

2011.15

## **Albany, New York Collection**

### **Physical Description:**

87.8 linear feet, including

Documents

Photographs, Negatives

Bound volumes

Published reports, directories, theses, dissertations

Sound recordings, VHS Tapes

### **Dates:**

1863-2006

### **Restrictions:**

Some files subject to restriction, including the subseries "A100 Former Members and some material from the series "A400 Leadership." Consult Mercy Heritage Center Archivists for more information.

### **Provenance:**

This collection was transferred to the Mercy Heritage Center, Belmont, North Carolina, in November 2011 from the Sisters of Mercy Northeast Community Archives in Windham, New Hampshire. Prior to 2006, the collection was held at the former Albany Regional Community's Motherhouse, in Albany, New York.

### **History:**

The Albany Regional Community of the Sisters of Mercy was founded in Greenbush, New York in 1863 by four sisters from St. Catherine's Convent in New York City. In 1868, at the request of Bishop Conroy, the sisters founded St. Peter's Hospital in 1868. The Albany Community continued to grow, expanding ministries to include education and an orphanage.

In 1928, the Albany Community moved to a new Motherhouse on New Scotland Avenue in the city of Albany. At this time, the Community also began mission work, sending sisters to St.



Thomas, VI in the 1926, and later Beirut, Lebanon and Alaska. In 1958 the Albany Community opened Maria College and Mercy High School on the Motherhouse grounds. A 1992 fire partially destroyed the Motherhouse, after repairs and renovations, it re-opened in 1994.

The Albany Community remained independent until joining the Institute of the Sisters of Mercy in 1991. In 2006 the Albany Regional Community joined with Connecticut, Vermont, New Hampshire, Providence and Maine to form the Northeast Community within the Institute.

### **Scope and Content:**

The collection is organized into two main subgroups, Administrative and History, and organized into thirteen series based on function, location and format. Oversize items are filed separately in the oversized shelving section of the repository. Photographs, with the exception of those filed in H500 Audio/Visual, are filed with the subject, location or individual that they document.

The collection includes administrative records relating to community governance, documentation of individuals, convents, works (ministries) and missions. The bulk of the collection dates from the 1950s to the early 1990s. When possible, original order was maintained.



## **SCHEMA**

### Administrative:

A100 Membership

A200 Finance

A300 Property

A400 Leadership

A500 Reports

A600 Chapters/Governance

A700 Committees and Boards

A800 Formation

### Historical:

H100 History

H200 Ministries/Missions

H300 Events and Programs

H400 Publications

H500 Audiovisual

## **Series Description:**

### **A100 Membership**

28.37 linear feet

1863-2006

This series contains information on individual deceased and former members. Published and unpublished writings, personal papers and administrative information such as annual assignments are also located in this series. Co-Membership, later called Associate Membership, is also filed here.

### **Subseries:**

1. **Deceased Sisters:** Filed by surname. Includes files on individual sisters, necrologies and biographies.
2. **Former Members:** Filed by surname. Religious name included in file heading when available.
3. **Administrative Records:** Includes records of reception and profession, rosters, directories, annual assignments and job postings.
4. **Sister Mary Bertrand Degnan Papers:** Includes research files, correspondence, photographs, drawings and drafts related to the book Mercy Unto Thousands. Also contains personal correspondence. Original filing system left intact.
5. **Sister Elizabeth Clements Papers:** Contains poetry, plays, photos and correspondence
6. **Sister Mary Ann Walsh Papers:** Consists primarily of clippings of articles written by Sister Mary Ann Walsh in the diocesan newspaper, *The Evangelist*. Most are undated, but dated items range from late 1970s to early 1980s. Originals were copied and organized by subject.
7. **Theses and Dissertations**
8. **Co-Membership:** Subseries begins in the 1980s and includes material from Mercy Associate Membership, originally called Mercy Corps, then Co-Membership, and finally Associate Membership in the Diocese of Albany

## **A200 Finance**

4.83 linear feet

1926-1991

### **Subseries:**

1. **Reports and Statements:** 1926-1995 Includes financial and Treasurer's reports.
2. **Investments and Planning:** 1985-1998 Reports and information on long-term financial planning and retirement
3. **Bequests:** 1911-1975 Filed by donors' surnames
4. **Sr. Anastasia Sweezey, Treasurer:** 1932-1987 Communications to the community and materials related to community finances
5. **Miscellaneous:** 1942-1991. Information on fundraising efforts, insurance and committees. Account books for Motherhouse finances are also grouped in this subseries.

## **A300 Property**

2.92 linear feet

1927-1994

### **Subseries:**

1. **Motherhouse:** 1928-1994 Includes material related to plans for a chapel in the 1950s, but the bulk of material is related to the renovation/construction in the early-mid 1990s. The multiple addresses and locations listed in the files refer to one piece of property where the Motherhouse, Mercy High School, Maria College and assisted living facility are located. As it was all part of one project, and because offices moved around after a fire in the convent in 1992, it is treated as one "location"—the Motherhouse. There is also information on the 1992 fire and general community life materials—rosters, annals, and photographs.
2. **Local Houses:** Records of small group living (apartments, rental houses etc.). Includes correspondence, annals, proposals.
3. **Miscellaneous:** Includes various properties owned by the Sisters of Mercy.

## **A400 Leadership**

10.64 linear feet

1938-2003

This series contains documents from community superiors/presidents as well as assistants and members of the Executive Council. Documents include correspondence, general community communications, committee meeting minutes from various ministries and aspects of community life. Subseries have been grouped by individual and in chronological order.

**Subseries:**

1. **M. Adrian Burke**, 1938-1944, 1950-1956
2. **M. Borromeo Warren**, 1944-1950, 1956-1962
3. **M. Magdalena Buckley (Mary J.)**, 1962-1972
4. **Sr. Virginia Spallen (Rosalie), Assistant**, 1967-1972
5. **Councilors**, 1963-1970
6. **Sr. Helen Hofmann** 1972-1978
7. **Councilors, Sisters Dorothy Mendel, Christine Noonan, Jean Roche, Jean Reynolds and M. Margretta Shea**, 1969-1979
8. **M. Arthur Joyce (Martha)**, First Councilor, 1972-1978, President, 1978-1986. This subseries contains files from both offices, filed together without distinction
9. **Councilors, Sisters Karen Marcil and Phyllis Herbert**, 1969-1983 Contains information across several presidencies
10. **Sister Karen Marcil** 1986-1996
11. **Councilors**, 1981-1986
12. **Sister Rosemary Sgroi** 1996
13. **Later Leadership Teams:** One folder of miscellaneous leadership material from 2000-2003
14. **General Administrative Material** 1903-1990 Correspondence and materials from various groups that span several administrations, grouped together originally.
  - a. **Rome**
  - b. **Diocesan**
  - c. **Federation**

**A500 Reports**

0.84 linear feet

1946-2006

**Subseries:**

1. **Internal Reports:** Annual Reports to the community, Quinquennial Reports to Rome, and other reports to the Community
2. **Studies:** Results of surveys and studies of the Sisters of Mercy, Albany
3. **Donovan-Swanker Study:** This subseries contains information on a self-study initiated by the Long Range Planning Committee and conducted by Donovan-

Swanker Associates, an educational research and consulting agency affiliated with the Center for Urban Redevelopment in Education, Inc. Included in this series are initial materials, an overall report, summaries and returned questionnaires from various apostolates. Also contains an evaluation of progress from 1978, five years after study conducted.

## **A600 Chapters/Governance**

5.6 linear feet

1868-2003

This series contain documents from General Chapters, Chapters of Election and Extraordinary Chapters, including planning meetings, proposals and communications. Also included in this series are documents relating to the Albany Community's participation in the McAuley Conference and Federation of the Sisters of Mercy, as well as a section of printed Constitutions for the Community.

### **Subseries:**

- 1. Early Chapters 1868-1965**
- 2. Special Chapter, 1967**
- 3. First General Chapter, 1968-1969 (Sessions 1 and 2)**
- 4. Second General Chapter 1972**
- 5. Total Participation Chapter, 1976**
- 6. Chapter of Elections 1978**
- 7. Fourth General Chapter 1980**
- 8. Chapter of Elections, 1982-1983?**
- 9. Fifth General Chapter 1984**
- 10. Chapter of Elections 1986**
- 11. Extraordinary Chapter 1986**
- 12. Chapter 1987**
- 13. Referendum 1988**
- 14. Chapter 1991**
- 15. Chapter 1992**
- 16. Chapter 1995**
- 17. Chapter 1998**
- 18. Assembly 2000**
- 19. Assembly 2002**
- 20. Federation:** 1955-1990 Subseries includes information the McAuley Conference, Federation of the Sisters of Mercy and Mercy Futures

**21. Constitutions:** 1926-1987 Subseries includes copies of constitutions from various years, information on constitutional revisions in 1965 and Core Constitutions in the 1980s.

## **A700 Committees and Boards**

4.8 linear feet

1932-1990

This series contains documents related primarily to committees of internal governance, with the exception of the subseries St. Peter's Hospitals Board of Trustees. Documents include minutes, by-laws and communications.

1. **Executive Council:** 1938-1991 Minutes of meetings related to internal governance. Subject to restriction.
2. **Board of Trustees (Directors):** 1932-1990 Records of the Board of Trustees of the Corporation of the Sister of Mercy, Albany, composed of Sisters.
3. **Board of Regents:** 1965-1969 Records of board composed of lay people to help the Sisters of Mercy, Albany, better plan growth of the Community.
4. **St. Peter's Hospital Board of Trustees:** 1966-1980
5. **Sisters Representative Board:** 1968-1971 Records of board created to acts as a liaison committee between Sisters and the General Superior and Council and to make recommendations to general government concerning the internal affairs of the Community.
6. **Assembly:** 1972-1980 Minutes and related information of the Assembly, a committee created in 1972 to review and evaluate the affairs of the Community between Chapters.
7. **Task Forces:** 1969-1978 Records of Education, Ministry, Leadership and Planning Task Forces
8. **Various:** 1962-1990 Lists of membership on committees, minutes and miscellaneous material produced by the committees, including Chapter proposals. Committees are filed alphabetically.

## **A800 Formation**

0.83 linear feet

Undated and 1964-1969



This series contains early undated material on the novitiate as well as later material including communications, policies and information on Co-Membership (later called Associate Membership)

## **H100 General History**

3.09 linear feet

1935-1979

### **Subseries:**

1. **Catherine McAuley:** 1935-1974 Records related to the canonization of Catherine McAuley, reference material and histories.
2. **Albany:** 1863-1979 Written history of the Albany Community, newsletter articles, ceremonials, prayer books and books of Customs used by the Community.

## **H200 Ministries/Missions**

19.23 linear feet

1926-2002

This series contains records of sponsored and non-sponsored ministries of the Sisters of Mercy, Albany, including schools, foreign missions, care of the elderly and miscellaneous social services.

### **Subseries:**

1. **Mercy High School:** 1957-1990 Financial information, Board of Trustees minutes, student publications, yearbooks, alumnae records and material on Mercy Cares for Kids (a daycare established for employees of St. Peter's Hospital—intended as a fundraiser for Mercy High School).
2. **Parish and Diocesan Schools:** 1938-2002 Records of schools in the city of Albany and throughout the diocese. Records are filed alphabetically by geographic location, beginning with Albany. Subseries also includes information on convents, such as annals, including information on original Motherhouse in Rensselaer. St. James, North Creek—a school and catechetical Center—and general parish work were included with the school records. Original order has been maintained.

3. **Missions:** 1926-1978 Records of missions in Beirut, Lebanon, St. Thomas, Virgin Islands and Alaska.
4. **Various:** Records of social service ministries, campus ministries and inter-Community work. Note: Mercy Craft Guild became Mercy Life Center and then McAuley Living Services. Some specific parish ministries are included in this series as well.

### **H300 Events and Programs**

1.67 linear feet

1882-2006

This series contains records of Community celebrations, liturgies, anniversaries, retreats and workshops.

### **H400 Publications (Newsletters, Press Releases)**

1.67 linear feet

1942-1998

Series contains Community newsletters and communications, press releases and general news clippings.

### **H500 Audio/Visual**

2.92 linear feet

1905-2002

#### **Subseries:**

1. **Photographs:** Photographs that do not fit into existing series and subseries. Filed together as found.
2. **Other:** Miscellaneous audio-visual materials such as sounds recordings, VHS tapes. Subseries also includes scrapbooks and one film reel.