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Kentucky Council on Archives (MSS 364)

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Manuscripts & Folklife Archives
Department of Library Special Collections
Western Kentucky University
Bowling Green, KY 42101-1092

Descriptive Inventory

MSS 364 KENTUCKY Council on Archives

4 boxes. 95 folders. 1,126 items. 1973-2016. Originals, photocopies, typescripts, photographs, cassette tape, microfiche

2011.91.1

ORGANIZATIONAL HISTORY

In 1976 archivists around Kentucky gathered to discuss the creation of an association in the state to promote archives and the work of archivists. Some of these charter Kentucky Council on Archives members included Lew Bellardo, Kentucky Department for Libraries and Archives; Sr. Mary Michael Creamer, SCN, Spalding University; Penny Harrison, Western Kentucky University; Pat Hodges, Western Kentucky University; Bill Marshall of the University of Kentucky, and Bill Morison of the University of Louisville.

The newly formed KCA held its first meeting March 28, 1977, at Western Kentucky University. A constitutional committee drafted the first constitution which was approved during the summer of 1977. Under the constitution, KCA is governed by the Administrative Board which consists of a chair, vice-chair, former chair and three board members. Treasurers, newsletter editors and webmasters are appointed by the Board. The group meets twice a year with the business meeting held at the spring meeting.

BIBLIOGRAPHICAL NOTES

The Collection.

KCA website - <http://kyarchivists.org/history.htm>

COLLECTION NOTE

This collection consists of records created by and about the Kentucky Council on Archives as well as collected by KCA regarding archives in Kentucky. It reflects the origins of the group from the 1973 meeting of the Society of American Archivists of

Kentucky and Tennessee to the present. The collection has been divided into six series as described below. The records are currently incomplete. Additional materials will be incorporated as they are created and transferred to the WKU Manuscript Collection.

Series 1 Administrative Board

Series contain records created by the KCA Administrative Board. The majority of the series is made up of Administrative Board Meeting minutes and correspondence. The board is responsible for planning the two annual meetings. Also included are pre-KCA materials regarding a joint meeting of Kentucky and Tennessee archivists exploring the possibility of creating the Society of American Archivists of Kentucky and Tennessee. The remaining records include the KCA constitution and lists of officers and a file on the 1980 Conservation Committee.

Series 2 Annual Reports

Incomplete run of annual reports regarding membership and finances.

Series 3 Meetings

Two meetings are held each year, spring and fall. The annual business meeting occurs at the spring meeting. This series contains programs, meeting minutes, handouts, financial statements and participant lists. The records are incomplete.

Series 4 Publications

The Kentucky Council on Archives has been publishing the *Kentucky Archivist* biannually since 1979. Other publications included here are:

SAA. Directories of Regional Archival Organizations

KDLA. Historical Records Needs Assessment Final Report

KHS. Directory of Kentucky Historical Organizations.

The series also includes clippings regarding the organization.

Series 5 Other Materials

Other materials found in the collection include photographs, lapel buttons commemorating KCA joining the Midwest Archives Conference, audiotapes of meetings and awards.

Series 6 Midwest Archives Conference

This series contains MAC'S membership guidelines and correspondence.

SHELF LIST

BOX 1		1973- 2015	510 items
Series I	Administrative Board		
Folder 1	Inventory		1 item
Folder 2	KCA History	1973	34 items
Folder 3	KCA Constitution	1976-2014	12 items
Folder 4	Officers	1977-2007	7 items
Folder 4a	Administrative Board Handbooks	2013-2014	2 items
Folder 5	Administrative Board Meetings	1976-1979	29 items
Folder 6	Administrative Board Meetings	1980-1989	21 items
Folder 7	Administrative Board Meetings	2000-2015	22 items
Folder 8	Correspondence	1976	17 items
Folder 9	Correspondence	1977	74 items
Folder 10	Correspondence	1978	29 items
Folder 11	Correspondence	1979	29 items
Folder 12	Correspondence	1980	44 items
Folder 13	Correspondence	1981	47 items
Folder 14	Correspondence	1982	27 items
Folder 15	Correspondence	1983	32 items
Folder 16	Correspondence	1984-1985	37 items
Folder 17	Correspondence	1986	31 items

Folder 18	Correspondence	1987	8 items
Folder 19	Correspondence	1989-1990	7 items
BOX 2		1976- 2015	392 items
Series I	Administrative Board		
Folder 1	Correspondence	1998-1999	6 items
Folder 2	Correspondence	2000-2007	43 items
Folder 3	Conservation Committee	1980	10 items
Folder 4	Fund Award Committee	2014-2015	2 items
Folder 5	Content Management User Group	2015	1 item
Series II	Annual Reports		
Folder 1	Membership lists	1977-1979	9 items
Folder 2	Membership lists	1980-1986	21 items
Folder 3	Membership lists	1990-1995	5 items
Folder 4	Membership lists	1996-1999	6 items
Folder 5	Membership lists	2001-2014	4 items
Folder 6	Treasurer's Reports	1980-2014	22 items
Series III	Meetings		
Folder 1a	Membership survey results	2013	2 items
Folder 1	List of meetings, sponsor, place and programs	1977-1985	3 items
Folder 2	Meeting, Fall, Frankfort	1976	10 items
Folder 3	Meeting, Spring, Bowling Green	1977	33 items
Folder 4	Meeting, Fall, Louisville	1977	12 items
Folder 5	Meeting, Spring, Lexington	1978	9 items

Folder 6	Meeting, Fall, Frankfort	1978	10 items
Folder 7	Meeting, Spring, Pleasant Hill	1979	37 items
Folder 8	Meeting, Fall, St. Catharine's	1979	14 items
Folder 9	Meeting, Spring, Lexington	1980	5 items
Folder 10	Meeting, Fall, Bowling Green	1980	13 items
Folder 11	Meeting, Spring, Richmond	1981	19 items
Folder 12	Meeting, Fall, Owensboro	1981	8 items
Folder 13	Meeting, Spring, Murray	1982	6 items
Folder 14	Meeting, Fall, Frankfort	1982	15 items
Folder 15	Meeting, Spring, Lexington	1983	12 items
Folder 16	Meeting, Fall, Berea	1983	11 items
Folder 17	Meeting, Spring, Louisville	1984	3 items
Folder 18	Meeting, Fall, Highland Heights	1984	8 items
Folder 19	Meeting, Spring, Frankfort	1985	7 items
Folder 20	Meeting, Fall, Lexington	1985	5 items
Folder 21	Meeting, Spring, Bowling Green	1986	10 items
Folder 22	Meeting, Fall, Shelbyville	1986	11 items
BOX 3		1979- 2015	135 items
Series III	Meetings		
Folder 23	Meeting, Spring, Pleasant Hill	1987	2 items
Folder 24	Meeting, Fall, Paris Landing State Park, TN	1987	6 items
Folder 25	Meeting, Spring, Louisville	1988	2 items
Folder 26	Meting, Spring, Lexington	1990	1 item

Folder 27	Meeting, Fall, Bowling Green	1990	2 items
Folder 28	Meeting, Spring, Henderson	1998	1 item
Folder 29	Meeting, Fall, Georgetown	2001	1 item
Folder 30	Meeting, Spring, Owensboro	2002	2 items
Folder 31	Meeting, Fall, Louisville	2002	1 item
Folder 32	Meeting, Spring, Cumberland	2003	2 items
Folder 33	Meeting, Fall, Wilmore	2003	1 item
Folder 34	Meeting, Spring, Richmond	2004	2 items
Folder 35	Meeting, Fall, Louisville	2004	4 items
Folder 36	Meeting, Spring, Frankfort	2005	3 items
Folder 37	Meeting, Spring, Lexington	2006	2 items
Folder 38	Meeting, Fall, Frankfort	2006	11 items
Folder 39	Meeting, Spring, Bowling Green	2007	5 items
Folder 40	Meeting, Fall, Campbellsville	2012	4 items
Folder 41	Meeting, Fall, Louisville	2013	2 items
Folder 42	Meeting, Spring, Lexington	2014	5 items
Folder 43	Meeting, Spring, Mammoth Cave	2015	2 items
Series IV Publications			
Folder 1	Brochures & Letterhead	n.d.	4 items
Folder 2	<i>Kentucky Archivist</i>	1979	4 items
Folder 3	<i>Kentucky Archivist</i>	1980-1984	19 items
Folder 4	<i>Kentucky Archivist</i>	1985-1989	19 items
Folder 5	<i>Kentucky Archivist</i>	1990-1994	15 items
Folder 6	<i>Kentucky Archivist</i>	1995-1999	13 items

BOX 4		1979- 2016	89 items
Series IV	Publications		
Folder 7	<i>Kentucky Archivist</i>	2000-2004	12 items
Folder 8	<i>Kentucky Archivist</i>	2005-2006	5 items
Folder 8a	<i>Kentucky Archivist</i>	2007-2010	8 items
Folder 8b	<i>Kentucky Archivist</i>	2011-2013	6 items
Folder 8c	<i>Kentucky Archivist</i>	2014-2015	6 items
Folder 8d	<i>Kentucky Archivist</i>	2016	1 item
Folder 9	SAA Directories of Regional Archival Organizations	1981, 1985	2 items
Folder 10	KDLA Historical Records Needs Assessment Final Report, includes microfiche	1983	2 items
Folder 11	KHS Directory of Kentucky Historical Organizations	1982	2 items
Folder 12	Clippings	1979-1981	3 items
Series V	Other Materials		
Folder 1	Photographs	1990-2007 & nd	25 items
Folder 2	MAC Buttons	2005	3 items
Folder 3	Audiotapes	1980, 1986	4 items
Folder 4	Awards	2006	1 item
Folder 5 C1,D4,F13	Certificate to Thomas D. Clark making him a Fellow of the Council	1985	1 item
Series VI	Midwest Archives Conference		
Folder 11	MAC	2004-2005	8 items

BIBLIOGRAPHIC RECORD

MSS

364 KENTUCKY Council on Archives 1973-2008

Correspondence, meeting minutes, publications, photographs and audiotapes regarding the Kentucky Council on Archives, a statewide professional organization for archivists, records managers, manuscript curators, and others interested in the preservation and use of public records and manuscript collections in Kentucky.

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SUBJECT ANALYTICS

Archival institutes and workshops
 Archives – Kentucky – Directories
 Archives – Kentucky – Periodicals
 Archives – Societies, etc.
 Archives – Tennessee
 Archivists
Kentucky Archivist
 Midwest Archives Conference
 Society of American Archivists

Lathrop/Jeffrey 04/11/2011; accretion 04/01/2016