

## ELCA Region 3 Archives Report to 2019 Synod Assemblies

### **Introduction**

2019 marks the 31<sup>st</sup> year of the ELCA Region 3 Archives. I continue in the archivist position half-time for the 9 synods of ELCA Region 3 and half-time for Luther Seminary. This shared position works well with Luther providing office and storage space as well as access to the much-needed volunteer pool that extends the program's effectiveness. We also receive IT support from the seminary. Luther profits from hosting the largest of the 9 ELCA regional collections as the materials are available for use by the entire seminary community.

### **Use of the Region 3 Archives**

The Archives website, [www.luthersem.edu/archives](http://www.luthersem.edu/archives), continues to work well as our "front door" for promoting archival services to congregations and individuals. Luther Seminary provides IT support for the site and its regular updates. Researchers use the site for information on the collections as well as articles focused on particular archival topics pertinent to their church settings. In addition to the internet, researchers reach us via phone calls, traditional mail and personal visits.

+Assisted a total of 817 reference patrons in the past year with a range of research interests. The majority (68%) are congregational committees working on records scanning projects, anniversary celebration planning, church history writing and general records care questions. Other significant user groups include synod leadership, church wide offices and individual researchers.

+Worked on-site with all 9 synod offices, collecting valuable office records and assisting with retention plans for each office. He visited each of the 9 synod offices at least 5 times during the year. These visits were coordinated with 22 on-site congregational visits throughout the 3 states of ELCA Region 3.

+Spoke at 19 adult forums and heritage committee gatherings throughout the Region. The main focus of these presentations is on the value of uses congregational memory in church settings.

### **Collection Growth**

+Collected 382 linear feet of additional synod office records from the 9 offices. These include legal, financial, personnel and program files. Much of this material is stored off-site in space leased from the Iron Mountain Co.

+Gathered 188 congregational pieces adding to a collection now totaling 6,976 files.

+Received 533 biographical pieces on clergy and lay leaders – total is now 8,185 files.

+Assisted 11 closing congregations in Region 3 with records care (scanning) and records collection.

### **Outreach and Education**

+Led workshops on congregational archives topics at 3 synod assemblies in 2018 as well as 2 "equipping" or "toolbox" events for congregations sponsored by synods. Daniels also presented at 3 fall theological conferences on the range of archival services available to congregations through the Region 3 Archives.

+Distributed 370 copies of "Memory Work: A Guide for Congregational Archives and History" to congregations and individuals. The guide is also accessed frequently via the Region 3 Archives website.

+Managed off-site secure storage program via Iron Mountain Co. for permanent care of sensitive files, including candidacy, camping staff, and synod financial records.

+Promoted and managed the congregational records scanning program using Mid-America Business Systems as the preferred vendor for this important service to congregations.

### **Professional Development**

+Daniels is an active member of several professional archival organizations, including the Society of American Archivists, the Midwest Archives Conference and the Twin Cities Archives Roundtable.

+Daniels renewed and maintained his professional certification in the Academy of Certified Archivists.

+Daniels is active in the Lutheran Historical Conference, a pan-Lutheran group of archivists, historians and librarians.

**Respectfully submitted, Paul A. Daniels, ELCA Region 3 Archivist and Luther Seminary Archivist  
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