

Summary of Archives Inventories

Diocese of W. MA

1. Governing Bodies
 - a. **Journals of Convention**
 - i. Diocese of Massachusetts, 1784-1912
 - ii. Diocese of W. Massachusetts, 1901-2017
 - b. **Constitutions and Canons** (located), between 1902-1995
 - c. **Standing Committee Minutes**, 1901-2014
 - d. **Diocesan Council Minutes**, 1920-1922; 1938-1950; 1953-2017
 - i. **Bement/Waterfield Educ. Grants Committee**
 - e. **Episcopal Missions of W. MA (EMWM)** – 2010-2017
2. Official Acts of the Episcopate
 - a. **Bishop A. Vinton** – Baptisms, marriages, burials, ordinations, consecrations 1902-1910
 - b. **Bishop A. Vinton** – Confirmations 1902-1911
 - c. **Bishop Thomas Davies** – Diary/log, Letters Dimissory, Lay Readers Licensed, Clergy Licensed to Officiate, Notice Deposition received, Visitation dates, Postulants, Deacons Ordained, Priests Ordained, Clergy Received, Clergy Transferred, Churches Consecrated, Baptisms, Marriages, Burials 1911-1937
 - d. **Bishop William Lawrence** – Diary/log, Lay Readers licensed, Suspension from Ministry, Notice Deposition, Elections/Appointments, Consents Given, Visitation dates, Postulants, Deacons Ordained, Priests Ordained, Clergy Received, Clergy Transferred, Churches Consecrated, Baptisms, Marriages, Burials 1937-1952
 - e. **Bishop William Lawrence** – Diary/daily logs, 1947-1957
 - f. **Books listing official acts:** Application Admission as Postulant 1899-1952; Notification of Admission of Candidate, 1902-1961; Transfers from Diocese, 1902-1963; Transfers to Diocese 1902-1953; Letters Dimissory, 1902-1963; Deacons Licensed 1903-1910 and 1943-1962; Licensed to Officiate 1903-1963; Certificates of Election 1940-1956; Certificates of Dissolution 1903-1955
 - g. **Confirmations, by Town/Parish name** – 1902-1999
 - h. **Confirmations, by Town/Parish name** – 2000-2012
 - i. **Ordinations** – See Ordinations Journal (Bishop's office), kept in fireproof safe
3. Bishops' Papers
 - a. **Bishop Alexander Vinton, 1902-1911** – Five boxes containing: Book, Listing of his library. Booklet from his Consecration. Address given at Service for Arthur Lawrence, 1909. Boxes containing business correspondence from Letter Cases dated between 1902 and 1909. Alpha listing.
 - b. **Bishop Thomas F. Davies, 1911-1936** – 1 folder, miscellaneous letters and pamphlets, most concerning 'The Panama Conference' of 1915
 - c. **Bishop William A. Lawrence, 1937-1957**, 4 boxes: Some sermons; sermon materials, some handwritten; newspaper articles, Consecration booklet; various correspondence; 10th Anniversary of Consecration (booklet); scrapbook of Consecrations articles.
 - i. **Bishop William A. Lawrence**, 3 boxes; weekly typewritten newsletter, 'Bishop's Notes' 1944 to 1957
 - d. **Bishop Robert M. Hatch, 1957-1970**, continued Bp. Lawrence's 'Bishops Notes', one year only, 1958; Convention Addresses 1959-1968, two published articles from 1965 and 1966; letter/photo from Rev. Richard Ellis of Scarborough, Maine. Additional items include correspondence on gold Pectoral Cross

- presented to Bishop Hatch by Bishop W. A. Lawrence; Springfield Republican articles covering Bishop Hatch's installation
- e. **Bishop Alexander D. Stewart, 1970-1984 - 3 boxes**; selected sermons, meditations, addresses, and other writings; resume; Consecration booklet. Two letters from Bishop W. Appleton Lawrence. Scrapbook commemorating Bishop Stewart's Consecration and Installation, September 19, 1970. Also scrapbook commemorating the 10th Anniversary of the Bishop's Consecration, September 20, 1980. Third box added which contains information and correspondence related to the Companion Relationship with the Diocese of Mount Kilimanjaro.
 - f. **Bishop Andrew F. Wisemann, 1983-1992 – 1 box**, containing papers/documents related to the election and consecration of Bishop Wisemann; news clippings re: election and consecration; correspondence dated 1984-1986 between Bishop Wisemann and Diocesan Historiographer John Kazar regarding the establishment of a diocesan archives. Added: Books from Bishop Wisemann's library, selected for archiving by Bishop Gordon Scruton.
 - g. **Bishop Robert S. Denig, 1992-1995 – 1 Box**: Sermons, 1979-1994, by Liturgical Season. 1 Box: Miscellaneous, Diocesan Profile, Nominations, Search, Press, Certificate of Election, Ordination and Consecration packet/press; First Annual Address to Convention 1993
 - h. **Bishop Gordon P. Scruton, 1996-2012 – Materials from 1995 Search and Nominating Committees; Diocesan Profile; Special Convention / Election materials including Service Bulletin; Secretary's Certificate of Election and Testimonials, Consents of Standing Committee, Special Convention June 1996; Consecration: Committee notes, budget, Bishops' Consents to Ordination, Press Kit, sermon delivered by the Rev. George Cuncell, invitation and Consecration program. Service bulletin from Seating in the Cathedral. 2003: copies of correspondence and communications re: reaction to the Ordination and Consecration of the Rev. Gene Robinson as Bishop of New Hampshire; Bishop Scruton's *Letter to God's People in Western Massachusetts after General Convention 2003.*" Sermons: 2007-2009, 2011. **DIGITAL RECORDS: Sermons 1998 to 2010 (in process)****
 - i. **Bishop Douglas J. Fisher – 2012-Materials from 2012 Search, Diocesan Profile, Committee members, news articles, Special Convention workshop Booklets, Election documents, Election booklet, Testimonials, Pastoral Staff-Transitions, Ordination and Consecration booklet & sermon. Personal scrapbook collection by Bishop Fisher's Executive Assistant Cozette Haggerty, 2012 to 2016. **DIGITAL RECORDS: Bishop's Blog – 2012-2019****
4. Diocesan Officials
- a. **The Rev. Charles J. Sniffen**, Diocesan Missionary 1906-1910 and Diocesan Archdeacon 1911-1917. Twelve detailed books recording daily activities such as calls made, letters written, families visited, meetings and conferences attended, services performed, places he stayed; as well as baptisms, confirmations, marriage ceremonies and funeral services performed. Also two log books of Sponsor names (for Baptisms), and 15 log books of visits made throughout W. MA, mostly Berkshires (listing family names & members).
 - b. **The Rev. Canon W. David Crockett**, Assistant to the Bishop for Program, 1967-1985. Collection of eight scrapbooks put together by Canon Crockett while serving under Bishops Robert Hatch, Alexander Stewart, and Frederick

Wissemann. Scrapbooks contain various programs attended by Canon Crockett, letters, newspaper articles, writings, and a few photos. Fair condition.

- c. **Russell S. Davenport, Diocesan Chancellor from 1934 to 1973** – Biographical notes, bio from Amherst College, newspaper obituaries; recognition of service by Convention 1974. (1 folder)
- d. **The Rev. Canon Dr. Richard Simpson, Canon to the Ordinary (2013-); The Rev. Canon Pamela Mott (2013-); Canon for Mission Resources Steven P. Abdow (2008-): 21st Century Congregations, a monthly electronic publication, rotational monthly.**
- e. **Hamilton “Chip” Doherty, Diocesan Chancellor from 1980 to 2016** – Announcement of Chancellor Doherty’s retirement. (1 folder)
- f. **John D. Kazar, Diocesan Historiographer** – miscellaneous correspondence concerning attempts to establish a diocesan archival program
- g. **John D. Kendall, Consultant to Diocesan Archival Program** – miscellaneous correspondence, diagrams of basement/attic space, recommendations
- h. **The Rev. Canon Sarah Shofstall, Canon to the Ordinary (2001 to 2012)** – miscellaneous files on: Deployment, Women Clergy, Reconciliation Events 2004 and 2005; Mediation work.

5. Diocesan Missioners

a. **Communications Missioner**

i. Publications

- 1. *Pastoral Staff* – Catalogued: Loose copies, 1912-2012
- 2. *Ordinary Matters* - Diocesan news publication, December 1993 to December 2003
- 3. *E-Matters* (1st electronic newsletter), 2004 to 2008
- 4. *Abundant Times* – Replacement for Pastoral Staff, begin 2013

b. **Communications Missioner – Digital Records**

i. Publications

- 1. *E-Matters*, 2009 – 2012
- 2. *Mission Matters (EM renamed)* – 2013 to 2018

6. Diocesan Affiliations/Organizations

- a. **Women’s Auxiliary** – Four record books listing Constitution, Amendments, By-Laws and Meeting Minutes 1902 to 1931. Also Collection of Annual Reports (booklets) from 1902 to 1956.
- b. **Girls Friendly Society** – Book containing the earliest meeting minutes, from 1902 to 1914. Constitution and By-Laws; correspondence; folder from Sarah Morris (includes proposed by-laws)
- c. **Bucksteep Manor** – Large collection b/w photographs, mid-1950s; small booklet on Bucksteep history; large b/w photo dated 1912 of confirmation class, confirmed by Bishop Davies.
- d. **Ascension Farm** – nothing found to date
- e. **Bement Camp & Conference Center** – 2 boxes containing miscellaneous documents including: history of Bement, Bement 2000 plan; Kaleidoscope Assessment, Master Plan; 2008 fundraiser, website info and Summit; Discernment correspondence; Farewell Gathering 2009, financials, reports, board minutes

- f. **Lasell House** – Assorted papers, legal documents pertaining mostly to the sale of Lasell House (granted in 1952) to the Order of St. Anne in 1973. Not inventoried.
 - g. **Lenox School** – 1 b/w photo of acquired Schermerhorn Estate; 2-page paper titled *The Case For Lenox School* by Headmaster the Rev. Robert Curry
 - h. **Lawrence House** – All Saints' Church, South Hadley
 - i. **Anglican Diocese of Asante Mampong** – booklets on the Creation and inauguration of the Anglican Diocese of Asante Mampong by Archbishop Daniel Sarfo; booklet on the enthronement of Rt. Rev. Dr. Cyril Kobina Ben-Smith, November 30th, 2014
 - j. **Trustees for the Diocese (incorporated 1902)** – Miscellaneous correspondence, 1902-1917; found in 'Transfer' case similar to ones used by Bishop Alexander Vinton. This correspondence appears to have been collected by Henry H. Skinner, Treasurer for the Trustees for the Diocese.
 - k. **The Brotherhood of the Way of the Cross (later known as *The Fellowship of the Way of the Cross*)** – Three large boxes of historical records including constitution, meeting minutes, membership, correspondence, retreat information, beginning in 1882.
 - l. **Diocesan Altar Guild** – Annual Meeting Minutes; Newsletters, Treasurers Reports, correspondence
7. Diocesan Publications
- a. **Bishops' Publications:** Two books, one written by Bishop Thomas Davies; two by Bishop of MA William Lawrence, father of William Appleton Lawrence. Also a copy of an address given by Bishop William Lawrence, *Phillips Brooks: A Study*, on the 10th anniversary of the death of Phillips Brooks.
 - b. **Publications about/by the Diocese of W. MA:**
 - i. *The Diocese of W. MA 1901-1951*
 - ii. *Amiable Dwellings*, 1976
 - iii. *Amiable Dwellings, Revisited*, 1992
 - iv. *From the Blackstone to the Housatonic: A History of the Episcopal Diocese of Western Massachusetts – The 1st Hundred Years*, 2002
 - v. *Thus Out of Small Beginnings* (Hx of CCC), 1972
 - vi. *The Story of Gideon Bostwick*
 - vii. Publications by Canon W. David Crockett
 - viii. Miscellaneous Booklets printed by Liturgical Commission, DWMA, Council
 - ix. Manual for Clergy, Clerks and Treasurers of Parishes and Missions, printed by DWMA
 - x. Christ Church Cathedral, 1817-2017 (anniversary edition)
 - c. **Miscellaneous Booklets:**
 - i. *The Ordination of Terence J. Hurlbut and Beatrice Kayigwa to the Sacred Order of Deacons* – Saturday, November 16, 2013, Christ Church Cathedral, Springfield, Massachusetts
 - ii. *The 111th Convention of the Diocese of Western Massachusetts*, Saturday, October 20, 2012, Christ Church Cathedral, Springfield
 - iii. *The 112th Convention of the Diocese of Massachusetts, Holy Eucharist*, October 26, 2013, Chez Josef, Agawam

- iv. *A Vigil Eucharist For the Installation of the Presiding Bishop of the Episcopal Church*, Saturday, October 31, 2015; Union of Black Episcopalians, Washington, DC
 - v. *The Holy Eucharist, with the Installation of The Most Reverend Michael Bruce Curry, 27th Presiding Bishop of the Episcopal Church and Primate*; Sunday, November 1, 2015, Washington National Cathedral
8. Diocesan Histories
- a. *The Story of the Diocese of Connecticut*, Dr. Nelson Rollin Burr, author; Church Missions Publishing Co. (Hartford), 1962
 - b. *The Episcopal Diocese of Massachusetts 1784-1984*, M. J. Duffy, Ed., published by The Episcopal Diocese of Massachusetts 1984
 - c. *Twin Killings: The Decision to Divide the Episcopal Diocese of Massachusetts in 1901*, Thesis presented to the Office of Graduate Studies, University of Massachusetts, Boston by William J. Watts III, 1997
 - d. *1901-07 Journal of the Diocese of Western Mass./ Constitution & Canons*
 - e. *A Goodly Heritage: The Episcopal Church in Vermont*, Kenneth S. Rothwell.
9. Records of Parishes and Missions of the Diocese
- a. **Closed Parishes and Missions**
 - i. Belchertown – Trinity Mission – Copies of article from *Pastoral Staff*, 1912 & 1914; 1 Parish register, Belchertown from 1990-1997
 - ii. Blandford – St. Mark’s: typewritten and hand-written documents recording the historical events leading up to the procurement of land for a church, the employment of rectors, the establishment and demise of St. Mark’s; information from beginning in 1799 to close and sale in 1865.
 - iii. Cherry Valley (Leicester) – St. Thomas’ Church – 2 Church registers, Constitution, Men’s Club Record Book, Building Committee journal; Instrument of Donation/Consecration
 - iv. Chicopee – (Grace & St. Christopher’s merged 2017) Deeds, bylaws, vestry minutes, annual meeting minutes, miscellaneous historical documents
 - v. Dalton – Grace Church, closed 2016: Parish Registers, vestry minutes, annual meeting minutes
 - vi. East Deerfield – Mission of St. James’ Church, Greenfield
 - vii. Fiskdale – The Parish of Grace Church; constitution and legal papers
 - viii. Holyoke – St. Luke’s Mission – miscellaneous correspondence re: ecumenical efforts between St. Luke’s mission and the Baptist Church in Holyoke
 - ix. Housatonic – Correspondence from William Elwyn Torrey to Bishop Lawrence of MA, 1895
 - x. Ludlow – St. Andrew’s - Request for Consecration of building; news clippings; Anniversary pamphlets from 50th and 60th celebrations
 - xi. Montague – Trinity Church – Typewritten history of 1830-1833 by Rector Titus Strong
 - xii. New Boston (Sandisfield) – St. Andrew’s Church (1845 to ?) – Very short writing re: this parish
 - xiii. Orange – Trinity Mission – News clippings, Constitution & By-Laws, typewritten history by the Rev. Alfred Snively.

- xiv. Otis – St. Paul’s Chapel. Four boxes total: Four folders from previous ‘drop’ files; four old books including prayer book, book from Sunday school. One Record of Services book. One journal presented to Otis Episcopal Society by Lester Filley.
 - xv. Pittsfield – St. Martin’s, closed 2016; parish registers (7). Partial Vestry minutes and partial Annual Mtg Minutes.
 - xvi. South Barre – Christ Church, 2 parish registers
 - xvii. Springfield – St. Aidan’s – Order of Dedication; the Ordination of Howard Atwater Weaver. History of St. Aidan. Minutes of Special Meeting called on June 21, 1974, vote to tear down building, sell property, and combine assets with St. Luke’s, Springfield.
 - xviii. Springfield - St. Barnabas’ & All Saints, 1 register 1970-2015; some Vestry minutes
 - xix. Springfield – St. Luke’s, closed 2016: Parish registers; Vestry minutes, annual mtg notes, year-end financial reports
 - xx. Springfield – St. Simon’s the Cyrenian – 1 folder, miscellaneous historical documents and correspondence re: founding and history
 - xxi. Thorndike – St. Mary’s (closed 2014); 5 books, including 4 registers of church services and 1 Parish Register. 1 box Vestry and Annual Meeting Minutes, 1975 to 2014.
 - xxii. Van Deusenville – Trinity Church, village in Great Barrington. 1 folder of miscellaneous historical documents
 - xxiii. Washington, St. Andrew’s
 1. Register of Church Services, 1950 to 1961
 2. Request for Consecration of building
 3. Correspondence 1970’s re: disposition of building
 4. Copies of newsclippings re: struggle over disposition of building
 5. Large Register 1900-1961
 - xxiv. West Brookfield – Grace Church – Very brief typewritten Rector’s report by the Rev. J. A. Penniman
 - xxv. West Springfield – Good Shepherd – Vestry Minutes
 - xxvi. Whalom – Chapel of All Saints – Miscellaneous documents, copy By-Laws, Service for Consecration; listing of number of families; correspondence
 - xxvii. Winchendon, Emmanuel Church, 1901-1970
 1. Constitution of Emmanuel Mission
 2. Minutes of Annual, Vestry and Executive meetings 1901 to 1960
 3. Records of Church Services 1911 to 1970
 4. Record of Rectors, Communicants, Baptisms, Confirmation, Burials and Marriages 1934 to 1969
 5. Robert Boyer’s correspondence, 1956, with Winchendon
 - xxviii. Worcester, St. John’s, (closed 2009?) – Parish Registers 1984-1994 and 1994 to 2009; notebook of membership as of 2009 closing
 - xxix. Worcester – St. Sigfrid’s: short typewritten history by the Rev. Johan Hugo Klaren; 2 short pieces of correspondence, 1894
- b. **Microfilms of Registers & Minutes** – 4 Boxes: Inventory of microfilms from most parishes, collected around 1980; records containing Vestry Minutes, Annual Meeting minutes, Registers, some dating back to 1770, through 1960-1970s.

- Alpha by city/parish. Additional 3 boxes, marked Diazo are copies of microfilms that were sent to New England Archives Center, Holyoke, MA around 1980.
- c. **Parish Histories / Publications** – Collection of published parish histories prepared for anniversary celebrations
 - d. **Special Collections:**
 - i. **Gideon Bostwick**, Missionary to W. MA and Rector of St. James' Great Barrington, MA: Collection by Canon A. Pierce Middleton, Rector of St. James' Great Barrington and Historiographer, includes handwritten and typed notes, original photos printed in *The Story of Gideon Bostwick*, sermon given by Bishop Alexander D. Stewart at St. Luke's Lanesborough, and correspondence between Middleton & others in search of the Bostwick chalice and paten. Additional publication *Remarkable Records of Rev. Gideon Bostwick, 1770-1793*. Added to collection: *Jubilate: A history of the Zion Episcopal Church 1782-1982*; Excelsior Printing, North Adams, MA 1982, occasion of the Vermont church's bicentennial. This book is related to Gideon Bostwick's history, as he served there.
 - e. **Special Collections:**
 - i. **Clergy Serving Parishes** – Notebook of info gathered by Diocesan Staff Joyce Lewis: Listing of known rectors by parish, with dates served.
 - ii. **Legal File** – A.R. Green & Son v. The Wardens & Vestry of Grace Church Parish, Amherst
 - f. **Miscellaneous unpublished histories ('drop files' include drop file on Diocese)**
 - i. **Diocesan drop file – Diocesan Seal**
 - ii. **Diocesan drop file – First Bishop's house, 1154 Worthington Street**
 - iii. **Diocesan drop file – Chapel furniture from 1154 Worthington Street donated to Springfield Hospital Chapel**
 - g. **Special Item – Regional Summits, 2009, 211**
 - i. Berkshire Summit, May 2009
 - ii. North Worcester Summit, May 2009
 - iii. South Worcester Summit, March 2011
10. Papers, collections, publications of Clergy & Laity of the Diocese
- a. **The Rev. Charles Francis Whiston** (1900-1993?), former Rector of St. John's, Ashfield, MA, *Teach Us To Pray: A Study of Distinctively Christian Praying*, The Pilgrim Press, publ. (Boston) 1949 [Given by Bishop Gordon P. Scruton, 2012]
 - b. **The Rev. Keith Mason**, former Rector of St. Mark's, Leominster; *Search For Tomorrow: A True Story of Hope and Miracles*; Axiom Press (Mobile), publ., 2009 (Given by Bishop Gordon P. Scruton, 2012)
 - c. **Jane Grey Torrey** (1921-2012), Missionary to Korea and co-founder with her husband, the Rev. Archer Torrey, of Jesus Abbey, a Christian community in the Kangwon Providence, Korea. *At the Table in the Wilderness: The Story of Jesus Abbey*; self-published, Xlibris Corporation, 2005 [One autographed copy, given by Bishop Gordon P. Scruton]
 - d. **Mary Grothe** (?), "Anglican Beginnings in Western Massachusetts: Gideon Bostwick, Missionary to the Berkshires". Paper submitted in partial fulfillment of the requirements for her Master's degree at Virginia Theological Seminary, Mary 1984
 - e. **Eleanor T. M. Harvey**, wife of former St. Philip's, Easthampton Rector Benson Heale Harvey; unpublished (?) manuscript titled "Good Morning Sinyola," an

- account of Mrs. Harvey's days as a missionary in the Philippines during the 1930s. Donated by the Rt. Rev. Andrew Wissemann, 2013.
- f. **Jesse Zink**, Essay, "Changing World, Changing Church: Stephen Bayne and 'Mutual Responsibility and Interdependence,'" written while a student at Berkeley Divinity School, Yale, New Haven, 2010.
 - g. **The Rev. Philip H. Steinmetz**, *Have Another God Day*; ponderings, meditations.
11. Records of the Diocesan Treasurer/Administrator
 12. Architectural Records
 13. Audio-Visual Records
 - a. VHS tapes-Diocesan Convention tapes 1982-1998; Elections, Consecrations, Ordinations 1983-1996; miscellaneous videos
 - b. DVDs – St. Andrew's, Blackinton 100th'; St. John's, Athol; Ordination of Bishop Robert Denig, 1993
 - c. Photo Albums (not done yet)
 14. Other Histories/ Historical Publications
 - a. **Massachusetts History**
 - i. Phillips Brooks / Bishop of MA 1891-92, and author
 1. *Twenty Sermons*, Rev. Phillips Brooks, (Rector of Trinity Church Boston); E.P. Dutton & Co (NY), 1887
 2. *Lectures on Preaching (Delivered Before The Divinity School of Yale College In January and February 1977)*, Bishop Phillips Brooks, E. P. Dutton & Co. (NY), 1894
 3. *Seeking Life (And Other Sermons)*, Rt. Rev. Phillips Brooks, E. P. Dutton & Co. (NY), 1904
 4. *Sermon For the Church Year (Sermons For the Principal Festivals and Fasts of the Church Year)*; E.P. Dutton & Company (NY) 1895 (Note: This book was part of Bishop Alexander Vinton's library at one time; was donated to the Archives by Bishop Andrew Wissemann in 2013).
 - b. **Springfield History**
 - i. *Springfield: 375 Years / A Photo Retrospective of Greater Springfield*, Presented by *The Republican*; Pediment Publishing (Canada), 2011
 - ii. *Path of Fury (The June 1, 2011 Tornado Left a 39-Mile Trail of Devastation Through Western and Central Massachusetts)*, Presented by *The Republican*, Pediment Publishing (Canada), 2011
 - iii. *Sketches of a Church: A Brief History of The Diocese of Springfield, Massachusetts*, Father Bill Pomerleau, Editions du Signe (Strasbourg, France), 2001
 - iv. *Note: Springfield Chapel History (Chapel furniture donated to them) – see 9F 'Drop Files' under 'D' for Diocese*
 - c. **Diocesan History –**
 - i. Centennial Celebration, May 2002: One box containing correspondence from planning/discernment committee, parish discernment committee; history project & book; steering committee, Presiding Bishop's visit, Bishop and Spouses dinner; Commonwealth of MA House of Representatives resolution honoring DWMA; event posters, copies of *from the Blackstone to the Housatonic*, newsclippings, Pastoral Staff Centennial issue, photographs, VHS of Diocesan history
 15. Miscellaneous Archives

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FINDING AID, ALPHA:

Acts of the Episcopate	Section 2
Architectural Records	Not done yet
Audio-Visual Records	Section 13
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Yellow denotes Digital Archives, on Server, Shared Drive/Archives	