

Chicago Area Religious Archivist - CARA
Organizational Meeting Minutes
Episcopal Church Center
February 18, 2008

Meeting opened at 3:04 pm. Joan Sweeney, Malachy McCarthy, Gwyneth Stupar, Diane Pugh, Morgen MacIntosh, Kenneth O'Malley and Richard Seidel present.

By-Laws

The Steering Committee reviewed the proposed by-laws drawn up by Diane Pugh. It was determined that CARA will be an affiliate of the Chicago Area Archivists [CAA] and therefore its members will be responsible for \$10 CAA membership fee as well as \$5 fee for CARA. Ordinarily meetings will be held during the day. The current CAA by-laws allows for affiliate organizations.

A few items were changed in the draft by-law document.

- The Treasurer's position was combined with Membership Chairperson because of the limited number of members with fees deposited by the Treasurer.
- The ability to establish Ad Hoc Committees was added to Article 6: Steering Committee to allow the organization to respond to specific needs.
- Wording was changed in Article 7: Meetings to "ordinarily during the day" since some events will be held during the evening.

Interim Officer elections

The Steering Committee elected the following individuals as interim officers until our annual meeting in the Fall of 2008. The officers were approved by acclamation.

Malachy McCarthy, Chair
Diane Pugh, Vice Chair
Gwyneth Stupar, Secretary
Richard Seidel, Treasurer/Membership
Joan Sweeney, Communications Coordinator
Morgen MacIntosh, CARA representative for CAA Board

First CARA Event

The Steering Committee approved hosting an event to tour the Catholic Chicago exhibit at the Chicago Historical on Thursday, May 8th at 6:00 p.m. Malachy will contact Jill Grannan and Marie Scatena, co-curators of the exhibit to present an overview of how the exhibit was conceived, executed and designed. The cost per person to attend the event is \$12 and Malachy will arrange for the Chicago Historical Museum to handle the ticketing of the event. Members of the Chicago Area Archivists would be invited to attend as well. A social event will be planned after the tour in a local restaurant. We anticipate 20-30 people to attend.

New Business:

Malachy McCarthy mentioned that CAA was looking at sponsoring an event demonstrating Archon and Archivists Toolkit. CAA members would be invited to this event. He also distributed flyers advertising the Catholic Library Association workshop entitled Computer Applications for Religious Archivists which will be held at Benedictine University in June 2008.

The meeting adjourned at 3:40 pm.

Richard Siedel, Archivist and Historian of the Diocese of Chicago gave a tour of St James Cathedral and the church archives after the meeting.