



DIOCESE OF SACRAMENTO

Office of the Archivist

2110 Broadway • Sacramento, CA 95818-2541 • (916) 733-0299

To: **PASTORS and DIOCESAN STAFF**
From: Philip DeLeon: Diocesan Archivist
Re: Digitized Parish Records
Date: **Monday, May 15, 2017**

Many of you are aware of the monumental task championed by Fr. John Boll to digitize the parish records this past year. By now, the imaging contractor should have returned all of the church records to each respective parish. Subsequently, each parish should have received 2 flash drives that contain all the digitized images taken for each respective parish.

In early April, I asked the contractor to provide to the Office of the Archivist a tracking document for the flash drives that were mailed out. Tracking information was to include when each envelope (containing the flash drives) was mailed, received, and who signed for the package for each parish. To date, I am still waiting to receive that tracking document.

Some parishes have reported that they have not yet received their flash drives. If you have not received your flash drives, please send me an email (preferred) or call my office and let me know as soon as possible.

I am only in the office on Wednesdays from 9am – 2pm. So, if you have any questions or you need to get a hold of me, the best way would probably be to send me an email at Philip.DeLeon@scd.org. Naturally, you may also call my office phone at (916) 733-0299.