Archives Report

For November 9, 2016 Board Meeting

Submitted by Miranda Shake

Items from the June 2016 board meeting and conference planning items have been added to a box, marked for the archives, once this box is full and labeled it will be delivered to the University of Illinois Archives for storage.

In addition to those items Nina Pals recently renovated her library at Sarah Bush Lincoln Health Center and has donated several binders of East Central Illinois Consortium (ECIC) documents. I have yet to go through them or mark for the archives.

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Please submit any archival materials you might have to me. They can be hand delivered at a meeting or mailed to:

Lakeview College of Nursing

Library

903 N Logan Ave

Danville, IL 61832

Please Include: Do Not Include:

Bylaws Multiple Copies

Minutes Bills

Labeled photographs Checks or copies of checks

Newsletters Accounting Records

Meeting Places Correspondence related to

Policy/Procedure manuals program planning

Final Annual Membership Lists

Committee Reports

Historical Reports

Correspondence (not related to program planning)

Speeches

Presidential Papers

Illinois State Council Papers