

ARCHIVES

Federation of Sisters of Saint Joseph  
United States of America

April, 1978

Initial Survey of Archival Records

Name Sister Anne Regina O'Leary Congregation Wheeling

Address P.O. Box 230 Division of Wheeling-Charleston  
Wheeling, West Virginia 26003

Position in the Federation

Served as President of the Federation  
1972-1976

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

Dear Sister Margaret,

My files were given to  
Sister Dorothy Lynch when she  
became President of the Federation

I have no other material

I'm so glad you are working  
on this. It is so important!

Best wishes to you!

Please give the inclusive dates of the records described above.

Sister Anne Regina O'Leary

Initial Survey of Records, contd.

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


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


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 Anne Regina O'Leary Date April 27, 1978

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