The Episcopal Diocese of Wyoming

RESOLUTION # 2026-01

A Resolution requesting the Diocese of Wyoming, and the Churches within, voluntarily, if they desire, develop a plan to preserve Church Records using modern technology

Whereas, the Diocese of Wyoming, and the Churches within, may look into and develop a plan, within their ability and budget, to apply modern record keeping practices using electronic media to preserve their Church Histories;

And Whereas, these past and new records should be stored for access from both an "on-site" an "off-site" electronic platform;

And Whereas, Currently, I believe, many churches are using hand books to record services, Clergy, members, marriages, Deaths etc. These hand books are susceptible to damage and accidental destruction by many means, including flood, fire, acid from storage products, mold and a host of processes to cause irreputable harm to precious books and documents of our churches;

And Whereas, Paper Records within a "Fire Safe" can still be destroyed as the internal temperature can reach far above 451 degrees Fahrenheit, causing the paper to burn inside the safe;

And Whereas, This Resolution is submitted to encourage safe records storage for perpetual preservation.

And Whereas; Records loss and destruction, in this modern day and age, this should never happen.

And whereas, the Episcopal Diocese of Wyoming, and the Churches within the Diocese have a vested interest in Church records protection and preservation;

And Whereas, The Episcopal Church now has an on-line **Parish Register / Register of Church Services** system that is integrated with the Parochial Report.

And Whereas, the Episcopal Church system may fall short of a need for complete records and retrieval for a Church;

And Whereas, development of an electronic records process mimicking our paper record books (Sample developmental pages attached) that should also be compatible with the annual Parochial Report is on-going in Christ Church - Newcastle;

And Whereas, legacy and current paper records can be photographed and/or scanned into .pdf documents for electronic storage and searchable retrieval;

And Whereas, these photographed or scanned documents can be stored on and off site in addition to the current paper records archival;

And Whereas, with planning, a central records management system could be located in the offices of the Diocese of Wyoming, using a common web-based interface as a virtual machine infrastructure, with access for each church within the Diocese. This access could be the "off-site" back up of records for the churches. This infrastructure could also function as the primary repository of local church records and have one copy of those records maintained locally for local searches, as needed. From this access, the Diocese could, as needed, review activities and attendance, populate Parochial Reports preventing delinquency, review financial records for review from the Diocesan Offices. Only the Diocese should, if such a system is desired and implemented, be able to access the records of the churches individually. A less costly approach would be to use a single access server in a **multi-tenant system** allowing churches to use an ID to access and complete their files from a Windows or Mac web-browser.

And Whereas, the suggestions of this Resolution are voluntary. Should any Church and/or the Diocese desire to take action for records preservation and safe storage;

Resolved, That the Episcopal Diocese of Wyoming, and it's Churches within, may endeavor to safely and permanently preserve their collective Church Records, not just for posterity, but for the benefit of all needing the information and services provided, so that when a family or person needs records to prove completion of requirements for a Church Office, including Discernment, transfer of membership in and out of State, Births and Deaths, and just finding records of family history and to verify family arrival into the United States and the State of Wyoming, these records will be there without fear of loss or damage;

Resolved, That the Episcopal Diocese of Wyoming and the Churches within, may consider and implement within their desire and ability, an electronic records system with the goals of records protection and preservation.

Resolved, The Diocese may consider the option of being the central records repository, using a centralized data access system and common software access for multi-tenant or virtual machines.

This resolution was prepared by F. Henry Nessul, Senior Warden and Delegate from Christ Episcopal Church-Newcastle, and is presented for approval by the Episcopal Diocese of Wyoming.

Approved as to Form:

Elizabeth B. Lance
Chancellor

03/10/26
Date

Signature: Beth Lance (Oct 3, 2026 14:58:00 MDT)

Email: elizabeth@lanceandhall.com

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