Recently the Minnesota Secretary of State, Mark Ritchie, requested the transfer of the state's Session Laws to the State Archives of the Minnesota Historical Society. This podcast will briefly document the process of transferring these extremely valuable records to the archives.

Stored in these bookcases is the set of Minnesota's Session Laws, dated from 1858 (when Minnesota became a state) to 2009. There are over 500 bound volumes of various sizes.

To protect the volumes, and for ease of handling, State Archives staff pack the Session Laws into boxes. Note there are different size volumes, so there are different size boxes. Temporary box labels are attached.

Prior to packing the records, State Archives staff prepared an inventory to the volumes, and we now update the inventory to include the temporary box numbers.

Hauling the records out of the Secretary of State’s office is the physical part of the transfer. Archivists have to be strong, as well as smart! And loading the boxes into a van is the next step in moving the records.

At the Minnesota History Center the boxes are unloaded at the loading dock and placed on pallets, so we can easily move them.

The temporary box labels are replaced with box labels, which indicate their location on shelves in our archives storage area in the History Center.
Now the boxes are moved in to the archives storage area, which has the proper environmental controls for storing paper records.

And the boxes are placed on the shelves by our forklift operator. [Number of boxes to be determined after packing.] The records will soon be cataloged, and the inventory will be available on-line. And that’s how records with permanent historical value are transferred to the State Archives of the Minnesota Historical Society.