

## **ADMINISTRATOR FOR PROPERTY AND ARCHIVIST**

In 2013, I oversaw the return of the St. Andrew's, New Kensington, building; oversaw the making of agreements for rental use by various groups at ten church buildings, three rectories and the clergy house; and continued removing all items of value from the property at the former site of St. Christopher's in Warrendale (including selling of items not needed for the future). I also have continued removing for safe storage those items of value at all of the sites without Episcopal congregations. I also filed successful tax appeals on two properties and helped a parish with another. There were also construction and maintenance projects at several buildings, including roofing and chimney work, air-conditioner repairs, and construction of a new classroom space for a renter at St. David's in Peters Township.

The archives has struggled with the help of a Pitt Library Science intern, Meg McAvoy, to continue processing records and artifacts from closed buildings; handle a variety of research requests; and develop a set of web pages for the archives. The Commission on Archives and History has worked with me to develop policies for loans and for display of online records.

Joan R. Gundersen