

# MORAVIAN ARCHIVES

Annual Report to Bethlehem Area Moravians, Inc.  
for the year 2004.

On February 29 a farewell dinner was held for Br. Vernon Nelson, archivist for over 40 years, at College Hill Moravian Church. The next day, on March 1, I took over the responsibilities for the Moravian Archives, which both serves as the archives for the Northern Province and for the Bethlehem Area Moravians. I found that the holdings of the Moravian Archives are extremely rich and should be made more accessible.

During the past year simple but important improvements were made to the "infrastructure" of the Archives. The computer system was upgraded, a faster internet connection was installed and archival computer software was purchased. A computer network was installed so that the catalog database that is now created can be accessed from all stations. Every night security backups are made. Other helpful improvements to the working environment are the new photocopier and the phone cables that were put in place together with the computer network. Installation of a new phone system had to wait until January 2005 because of budgetary reasons. Until then we had to take turns when we wanted to make phone-calls...

A major improvement was made to one of the two vaults. Thanks to a generous donation of a former Board member, Carter Litchfield, and his wife, new shelving could be placed in the second vault. This new, movable shelving doubles the storage capacity of this vault. Thanks to the help of many volunteers from Bethlehem and Nazareth the contents of the second vault were packed in boxes and placed in the reading room during October. After the shelving was put in place in November, everything could be put back in its new place in December. When work was completed before Christmas, I realized that this is a major step in moving the Archives forward. The second vault is now the book vault and can hold our complete collection of books and still has enough capacity for the future. It is time now to consider installing movable shelving in the first vault too.

With all these necessary improvements made, work can start on the collections themselves. Important collections that were cataloged during 2004 are the Painting Collection and the Church Registers. An older finding aid for the Records of the Moravian Church on the Eastern West Indies was transferred into the new computer system. A beginning was made in entering the card catalog of the memoir collection in the computer and in indexing the church registers. Cataloging the holdings is now the greatest priority of the archives.

After the retirement of Dr. Lothar Madeheim (Dec. 31, 2003) and Rev. Vernon Nelson (February 29, 2004) the archives' staff consists of June Lacke (administrative assistant, part time) and Dr. Paul Peucker (archivist). Thanks to a greater commitment of BAM it will be possible to start the search for an assistant archivist in 2005.

At this point I would like to express my sincere thanks to the Bethlehem Area Moravians for their increased support in 2004. The Archives will continue to preserve the heritage of our Church and make it accessible for future generations so that they can share in the inspiring message Moravians have spread in the past and will continue to do so in the future.

Respectfully submitted,  
Paul Peucker, Archivist