

District 26 Archives Collection Policy

April 2019

Mission

The mission of the District 26 Archives Committee is to collect and preserve works from District 26 and local A.A. groups; to provide access to saved works by researchers and our A.A. members; and to provide a basis for understanding A.A. principles, traditions, and changes within District 26.

Purpose

Consistent with A.A.'s primary purpose of staying sober and helping other alcoholics to achieve sobriety, the purpose of the archives collection policy is:

- To receive, classify, and index A.A. archival materials such as administrative records, correspondences, and literary works and artifacts of historical importance.
- To hold and preserve such material for current members and future generations.
- To provide access to archived materials to A.A. members while protecting individual privacy and anonymity.
- To serve as a resource and laboratory to stimulate and nourish learning.
- To provide information services to support District 26 and Area 30.
- To promote awareness, knowledge, and understanding of the origins and history of A.A.

Materials Collected

- Grapevine magazines
- District 26 approved motions
- Treasurer & Secretary reports
- Committee minutes
- Group histories
- District workshop flyers
- Books/Conference-approved literature
- Photographs & Pamphlets
- Meeting Lists & Directories
- Audio recordings
- News clippings/magazine articles
- Correspondences or other material with historical significance

Format

1. Paper (Treasurer reports, for 7 years)
2. Digital (Google Drive folder)

Methods of Submittal

- Donation/Gift pickup
- Email/electronic submission
- Physical delivery of materials

Materials to be Deleted or Removed

Duplicates/multiple copies

Outdated treasurer reports

Criteria used for decision to delete:

- Is it relevant to our fellowship?
- Is it unique or has historical significance?
- Is it of interest to future members?
- Is this property belonging to an A.A. group?

Loan Policy

The archive committee does not loan any of the material in its possession.