

YCA Newsletter

A Publication of the Yukon Council of Archives

Volume 2, Number 2

September 1995

PRESIDENT'S REPORT

Presented at Annual General Meeting - June 28, 1995

Newsletters! Active Committees!
Training Workshops! Regular Board Meetings!

These are the signs of positive change occurring within the Yukon Council of Archives. Over the past year, a good deal of thought has been given to the multiple roles played by the Yukon Council of Archives in encouraging the development of relevant and accessible archives in the Yukon.

Who should collect, why and for what purpose? To what standards should the archives of the Yukon aspire? What responsibility does the YCA have in assisting archives to meet their goals? How can the professional development needs of experienced and inexperienced archivists be met? How will archives share their holdings and co-operate in their collection mandates? What priorities can be identified by the membership to assist in determining where scant resources should be directed? How are the archival concerns of the Yukon different from other parts of Canada? These are a few questions we've been contemplating.

What about money? As expected, funding program budgets have been cut. YCA can expect further cuts next year. Grant applications are being scrutinized more closely

and the results of projects must be more thoroughly documented. We are being challenged to demonstrate that the funds we receive really do make a difference.

I would like each of you to take a good look at the archives where you work. Be critical, judge your institution's performance objectively. Did the institution accomplish what was set out in the project proposal? Did the individuals working on the project have all the resources and time needed to do a really good job? Did the institution provide complete reports? Was the project appropriate and well planned? Is there a positive result for the community?

The coming year will be very challenging for members of the Yukon Council of Archives. More training will be provided by YCA, clarification of goals and roles will take place, greater communication is needed and better organization. In addition to all this, we have invited Canadian archivists to hold their annual meeting here in the Yukon. They will be interested in who we are, what we do and why we do it. So, get ready to plan hard, work hard, show our stuff and have some fun and pride in doing it!

Joanne Meehan
President, Yukon Council of Archives

IN THIS ISSUE

Grant Profile: Yukon Archives	2
People and Places	5
Membership Profile: Jody Cox	5
Rupert's Land Colloquium 1996	6
Call for Proposals	6
ACA '96	6
Upcoming Workshop	6
Yukon Archives Photographic Reproduction Services	6
Archword	7
YCA Membership 1995/96	8

PROFESSIONAL DEVELOPMENT GRANTS AWARDED

The Education Committee received three applications from individual YCA members to attend professional development workshops outside Yukon and they have been approved. Jerilee Pitzel and Donna McBee will be attending a workshop at UBC in Vancouver entitled *Taming the Beast: Basic Management of Electronic Records* on October 21, 1995. Jerilee and Donna have kindly agreed to give a talk about the workshop when they return. Fay Tangermann will attend a workshop entitled *Fundamentals of Records Management Practice* on March 21 and 22, 1996 in Nanaimo. Congratulations to all three successful applicants.

YUKON COUNCIL OF ARCHIVES EXECUTIVE 1995-1997



OFFICERS

President: Lesley Buchan
Vice-President: Ian Burnett
Secretary/Treasurer: Clara J. Rutherford

DIRECTORS

Heather Jones
Fay Tangermann
Judith Balsor
Donna McBee

GRANTS COMMITTEE

Ian Burnett - Yukon Historical & Museums Association
Clara J. Rutherford - Yukon Archives
Tip Evans - MacBride Museum
Mac Swackhammer - Dawson City Museum
Donna McBee - Member-at-Large

EDUCATION COMMITTEE

Lesley Buchan
Donna McBee
Ian Burnett
Fay Tangermann
Judith Balsor

MEMBERSHIP COMMITTEE

Diane Chisholm
Ian Burnett
Lesley Buchan
Heather Jones
Clara J. Rutherford

TRAVELLING ARCHIVIST COMMITTEE

Clara J. Rutherford
Donna McBee
Diane Chisholm

PUBLICATIONS COMMITTEE

Newsletter Editor: Lesley Buchan (August issue)
Publications Design and Layout: Blair Taylor

did on the first three issues. The editor position will be held on a rotating basis for the next year with Blair Taylor continuing to provide layout and design.

The *Newsletter* was created to facilitate communication among YCA members; however, the Board is disappointed with the lack of input from members. Feedback is needed from the membership as to whether or not the *Newsletter* is a useful communication tool. Do you like the present format and does it suit your needs? Do you find the articles and notices interesting and informative? Please contact the Publications Committee (*address on p.8*) to give us your input. Clara Rutherford will be the editor for the December issue and Donna McBee for the April issue.

Lesley Buchan
Editor, YCA Newsletter (August issue)

GRANT PROFILE: YUKON ARCHIVES

Lloy Billingham's manuscript conservation project at the Yukon Archives was made possible by financial assistance from the federal government through the National Archives of Canada and the Canadian Council of Archives with matching funds/supplies from the Yukon Archives.

In April of this year, I was faced with one of the most challenging projects I've yet had to face at the Archives. It involved what came to be known as...the Manuscript from Hell.

Accession #81/12, Manuscript 116 contains a notebook found in a cabin along the Chilkoot Trail and was donated to the Archives in 1981 by William Tinney. It is not known who wrote the notebook, but clearly legible on the badly deteriorated, front cover were the dates May 1, 1898 to Aug.6, 1898.

The notebook consisted of an unknown number of pages, many of which had been fused together into a solid mass - probably as a result of exposure to the elements. Most were discoloured, torn, very brittle and had suffered some loss of information. One saving grace was that the notations had been written in lead pencil - a relatively stable material compared to some of the other writing materials used 100 years ago. Recorded on each page were names of men and women who climbed the Chilkoot Pass, what they carried (i.e. stoves, food stuffs, lumber, tobacco, etc.) as well as the number of pounds of laden.

EDITOR'S NOTES

Ian Burnett resigned as Editor of the *YCA Newsletter* at the June AGM. Many thanks go to Ian for the fine work he

To start treatment of the notebook, a *condition report* outlining the state of the piece was written up and *before treatment* photographs were taken of the front cover and one of the inside pages. Only one inside page was photographed since it was representative of all other pages contained.

My first task was to separate the fused pages, so for 2 days, one page after another was carefully plied from the next using a fine microspatula. Some 30 pages in all were separated. In some instances, the paper was so dry and brittle that it cracked and flaked as it was being handled.

After separation, it could be seen that the notebook contained a total of 79 pages. Luckily, the top of each page had been dated, so it was easy to establish the order of the pages. However the challenge came in fitting together the myriad of loose pieces which covered 2 eight-foot counters and my four-foot by eight-foot work table. It was like a great jigsaw puzzle had taken over the Conservation Lab.

Pieces were tried (and tried again!), fitted and held in place with tiny "sutures" of archivally-acceptable, pressure-sensitive tape. Repair with oriental tissue and wheat starch paste (which would normally be used in a case like this) was not practical because:

- a) tears were so extensive
- b) repairs would obscure valuable information found on both sides of each page
- c) time constraints would not allow for conventional repairs to be done

With this in mind, it was decided that the pages would only be stabilized and then housed in protective mylar sleeves.

In the end, there were pieces that could not be fitted anywhere and these were placed in a folder and stored with the completed notebook. One inside page and the cover had *after treatment* photographs taken. Each page was then sandwiched in a protective Mylar (stable plastic) sleeve, was photocopied (so that copies could be retrieved, rather than the original) and the sleeves were placed in order in a 3-ring binder.

It is estimated that approximately 75% of the original information on each page is now legible and pages can be examined and handled without further damage occurring.

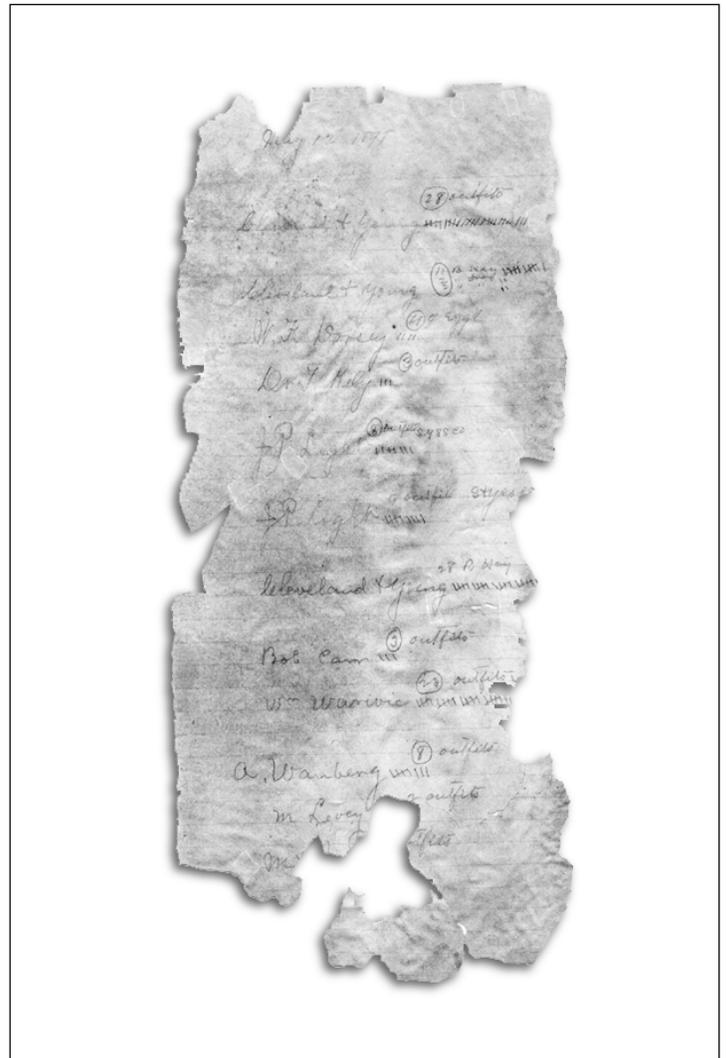
In the 3-month period that I worked on this project at the Archives, the Manuscript from Hell was treated, along with

two other collections:

- 3 diaries written by Mrs. Fanny Partridge of Ben-My-Cree, 1902 and
- a collection of letters, legal documents, receipts and Christmas cards belonging to George Black

The latter were treated using conventional methods.

Lloy Billingham
Yukon Archives



A page (May 12, 1897) from the diary after conservation treatment. Yukon Archives, William Tinney Collection, 81/12, MSS 116.

REFERENCE, ACCESS AND COPYRIGHT WORKSHOP

With support of Yukon Council of Archives through the NAC and CCA Professional Development and Training Program and the Yukon Archives, I was able to attend the *Reference, Access and Copyright* workshop put on by the Alberta Society of Archives in (snowy) Calgary, April 28 and 29, 1995.

The workshop was co-facilitated by Sandra Kiemele (Reference) from the City of Calgary Archives and Elizabeth Denham (Access and Copyright). Participants represented a variety of institutions from throughout southern Alberta.

Day 1 focussed on Reference Services, beginning with a discussion on what "reference" is and the importance of developing consistent policies and procedures as the framework for offering sound reference services. This evoked lively discussion concerning the challenge of maintaining control in light of advancing technologies that require, at minimum, revisions to established policies. Scanners, advanced (and portable!) photocopiers and the like, are becoming more and more common to researchers using archives.

The Reference Interview was presented and participants had the good fortune of taking part in role playing to have individual techniques critiqued. Of great value were the insights shared in dealing with the Media at the time of the Reference Interview and developing the skill to diffuse the tendency of some researchers to "pick the Archivists' brain" instead of consulting the records. This lead easily into a brief discussion on the records themselves, emphasizing the tools necessary to facilitate the task of finding records in the archives.

The remainder of Day 1 was spent on designing a functional and user friendly Reference Room. Given the list of desirable attributes to accomplish this, it quickly became apparent that in these times of increasing "cut backs" the ideal Reference Room is not often a reality. However as I listened to other participants voice their concerns about their institutions' facilities it became clear that the Yukon Archives is one of the few establishments operating out of an excellent building.

The day came to a close with another spirited discussion around the issues and problems that arise in "managing your researchers". Many "what do you do when...?" questions were dealt with by way of a sharing of experiences. This provided a sense of reassurance that none of us is operating

in isolation; our concerns were often reflected in someone else's experience.

Saturday's session began with a very detailed look at the *Freedom of Information and Protection of Privacy Act* (FIPP) soon to be proclaimed in the province of Alberta. It was explained that FIPP's evolution is based upon a growth in the public sector coupled with advances in public education and technology which gives rise to an increasing need for accountability and a means to deal with new issues of security and protection. FIPP closely parallels Bill 77 *Access to Information and Protection of Privacy Act* recently passed in the Yukon Legislative Assembly, making this part of the workshop of particular interest.

The facilitator took great care to give life to this piece of legislation with an exercise which allowed the participants to consider real case scenarios and how they might fit into the new Act. This also served to demonstrate the implications of FIPP (or ATI) on Archives where custody of records shifts to an active role in the continuity in the management of records. Many archival decisions will be affected by the contents of FIPP (or ATI) once it becomes legislation.

Copyright was similarly covered by a close look at the *Copyright Act* and its many and varied implications for archives. As expected, a number of questions were brought forth and problem-solving discussions became the format for dealing with copyright issues encountered with archival media. Unfortunately time ran out before this topic could be exhausted and all involved felt that Copyright should be dealt with on its own in a two-day workshop.

This workshop was well planned with the material being presented in such a fashion that it allowed for active participation and provided inspiration to further explore the three topics. The handouts I received are available in the Yukon Council of Archives professional collection.

Heather Jones
Yukon Archives



PEOPLE AND PLACES

JOANNE MEEHAN, Curator/Director of the MacBride Museum and past President of the YCA, is leaving Whitehorse in early September and moving to Estancia, New Mexico with her fiance Patrick. She was with MacBride Museum for 9 ½ years and was a founding member of YCA. Joanne will be greatly missed by all her friends in Yukon's historical and archival community and we wish her well with her new endeavours. At the June AGM, Joanne was presented with a special bottle of champagne as a small memento of YCA's appreciation.



Joanne Meehan at a YCA board meeting, 1994.

CLIFFORD "TIP" EVANS started as the new Curator/Director of the MacBride Museum on August 22. Tip has an undergraduate degree from Memorial University of Newfoundland and a masters degree in Museums Studies from London University College. Tip comes to Whitehorse from Grand Falls-Windsor where he was curator at the Mary March Regional Museum (a branch of The Newfoundland Provincial Museum) for seven years. Active in the heritage community, he was recently Vice-President of the Museum Association of Newfoundland and Labrador (MANL). Tip has two children who will be future visitors to Yukon. Tip will begin his involvement with YCA by sitting on the Grants Committee.

BLAIR TAYLOR was appointed to the position of Government Records Archivist at the Yukon Archives after acting in the position for over a year. Blair recently was married in Haines, Alaska to Lisa Gough.

IAN BURNETT (Vice-President of YCA) was recently appointed to the position of Manager of Communications and Administration at Information Services Branch in YTG's Department of Government Services.

DONNA McBEE has been appointed Acting Head of the DIAND Yukon Region Library in Whitehorse. The appointment is in effect until July 1996 when Brenda Oziejewicz will return to the position after a year's leave of absence.

MEMBERSHIP PROFILE: JODY COX

In the fall of 1993, the YCA opened the membership to individual members. In November of that year, Jody Cox joined the Yukon Council of Archives. In 1991, Jody participated in her first YCA photographs workshop as an employee of the Kluane First Nation. The training was timely for her since she was working with photographs in Burwash Landing. She was collecting photographs from some of the Elders and having them copied for a collection documenting some of the people and places in the area. Another workshop that Jody attended discussed storage and handling procedures. Again, this course fit well into her work at the time since she was working on oral histories with KFN. The community had many recordings of Elders dating back to the 1970s that had never been translated or transcribed. With the help of Burwash resident, Billy Joe, Jody was able to transcribe the recordings in English and create a compilation of about 15 recordings of stories and songs.

During the past couple of years, Jody has worked on various contracts for the Yukon Archives and other organizations. She has participated in several of the courses organized by YCA, including a RAD workshop and a conservation workshop. This year she prepared a finding aid for a collection deposited in the Archives by Parks Canada containing material about the DEW Line Station at Komakuk Beach on the Arctic Coast. Currently, she is appraising a photograph collection and preparing another finding aid for the Yukon Archives, and will soon begin a documentation project for Parks Canada about the Kluane National Park Reserve.



RUPERT'S LAND COLLOQUIUM 1996 CALL FOR PROPOSALS

Rupert's Land was the name applied to a vast area of Canada granted to the Hudson's Bay Company by King Charles II of England in 1670, and later sold to Canada by the HBC in 1870. It included the whole Hudson's Bay drainage system, which today is part of northern Quebec and Ontario, all of Manitoba, and part of Alberta, Saskatchewan and NWT. The Yukon was never part of Rupert's Land but has long been associated with its people and events through oral traditions, family ties, fur trade, travel and other aspects of northern history.

Yukon – land of legendary storytellers – will host the 1996 Rupert's Land Colloquium in Whitehorse. The Rupert's Land Colloquium is a conference held every two years for people who are interested in the history and cultures of the area once known as Rupert's Land, especially the history of the fur trade and the people and places involved in it. In recognition of this unique opportunity to meet North of 60, the conference will explore oral traditions and their context in northern communities, past, present and future. As well, the program will include topics relating to Rupert's Land history, cultures and people, encompassing the full range of mythology, pre-contact, fur trade, exploration, travel, transportation, mining, political and other themes.

The Coordinating Committee invites proposals for papers and presentations (with slides, films, sound recordings, or other media), and suggestions for organized sessions. We anticipate that a number of First Nations will make presentations as well as researchers and community heritage groups.

The conference dates are May 31 (evening reception) to June 4. The annual conference of the Association of Canadian Archivists (May 29 - June 1) will precede and overlap the Colloquium, providing an opportunity for one day (June 1) of joint sessions of interest to archivists and Rupert's Land delegates. Papers and presentations proposed for this day will be reviewed jointly by the ACA Conference Program Committee and the Rupert's Land Coordinating Committee.

We are planning a number of lively social events (fiddle music, dancing, feasting and fun) under the Midnight Sun! Ideas, suggestions and proposals for this part of the conference are welcome too! Some ideas for excursions include trips to historic Fort Selkirk, Dawson City, Kluane, and Alaskan destinations.

Conference proposals should be addressed to :

Linda Johnson,
Rupert's Land Colloquium Coordinator,
Yukon Archives, Box 2703,
Whitehorse, Yukon,
Y1A 2C6
Fax: (403) 667-4253; email: ljohnson@gov.yk.ca

DEADLINE for proposal outlines (1 page maximum): *November 1, 1995.*

Phone: (403) 667-5309 for more information. Some travel assistance may be available to speakers, details TBA.

UPCOMING WORKSHOP

The Yukon Council of Archives will be holding a workshop on November 2-3 tentatively called *An Introduction to archival theory and practice for First Nations*. Richard Valpy, the Territorial Archivist of Northwest Territories, has agreed to teach it for us. Stay tuned for more details!

YUKON ARCHIVES PHOTOGRAPHIC REPRODUCTION SERVICES

The Yukon Archives is investigating raising its photo prices and expanding the range of photographic reproduction services offered. Input from earlier public meetings outlined a need for new services and suggested that current prices are too low.

ACA '96

The Local Arrangements Committee and the Program Committee have been established for the 1996 conference of the Association of Canadian Archivists (ACA), scheduled for May 29 to June 1 in Whitehorse. Both committees are working diligently to ensure an interesting and well-organized event. The theme of the Conference – “The Frontier” – provides an interesting context for exploring a number of the issues with which contemporary archives are currently concerned: the challenges posed to archival theory by emerging technologies and the communications revolution; the place of regional institutions in a global information economy, the interface between First Nations records and literate societies, and many more. A “Frontier” marks the

margin of developed territory, the furthest limits of knowledge; and the program for ACA '96 promises a number of intriguing explorations of this theme.

Further details on ACA '96 can be obtained by writing to the Yukon Council of Archives. Additional information will also appear in upcoming issues of the YCA Newsletter. *The Local Arrangements Committee is interested in hearing from any YCA members wishing to participate in organizing and running the event.* If you wish to volunteer please write to YCA or call Ian Burnett at 633-2082.

ARCHWORD

(Mostly prepared by Jerilee Pitzel.)

ACROSS

1. Descriptive guide prepared for researchers containing information about archival records (2 words).
6. Person who amasses, trades, and buys archival material.
7. Person who donates material to an Archives.
9. Dots, dashes, squiggles important to proper cataloguing.
11. Inter-staff circulating message (abbreviation).
14. Sequel to Diary A.
15. Technical classification term for films and videos: moving _____ .
16. Reverse-light image of a photo (abbreviation).
18. French for street.
20. Cardboard folder for papers.
21. Synonymous french and english titles (also, two lines which never meet).
23. Break time! Gourmet coffees and herbal _____ .
24. Photographic reel containing information in miniature.
26. Yukon Archives belongs to this YTG department.
2. Prospectors' diaries describe the search for this.
3. Year of creation of document.
4. Professional who's job function is often misunderstood; in fact, someone who is usually confused with an archaeologist. (Also, a shy, reserved person who turns into a party animal at national conferences).
5. Territorial government repository that stores Yukon's historical records.
6. The files of an association, society, or company are called _____ records.
8. Collection containing paper, photos, videos, maps : multiple _____ .
10. Not in the Yukon.
12. Person who repairs deteriorating records.
13. Shortened form of a long word.
17. Archival classification for image records: photos, drawings etc.
19. High security room in which archival material is stored. (Also, an Olympic jumping event: pole _____).
22. Paged through a finding aid.
25. Sound and Moving Image Records (abbreviation).

DOWN

1. Archival records organically created and/or accumulated and used by a particular individual, family or corporate body in the course of the creator's activities or functions. (Also, a term many die-hard archivists still use the word collection for).

Solutions: In the next issue of the newsletter!

YCA MEMBERSHIP 1995/96

Members as of September 8, 1995

Institutional members:	12
Individual members:	24
Total Membership	36

ARCHIVAL BOOKSHELF

Available through the Yukon Council of Archives:

Selecting and Appraising Archives and Manuscripts by F. Gerald Ham. Published by the Society of American Archivists, 1993. Cost \$42.00.

If you are interested in purchasing a copy this excellent manual, contact Lesley Buchan at (403) 667-8289.

SUBMISSIONS, COMMENTS

The YCA Newsletter is the official publication of the Yukon Council of Archives. The Publications Committee welcomes articles, project reports, and announcements for publication in upcoming issues. Articles printed in the YCA Newsletter do not necessarily reflect the views of the Yukon Council of Archives.

The YCA Newsletter is published three times per year: August 15, December 15, and April 15. Material for publication must be received at least one month prior to the date of issue; comments and questions are welcome at any time. Write or fax to:

Yukon Council of Archives
Publications Committee
Box 6053
Whitehorse, Yukon
Y1A 5L7
Fax: (403)-667-4253



Yukon Council of Archives 1995-96 Board. From left to right: Lesley Buchan, President; Donna McBee, Director; Clara Rutherford, Secretary/Treasurer; Fay Tangermann, Director; Heather Jones, Director; Judith Balsor, Director; and Ian Burnett, Vice-President. *YCA Photograph.*