

I was contacted by a prospective Historian/Librarian with the following questions regarding centralizing the BCSRDF documents that have been kept in different locations in BC.

These are his proposals:

- Scanning what documents you have and what paperwork the Secretary has and perhaps what the Treasurer has
- Putting them into a file system where they are available through the website for anyone to look at and data mine for past information and history.
- BCFeb purchase two external hard drives to be mirrored for the information. One for you (President) and one for back up to the Webmaster
- Uploading all this information to the Website
- Shredding all the old paper.

There are some questions and comments I have about the documents.

- Do you want photos and pictures scanned and added to the history files?
- What other files would you like to have saved into this database? I am thinking:
 - AGM and BOD Meetings
 - Correspondence?
 - Treasurers Reports?
 - Executive Reports?
 - Festival Reports and Post Festival evaluations?
 - And ?
- I would like to discuss the file format to use for the data. I am thinking of using a database to organize the information and need to know what program would be best
- I will have to discuss with Frank and Norm what the best way would be to upload this data and how to mirror the two hard drives and possibly talk to other software people.
- Did you think about a budget for archiving this information?