

## Kansas State Chapter (KSC) Archives Collection Criteria

	<b>Tier 1</b> <b>YES</b>	<b>Tier 2</b> <b>YES</b>	<b>Tier 3</b> <b>MAYBE</b>	<b>Tier 4</b> <b>NO</b>
	Significant historical value to Kansas State Chapter and International P.E.O.	Specific Kansas State Chapter story that relates to Kansas State Chapter	Historical story beyond Kansas State Chapter or questionable relevance to Kansas State Chapter	No historical value, significance unknown
	Rare, likely irreplaceable. Few, if any, duplicates in this collection	Uncommon, difficult to replace; few examples are in other collections	Common, offers no new information	Very common; one of many here and other places
	Clear provenance (origin, source); useful for multiple powerful stories	Provenance is Kansas State Chapter history; of potential value to local members	Provenance is limited and/or duplicates other regional stories; limited value to Kansas State Chapter.	No provenance
	Excellent/Good condition; size (qty, mass) can be justified	Good condition; conservation is justifiable; size (qty, mass) is manageable or justifiable	Condition issues may be overwhelming; size (qty, mass) hard to manage	Poor condition; unmanageable size
	<b>Examples:</b> Early ledgers, registers Early KSC original documents KSC proceedings KSC history books International history books Constitutions Early founders' physical items (letters, apparel, jewelry)	<b>Examples:</b> Past state presidents' notebooks KSC convention programs Yearbooks	<b>Examples:</b> Periodicals Scrapbooks Donated books and memorabilia	<b>Examples:</b> Slides Quilts (too large)

International mission statement: **P.E.O.—Where women motivate, educate and celebrate women.**

Kansas State Chapter mission statement—**P.E.O.—Where women motivate, educate and celebrate women.**

**Kansas State Chapter archives mission is to gather, manage and preserve primary facts, data and historical evidence of Kansas State Chapter.**