

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
COMMUNITY HERITAGE COMMISSION

DATE: 04 June 2015

FROM: REBECCA PASCH
CITY ARCHIVIST

FILE: 2410-20
*Reference: Community Heritage
Commission*

SUBJECT: CITY OF BURNABY ARCHIVES – UPDATE

For the information of the Chair and Members of the Community Heritage Commission, I provide below a brief update on work at the City Archives since our last meeting.

- The Community Heritage Commission's 'Website Upgrades and Book Digitization Pilot Project' and 'Archives Film Digitization Project' projects are at the final stage of completion and are scheduled to formally launch June 2015.
- As previously reported, the Office of the City Clerk is very fortunate to have sought and obtained the services of a former archivist with formal training in the description and execution of oral histories for the renewed Oral History Capital Project. All eleven interviews from the SFU/Centennial donation are now fully described. After obtaining approval from the Manager's Office to have her continue on, last month she began the research component for the Burnaby Mountain oral history project. We will keep you updated as she progresses and follows up on the recommendations put forward by the subcommittee.
- The File-pro Migration project is underway. This is a Capital Project, led by the IT department with the direct involvement of the Office of the City Clerk and City Archives. An auxiliary has been engaged to do the work of the project- essentially copying over all 13,00 Office of the City Clerk access copy versions of Council records from the File-pro system on www.burnaby.ca and moving them over to the newly updated Heritage Burnaby website for greater ease in access for both public and City staff.
- March 2015 broke the Archives previously held monthly record of 77 research requests (May 2012) with an unprecedented 92 research requests received and fulfilled.

- This month's Burnaby Art Gallery Offsite Exhibition 'People with Cameras' at Bob Prittie Library Branch was created in collaboration with the City of Burnaby Archives. The exhibition featured photographs from the Archives holdings and the Offsite Exhibition talk was presented by Archives and gallery staff on the afternoon of May 24.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Rebecca Pasch', with a stylized, flowing script.

Rebecca Pasch
City Archivist