

Historical/Archive Department Report

11-6-2017

Donation are still coming in to the Museum. Thank you to all who help in receiving them.

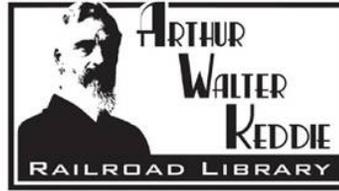
While some of the activities have slowed down as we approach winter, I have been trying to catch up on inventorying and placing items in safe storage.

With winter fast approaching, most of the activities will subside until the spring. I have several boxes of slides that I will be scanning over the winter and inventorying.

Over the last month, Eugene and I have been working on getting all the material ordered and on-site in order to get power to the UP/MP 14144 Archive Car. I don't expect to have the car powered up until sometime early next year.

We have received most of the electrical components to power up the car, except for the conduit and the wire. These items I expect to try to obtain during the winter so we can start work on the electrical system in the spring.

While not all the inquiries have been answered yet, we are still looking into pulling the information out of the Historical/Archive files in order to answer the questions. This has become a large task as most of the archives are not cataloged yet. I have been able to answer some questions, however others are still pending.



Needs for the Archives:

- We need to get a Windows 7 computer for the archives. I have donated a Multi-Function Printer-Copier-Fax-Scanner to the archives, it is waiting for a computer so that we have it available for use in the archives department.
- Computer Program to track all the Historical/Archive items. (PastPerfect) is the computer program that I have been looking at, however have not received a costs for that program as of yet.
- Archive Storage boxes for 35mm slides
- Archive Storage boxes for 8 1/2 X 11 materials

I have also created a donation list in order to help keep track of the donations for this year, and a Question Log to track all the questions and responses that I am aware of.

These lists are NOT attached to the report, as there is no big change from last month. (I will only sent out the attachments when there are large changes)

Should any member receive any donation and/or get an inquire about a donation, Please get in touch with Eugene, Frank, myself or any member of the Board of Director so that we may follow-up with the donor to make sure we properly address these issues.

I would also like to thank all the volunteers that help us in the archive department.

Kerry Cochran
Director, General Superintendent.