

## Archives Taks force report March 2025

Members: Missy Y., Connie H., Luanne T., Becky V., Tracy H-G., & Dawn B.

The Archives task force committee continues meeting monthly. There has been much discussion on a formal plan of how we handle scanning past items. We were able to determine that there were not any missing minutes. What was destroyed was mostly duplication except for Conference and Serenity weekend flyers.

- We started with 2024 and worked backwards through the years on the minutes.
- The items are stored in the Archivist Shared Drive at iowa-al-anon.org.
- All documents going forward will be saved here.

We are still very much in the planning and discussion stage. This is a big project, and it is going to take time to complete.

Our next meeting is scheduled for May 18<sup>th</sup> after Becky is back from Conference. We believe she will have information to bring back to us on this subject.

Charge:

- Reach out to the membership for replacements for documents damaged by water.
- Scan and store the Area Archive documents in a manner that allows them to be saved in the cloud using the Area domain iowa-al-anon.org.
- Work with the Area website coordinator to provide access to digitally stored material on the Area website