



**What would C.A. be like  
if there were no Archives?**



# The Importance of the C.A. Archives

**mnemnocide:** *ne-MO-side — the deliberate destruction of records and documents — the destruction of memory.*

*The destruction of archives and records is a destruction of the unseen, not of flesh and blood but that of the soul of a people. – Patricia Sleeman  
“Cultural Genocide”*



# **The Importance of the C.A. Archives**

The Archives of Cocaine Anonymous holds valuable documentation about our actions and accomplishments.

The C.A. Archives are intrinsic to our collective memory which establishes and maintains our group identity as a Cocaine Anonymous fellowship.



# **The C.A. Archive Committee**

**Succession Planning: A Vision For You**



# **Building a C.A. Archive Committee**

## **RECRUIT, EDUCATE, ACTIVATE**



# THE ARCHIVE COMMITTEE

**Tradition Nine:** C.A., as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.

**An Archive Committee ought to be comprised of:**

1. ARCHIVE CHAIR – Elected by the District or Area Service Committee
2. ARCHIVE VICE-CHAIR – Elected by the Archive Committee
  - a. Ideally, this position is groomed for the Archive Chair's position when they rotate out.
3. ARCHIVE SECRETARY – Elected by the Archive Committee
4. COMMITTEE MEMBERS – C.A. Members who wish to participate in a C.A. Service Committee.
5. ARCHIVIST – Elected or Appointed by the Archive Committee or by the District or Area Service Committee.



# THE ROLE OF AN ARCHIVE COMMITTEE

- To Liaise with the fellowship
  - Establish working relationships with the District or Area Committee Chairs and Secretaries
- To make the Archive Accessible to the fellowship
  - History of C.A. Firsts
  - C.A. Virtual Museum
  - C.A. Documents Library
- Rotating Positions
- Be C.A. Elders Statespersons
- The Archive Committee ought to maintain final responsibility and authority for the uses of the archives, as well as all other matters of policy, through its group conscience.



# THE ROLE OF THE ARCHIVIST

## Who Should Be Selected for the role of Archivist?

A C.A. Member WHO IS TO SERVE as a focal person for the collection/repository. Responsible for collecting, preserving, and cataloguing the Archival collection.

From shared experience we know that it takes a considerable amount of time to become familiar with a collection of historical information. **Therefore, it is not recommended that the archivist rotate frequently.\*** (A.A. Archives Workbook, 2001)

\*Note: In compliance with Tradition Eight, the A.A. Archives at the G.S.O. is under the direction of a professional archivist. – (The A.A. Service Manual 2014-2015 Edition p. S80)

**Tradition Eight:** Cocaine Anonymous should remain forever nonprofessional, but our service centres may employ special workers.

- Be a C.A. Elder Statesperson
- Liaises with the Archive Committee
- Collects, Preserves and Catalogues the collection.
- Be a Guardian of the Repository
- Be a Voting Member of the Archive Committee





# RECRUITING AN ARCHIVE COMMITTEE

- Seek out previous and current District and Area Service Committee Chairs & Secretaries
  - They understand the value and importance of minutes, documents, records and they have C.A. Committee experience
- Attract potential committee members at Area Events with Archival Displays. Generate a “buzz” about C.A.’s history.
- Give Archive Reports & Updates at your District & Area Service Committee Meetings.



# EDUCATING YOUR ARCHIVE COMMITTEE

- Guidelines & Manuals
  - [https://ca.org/content/uploads/2015/07/CA\\_Archiving\\_Guidelines\\_Areas\\_Districts.pdf](https://ca.org/content/uploads/2015/07/CA_Archiving_Guidelines_Areas_Districts.pdf)
- Online Tutorials
  - <https://museum.ca.org/tutorials/>
- Presentations on C.A. History
  - <https://ca.org/content/uploads/2020/04/CA-History-of-Firsts-1982-2019.pdf>
  - <https://ca.org/content/uploads/2015/07/CAWS-WHY-ARCHIVE.pdf>
- Meet regularly as an Archive Committee for camaraderie and support.



# ACTIVATING AN ARCHIVE COMMITTEE

- **Put your Committee to work:**
  - Conduct Audio interviews with inception members.
  - Implement a Group Outreach program
    - encourage groups to create an inception banner or table-cloth
    - Interview inception members
    - Publish their Group history:
      - <https://socaarchives.org/the-soca-archives-project/soca-group-history-form/>
  - Publish a history of your C.A. District or Area to the Virtual Museum/
    - <https://museum.ca.org/category/ca-areas/canada/southern-ontario-area/>
  - Host Archive events, breakfasts, fundraisers, displays at Conventions, Roundups, Unity Events, etc.
  - Reach out the C.A. Members for donations to the archives.



“How dark it is before the dawn!”

Contribute to the CAWSO  
FREEDOM FUND  
Help shine the light across the world  
<https://ca.org/contributions/>



<https://ca.org/contributions/>



# Bibliography

Cocaine Anonymous World Services Archiving Guidelines for C.A. Areas and Districts (2016)

Archives Workbook Copyright © 2001 by Alcoholics Anonymous World Services, Inc. Grand Central Station, Box 459, New York, NY 10163

Sleeman, Patricia (2006) "Cultural Genocide," Holland, A.C. and Manning, Kate, Editors. Archives and Archivists. pp. 187 – 199.



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