musician and it also was an inappropriate Archive asset. After a very long process, Sotheby's of London listed it in their musical instruments catalogue and the final gavel price was most unexpected. The Bishop was more than surprised and he has yet to say no to any request coming from this Archivist!

News from the Outreach Committee



The Outreach Committee was formed at our Annual Meeting in September 2006 to address a number of important issues that the Executive didn't have time to pursue. The members of this committee are Laurette Couture, cssf, Jo-Anne Allison and Gayle, sp as ex-officio. At the Executive Meeting in November the issues of a web page and a logo were moved forward as priorities and now Laurette and Jo-Anne are working to make these a reality.

Web Page Design

As we talked about at the AGM in Ottawa, a presence on the web will increase our visibility and will help us achieve our goal of heightening the profile of the CAG outside of Ontario. It will make communications faster and easier and will facilitate contact with new and existing members. In addition, a web page will make it easier for the diverse religious archives that are "out there" to find out about us. It will also help cut down on paper and postage.

You can help! Do you know a good web page designer? Have you viewed a good web page lately? Do you have ideas for what should be included? What do you think potential members would like to know about us? Let us know and we will pursue your leads.

Laurette and Jo-Anne will pursue your suggestions and then will work with Gayle to present some options for a CAG web page to everyone at the next Annual Meeting in Montreal in September 2007.

Logo contest!!

Along with the development of a web page the other item of importance for 2007 for the Outreach Committee is the creation of a logo. The logo will be featured on our letterhead, on our web page and in our newsletter. This is a contest!! Any CAG member may submit a design. The logo must be clean and simple and easy to reproduce. The only limiting factor is your imagination! The winner will receive their 2007 conference registration fee as a prize. Submit your designs to the Outreach Committee for review. Laurette, Jo-Anne and Gayle will review them and then make recommendations to the Executive. The winner will be announced at the Annual Meeting. Get your thinking caps on!!

Please contact:

Sr. Laurette at lcouture@mcsnet.ca or at the Diocese of St. Paul Archives, 4410-51 Ave, St Paul, AB T0A 3A2 or fax (780) 645-6099

Jo-Anne Allison at archives@pgdiocese.bc.ca or at the Archives, Diocese of Prince George, Box 7000, Prince George, BC V2N 3Z2, fax (250) 964-2101

Catholic Archivist Group

We are a group of archivists committed to maintaining and promoting the archives of Religious Institutes, Diocesan and Catholic Institutions in order to preserve the social heritage of all of its members

The main thrust of the Catholic Archivist Group is that of mutual encouragement and support and to keep before all relevant authorities and groups the importance, significance and relevance of our Archives.

We follow the terms of reference of professional archival guidelines in Canada, Canon Law, and the Pontifical Commission for the Cultural Heritage of the Church, as well as pertinent government legislation.

Archival Connections Publication Schedule

The newsletter is published December 1 (Fall issue), February 1 (Winter issue) and May 1 (Spring issue). Submit your news items, articles and photographs 2 weeks prior to publication date.

The next deadline is April 15, 2007.

Catholic Archivist Group Executive 2006-2007

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