



**LIVING SKIES
REGIONAL COUNCIL**
The United Church of Canada



The Archives is Looking for a New Location!

The Archives is in urgent need of a new home! As many of you know, the Living Skies Regional Council Archives has been housed at the Provincial Archives of Saskatchewan for many years. However, the provincial government has ended this agreement, and we must move our records by March 2025.

The Archives is looking to partner with a United Church within the province of Saskatchewan to house archival shelving, approximately 300 linear metres of records (and growing!), and an office for our part-time staff.

The Community of Faith would receive a dependable, long-term, and largely quiet tenant.

The Archives would receive a large, secure, and accessible space for storage of boxes, and permanent workspace for the archivist and occasional archives visitor. The Archives has a list of needs and wants, which are listed on the following page.

Does your Community of Faith mostly meet these needs? Would you be interested in starting a conversation and seeing if we may be a good fit for each other? If so, the Archives would be delighted to hear from you!

If your Community of Faith is interested in participating in an initial conversation or has any questions then please reach out to the archives staff at livingskiesarchives@united-church.ca If interested, please send an **Expression of Interest by September 30th, 2024**. If you require more time, please send an email noting your interest with more details to follow.

The Expression of Interest should include: your assessment of your strengths and weaknesses vis a vis the Archives' list of needs and wants; the dimensions of the potential space (including square footage and max/ min length, width, and height); a description of the space and photographs; information about the contact person(s); and anything else you'd like to share. It is unlikely that any one building will meet every need/ want that the Archives has, so please reach out if interested, even if you're not a "perfect" match.

Blessings,

Leanne Templeton & Erin Acland

Acting Archivists, Living Skies Regional Council

LIVING SKIES REGIONAL COUNCIL

60A Athabasca St. E. Moose Jaw, Saskatchewan S6H 0L2 306-704-0181

<https://livingskiesrc.ca> livingskies@united-church.ca



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	YES/ NO/ UNKNOWN/ OTHER	NOTES
ARCHIVES: NEEDS AND WANTS		
Min. 700 square feet (may be divided into more than one space)?		
Average ceiling heights of 8.5 feet or higher?		
Floor Loads that can withstand literal tonnes (ex. 900 kg/m2 for static shelving)?		
Are water, steam, or other pipes running through potential space?		
Is there a history of flooding? Water damage? What has been done to mitigate the risk?		
Is the potential space near bathrooms?		
Where in the Church building is the space located?	N/A	
Is the floor space even? Sloped? Uneven?		
Does it have power outlets? Does WiFi reach the area?		
Does the potential space have windows?		
Generally, for the building as a whole, is there a history of vandalism? Theft? Arson?		
Does the potential space have sprinklers/ fire suppression equipment?		
Is there a pest management program for the building? Is there a history of mice and other pests?		
Is the temperature/ humidity consistent in the potential space?		
Is the temperature/ humidity controllable in the potential space?		
Is there a security system that covers the potential space?		
Is there someone in the building every day? Could someone do brief walkthroughs of the space most days?		
Is it feasible to host the Archives for at least 10 to 20 years? (Knowing that none of us can predict the future!)		
Where in Saskatchewan are you located?		
Does the potential space have a door? With a lock? Could it be made secure with some renovations?		
Does your potential space require minimal or extensive renovation before it would be useable?		
Is there an elevator?		
Is there a temporary workspace that could be occasionally used by archival researchers?		
Is there a permanent office space that could be leased by archives staff?		
Is there interest in hosting the Archives?		
Is there interest in hosting archival volunteers/ activities?		

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