**ARCHIVES COMMITTEE MEETING MINUTES**

**January 1, 2020**

**7:00 p.m. – 8:00 p.m.**

**NEXT MEETING SCHEDULED: Wednesday, February 5, 2020 at 7:00 p.m. @ Central Office (7075 Mission Gorge Road, Suite B, San Diego, CA 92120)**

**In Attendance:**

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| * John B., Committee Chair
* Julie O., Acting Secretary
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**Introductions/Birthdays**

None

**General Discussion**

* Archived Area Materials: visiting storage and transitioning materials to SD Central Office
* Set-up visit to Area 9 Archives
* Retrieve Structure and Guidelines for Archives Committee

**ACTION(S):**

* John to speak with Mike re:
	+ Archivist term period
	+ Area archive materials
* John to attend January ACM to receive Structure and Guidelines
* Contact for Mitchell from Area 9 to schedule field trip.

**Spring Round-Up**

**Dates:** April 9-12, 2020

**Location:** Town & Country Hotel & Resort

* Coordinate set-up prior to event with Chair
* Possibly gather oral histories at Spring Round-up

**ACTION(S):**

* John to identify Spring Round-Up Chair and coordinate room setup.
* Discuss whether the committee would like to conduct Oral Histories in the Archives Room during event

**Archives Display Development**

* Tri-fold structure for tabletop use
* Additional displays that are event specific
* Display component ideas:
	+ 1st, 2nd and 3rd Edition Big Book Display
	+ AA San Diego Timeline
	+ Photo and history of first AA San Diego Meeting @ 3229 Adams Avenue on 11/7/1940
	+ Bill’s mom was a San Diego resident – historical information related to this
	+ Jim Burwell’s history in SD

**ACTION(S):**

* Share ideas with committee at next meeting and agree on main theme and components

Meeting closed at 7:50 p.m.