

# YCA Newsletter

A Publication of the Yukon Council of Archives

Volume 10, Number 1

December 2004

## ARCHIVES CANADA 2004: *NOTHING IS AS CERTAIN AS CHANGE AND YUKON WOMEN AND CHILDREN*

The Yukon Council of Archives received \$61,200 through the Archives Canada program to develop two bilingual virtual exhibits: *Nothing is as Certain as Change* and *Yukon Women and Children*. Canadian Heritage through the Canadian Culture Online Program, which has supported the country's on-line archival network, Archives Canada, provided federal funding. These virtual exhibits are featured on the Archives Canada website, which is administered by the Canadian Council of Archives.

*Nothing is as Certain as Change* documents the pre-contact lives of Yukon First Nations, the changes incurred following contact and the means by which aboriginal people have adapted to non-aboriginal society while still preserving their own cultures and traditions. *Yukon Women and Children* portrays the experiences of women and children through the years. Both exhibits celebrate many outstanding individuals who have contributed to their communities and to Yukon history. In addition, each exhibit has a curriculum component for grades 4/5 and 10/11/12 and games for all ages.

Based on hard copy displays produced by the Yukon Archives several years ago, the exhibits were subsequently updated with input and archival material from the other partner institutions: Dawson City Museum, Kluane First Nation, MacBride Museum, Teslin Tlingit

Council and Tr'ondëk Hwëch'in First Nation. The original photographs include images from many wonderful collections: Pearl Keenan, George Johnston, David Hager, the Van Bibber Family and Gudrun Sparling to name only a few. Contemporary photographs from the museums' and First Nations' archival collections enliven the exhibit with colour and document contemporary Yukoners that are making history today.

(Continued on Page 3)



Tourism and Culture Minister Elaine Taylor speaking on the importance of the virtual exhibits at their public launch on September 16.

Photo by Ford Colyer.

## In this Issue:

Archives Canada 2004: <i>Nothing is as Certain as Change and Yukon Women and Children</i> .....	1
Yukon Council of Archives Executive 2003-2005 .....	2
The Virtual Display Experience .....	2
CCA Funding Programs: Evaluation and Advocacy 2004 .....	5
Library and Archives Canada Comes North .....	5
Kluane First Nation Archives 2004 .....	6
Archives Canada: The Morphing of CAIN .....	7
Post Conference Report: Preservation of Electronic Records: New Knowledge and Decision-making Symposium 2003 .....	8
Canadian Council of Archives 2004-2005 Funding .....	10
Oral History Workshop .....	11
Submissions, Comments .....	12

## YUKON COUNCIL OF ARCHIVES EXECUTIVE 2003-2005

### Officers

President: Heather LeDuc  
Vice President: Ford Colyer  
Secretary: Doug Rutherford  
Treasurer: Lesley Buchan

### Directors

Ford Colyer  
Donna McBee  
David Schlosser

### Grants Committee

Ian Burnett – Yukon Archives  
Patricia Cuning – MacBride Museum (Chair)  
Cheryl Thompson – Dawson City Museum  
Sue Parsons – Tr'ondëk Hwëch'in Han First Nation  
Heather LeDuc – Individual Member-at-Large

### Education Committee

Lesley Buchan  
Donna McBee  
Clara Rutherford

### Membership Committee

Lesley Buchan  
Clara Rutherford

### Publications Committee

Ford Colyer  
Heather LeDuc  
Clara Rutherford

### Newsletter Design and Layout

David Schlosser

### Webmaster

Blair Taylor

### Archival Advisor Liaison

Donna McBee

### Email Address

yukoncouncilofarchives@canada.com

### Website

www.whitehorse.microage.ca/yca/

## THE VIRTUAL DISPLAY EXPERIENCE

Building two website displays with hundreds of photos from dozens of sources is all about details. Lots of details! Based on two older Yukon Archives exhibits, many of the display's photographs had new location and print numbers. Some of them proved remarkably difficult to track down. Yukon Council of Archives partners, outside institutions, the Yukon Government's photography section and private individuals provided other images. We set up systems to track each photograph as it was digitized in two formats and then ensured that all necessary caption and credit information was included. There was lots of research, writing and editing, then more of the same as new photos were selected or substituted. There were many requests for images, identifications and permissions. And let's not even get into the mechanics of actual website construction.

Preparing the displays was also about teamwork, partnerships and help from many individuals. Yukon Archives staff and YCA partners such as the Dawson City Museum, Tr'ondëk Hwëch'in and MacBride Museum helped us highlight treasures from their collections. People were generous in sharing information and images from personal collections. It was all far more work than we had ever imagined, but very rewarding. We learned lots and best of all, unlike a book, we can update the site as additional photos are identified or new information becomes available.

**Helene Dobrowolsky, Midnight Arts**

**ARCHIVES CANADA 2004:**  
***NOTHING IS AS CERTAIN AS***  
***CHANGE AND YUKON WOMEN AND***  
***CHILDREN*** (Continued from Page 1)

The task of taking these exhibits and breathing new life into them fell to the creative team of Helene Dobrowsky and Rob Ingram of Midnight Arts and Patricia Halladay of Patricia Halladay Graphic Design with Debbie Gohl developing curriculum and Richard Lawrence providing his web wizardry. Helene, Rob and Pat did excellent work; it was wonderful to know the project was in such experienced, professional and creative hands. Debbie's curriculum material is also wonderful and we are especially proud to have an educational component to the display. David Porter, a veteran of Yukon Archives systems, provided additional "grunt" work, such as locating photos.

The YCA received substantial support from the Government of Yukon's Department of Tourism and Culture. There was significant interest in the project from many levels of the Department, including the Minister Elaine Taylor and Deputy Minister Sally Sheppard. Diane Nikituik of the Department of Tourism and Culture provided her communications expertise and the proofreading team included Rick Lemaire, Sally Sheppard and the unflappable Ian Burnett who seemed to be able to sniff out the most miniscule edits. Tourism and Culture's Paul McCann was eternally helpful and patient with his IT assistance.

We held a public launch for the exhibits on September 16, sponsored by the Yukon Archives and attended by Tourism and Culture Minister Elaine Taylor. It was also wonderful to see many of the individuals featured in the exhibits, including Percy Henry, Gail Lotenberg, Senator Ione Christensen and Peter and Riley Hildebrand, husband and son of the late Dereen Hildebrand.

When the Yukon Legislature opened this fall, Tourism and Culture Minister Elaine Taylor mentioned the exhibits. I also received a call from territorial Liberal Leader Pat Duncan who praised *Yukon Women and Children* and also mentioned it in the House. We are very happy with the excellent response we have received.

Finally, in these virtual exhibits we have created a glimpse or snapshot into the lives of Yukon aboriginal people and of women and children. I want to acknowledge that these of course are not definitive histories: there are still many stories to tell and many extraordinary individuals to recognize for their contributions to the Yukon's history. However, we will save those stories for future projects.

**Heather LeDuc, President**



Riley Hildebrand trying out one of the new virtual exhibits at the public launch on September 16. Tourism and Culture Minister Elaine Taylor is standing in the background.

Photo by Ford Colver.

## CCA FUNDING PROGRAMS: EVALUATION AND ADVOCACY 2004

For archival institutions and councils across Canada, the past year has been one of unprecedented activity relating to advocacy and support for the national programs and the organization that has developed and administered those programs, the Canadian Council of Archives. The catalyst for this activity was an evaluation of the Library and Archives Canada's grants and contributions that fund the CCA programs. The evaluation is required by the Treasury Board, with the objective of ensuring that the programs are still of value to Canadians. In spite of the possibility that its programs could be cut all together as a result of the evaluation, the CCA considered the process an opportunity to consult with the Canadian archival community and assess the effectiveness of the programs. Evidence proving the significance of the programs to community archives was gathered through surveys, both written and verbal, that were developed by the federal government and, in a parallel process, by the CCA. Many Yukon institutions participated, providing evidence of the essential role the CCA and its programs have played in building archival programs in Yukon communities.

Another part of the evidence-gathering process was a call for expressions of interests from archival institutions. Yukon institutions demonstrated a need for continued funding by submitting over \$242,000 worth of potential projects for community programs.

The CCA also called for advocacy activities including letter-writing campaigns to government representatives responsible for heritage. In the Yukon, a letter written to the Honourable Elaine Taylor, Yukon Minister of Tourism and Culture, by Pauly Sias of Kluane First Nation prompted an effective response. Minister Taylor subsequently wrote to her federal counterpart, the Honourable Liza Frulla, supporting the CCA and its programs and later brought the issue into discussions at the Federal/Provincial/Territorial meeting of

Heritage Ministers in Halifax. Minister Taylor also made a motion in the Yukon legislature:

That this House urges the federal government to continue the Canadian Council of Archives financial assistance programs and Archives Canada programs, which are essential to the development of both large and small communities and First Nations archival institutions in the Yukon.

In September and October, Library and Archives Canada traveled to the provinces and territories, including the Yukon, as part of their consultations. *(See Lesley Buchan's report on Page 5.)*

All the hard work of the past year appears to be paying off. At the CCA General Assembly in Ottawa in November, Assistant Deputy Minister Andrée Delagrave of Library and Archives Canada reported that the LAC grants and contribution programs would be continued in all likelihood at the current funding level (1.7 million). There may be some changes in the programs in the years to come, but it is not known what sort of changes these may be. Some programs may be eliminated or modified, reporting structures may be slightly different...it is too early at this point to tell. One program that is indisputably important and supported by all parties is the Archives Advisor program.

It is likely that in the spring institutional members will be applying for CCA funding programs very similar to those we have now. That's the good news. The bad news is: there will not be anything near the amount of funding required to accommodate all the projects identified in the expressions of interest. However, the CCA has not stopped its efforts and in a recent meeting with Liza Frulla, CCA chair Fred Farrell and Executive Director Christina Nichols discussed the need for more funding for archival programs.

While we still have work to do, I would like to thank everyone that participated in the evaluation process and advocated for Yukon archival programs.

**Heather LeDuc, President**

## LIBRARY AND ARCHIVES CANADA COMES NORTH

On September 28, 2004, Library and Archives Canada held a consultation session in Whitehorse. LAC is an amalgamation of two institutions formerly known as the National Library of Canada and the National Archives of Canada. Ten people attended representing the following Yukon institutions or programs: Yukon Archives, MacBride Museum, Friends of Yukon Archives Society, Teslin Tlingit Council Archives, Kluane First Nation Archives, Tr'ondëk Hwëch'in Han Archives, Yukon Archival Advisor Program, Yukon Council of Archives and the Government of Yukon's Museums Unit. A representative of the Canadian Council of Archives was present and a policy officer from LAC conducted the consultation.

The morning's discussion focused on a consultation document entitled *Directions for*

*Library and Archives Canada*, which describes in broad strokes the approach LAC will follow in 'creating a new kind of knowledge institution'.

The afternoon session was more specific with the group commenting in detail on the issues surrounding a document on the renewal of LAC authority for a Grants and Contributions Program. CCA provides funding through LAC so this topic was of great interest to the group.

Three major issues emerged from the discussion. Participants commented on the vital importance CCA funding has had and still needs to have in the development of an archival network in the Yukon. These grants have provided a funding source to start archival programs and to carry out traditional archival activities such as arrangement, description and conservation. These matching grants have also engendered the development of archival programs in three First Nations and the TTC representative spoke to how important this



Library and Archives Canada consultation session participants. From left to right:

Standing: Drew Ball (Museums Unit), Clara Rutherford (Yukon Council of Archives), David Porter (Yukon Archival Advisor Program), Brenda Oziewicz (Teslin Tlingit Council Archives).

Sitting: Ian Burnett (Yukon Archives), Maryann McLean (Library and Archives Canada), Patricia Cuning (MacBride Museum), Ian Forsythe (Simon Fraser University Archives), Lesley Buchan (Yukon Council of Archives), Sue Parson (Tr'ondëk Hwëch'in Han Archives), Pauly Sias (Kluane First Nation Archives).

Photo by Ford Colyer.

connection to the past can be in an organization. Participants spoke to the need for funding programs to be flexible enough to be used for a variety of archival projects including the Yukon Archival Advisor Program and money for conservation. A need to achieve a balance between the priorities of the local community and federal policy was discussed in detail. The continuance of funding for the Yukon Archival Union List (YAUL) and Archives Canada was discussed as having fundamental importance to the Yukon.

The second major point agreed on was the important role CCA plays in the Canadian archival landscape. The structure of a national council with provincial and territorial (p/t) members was highlighted as a very good model and one that is efficient in ensuring that regional needs were understood and met. The role of these p/t councils in the adjudication process was discussed in detail and consensus was that it is a necessary component of effective, accountable grantsmanship. It is important to maintain the present decentralized adjudication process but participants felt that the application process should be simplified and streamlined.

Improved coordination, cooperation and communication emerged as the third major issue. Better marketing to promote Archives Canada and the national descriptions database (formerly known as CAIN) was highlighted as an integral part of a coordinated archival network. Yukon participants agreed on the need to build a promotional component into every archival project to ensure that Canadians are aware of the archival initiatives that have taken place.

The session ended with agreement that the grants and contributions funding was vital to the health of an archival system in Yukon. LAC was commended for sending a representative to Yukon in order to hear and appreciate our issues firsthand.

**Lesley Buchan, Treasurer**

## **KLUANE FIRST NATION ARCHIVES 2004**

It has been a year now since I was hired by Kluane First Nation as a Heritage Assistant. At this time last year, I received my first introduction to the world of archives. It was quite overwhelming to begin with but I have since become more comfortable. I first attended the Archives Society of Alberta Archives Institute held in Calgary, AB, May of 2003. This ten day intensive archival course was just that, intense. In the months to follow I attended many workshops regarding preservation, conservation, archival practices, Rules for Archival Description (RAD), audio visual preservation and the Archives Association of British Columbia Conference 2004 in Vancouver.

I would like to thank the Yukon Archives for so generously taking me in "under their wing" for a week in April. The time I spent at the Yukon Archives was very helpful and provided me with the opportunity to see archival records managed on a larger scale. All the staff were wonderful and took time out to help me along. I am in contact with the staff when I need advice or direction and I am sure over the months to follow that they will yet again be a helpful asset. Kluane First Nation has come a long way with its archival practices. Last summer I worked on the KFN cartographic collection. This year I will be working on the remainder of the textual records, developing a standard for records management, creating and revising policies and continue planning for a Cultural Center and Archives to be located in the community of Burwash Landing. The training opportunities provided by the Canadian Conservation Institute and other archival associations are of a great help. In addition, the Yukon Heritage Training Fund provided by Cultural Services Branch, Government of Yukon, has helped enable me to attend archival training in and outside Yukon. Thanks to everyone who has helped me on my way.

**Pauly Sias, Heritage Assistant, Kluane First Nation**

## ARCHIVES CANADA: THE MORPHING OF CAIN

For a few years, the Canadian Archival Information Network dominated the pages of the Yukon Council of Archives newsletter. For the first few years of the millennium, the Yukon received \$75,000 annually to produce fonds-level descriptions, to create on-line exhibits and to digitize collections, all to be mounted on CAIN and accessible to all Canadians. Fonds-level descriptions were the number one priority, and consequently Yukon archival institutions responded by focusing the funding on the production of descriptions. A number of contract archivists were put to work, and Lesley Buchan masterminded the management of the project.

For the 2003-04 fiscal year, rumblings were heard from Ottawa that CAIN funding might not be forthcoming. The money for CAIN came from a Heritage Canada funding initiative called Canadian Culture On-line Program. The funding was available to Canadian government agencies, in this case Libraries and Archives Canada, and subsequently filtered through to archival institutions through the Canadian Council of Archives. CAIN was always an awkward fit for the CCOP funding, and as the program's objectives became more and more aligned towards digitized content, interpretation of content and educational resources, CAIN's focus on description became more and more irrelevant.

As a result, Heritage Canada became more involved with the adjudication of the CAIN applications, and only projects that followed more precisely the CCOP criteria were considered. Descriptions were out, digital content with educational components were in. What this meant to the YCA application is that the bulk of it, which featured two inter-institutional virtual exhibits with curriculum content, was approved. The fonds-level description element of the application was not

considered as it did not conform to CCOP criteria. Consequently, the amended application included only the virtual exhibit project, project management, and a few thousand dollars for any fonds-level descriptions related to the virtual exhibit.

In addition, CAIN has been undergoing an identity change, with the term "Archives Canada" overtaking "CAIN". The reasoning behind this change was that "Archives Canada" has a greater significance and resonance than the previous acronym. (What exactly is an "archival information network"? It is meaningless to most Canadians.) In addition, Archives Canada works in both official languages, facilitating a bilingual identity for the network. In terms of staking out a presence on the web, [www.archivescanada.ca](http://www.archivescanada.ca) is a far better URL than [www.cain-rcia.ca](http://www.cain-rcia.ca).

However, we are not abandoning the foundations of CAIN, and descriptions are still considered the cornerstone of the Archives Canada site. The CCA is working on enhancing the network to include series-level descriptions and on improving search capabilities so that descriptions can be "Googled."

How Archives Canada will continue to be funded is uncertain. For the 2004-05 fiscal year, money was available through CCOP for digital content with interpretive and educational components. Applications were adjudicated on a national level rather than by territorial councils and the CCA and 20 virtual exhibits, including one Yukon display, are currently being developed.

**Heather LeDuc, President**

## POST CONFERENCE REPORT: PRESERVATION OF ELECTRONIC RECORDS: NEW KNOWLEDGE AND DECISION-MAKING SYMPOSIUM 2003

From September 15 to 18, 2003, I attended a symposium entitled *Preservation of Electronic Records: New Knowledge and Decision-making* in Ottawa. Held at the National Archives, hundreds of archivists, librarians, conservators, technical experts, museum and art gallery curators and others interested in the preservation of electronic records attended the symposium. Like all archival institutions, the Yukon Archives is currently engaged with the challenge of acquiring and preserving electronic records, including the archival records of the Government of Yukon, and making them accessible to the Yukon public. In addition, we are developing strategies for converting our current holdings, such as sound recordings, to digital formats. The symposium offered a tremendous variety of information, from the theoretical to the practical, that was extremely relevant and immediate to the challenge and opportunities electronic records and digital technologies present to all Government of Yukon agencies, and in particular the Yukon Archives.

The conference started from a theoretical perspective, featuring papers from Luciana Duranti and Terry Eastwood, former instructors of mine from the University of British Columbia School of Library, Archival and Information Studies. Both focused on the need to preserve the authenticity of records created in an electronic environment. An authentic record is one that it purports to be, i.e. it has not been altered or corrupted. Since electronic records are so easy to change and manipulate, it is necessary to ensure that measures are taken so that it can be proven that records are authentic and can be used as evidence. These papers were useful for understanding how to create, maintain and preserve authentic electronic records, which

is especially important for governments who must be able to provide authentic records as evidence of their actions. The Yukon Archives will need to be able to ensure that electronic records in its custody maintain their authenticity in the long-term. To first understand how authenticity is manifested in an electronic environment is essential to developing the policies and procedures required to preserve it.

One of the best and most clear papers to explain the abstract world of authenticity and electronic records came from Bruce Walton of the National Archives of Canada. Walton also gave very practical advice on how to preserve electronic records so that their authenticity remains intact. He discussed the options we currently have for preserving electronic records over time which are: preserving the old technologies (computers, operating systems and software that can read the records); emulation (write a software that “emulates” the obsolete software); migration to another format (e.g. migrating data to a new version of a software); standardize formats so that data is converted to a standard, non-proprietary format such as ASCII, TIFF and XML; and “Persistent Object Preservation” which is currently being explored by the United States but is far too complex and expensive for most institutions to consider at this point. I would highly recommend Walton’s article to anyone wanting an introduction into the complicated world of electronic record preservation. He uses simple language without “dumbing down” the text.

*Plus*, Walton told us what is going on at the National Archives, which is primarily standardizing formats to preserve text in an ASCII format, images as TIFF, and web documents in XML format. He also mentioned that this may not be the solution for all institutions, but it was very useful to know the national archival institution’s approach to e-records preservation. Walton’s paper will be useful as we investigate strategies for the preservation of records created by the Government of Yukon. For example, departments will likely prefer to migrate their

data as they upgrade software and operating systems, while the Yukon Archives may standardize the formats of government records once they have reached final disposition and are transferred from departments to the Archives for long-term access and preservation.

Susan Haigh, who discussed possible approaches to preserving websites, gave another excellent presentation from the National Archives. There are many issues complicating the process of "harvesting" websites, including copyright, technical inadequacies, shortage of resources and knowledgeable staff, and the lack of a legislative framework permitting the harvesting and acquisition of websites. The National Archives did initiate a pilot project in 2002-03 to harvest 20 websites drawn from government, commercial and cultural (literary figures) spheres. I found this session very informative, as websites are one of the best sources of information on the Yukon's government, First Nations, businesses, cultural organizations, etc. In the years to come, Yukon Archives will be exploring the acquisition of the Yukon's websites, and the pioneering efforts of institutions such as the National Archives will be indispensable as we develop a harvesting strategy for the Yukon.

The factor that made this symposium unique when compared to other e-records forums I have attended is the number of sessions devoted to the practical experience of institutions that have implemented digitizing programs. A very useful paper came from Norm Glowach, a sound engineer who works for the Northwest Territories Archives Technical Services. Glowach has implemented a computer-based system for converting the NWT's audio records to digital formats. They have even run a pilot project in Fort Rae to see if local people with little experience in using conversion technology could use a similar system in small communities. I thought that this approach might be applied to the Yukon, perhaps with the Yukon Archives partnering with the Canadian Conservation Institute, as the NWT Archives has, to provide Yukon communities with the

means of preserving their oral histories and other sound records in digital formats.

Drafts of all of the papers presented at the symposium were made available to participants on a CD. The symposium was an excellent opportunity to learn about the preservation of electronic records, from the underlying theory to the practical application of available technologies. With the acquisition of electronic records by the Yukon Archives being imminent, it was invaluable for me to hear what other institutions are doing to preserve text, images and sound in a digital environment.

Please contact me if you would like copies of any of the articles from the Symposium.

**Heather LeDuc, Yukon Archives**

---

**CANADIAN COUNCIL OF ARCHIVES 2004-2005 FUNDING**
**CONTROL OF HOLDINGS PROGRAM**

<b>Archives</b>	<b>Project Title</b>	<b>Funds</b>
Tr'ondëk Hwëch'in First Nation	Tr'ondëk Hwëch'in Heritage Office Photograph Collection Project	3,206.25
Kluane First Nation	Organization of Kluane First Nation Textual Records - Part 3	4,105.50
Champagne and Aishihik First Nation	Champagne and Aishihik First Nation Archives Project	4,105.50
Dawson City Museum & Historical Society	Photograph Backlog Description	3,192.00
MacBride Museum Archives	Arrangement and Description of Several MacBride Museum Photograph Collections	4,005.00

**CPCAR PRESERVATION MANAGEMENT**

<b>Archives</b>	<b>Project Title</b>	<b>Funds</b>
MacBride Museum Archives	Continued Re-formatting of Several MacBride Museum Photograph Collections	6,536.00
Yukon Archives	Yukon Archives Preservation Activities	8,854.00

**SPECIAL PROJECTS**

<b>Archives</b>	<b>Project Title</b>	<b>Funds</b>
Yukon Archives	Yukon Archives Advisor Program	6,000.00

## ORAL HISTORY WORKSHOP

With support from the Yukon Heritage Training Fund, the Yukon Council of Archives hosted an Oral History Workshop at Yukon Archives on June 23-24, 2004.

Well known Yukon author and researcher Helene Dobrowolsky facilitated the workshop. Over the past 20 years, Helene has managed several oral history projects, written two manuals and taught a number of workshops on the subject and, with AV Action, co-produced the video *Fort Selkirk: Voices of the Past* for the Fort Selkirk Management Group.

Topics covered in the workshop included organization of projects and setting goals, interview preparation, techniques, procedure and questions, managing recorded information including outlines and transcription, permission agreements and copyright considerations.

Helene started by describing oral tradition as stories usually passed down through generations by the repetition of the same words and phrases, indicating that the way the stories were told was important to their significance. In societies where current events were not written down, oral history was the means by which belief systems, cultural and socio-political development and family histories were preserved.

When undertaking oral history research, Helene advised that it is important to identify funding sources and equipment requirements, set research objectives and document project development and become proficient with recording equipment to avoid technical problems. She explained that advance research leads to an improved understanding of the historical and social context in which the interview subject lived. A review of previous oral history projects limits the likelihood of redundant avenues of inquiry.

Helene emphasized the importance of creating a relationship of trust between interviewer and interviewee. Practical tips on how to put people at ease included establishing beforehand the types of information sought, setting a realistic time limit for the recording session, taking breaks as necessary, having relatives or interpreters present and remembering to consider language, hearing or other challenges for the interviewee. She discussed the need to be specific and transparent about the intended use of both the sound recording and the information obtained and for acquiring signed permissions from interviewees for future use of the material. She also suggested providing visual clues such as photographs and artifacts to trigger memories and keep the interview on track.

Helene's common sense technique, developed through practice and hard work, made the process seem intuitive. However, when small working groups conducted a recording exercise, which was played afterwards in the workshop, it was obvious that it is easy to make the mistakes she identified. Most of the efforts illustrated at least one of Helene's "don'ts", amplifying her points about the need to be organized, to know how to use the equipment properly and to avoid the common pitfalls of ordinary conversational discourse.

Tim Kinvig, who showed examples of the evolution of sound recording in a display of audio equipment, provided technical support. He also discussed different microphones and their capabilities, sound levels, extraneous and ambient noise, tape storage care, the need to make working copies of recordings and analog versus digital formats.

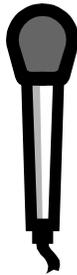
The material for the workshop was very well organized and helpful handouts included interview, equipment and preservation checklists, a template for permission agreements and a bibliography of resource material

available locally and on the Internet. Both Helene and Tim were very helpful and patient in answering a wide range of questions from the group, some of whom had previous recording experience and some beginners. Lively discussions arose from the material they presented, particularly regarding ownership of and implications for the future use of recorded material. The pressing need to record the voices of Yukon's elders inspired some participants to start planning oral history projects in their own communities.

The well-attended workshop had representatives of Yukon First Nations, Government of Yukon staff, heritage and advocacy organizations and independent consultants from a number of outlying communities including Haines Junction, Pelly Crossing, Burwash, Keno and Carmacks as well as Whitehorse. YCA provided lunch and snacks and the participants took advantage of the beautiful summer weather to enjoy the refreshments at the picnic table outside the Yukon Archives building.

Yukon Council of Archives is grateful to the Heritage Training Fund for supporting this worthwhile program. We would like to thank Helene and Tim for their thorough preparation and thoughtful delivery of this informative and very interesting session.

**Melanie Needham, Workshop Participant**



## 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 YCA Newsletter do not necessarily reflect the views of the Yukon Council of Archives. Previous copies are on the YCA website. The YCA Newsletter is published one to two times per year.

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:

Yukon Council of Archives  
 Publications Committee  
 Box 31089  
 Whitehorse, YT Y1A 5P7