



LETTER FROM THE PRESIDENT



S. Mary Ann

Dear ACWR members,

Happy Spring! I hope everyone had a meaningful Lenten season and joyous Easter. I would like to share a few updates with you.

On March 7-8, our ACWR Board met at my motherhouse in La Crosse, WI. It was a bittersweet meeting as we said “goodbye” and “thank you” to Virginia Dowd, Treasurer for the past three years, and to Jan Harvey, Executive Secretary for over five years. Both have been invaluable and will be missed by all of us. At the same time, we welcomed Veronica Buchanan, new Executive Secretary, Denise Gallo, newly elected Vice-President /President-Elect, who was with us via phone and Ladonna Kassmeyer, fspa, new Treasurer. Each of them is eager to serve all of you. You can read more about them elsewhere in this newsletter.

One major decision at our meeting was to add two at-large members to the board which is allowed in the Bylaws. We are looking forward to having more members who will add new ideas and insights as we move forward as an organization. Our two at-large board members will be Sarah Cantor of Lake Oswego, OR, and Mary Herbert from Marriottsville, MD. We are grateful to both Sarah and Mary for agreeing to serve ACWR in this way.

Even though we just completed our triennial conference several months ago, we already began thinking about the 2015 conference as well as regional workshops which were suggested in the 2012 conference evaluations.

At this time, we are looking at these possible sites for the 2015 national conference: Pittsburgh, PA, Louisville, KY, or Charleston, SC.

As we continue to move forward with the momentum generated at our 2012 fall conference, we ask for your support along with ideas, suggestions and questions from which we can all learn more about our vital ministry. Blessings as you continue to serve congregations of women religious by preserving for future generations the precious heritage which is ours.

Mary Ann Gschwind, FSPA, mgschwind@fspa.org

INFLUENCED BY CHARISM

Eight years ago the Wheaton Franciscans hired the first lay person to be their archivist, Jeanne Guilfoyle. Jeanne had been an associate of the Wheaton Franciscans for nine years and was familiar with the general history of the Wheaton Franciscans and their special charism of love through her experience with the sisters. She shares, “It didn’t take long for me to love this community of women after I was introduced to them. I have been spiritually infused by their manifestation of God’s extravagant love.”

As a new archivist, Jeanne remembers the first time she read about a person deeply affected by one of the Wheaton Franciscan Sisters. Dr. Raymond Ritter, a physician from one of the Wheaton Franciscan hospitals had written an article for the newsletter of the hospital about his work with Sr. Monica Brune in the 1940’s and 1950’s. Dr. Ritter recalled Sr. Monica as “teaching and giving her staff direction chiefly by example rather than much talk,” much like St. Francis.

He reminisced that Sr. Monica would often stay with a critically ill patient during the night and be with the patient “almost continuously” until they stabilized. When Sr. Monica retired, Dr. Ritter noted she “spent most of her time caring for the roses along the fence. These flowers did well because of her gentle care, just as her patients did.” Jeanne says that the Sisters’ way of life and charism of love have changed people’s lives. The Archives hold the stories of these events of love and service.

Sr. Alana Gorski, a member of the leadership team, works closely with Jeanne. “Jeanne is a unique person. She is a natural historian and a person who savors memoirs. She carries our charism in her heart and her bones. Jeanne reflects the essence and values of an archivist in our times. She sees value in and reverences the most mundane, ordinary items that the sisters have. She saves and honors every scrap that holds meaning of a Province Chapter. At an event or community gathering, she always holds the historian’s perspective.”

When Jeanne was in Rome on a pilgrimage to the places of our foundress, Mother M. Clara Pfaender, Jeanne had the privilege to hold in her hands a special artifact, a cross dated from the 1860’s, which was Mother Clara’s during the time of the founding of our community. Jeanne’s face was all aglow as she told this story to Sr. Alana. Jeanne remembers, “I was invited into the office of the General Directress of our international community. There sitting on her desk was ‘the cross!’ (as Jeanne’s voice grew louder and her hands raised to her heart). Without a word being spoken, our General Directress took the cross from her desk and passed it into my outstretched hands for me to hold.”



Mother Clara’s cross

“I believe in that symbolic gesture, Jeanne sensed the faithfulness of Mother Clara Pfaender and the love of Christ that propelled her to begin our community. Everything came together for Jeanne in that moment – her love of history, her love of story and her love of our charism. We are truly blessed to have Jeanne Guilfoyle among us,” says Sr. Alana.

Jeanne adds, “The dual roles (archivist / associate) complement each other because they both focus on the charism of love that is the hallmark of the Wheaton Franciscans.” As Mother Clara says in the Founding Constitution, “Let love be the Queen, the Rule, the spirit, and the life of the Congregation.”

S. Alana Gorski, OSF and Jeanne Guilfoyle, jguilfoyle@wheatonfranciscan.org

A HEARTY WELCOME

The Sisters of Charity of the Blessed Virgin Mary, Dubuque, IA, announce the appointment of Jennifer Anne Head to serve as Community Archivist. Ms. Head holds a Master’s Degree in Library and Information Science with an Archival Concentration from Dominican University, River Forest, a Master’s degree in American History from The Catholic University of America, Washington D.C., and a Bachelor’s Degree in History from De Paul University.

She is certified by the Academy of Certified Archivists, is a Project Management Professional and is currently pursuing certification through the Society of American Archivists as a Digital Archives Specialist (DAS).



Jennifer Head

Jennifer Head presented papers at the annual meeting of the National Council on Public History (2007) and the Conference of the American Association for State and Local History (2009). She did so in collaboration with Dr. Lorraine Madway, University Archivist and Curator of Special Collections at Wichita State University.

The Mount Carmel Archives serves as a repository for records, documents and artifacts reflecting the life and mission of the Community from its 1833 founding to the present. Collections provide insights into the lives of over 4,000 individual members and document the Community's commitment to education and to ministries emerging from new and evolving needs.

This successful national search was prompted by recommendations made by professional consultants at Notre Dame University and the Gannon Center for Women and Leadership, Loyola University, Chicago. Priorities for the new archivist include establishing a system of archival description in keeping with archival standards, preserving records and garnering support for the diverse collections – especially those at greatest risk. The archivist will also oversee digitization of parts of the collection. In these and other initiatives, Jennifer Head will work in collaboration with the Mount Carmel Archives Advisory Committee.

Jennifer Head, jhead@bvmcong.org

Editors note: The Board welcomes Jennifer as a new ACWR member and looks forward to collaborating with her in the future.

OUR NEW LEGACY ROOM

In recent years the Sisters expressed a desire to have a heritage room featuring the history of the congregation.

In the Spring of 2011 our leadership team designated a former office space near our main chapel to be used for this purpose.

At first it seemed like a daunting task until I contacted

a local firm who specializes in exhibits for various purposes. They agreed to work with us in planning the use of the space. We also had input from a curator at the local



Archives staff, Sisters Michael Ellen, Gretchen, Rose Marie and Exhibit Design owner, Tim Morris view the space at the opening ceremony.

Ford Presidential Museum.

The room was dedicated in August 2012. The four walls of the room trace the history of the Grand Rapids Dominicans from 13th century Southern France to the present day. The first wall begins with the monasteries of the order of women founded by St Dominic at Prouilhe, Southern France. It then follows the spread of the monasteries throughout Europe including Germany where a group was formed in Regensburg. This group sent women to New York to teach the children of immigrants. From New York, four Sisters were sent to Traverse City, Michigan to open a school. Later they were asked to staff an orphanage in Grand Rapids, Michigan where they established the present day motherhouse.

Following the overview of the order on the first wall of the room, the other three walls focus on the specific story of the Grand Rapids Dominicans from Traverse City to the present. The Sisters served in various parish schools throughout the Lower Peninsula of Michigan. Service outside the state began with missions in New Mexico and Canada. After Vatican II, Sisters were located in a number of areas of the United States where they had never before ministered. They also served in Peru and Honduras.

Scattered throughout the room are spaces to display artifacts which support the story. We change these about every two to three months and the changes often coincide with some anniversary for the congregation or other important event.

The following comment from one person viewing the space describes the experience: "The contemplative simplicity of the space says it well. "

The room located at Dominican Center 2025 East Fulton, Grand Rapids, Michigan is open to the public from 9 a.m. to 3 p.m. Monday thru Friday and other times by appointment.

Rose Marie Martin, OP, rmmartin@grdominicans.org

ANNOUNCEMENT UPDATE

I wish to thank everyone who responded to my questions concerning Social Media Policies in Archives. Some of the common threads that I was able to pull from the eighteen responses were:

- 1) None have a policy specifically for Archives concerning Social Media and in particular for Facebook.
- 2) Most Archives have not had to deal with the issue of placing photos on Facebook. One respondent mentioned that in using Facebook a very strict security was in place. The web-site for some of the Communities was the main source for Social Media.
- 3) Two Archives allow the Communications Department or Vocations Office to make the decision rather than having a policy written specifically for Archives.
- 4) Asking a Sister for permission to use her image outweighed those who do not ask for permission. There was a distinction of whether to ask permission for the web-site versus Facebook. For the Web-site a couple of Archivists mentioned that they did not feel it was necessary to ask for permission of the Sister.
- 5) Most felt that the use of images on Facebook is an issue that needs attention.

Judi Welle, JudiW@fslf.org

NEW FACES IN ACWR



Denise Gallo is our new ACWR Vice President/President Elect. She also serves as the Provincial Archivist for the Daughters of Charity in

Emmitsburg, MD. Prior to that, she was the

Head of the Acquisitions and Processing Section in the Music Division of the Library of Congress, with curatorial oversight of the largest music archives in the United States. Dee holds Bachelor of Arts degrees in English, Italian and History; Masters of Arts degrees in English and Musicology; and a doctorate in Historical Musicology from The Catholic University of America in Washington, D.C. She recently completed the Advanced Studies Certificate in Archives and Records Management from the University of Wisconsin-Milwaukee and is beginning a graduate certificate in Digital Curation with the University of Maine. Last year, she was inducted into Beta Phi Mu, the Library and Information Studies Honor Society.

Dee is a member of the Steering Committee for Acquisitions and Appraisal section of the Society of American Archivists and is the new Models and Resources Coordinator for the SAA's Archivists of Religious Collections Committee. In addition to ACWR and SAA, she holds membership in the Mid-Atlantic Region Archives Conference, ARMA International (Records and Information Management), and the American Alliance of Museums. Her archival interests include digital collections development, community outreach, and use of social media to promote archives.

Denise Gallo, denise.gallo@doc.org



Ladonna Kassmeyer, FSPA

Sister Ladonna Kassmeyer, FSPA, has been appointed as a board member of ACWR and as Treasurer for the organization. Currently retired she just completed a twelve year term as

Congregational Secretary for the Franciscan Sister of Perpetual Adoration (FSPA) in La Crosse, Wis. and served as Director of Development prior to her appointment.

She has a Bachelor's degree in Accounting and an M.B.A. from St. Louis University.

Sister Ladonna served in business management positions at Viterbo College (now University), La Crosse, Wis. and Aquinas Institute of Theology, St. Louis, Missouri. While ministering in development for FSPA she served the National Catholic Development Conference (NCDC) and the Upper Mississippi Valley Association of Fundraising Professionals (AFP) as a board member and treasurer for the associations. Her familiarity with finance and the archivist's role will serve her well as treasurer for ACWR.

Ladonna Kassmeyer, FSPA, kassmeyer@fspa.org



Veronica Buchanan

Veronica Buchanan currently serves as the Assistant Archivist of the Franciscan Sisters of the Poor archives department in Hartwell, Ohio. After graduating from Oak Hills High School, Cincinnati, Ohio, in 2006, receiving a B.A. in History from Wright

State University, Dayton, Ohio in 2008 and an M.A. in Public History from Wright State University in 2009, Veronica began working with the Franciscan Sisters in July 2010. She became a member of ACWR in 2011 and was inspired by the 2012 conference in New Orleans, Louisiana to seek a position in the organization. Therefore, she was pleased to accept the position of ACWR Executive Secretary in January 2013.

Veronica Buchanan, veronica@franciscansisters.org



KUDOS!!!



Congratulations to Paula Diann Marlin, RSM. Her interview for the section "Someone You Should Know" appeared in *Archival Outlook*, March-April, 2013 edition, page 20.

NEW BEGINNINGS: ARCHIVES IN TRANSITION

➤ A REASON TO REJOICE!

After providing archival services for the Sisters of St. Francis of Sylvania, Ohio for 96 years from at least six different locations, the Archives Department recently relocated to a state-of-the-art facility they believe will be its permanent home. Archives moved into space in the lower level of Regina Hall last fall after the building had been completely renovated. Built in 1962 as living quarters and infirmary for the Congregation, the two-story building received a complete overhaul, which included a new roof, windows, heating and cooling system and architectural updating.



Archivist Sister M. Thomas More Ruffing (second from right) shows Open House attendees some of the shelves containing acid-free document cases for larger artifacts.

The Archives Department encompasses a little more than 1,000-square-feet of space and consists of two rooms, one as a work area and a second as temperature and humidity-controlled (67 degrees and 45% humidity) storage room for all of the documents, audio-visual materials and artifacts that tell the story of the Sylvania Franciscans. A separate 550-square-foot "Heritage Room" is located near the Sisters' chapel—Our Lady Queen of Peace—where visitors can easily come to see and hear highlights of the Congregation's evolution since it's founding in 1916.



Archivist Sister M. Ricarda Witt shows visitors the storage catalogs of photos.

The 440-square-foot work area is where the three-member Archives team has computers, audio and visual transcription equipment to process, chronicle and prepare all of the historical documents for storage. The temperature and humidity-controlled 600-square-foot storage room is where all of the acid-free boxes and document cases are located that hold the “collective memory” of the Congregation.

“When we moved into our modernized location we took advantage of the occasion and held an open house for our members, associates and employees,” said Sister Marie Andree Chorzempa, one of the three Congregational archivists for the Sisters of St. Francis of Sylvania. “Many of those who came had little or no idea what an Archives should hold or what it takes to maintain one. This gave us an opportunity to educate everyone on all the steps it takes to prepare and store materials of enduring value that will preserve the memory of our community.”

The archivists used their Manual for Archivists, which was written in 2011, to explain the process of how they prepared the material for storage, where they keep them and why they do what they do to the documents to ensure they preserve historical records for the future. The next phase in the ever evolving archival process is to digitize and store all of their records in a secure, offsite facility in case something happened to their hard copy storage room.



Rows of acid-free document cases are stored in the recently-renovated temperature and humidity controlled Archive storage room.

The Sylvania Franciscans will celebrate their centennial starting in December 2015 and the Archives Department is already beginning to get calls about what in their collection can be used to tell the stories of how the Congregation has lived its mission of “joyful servanthood among all people” for these past 100 years.

Just another reason to rejoice!

Dale Thomas, dthomas@sistersosf.org

➤ A MAJOR MERGER

In July of 2011, the Daughters of Charity merged four of their provinces into one: the Province of St. Louis. The administrative offices are situated in St. Louis, headquarters of the former West Central Province. The archives of all four provinces, however, are now housed in a state-of-the-art repository and research center in Emmitsburg, MD, center of the former Southeast Province. It was there in 1809 that St. Elizabeth Ann Seton founded the Sisters of Charity of St. Joseph, the community from which the Daughters came.

In 2010, a committee comprised of archivists from the four provinces -- Emmitsburg, St. Louis, Albany and Evansville (IN) -- was tasked with designing the Archives, creating one that would accommodate all of current collections as well as allow room for growth for the new province's records. In early November, 2012,

the staff at Emmitsburg moved their materials into their new home, the wing of the campus that once was the entrance to St. Joseph's Provincial House. Over the next three weeks, the other collections were brought in by professional movers. As incredible as it now seems, the first of some 10,000 boxes were put on the new shelves on Nov. 5; the last ones from Indiana were placed in their ranges on Dec. 7.



The new reading room at the Daughters of Charity Provincial Archives

In addition to 52 ranges of high-density shelves, the repository has ample space for storage of larger artifacts and furniture as well as two areas for processing. There are also two exhibit areas which staff populate with rotating displays that document the Daughters' rich history: the first, for instance, documented the life of St. Louise de Marillac and her legacy in Daughters of Charity history. Far beyond the narrative of a religious order, the collections add to American history in the 19th and 20th centuries, women's history, the study of nursing, parochial education, and hospital administration. This coming June and July, the Daughters' work nursing after the Battle of Gettysburg will be highlighted as the area celebrates the battle's sesquicentennial.

The primary goal of the new Archives is to become a research center. The new reading room, which opened officially on January 28, 2013, has already been contacted and visited by researchers. The most recent scholar came from Winterthur Museum in Delaware to study

the Archives' collection of girlhood embroidery made at St. Joseph's Academy in the 1820s.



High-density shelving houses the archival collections from former Daughter of Charity provinces in Emmitsburg, St. Louis, Albany and Evansville (IN).

Those interested can follow the Archives' activities on the website (www.daughtersofcharity.org/our-legacy/) on Facebook (www.facebook.com/dcarchives/) or Twitter (@Archives.DC). The Provincial Archives is located at 341 South Seton Avenue in Emmitsburg, MD. Staff includes Provincial Archivist Denise Gallo, Associate Archivist Carole Prietto (former archivist of the St. Louis Province), Sr. Rosa Lee Kramer, Sr. Joan Angermaier, Bonnie Weatherly, Mary Ann Weatherly, Selin James, and Mount St. Mary's Intern Aaron Murphy.

Denise Gallo, denise.gallo@doc.org

SAVE THE DATE

ACWR's Annual Meeting will be held in conjunction with the SAA meeting in New Orleans, Louisiana
(Check SAA program for our assigned meeting room)

THURSDAY, AUGUST 15, 2013
3:30 TO 5:30 PM.

ACWR BOARD MEMBERS MARCH 2013



Here is a glimpse of the ACWR Board from the recent March meeting. They are: (From Left to Right) Kathy Hertel-Baker, secretary, Louise Grundish, SC, VP/president elect, Mary Ann Gschwind, FSPA, president, Ladonna Kassmeyer, FSPA, treasurer (Rose Marie Martin, OP, past president, not pictured).



WE NEED TO HEAR FROM YOU

At our last meeting in March, the ACWR board discussed the possibility of holding regional workshops for ACWR members, an idea that was inspired from the comments received at the 2012 ACWR conference.

To help us in our discussions, we would like for you to share your contacts for regional archival groups that could possibly hold the workshop, topics of interest to you and your archives, and any other suggestions regarding this idea with the ACWR National Office

by email

(acwr@juno.com)

or mail

(ACWR National Office

5900 Delhi Road

Mt. St. Joseph, OH 45051).

Thanks for your assistance and we look forward to your suggestions!



LETTER FROM THE EDITOR



S. Louise Grundish

Thanks so much to all the members who have helped to make my task as editor so easy. All have been so generous in offering your articles, comments, and ideas. I also find it helpful and interesting to read about all of the activities, innovations and changes

that are happening in the archives of religious communities throughout the United States. It is evident that we have many rich stories to tell and our archivists are working hard to assure that the stories are available and told.

It is evident to me that our organization has been energized since the Triennial Conference in New Orleans and when the Board met in La Crosse in September we deliberated on ways to work with many of the ideas which surfaced from the membership. Please take seriously our request to possibly assist with speakers and workshops in regional areas. This may be a way to keep our momentum growing.

As this Newsletter goes to press, I want to express my thanks and deep gratitude to Jan Harvey for all of the assistance she provided over the years we worked together on the Newsletter. I also want to welcome and thank Veronica Buchanan who has made the transition from one Production Editor to the next a seamless process. Veronica is most helpful, most welcome, and I look forward to working with her for a long time.

Please continue to write for the Newsletter. Your articles are interesting and most stimulating and I know the members are grateful for your willingness to share. Thanks again for your support.

Louise Grundish SC, lgrundish@scsh.org

ACWR MEMBERSHIP UPDATE

ACWR welcomes 5 new members and 1 returning member since our Fall 2012 Newsletter publication. Their address, phone number, email address, etc. can be found for them, and all ACWR members, in our membership directory on our website: www.archivistsacwr.org. Our new and returning members are:

- Debbie Lloyd, OSU, Saint Martin, OH
- Noreen Neary, SC, Convent Station, NJ
- Ladonna Kassmeyer, FSPA, La Crosse, WI
- Jennifer Head, Dubuque, IA
- Patricia Whittle, PBVM, St. John's NL, Canada
- and welcome back Margaret Schima, OSB, Warren, OH

The ACWR National Office received word of the death of two members/former members. We offer our sympathy and prayers for:

- Marita Maschmann, OSF
- Marian Voelker, OSF

Our current membership in ACWR is 245.

ACWR NEWSLETTER

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DEADLINE

FOR FALL NEWSLETTER

October 15, 2013



Send articles and pictures to
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