

ACWR NEWS

VOL. 3 No. 2

October 1993



At the Pittsburgh Planning Session Pat Hodge, RSM, and ACWR officers, Mary Serbacki, OSF, Celeste Rabaut, IHM, Dolores Liptak, RSM, unpack books for research repository (see President's note p. 2).

New Orleans Hosts SAA Annual Meeting

New Orleans provided a hospitable environment for the annual conference of the Society of American Archivists. Included among sessions were two meetings that were of specific interest to ACWR NEWS readers. One was conducted by the ACWR, whose members are committed to furthering the history of women religious. The other session was planned by Women Religious Archives, the SAA roundtable that affords annual opportunities for ACWR members to discuss common purposes and aims.

On Thursday evening, September 2, ACWR President, Dolores Liptak, RSM, together with the other national officers, namely, Mary Serbacki, OSF, Vice-President, Beatrice Weisner, SNJM, Secretary, and Celeste Rabaut, IHM, Treasurer, conducted the ACWR business session. Patricia Hodge, RSM, ACWR Executive Secretary, was introduced at this ses-

sion and presented her initial report, detailing her activities during the first five months of the Pittsburgh-based national office. Discussion centered around the purpose and philosophy of the office and progress to date. Plans for future ACWR educational projects, especially a conference to be held in 1994 at St. Mary Center, Monroe, MI, also provided a reason for lively exchange of views. Members were particularly interested in hearing more about the two organizations, the basis for membership in each organization, and the proposed conference. (For your input please note the Questionnaire on p. 6.).

The following morning Mary Serbacki, OSF, conducted a WRA session that featured presentations concerning computer systems now being used by congregations of women religious. Two, the ARCS software and MicroMarc, were given special emphasis. The merits of ARCS

were graphically explained by Ellen Findlay, a systems consultant for ARCS, based in St. Louis, and by Genevieve Shea. SLW, who has used the system effectively in arranging the archives of the Sisters of the Living Word, Arlington Heights, Illinois.

Elaine Wheeler, DC, Provincial Archivist for the Daughters of Charity in Albany, New York, presented a clear demonstration of the manner in which she has used MicroMarc in organizing her extensive international archives. Please contact the ACWR national office if you care to obtain more information on these programs.

At the meeting Stephanie Morris, Philadelphia (Catholic Medical Missionaries) and Loretta Green, Seattle (Sisters of Providence) were elected to plan the next WRA session to be held during the Indianapolis SAA conference. †

A NOTE FROM THE PRESIDENT



Dolores Liptak, RSM, ACWR President

Greetings from Maryland, by way of New Orleans! Nota Bene: Much of what follows was discussed at our WRA or ACWR sessions in New Orleans. If you attended these meetings at SAA, please bear with the repetitions and read on. Quite possibly, amid the familiar there is something you might wish to review or consider.

Let me begin with words of gratitude from all the officers as our first year serving you draws to a conclusion. You have been so supportive and understanding of our intentions and our pace. We are especially grateful that you have allowed us to maintain our motto: Whatever worth doing is worth doing: small step by small step. This was made clear to us when you endorsed the Elections Committee proposal to return the present slate to leadership for one more year. We thank you for that vote of

confidence and we promise to do all in our power to make the organization an effective means of enhancing your ministry of archives.

Progress since our last newsletter has been amazing! Our first executive secretary, Patricia Hodge, RSM, came on board this spring, shortly after a March introduction and planning session in Pittsburgh where Pat served as our gracious host. Since then she has literally run with each suggestion. The national office has been organized! Our future library has been unpacked, sorted, identified, and each donation acknowledged! Under her guidance as well, the Articles of Incorporation have been finalized and the Elections Committee, chaired by Rita King, was commissioned to conduct the recent election survey. Be sure to note Pat's accomplishments in articles and pictures spread throughout this newsletter. I'm sure you will agree that having an executive secretary like Pat has already made a tremendous difference. Your dues, by the way, make her all too-modest part-time stipend possible.

Perhaps more obvious to those of us who await the biennial newsletter is, of course, the fact that we have also located an extremely competent editor. With Genevieve Shea, SLW, we have been able to continue the tradition set by our founders; we have an editor who has taken our copy and made it inviting to behold. Please feel free to write Genevieve not only to thank her for her pro bono services but to supply her with what an editor craves: pictures and news articles! Remember, the newsletter exists to strengthen our common ministry of

preserving God's story as it unfolded in each of our communities.

A final word about our achievements thus far must include the acquisition of talented and experienced chairpersons. (See articles) As we enter into our second year of implementing the mandate of the ACWR, please be ready to suggest ways in which you can assist them, and all of us, in continuing the momentum so marvelously begun.

Let me leave you with something you can begin to think about right now. It is not always easy, as you know, for one organization to serve the needs of professionals from two complementary disciplines, e.g. archives management and historical services. From our origin, however, we have committed ourselves to this aim, aware of the fact that religious archives, in particular, are best served by maintaining ties between the two professions. What are some of the ways that you can strengthen appreciation for one another and enhance the work accomplished by both?

In service to you, I remain, gratefully,
Dolores Liptak, R.S.M. †

COPY DEADLINE

for 1994 issues of ACWR NEWS:
January 3, 1994 and July 25, 1994.
Please send inquiries about articles
and request for style sheet to:
ACWR EXECUTIVE SECRETARY

Mercy Archives
3333 Fifth Avenue
Pittsburgh, PA 15213-3165

ACWR NEWS is the biennial publication of the Archivists for Congregations of Women Religious.

ACWR is a professional organization established to bring archivists together to confront current issues and problems, to explore needs and opportunities facing religious women's archives today and into the 21st century.

Dolores Liptak, RSM Contributing Editor
Patricia Hodge, RSM Content Editor
Genevieve Shea, SLW Production Editor

UPDATES/REQUESTS

by Dolores Liptak, RSM

1. Internships and Conferences

First targets for ACWR are 1) to clarify plans to sponsor internships and 2) to explore membership interest in an archives conference at St. Mary Center, Monroe, MI, October 12-16, 1994. Members are needed to develop plans and/or to participate in each sponsored activity. Interested volunteers may write, call or fax Patricia Hodge, RSM. 412-578-6213

2. Regional Representatives/ Reporters

The organization needs members to provide advance notice of archival/historical conferences, related events for each newsletter. Would you like to be our regional representative? Write to Patricia Hodge to volunteer.

3. Update: Acts of Incorporation and By-Laws

As Acts of Incorporation are awaiting final approval in Harrisburg, PA (The national office is established in Pittsburgh), by-laws are now being written.

Update: Purpose of ACWR

ACWR is open to women and men who are seriously committed, through their work, to furthering the history of women religious. This membership is broadly based. Annual membership is \$25. †



Rita King, SC

KEY ACWR COMMITTEE CHAIRPERSON NAMED

Because of her experience in conducting elections, Rita King, SC, Archivist for the Sisters of Charity, Mt. St. Vincent, New York, volunteered her services to ACWR in conducting elections. This spring ACWR asked her to gather a committee and supervise the conducting of the survey that determined the 1993 election process. Rita has agreed to serve as chairperson of the Elections Committee of the ACWR for 1994-5.

SAA COUNCIL APPROVES NAME CHANGE

by Elizabeth Yakel, SAA Council Liaison, Roundtables.

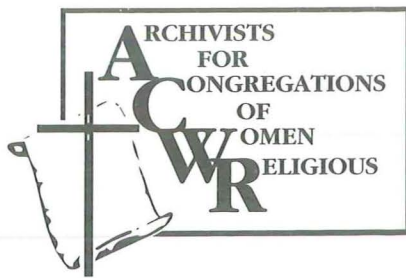
At its winter meeting the SAA Council considered and approved a request for a name change of the Roundtable for Archivists of Congregations of Women Religious. Henceforth, the Roundtable will be known as the SAA Women Religious Archives Roundtable. This name change was suggested by Dolores Liptak, RSM, president of the Archivists of Congregations of Women Religious (ACWR) in consultation with the officers of that organization, to clearly distinguish the SAA Roundtable from ACWR, an independent organization. Archivists of Congregations of Women Religious is not affiliated with the Society of American Archivists. The head of the Roundtable is Mary Serbacki, OSF. Roundtable members should note that these two groups are completely separate entities; membership in one does not automatically signify membership in the other.

As an SAA group, the Women Religious Archives Roundtable receives certain benefits, including guaranteed meeting space at the SAA annual meeting, coverage in the published meeting program, and a subsidy to support the costs associated with publishing a newsletter. While individual members of the Roundtable need not be SAA members, SAA membership brings with it numerous benefits, including reduced program fees at the annual meeting and member prices for publications and automatic subscriptions to the AMERICAN ARCHIVIST and ARCHIVAL OUTLOOK, the SAA newsletter. For additional information on SAA membership and the role of the roundtable within the Society, contact the SAA office in Chicago: 600 South Federal, Suite 504, Chicago IL 60604 (312) 922-0140.

LEADERSHIP CONFERENCE OF WOMEN RELIGIOUS EXTENDS SUPPORTIVE HAND TO ACWR

In September, 1992, Margaret Cafferty, PBVM, Executive Director of The Leadership Conference of Women Religious (LCWR), met with Dolores Liptak, RSM, and Rosalie McQuaide, CSJP, at their executive offices in Silver Spring. During the meeting, Margaret emphasized LCWR's firm desire to support ACWR, especially in projects undertaken to assist religious women understand their historic contributions to the American Catholic Church. In subsequent telephone and written communications, Suzanne Delaney,

IHM, LCWR Administrative Assistant, reiterated this commitment to ACWR as an organization affiliated with LCWR and offered specific help. Besides providing LCWR lists and labels, for example, Suzanne suggested in a letter sent March 19, 1993 that LCWR would be open to allowing ACWR members to organize meetings that could be held at the same time and location as the LCWR annual conferences. LCWR would also supply grants information and otherwise assist ACWR in finding financial support to meet its goals. †



ACWR WELCOMES NEW MEMBERS

Between mid-March and mid July, 1993, the following archivists joined ACWR as new members:

Lorayne Andre, OSB (WI)
 Dorothy Beach, SNdeN (DC)
 Ruth Boedigheimer, OSB (MN)
 Mary Anne Butler, SSJ (NY)
 Margaret Clines, OP (NY)
 Clare Agnes Conforti, OSF (NJ)
 Rita Connell, RSM (NE)
 Mary E. Dunton, SNJM (WA)
 Catherine Felton, RSM (RI)
 Antoinette Fineran, OSB (IL)
 Mary Leonard Fugina, CDP (PA)
 Margaret Harrison, OP (NY)
 Mary Agnita Kerrigan, RSM (TN)
 Ann Kremenik, VSC (PA)
 Marie Louise Krenner, OSB (KS)
 Jonita Kundinger (WI)
 Margaret LaPorte, SP (WA)
 M. Madalene Lovrich, OSF (PA)
 Mary Thecla Malawey, SCC (IL)
 Stephanie Morris (PA)
 Catherine O'Connor, CSSP (DC)
 Natalie Palagyi, SSS (NY)
 Mary Cabrini Procopio, CSSF (PA)
 Jean Marie Renfro (CA)
 Neila Renfro, SHF (CA)
 Ruth Rodgers, CSJ (OH)
 St. Ursula's Archivist (OH)
 Mary Shaun Sevigny, RSM (ME)
 Ann Charles Tappe, OSU (CA)
 Clare Testa, MPF (NJ)
 Antoinette Tramp, OSB (SD)
 Marian Voelker, OSF (IL)
 M. Adolorata Watson, OSM (NE)
 Teresa Wolking, OSB (KY)

Welcome to all!

ON THE DRAWING BOARD

by Celeste Rabaut, IHM

ACWR leaders have been exploring the possibility of a three to four-day ACWR conference in October of 1994. The proposal for a free-standing ACWR conference resulted from discussions around a two-fold need: [1] to solidify the structure, purpose and goals of ACWR for the future; [2] to provide direct assistance to members on a variety of archival topics specific to congregations of women religious. Proposed site for the conference is Saint Mary Center, Monroe, Michigan, on the motherhouse campus of the Sisters, Servants of the Immaculate Heart of Mary. Located immediately off I-75 between Detroit and Toledo, Ohio, the center is easily accessible from a network of freeways and airports. Both resources and accommodations at the Monroe site seem appropriate for ACWR goals. †

HWR Newsletter Available

The History of Women Religious News and Notes is published twice yearly. Annual subscription is \$5.00. For subscription, write to Editor: Karen Kennelly, CSJ, HWR Newsletter, 12001 Chalon Road, Los Angeles, CA 90049. This newsletter is an extremely valuable source of information regarding history works in progress, especially on the topic of women religious. Besides describing conferences already held, reviewing new books on religious communities, and noting publications, it also provides information on future history conferences and often covers news regarding archival meetings. †

MEMBERS VOTE TO RETAIN PRESENT OFFICERS

As of August 2, 1993, Rita King, SC, who chairs the Elections Committee, reported to the national office the following results on the issue of delaying or not delaying the election of ACWR officers:

1. The national office sent 183 ballots to the membership in mid-May, 1993;
2. Of that number, 142 responses were received;
3. A total of 142 ballots approved of delaying the election of national officers until the spring of 1994;
4. No voting member indicated support of holding elections for officers during the current 1993 year;
5. Some members provided brief comments on their ballots. Many members accordingly expressed appreciation for being consulted on the issue of scheduling elections. At the same time, many comments expressed a sense of gratitude to those officers who are willing to serve until the spring 1994 election.

As a result of the above election results, the following national officers will continue to serve the organization during 1993-94:

Dolores Liptak, RSM, President
 Mary Serbacki, OSF, Vice-President
 Celeste Rabaut, IHM, Treasurer
 Beatrice Weisner, SNJM, Secretary

The above officers and Patricia Hodge, RSM, ACWR Executive Secretary of the national office in Pittsburgh, wish to express their sincere gratitude to the members of the Elections Committee and to those ACWR members who took time to return their ballots to that committee. †

SHARING THE WEALTH . . . ARCHIVAL TRAINING

by Rita King



Anne Courtney, SC, Melrose Hajduk, OSF, and Rita King, SC

A phone call "out of the blue" - really from Baltimore - alerted Sisters Rita King, S.C., and Anne Courtney, S.C. that ACWR was networking. Sister Rosalie McQuaide, CSJP, wanted to know if we could help a Bernardine Franciscan from Stamford, Connecticut, receive some training in archival policies and procedures during the summer of 1993. Stamford is an hour's drive from our archives in the northern Bronx, and therefore convenient for Sister Melrose Hajduk, our archival intern.

Concepts for internship vary greatly. It could work in an institution similar to your own, or on-the-job training with the person you are to replace, or, as in our case, a week's one-to-one tutorial. A series of phone calls made the introductions and arrangements. In May, Sister Melrose visited Mount Saint Vincent for a tour of the facilities and went home with suggestions for preparations such as getting manuals of policies and procedures from her archives and some background reading.

In July 19, Sister arrived to spend a week and the work began. Each day's schedule included readings, hands-on experience and lessons, especially in the vocabulary necessary in a new field. As the week progressed, Sister was given more hands-on experience such as supervised accession, description and arranging. One afternoon was spent comparing policy manuals from various religious communities. Other exercises included record keeping such as a daily log, correspondence and applications for research. Another morning was spent on cur-

rent professional literature using publications and newsletters, as well as explaining membership in national, regional and local archival organizations.

A field trip, with sister Anne Courtney as tour guide, was arranged to Ellis Island which is described by Sister Melrose in the evaluation: "A delightful way to bring home the archival value of so many sites and buildings in current New York City, as well as Ellis Island. Treading the same ground, through which not only my own dear mother and dad, but also the foundress of the Bernardine Sisters, OSF, Mother Veronica Grzedowska had tread, and searching for their names in the computer and on the wall of immigrants, tied our rich past to the present in a very meaningful way."

Special effort was made by Sister Rita King to explain the archival terminology: provenance, original order, acquisition, appraisal, accession, arrangement, description, preservation, conservation and many more terms which Sister Melrose came across in her reading. We all realize a week's tutorial made only a small dent in what was necessary, but Sister will have a mentor whom she can call or write when necessary.

When asked to comment on the total experience, Sister Melrose wrote:

-An excellent and delightful experience in an atmosphere most conducive to learning;

Rita King, SC introduces Melrose Hajduk, OSF, to archives.



-An experience that brought meaning to previously non-meaningful archival terms and procedures;
-Learned many new pointers during each day's lesson;
-Provided valuable hands-on experience.

When the opportunity arises Sister Melrose plans on pursuing more formal archival courses and workshops, but indicated that the week's tutorial had given her confidence in her ability to handle her new position. †

REMEMBER IN PRAYER...

by Patricia Hodge, RSM

Sr. Edwardine Mary Walsh, SNJM, a member of ACWR and archivist for the Sisters of the Holy Names of Jesus and Mary (Washington Province), died on May 12, 1993, after a two-week illness. Professed in 1940, she earned a degree in education from the Holy Names College, Spokane, and continued to pursue coursework at Seattle University, Portland State, and the University of Oregon.

For ten years Sr. Edwardine Mary taught in Oregon at St. Paul, Bend, Lake Oswego, and later at Cathedral and Holy Redeemer Schools in Portland. She was a faculty member at Holy Names Academy, Seattle, where she taught English and journalism for a long period of time.

As archivist for her religious congregation, Sr. Edwardine Mary was recognized as a specialist on correspondence related to Blessed Marie Rose Durocher, foundress of her congregation. Shortly after the death of Sr. Edwardine Mary, Sr. Mary E. Dunton, SNJM, was appointed as her successor in the congregational archives. †

IT'S THAT TIME OF THE YEAR!

Dues are due.

The annual membership year for 1993-1994 extends from October 1 - September 30. In brief, it's that time of year to renew your ACWR membership. To do so, please submit a completed copy of the following form, attach it to a check in the amount of twenty-five dollars (\$25) payable to Archivists for Congregations of Religious Women, and mail it to the Executive Secretary:

Patricia A. Hodge, RSM
Sisters of Mercy Archives
3333 Fifth Avenue
Pittsburgh, PA 15213-3165

This will be the ONLY reminder you will receive regarding your 1993-1994 membership renewal. Your ongoing support of the ACWR will enable the organization to move ahead with further plans for programming.

Thank you for choosing ACWR as one of your professional associations. Won't you please tell a professional colleague about ACWR?

1993-1994 MEMBERSHIP FORM
ARCHIVISTS FOR CONGREGATIONS OF WOMEN RELIGIOUS
Membership year: October 1, 1993 - September 30, 1994.

NAME: _____
Surname First Initials of Religious Cong.

ADDRESS _____
City State Zip (9 digit)

BUSINESS TELEPHONE _____
area

FAX _____
area

PLEASE CHECK ONE OF THE FOLLOWING:

_____ This is a RENEWAL of my membership.

_____ This is a NEW membership application.

Please enclose a check in the amount of \$25.00 payable to ACWR and mail to the above address.

Thank you.



Denis Sennett, SA, shares his latest work on archival procedures, *A Divine Legacy* with Anne Bailey, OSF, at MAC Pre-conference workshop.

Felician Sisters Carmeline Biewalski and Mary Adolphine Ksioszk, Livonia, MI and Marcia Ryniewicz, Chicago, IL share experiences at the Pre-conference workshop



MAC Sponsors Pre-Conference Workshop

by Patricia Illing, RSM

The MAC (Midwest Archives Conference) spring meeting brought approximately 38 Sisters to the Bismarck Hotel in Chicago. Many of these came in a day early to attend a pre-conference workshop, "Setting Up an Archives for Religious Institutions: What is Needed." Br. Denis Sennett, S.A., talked about relevant practices for managing archival materials in a religious institution.

A particular topic that he stressed was the legality of access and the cautious handling of sensitive materials. The formation of a mission and policy statement for the Archives Department was another vital section of discussion. The participants tucked away their hand-outs, determined to better serve as religious archivists as a result of this workshop. Is it any wonder that Denis's work on archival procedures is appropriately titled, *A Divine Legacy?* †



Mary Ellen Schulte and Anita Therese Hayes, BVM's from Dubuque, IA show interest in exhibitor's wares.

Catherine Gilbride, OSU, Cleveland, OH, and Doris Cunningham, RC, Chicago, enjoy suppliers' exhibits during the MAC



Sisters of the Living Word
800 N. Fernandez - B
Arlington Heights, IL 60004-5316

Non-Profit Org.
U.S. Postage
PAID
Permit #761
Arlington Hts, IL