

ARCHIVES

Federation of Sisters of Saint Joseph
United States of America

April, 1978

Initial Survey of Archival Records

Name Sister Susan M. O'Connor, Archivist C.S.J. Congregation Carondelet, Albany

Address St. Joseph Provincial House, Watervliet Shaker Road
Latham, N.Y. 12110

Position in the Federation Provincial Archivist of Albany, N.Y. Province
Sisters of St. Joseph of Carondelet

Please describe the general contents and kind (correspondence, diary,
Minutes, photographs, tape recording, published material, etc.) of the records:

1. Published; Intercongregational Bulletin, Sisters of St. Joseph (See p. 64) ¹⁹⁶³

Letters: Circular from Carondelet Superiors General ref. to Federation

Photographs: Federation National Event at Buffalo, N.Y. negatives 15

Please give the inclusive dates of the records described above. ^{None in 1965} We lack 1962 Vol 15

1. Bulletin: 1/29/1958 - 1967, Vol. 1-9 (Legacy was vol. 3) ^{Dups. of others} from 1961 on

Initial Survey of Records, contd.

Please list the subject categories of the records described above. A listing of the file folder labels might suffice.

<u>Social Justice Committee</u>	<u>% Sister Alethea Connolly</u>
<u>National Events</u>	<u>% Provincial Secretary</u>
<u>Leadership mailing, etc.</u>	<u>" "</u>
<u>Other Josephite Congregations</u>	<u></u>
<u>Material turned in by research team member(s)</u>	<u></u>

This is probably material you have directly from the original source.

Sister Mary Seraphine Meaney said that she contacted the Generalate secretary in St. Louis for any material that may be available from her term.

Please indicate the total volume of these records, using the following criteria as guide:

Records Center Carton	15x12x10	1.0	cubic feet
File Drawer, letter size	26x12x10	1.8	cubic feet
File Drawer, legal size	26x15x10	2.25	cubic feet
12 inches of 3 x 5 card file		.10	cubic feet
12 inches of 5 x 8 card file		.25	cubic feet

Total not more than 1 cubic foot of materials

If the records of your office or committee are not now in your keeping, please tell their present location and other details about them.

Signature Sister Susan O'Connor Date June 8, 1978

Please return this Survey to: Sister Margaret Quinn
Saint Joseph Convent
Brentwood, New York 11717