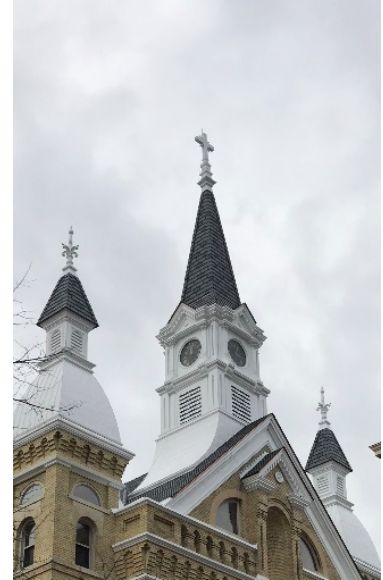


The Heritage and Research Center at Saint Mary's
An Archive Collaborative of Women Religious and Their Sponsored Ministries

December 10, 2019

HARC, Good news at Saint Mary's!
Sisters of the Holy Cross
Our Lady of Victory Missionary Sisters
Sisters of Charity of the Blessed Virgin Mary
Sisters of the Living Word
Sisters of the Most Precious Blood
Servants of Mary
Poor Handmaids of Jesus Christ
Saint Mary's College, Notre Dame, IN



Corporation being formed

Sister Suzanne Brennan, CSC and a committee have drafted articles of incorporation with bylaws for the Heritage and Research Center at Saint Mary's. Sister Mary Jo Nelson, OLVM facilitated the October 29, 2019 Planning Day at Saint Mary's, Notre Dame, Indiana, for those ready to form "An Archive Collaborative of Women Religious and Their Sponsored Ministries." Sisters Suzanne and Catherine Osimo will present the draft of the 501 (c) (3) to their General Leadership Team on December 17, 2019 and later have the other partners in the archive collaborative, listed above, review the document of the public benefit Corporation. An executive board and committees will provide structure and continuity for the Heritage and Resource Center at Saint Mary's. Establishing a foundation will assure that the Roman Catholic corporation's purpose and mission will be perpetual.

The 501 (c) (3) allows the archive collaborative of several congregations and Saint Mary's College to begin establishing a financial base to support its initial planning, operations, staffing and development. The archive collaborative partners will soon determine the financial arrangements and entrance fee to become part of the Heritage and Research Center at Saint Mary's. Applications for grants will also be necessary. It is likely that other congregations of women religious will want to join the collaborative later. Policies and procedures will help assess criteria and readiness for acquisitions and transfer of archives and/or artifacts.

Sisters of the Holy Cross sponsoring initiative at Saint Mary's

The Sisters of the Holy Cross will be the sponsoring institution (Member). Holy Cross owns Center Building and land on its motherhouse grounds and has been working with an architectural firm that drew up preliminary plans for a heritage center in collaboration with Saint Mary's College. Saint Mary's College is a premiere college for women founded by the Congregation of the Sisters of the Holy Cross. The site of its present campus dates to 1855 and is across the highway from the University of Notre Dame, founded by the Congregation of Holy Cross. Saint Mary's is the motherhouse and international headquarters of the Sisters of the Holy Cross located at the west end of the campus. The College is located south and east on the same campus. Saint Mary's College is sponsored by the Sisters. The South Bend or Michiana area is located near major travel routes, attracting visitors to the University of Notre Dame, Chicago, Indianapolis, Detroit and other destinations in the Midwest.

Archive repository being designed

Center Building, owned by the Sisters of the Holy Cross, had been assessed as the site for a new archive and heritage center. The early 1900 building's roof was recently replaced. Center Building's historic bell now rings regularly using an electronic system. New clocks in the tower completed the restoration, made possible by donors. The interior of Center Building will be gutted and each of the four floors will be reinforced with steel to support the requirements of an archival repository. The HVAC system, technology and infrastructure will be that of a 21st-century archive. An exhibit or display area on the first floor is being designed for visual and interactive story telling. Such an approach not only preserves written and digital records for research but honors the rich history of women religious and their sponsored ministries to inspire the public.

An architectural committee includes some of the archive collaborative partners and will meet at Saint Mary's on December 13, 2019 to re-visit the original plans drawn up by Design Collaborative, a firm in Fort Wayne, Indiana. An archive survey of Saint Mary's College and interested congregations was conducted by Mr. Monte Abbott for the April 11, 2019 Next Step Meeting at Saint Mary's. The survey indicated that more space will be required to include the archives of the partners of the collaborative. Saint Mary's College has offered for consideration a large storage area in the basement of a building it owns, Regina Hall South. Regina Hall is in walking distance of the Center Building and is a large brick and concrete residential building for students built in the early 1960's.

Visit to Bishop of Diocese of Fort Wayne-South Bend imminent

Sisters M. Veronique (Wiedower), CSC and Mary Jo Nelson, OLVM will visit Bishop Kevin C. Rhoades in January 2020 to share with him the formation of the archive collaborative and the drafting of the Articles of Incorporation and Bylaws for the Heritage and Research Center at

Saint Mary's. The 501 (c) (3) was mentioned at the first gathering of 52 attendees from 27 congregations of women religious who met at Saint Mary's, Notre Dame, Indiana on April 27,

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2018 for "A Day of Dreaming." Saint Mary's College sent a representative. The Sisters of the Holy Cross sponsored the gathering to determine interest in forming an archive collaborative. Almost all the partners have been working on this project since then and followed up to form a Next Step Committee and then a Steering Committee. Finally, the Day of Dreaming is coming to fruition.

Read key summary of Article II-- Purposes, Powers, and Mission: See below excerpts from the Bylaws and Articles of Incorporation. Are you ready to participate as a partner in this endeavor? What financial resources can you contribute to the forming of the Corporation so that the Day of Dreaming can become a reality?

Bylaws of The Heritage and Research Center at Saint Mary's, Inc.
An Archive Collaborative of Women Religious and Their Sponsored Ministries

ARTICLE II PURPOSES AND POWERS

Section 2.3. Purposes and Powers

The Corporation is organized as a nonprofit corporation pursuant to the terms of the Act for the exclusive purpose of engaging in charitable, benevolent, eleemosynary, educational and scientific activities and purposes, all in furtherance of the mission of the Roman Catholic Church. In particular, and without limitation on the exercise of lawful purposes and powers, the Corporation is organized for the purposes of soliciting and receiving gifts, grants, bequests, contributions and other financial aid from the general public and other sources, including lawful grants or distributions from foundations, and shall have authority to accumulate, distribute and administer such funds and property in accordance with the discretion for the purposes

1. To establish an archive center for long-term preservation of the rich history of women religious and their sponsored ministries through partnership and collaboration of congregations of women religious and Saint Mary's College;
2. To tell inspirational stories of women reaching out globally to the poor and vulnerable and shaping education, healthcare, and pastoral services. The center includes primary source material in the archive collections that ground the heritage exhibits and programs;

3. To make accessible the proactive, relevant and robust holdings for the support of academic scholarship and research that honor the past and engage in the future by providing models of innovation, community development, management and leadership;

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4. To influence women to become voices of change in the global effort to provide sustainable human development services; and
5. To provide assistance to meet the current and capital needs of any qualified, tax-exempt organization under Section 501 (c) (3) of the Internal Revenue Code of 1986 and a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue Law).

Section 2. 4. Mission

The mission of the Heritage and Research Center at Saint Mary's is to preserve and honor the rich history of women religious and their sponsored ministries through partnership and collaboration of Congregations of women religious and Saint Mary's College.

Financial Considerations and Entrance Fee

Formation of the Corporation by registering as a nonprofit organization will help in applying for planning grants. Eventually other grants are possible.

The Sisters of the Holy Cross could still own Center Building and land but lease for 100 years for a dollar to the Corporation. The architects initially estimated the cost of gutting and renovation of Center Building at \$6 to 6.5 million. It is likely that costs could go as high as \$10 million with furnishings, archival shelving, etc. of the interior. Four years is projected from start time to move in.

The committee has projected a budget for three years as part of the 501 (c) (3) paperwork. The budget would cover initial operations and staffing but is only an estimate.

The Sisters of the Holy Cross is now handling legal fees and registration in the Catholic Directory. The Sisters of the Holy Cross could arrange for payroll services and billing for utilities, housekeeping, and maintenance to be paid by the Corporation, Heritage and Research Center at Saint Mary's. An ongoing fee structure would have to be worked out, apart from the original entrance fee or "buy in" to get the collaborative off the ground.

The Sisters of the Holy Cross and two or three congregations or entities could contribute a sizable amount to the initial cost of renovating Center Building. The entry fee could help pay off

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expenses to complete the renovation and furnishing of the interior. The project must be sustainable long-term. Hence the need for a foundation.

Next Step Agenda

Sister Ginger Downey will set up a time and date for a Zoom videoconference with those who represent the partners: Judith Fean, Jennifer Head; Sister Margaret Ann Hennis, PHJC; Rebekah McFarland; Sister Catherine Osimo, CSC; Sister Suzanne Brennan, CSC; Sister Barbara Payne, CPPS; and Sister Theresa Sandok. Other persons could participate if helpful.

Sisters Ginger and Suzanne will co-chair the videoconference.

Sister Catherine Osimo will act as secretary.

The agenda will be to:

- a) Review together the 501 (c) (3). Members will receive a copy of the document after review by the General Leadership Team of the Sisters of the Holy Cross. The most pertinent part of the document has been excerpted above.
- b) Suggest how the entrance fee could be determined and what amount.
- c) Report on estimated initial financial contribution level of each Congregation or institution.

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Partners listed on next page

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