

Archives Report
For September 8, 2023 Board Meeting
Submitted by Miranda Shake

No board action.

I have been collecting materials for a while now for our next haul to the U of I archives.



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:

Bylaws
Minutes
Labeled photographs
Newsletters
Meeting Places
Policy/Procedure manuals
Final Annual Membership Lists
Committee Reports
Historical Reports
Correspondence (not related to program planning)
Speeches
Presidential Papers
Illinois State Council Papers

Do Not Include:

Multiple Copies
Bills
Checks or copies of checks
Accounting Records
Correspondence related to
program planning