

St. Joseph Convent  
Brentwood, N.Y. 11717  
June 26, 1978

Sister Margaret Berry  
St. Joseph Convent  
Baden, Pennsylvania 15005

Dear Sister,

Thank you for sending the check for my expenses and for giving me the dates of the Federation's fiscal year. This information will be helpful to me in preparing a budget.

Today I received the Initial Survey of Archival Records which you returned and which gives a summary of your congregation's archival holdings. Actually, the purpose of the Survey was to locate the correspondence, reports, Minutes and other papers relating to the history of the Federation. For this reason, it had been sent to all officers of the Federation and Chairpersons of the Committees. In their responses, Sisters Mary de Pazzi, Jane Aucoin and A. Catherine Murphy, former Secretary-Treasurers, wrote that their papers were passed on to their successors in that office. It would seem then that your files would contain a complete account of the meetings and finances of the Federation. It would be very helpful if you would be willing to describe the records of the Federation on the enclosed Survey.

The next step in the process will be the collection of the papers of past years and then processing them here in Brentwood. In the future, I expect to collect the records in an on-going fashion. Thank you for your cooperation with these efforts to establish the Archives of the Federation.

Sincerely yours,

Sister Margaret Quinn