

# St. Paul's Anglican Church Archival Description & Access Project

"Anyone who has explored the world of archives will know that it is a treasure house, one that is full of surprises, crossing paths, dead ends, painful reminders and unanswered questions."

Nelson Mandela

## WHAT DO WE HAVE IN THE COLLECTION?



St. Paul's Archives are a treasure trove of records reflecting the cultural, social, and commercial history and heritage of our community, including:

- Records that are pertinent to ongoing conversations about truth and reconciliation;
- Records that document how the church has supported the arts community over the years as a popular concert and recital venue;
- A large collection of parish newsletters that show how the church engaged with significant social issues such as war, economic uncertainty, challenges facing youth and young families, food insecurity, and housing;

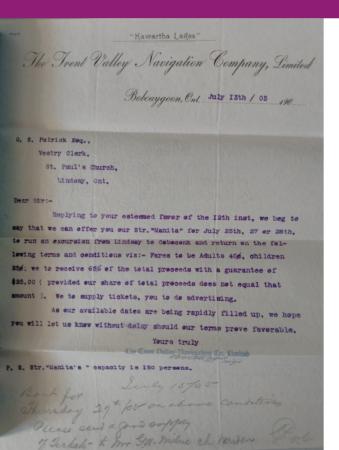
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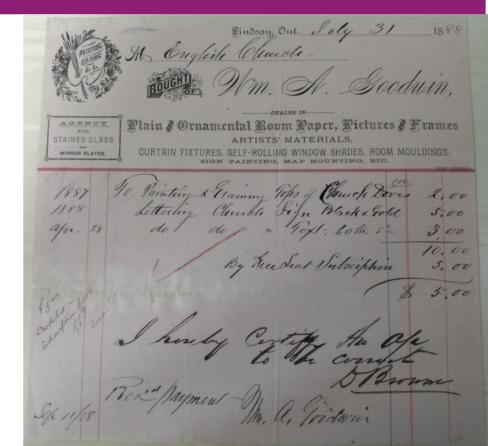
- Correspondence, minutes and reports, newspaper clippings, photographs, and film that show how the church has supported the community over the years; from contributions to the Ross Memorial Hospital to hosting scouting meetings, from providing meals to fairgoers at the Lindsay Exhibition to serving the lonely at Christmas Day supper.
- Records created by local businesses contracted to provide goods and services to St. Paul's over the past 140 years, as well as records created by well-known Canadian companies that in many cases no longer exist.

## SOME TREASURES FROM THE COLLECTION



**Left:** Correspondence from the Trent Valley Navigation Co., re: a boat charter, July 13, 1905

**Right:** Invoice from Wm. A. Goodwin, July 31, 1888.



# WHAT WE WERE FACED WITH



- More than 150 years' worth of records in varying states of condition
- Records crammed into filing cabinets sometimes with no discernible order
- A massive quantity of duplicate copies taking up space
- Inadequate storage options



# **FOLLOWING BEST PRACTICES**



Industry-standard archival supplies – document storage boxes, acid-free folders, and snake weights, among other things – are used in rehousing and accessioning the collection.

## WHERE WE ARE NOW



- More than 21 feet of records have been safely rehoused in accordance with best practices
- File-level descriptions and accession register enable ease of access in locating records
- Next steps: scanning and digitizing records in preparation for making them accessible to researchers and other parties