

Archives Report
June 4, 2024 Board Meeting
Submitted by Miranda Shake

No formal report at this time.



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