

**37.--Archives and Archives Committee**

1. Synod shall provide a secure place of deposit for the archival records of the Diocese.
2. There shall be a committee of Synod known as “The Archives Committee” (hereinafter called the “Committee”).
3. Membership of the Committee shall consist of:
  - (a) the Principal and the Librarian of Huron College.
  - (b) seven additional persons, of which five shall be elected by Synod, and two appointed by the Bishop. They do not need to be members of Synod.
4. The persons elected and appointed shall serve for terms of three years each. Elected and appointed members of the Committee whose terms of office have expired shall be eligible for re-election or reappointment.
5. The purpose of the Committee shall be:
  - (a) to establish policies for a continuing program for the management of current records of the Synod, its officers, committees and Parishes in order to provide for the archival retention of those items of enduring research and historical value;
  - (b) to unify and develop the archival activities of the Anglican Church in the Diocese;
  - (c) to oversee the archival needs, both physical and operational, of the Diocese and to recommend such measures as may be deemed advisable to advance the preservation and use of the records of enduring value; and
  - (d) to prepare an annual budget for the Committee’s needs which shall be submitted to the Budget Sub-Committee of the Administration and Finance Committee for consideration for inclusion in the Diocesan budget.
6. There shall be an Archivist of the Diocese who shall be appointed by the Bishop following consultation with the Committee.
7. The Archivist shall advise the Committee on policies regarding access to archival records, accession of records, and shall be responsible for implementing such policies as are established by the Committee.