

December 13, 2025 – Winter Assembly, Archivist report

The archives move is complete. WooHoo! On August 6th I met up with two nice young men from a moving company, and we loaded, transported, and unloaded the NIA archives from Elgin to Fox Lake. The total cost of the move was \$834.75.

This move has allowed me to bring totes to my house to work on. While the facility is “climate controlled” I can say that the space is too cold to sit around and work in.

I have been able to work on scanning and inventory of minutes for Committee Meetings and Assemblies. With the exception of 25 known missing originals, we now have the minutes dating back to 1974, and these have all been scanned. I have also gone through and sorted Final Reports for the General Service Conference. I will now be able to inventory these and see what we are missing. In the case of these reports, it seems that some extras have found their way into our archives. When possible, I intend to keep two copies only, one for archival purposes that will be kept in sleeves, and one version that will be available for people to look at if they wish. I also have versions of these in electronic format.

Expenses to date:

2/2025 – reframe Bill & Bob - \$398

2/2025 – new cases for Bill & Bob - \$49.98

4/2025 – external hard drive for electronic files - \$239.99

7/2025 – deposit for archives move - \$437.25

8/2025 – final payment for move - \$397.50 (total \$834.75)

8/2025 – lock for new storage unit - \$19.99

11/2025 – misc. archive storage and organization material - \$46.15

Total - \$ 1,588.86

Thank you for allowing me to serve,

Cheryl V. NIA20 Archivist

December 13, 2025 – Winter Assembly, Service Manual Custodian report

There have been no changes to any documents prior to this Assembly that weren’t already reported. I am happy to be handing this position off at the end of the year! I will work with Sue M. to get her access to all the electronic master copies of our various documents and how they are formatted.

Thank you for allowing me to serve,

Cheryl V. NIA20 Service Manual Custodian