

**Poughkeepsie Branch, AAUW, Inc.**

Annual Report

Historian

June 2016

Decisions for retention have been based on guidelines suggested in the state manual for Historian. Basically, they are common sense guides. At present there is no specific local policy for retention of items for the archives beyond the responsibilities listed in policy manual. Are they of temporary/permanent value to the branch? Do they exist in another archive i.e. State or National files

I have visited the AAUW collection at Adriance to assess space consideration. Some boxes have very little in them. I would consider redistributing some material to make room for newer archives where possible. I have asked a current member to assist me in planning and carrying out such a move.

I continue to collect news, programs, photos etc. of Branch activities plus selected State items.

Margaret Nijhuis and I have discussed digital archiving. That, I think, is an ongoing discussion.

I have purchased three new archival storage boxes to accommodate material collected.

Respectfully,

Eileen M. Hayden  
Branch Historian