

PAST STILL PRESENT

CPPS Archives Bulletin Issue 14, October 2014

OCTOBER IS ARCHIVES MONTH

October is American Archives Month. Throughout the country archivists and their colleagues are showcasing their archives holdings in order to demonstrate to their publics the importance of archives. This newsletter pays tribute to our deceased and retired archivists and recounts a bit of the history of CPPS Archives and what the Archives contain.

Formerly the **SECRETARY GENERAL** kept the records and Sr. Dory Obermann still does this today, passing on to the Archives those documents which need to be retained.



Sr. Mary Therese Wolff

SISTER MARY THERESE WOLFF, 1967-1981. "Since 1967 Sister Mary Therese Wolff, as archivist, [had] been collecting, processing and preserving the records and historical manuscripts of our community. She... had the responsibility of preserving for future generations, the present and past expression of our particular charism and congregational endeavors, and more importantly, the record of our faith-commitment to Christ Jesus." [Sister Andrée Fries, *Walking Together* April 1981]

SISTER LOYOLA KOHNEN and **SISTER MARIE KLEINE** translated the *Diaries* and other writings from German to English.

SISTER VIRGINIA VOLKERDING was appointed archivist in 1981. •To learn as much of the community's history as possible Sister Virginia traveled to Europe to research their archives. She also collaborated with other Precious Blood communities, especially the Adorers of the Blood of Christ. •She created space for the archives in the area that had been the Motherhouse kitchen. The space once occupied by the large walk-in freezer and refrigerators served well to hold the documents in a climate-controlled environment. •Sister catalogued and codified the collection of documents according to standard archival principles—an immense task. •She also established the Heritage Room, and for •ten years published the *Archives Bulletin*. •She was one of the founders of the St. Louis Area Religious Archivists (SLARA) in 1986. •Sr. Virginia continued to assist Sr. Mary Joan until **2009** when the archives were moved to their present location.



Sr. Virginia Volkerding



Sr. Mary Joan Dyer

SISTER MARY JOAN DYER served as Archivist 2002 to the end of 2011. Sister Mary Joan had her initiation into archival work before she became the community archivist. •In 1985 she requested permission to organize Father Ermin's archives. She collected items and information from Sr. Alphonse Marie, Helen Walsh (Father Ermin's assistant), Sr. Beatrice Marie, and Kathy Bolduan who had written a thesis about Father Ermin and his work. Sr. Mary Joan and Sr. Virginia went to St. Meinrad's Archabbey and Notre Dame University where they were permitted to use their archives and to make copious notes.

•During Sister Mary Joan's ministry as Council Secretary, she and Sister Charlene Grieshaber, Secretary General, engaged a professional to prepare a customized Database for our community—an invaluable aid for the archivist and the Administration. Sr. Mary Joan has prepared many lists and finding aids for locating information and artifacts.

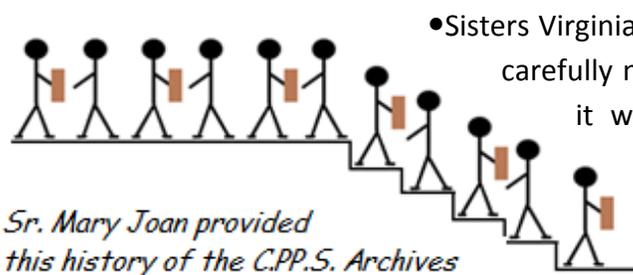
•To develop their expertise as archivist, both Sr. Virginia and Sr. Mary Joan attended several institutes—most notable, the *Modern Archives Institute* in Washington D.C. sponsored by the Society of American Archivists. They were active members of several professional organizations.



National Archives and Records Administration building, Washington, D.C. <http://www.archives.gov>

Sister Virginia and Sister Mary Joan worked on many projects together. •Perhaps the most significant was gathering the bibliographical material used by the group preparing for St. Mary's Institute to be included in the National Register of Historic Places in 2007.

As the transformation of the Motherhouse into Villa Theresa progressed, it fell to **Sr. Mary Joan** and **Sr. Virginia** to oversee the moving of the archives to their present locations.



•Sisters Virginia and Mary Joan prepared for this move by carefully numbering every box in the order in which it was to be shelved. Sisters remember the “bucket brigade” passing document box after box across the courtyard, down the steps, and into the room. The actual move occurred in 2009.



PRESENT LOCATION OF THE ARCHIVES

Our CPPS Archives are preserved in a climate controlled room located in the basement under the administration quarters. Remember the novitiate kitchen? Remember going to the basement to peel potatoes and fix grapefruit for feast days? That’s where the Archives are. The area is also called the “**Records Room.**”

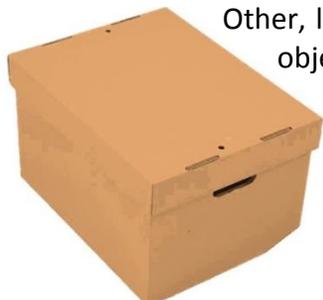
And the Records Room looks like this →
 These rolling shelves save space.
 Turn the handle to move them.



WHAT IS KEPT IN THE ARCHIVES

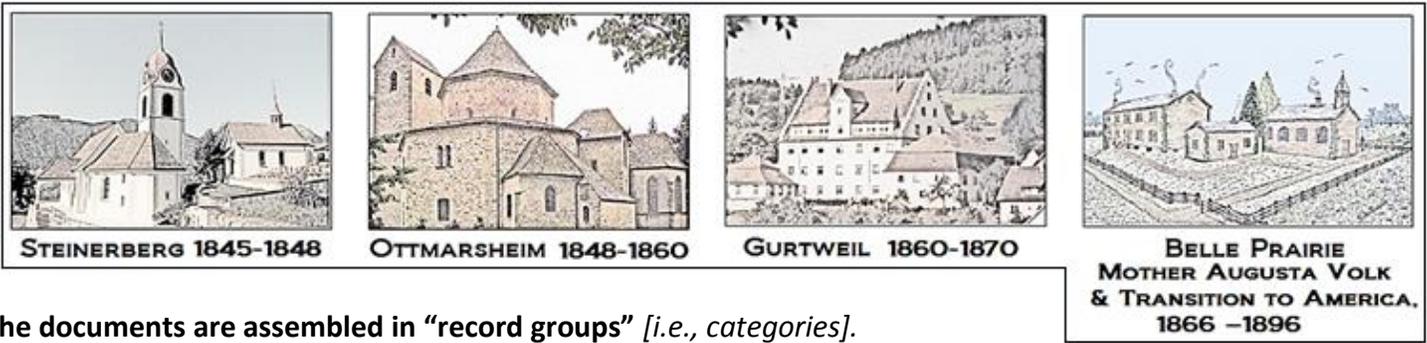
On the shelves are gray “document boxes” such as you see here—filled with documents, i.e., file folders. There are approximately 200 of these boxes.

Other, larger, **brown boxes contain Heritage items**, that is, artifacts—things, objects—that have significance for our community. There are 50 of these boxes plus larger items wrapped and stored on the shelves.



White boxes—117 of them— contain additional **materials** and **documents**.





The documents are assembled in “record groups” [i.e., categories].

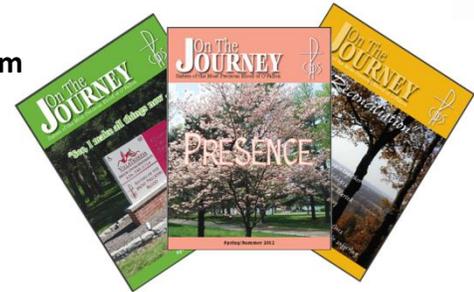
First in the records groups are the documents pertaining to our **HISTORICAL FOUNDATIONS** such as the Diaries, correspondence, the Rule, biographies, etc., in German and English.

Among the **treasures** here are the Steinerberg Rule; the original manuscript of the *History of the Sisters of the Perpetual Adoration of the Most Precious Blood in the Life, Sufferings and Death of Mother Mary Theresa Weber, Foundress and First Superioress*, by Father Claudius Perrot, OSB of Einsiedeln, 1853; much correspondence, including “ONE HUNDRED HISTORICAL LETTERS” in German Script, 1866-1896, together with Sr. Loyola Kohnen's handwritten translation and typed copies; and the Approbation for the Community at Steinerberg.



Another important record group is the material pertaining to the **ADMINISTRATIONS of our SUPERIORS GENERAL**, from Mother Armella Beutler to Sister Susan Borgel, **108 boxes** altogether. [Sr. Mary Whited's papers are now in the Administration offices. When Sr. Fran leaves office, her papers will stay and Sr. Mary's will go to the Records Room.] The Archives retains information from the **GENERAL CHAPTERS 1967-1985**. After 1985, the chapter material was included with the Superior General's files.

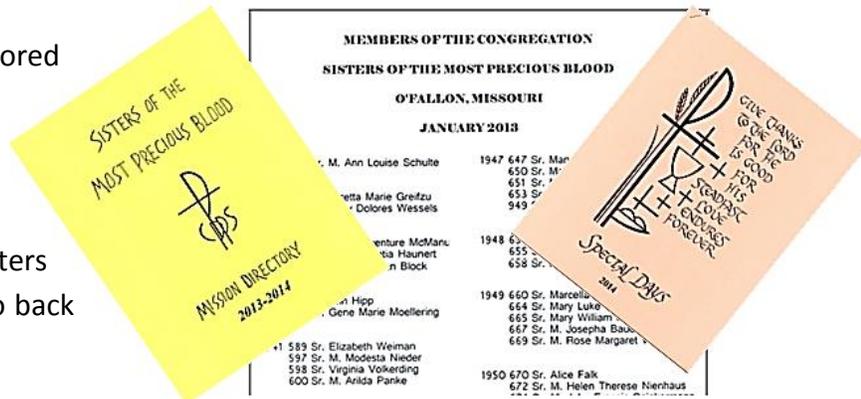
The Archives holds **COMMUNICATIONS** from **Leadership**, such as Superiors General's letters from 1931 to present, including all the *Leadership Updates*, and the various **newsletters**, e.g., *Walking Together*, *Connections* and *On the Journey*.



The files of all the **deceased sisters as well as the women who left the community** are stored in file drawers in the Records Room. These files contain documents such as birth, baptismal, death certificates; signed vow formulas; diplomas & transcripts; ministry/mission records; family database, and personal papers & photos.

In the **MEMBERSHIP AND PERSONNEL** boxes are stored the **Mission Directories** 1998 to present, **Membership Lists**, and **Special Days** [birthdays, baptismal days, namedays], **Jubilee Days**...

...and the **Necrology**, that is, all the memorial letters that have been written at a sister's death. These go back to 1933.



Other documents and items of importance cover a wide range of media. For example:

➤ **Writings** by and about the sisters [theses, dissertations, books, etc.]

➤ **Liturgical Heritage** 

➤ **Photos [historical and contemporary]**



➤ **Mission/ ministry data:** our sponsored institutions institutions [SEA, SMC, SMA, LV, SEADCC], parishes/ schools where we served and the ministries in which we have been engaged since 1968.

➤ **Ecclesiastical Art Department**



➤ **Partners**

➤ **Significant people** [Msgr. Martin B. Hellriegel, Dom Ermin Vitry, other chaplains, Richard Hilpert]



➤ **Media Collection**, i.e., non-print materials such as newspapers, audio & video cassettes, records, films, DVDs, CDs, and slides.

➤ **Deeds, blueprints, and maps**



➤ **Historic artifacts**



As of January 1, 2012, **SISTER BARBARA PAYNE** assumed responsibility for the Archives. Sr. Barbara also attended the Modern Archives Institute in Washington and other workshops and is active in professional organizations.



PRINCIPAL DUTIES OF THE C.PP.S. ARCHIVIST

-  **Maintains “records”**— that is, documents, papers, photos, sound and video recordings, etc. — vital to the community and to each sister.
-  **Collects, processes, and stores archival materials** according to approved archival practices.
-  **Researches historical information** for displays, newsletters, and requests.
-  **Answers requests for information.** Is there something you would like to know about the community or a school or a sister? Send a request for information to archives@cpps-ofallon.org
-  **Completes a sister’s folder when she dies**, and transfers it to the Records Room.
-  **Serves on the Heritage Committee** which is re-creating the heritage spaces with new displays.