

CITY OF PROVIDENCE, RHODE ISLAND . MAYOR VINCENT A. CIANCI, JR.

Rose M. Mendonca

City Clerk

Clerk of Council

Clerk of Committees



DEPARTMENT OF CITY CLERK
CITY HALL

Michael R. Clement

First Deputy

Grace Nobrega

Second Deputy

April 2, 1984

TO THE HONORABLE CITY COUNCIL OF
THE CITY OF PROVIDENCE, RHODE ISLAND

IN CITY COUNCIL

APR 5 1984

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

Rose M. Mendonca CLERK

Honorable Members:

In accordance with the provisions of Section 601 (b) of the Providence Home Rule Charter of 1980, entitled: "Division of Archives and History," I have this date appointed Linda J. McElroy, 101 Transit Street, Providence, Rhode Island, as City Archivist effective April 23, 1984, to fill the vacancy caused by the resignation of Susan Ann Chapdelaine.

Very truly yours,

Rose M. Mendonca

Rose M. Mendonca,
City Clerk of Providence.

RMM:lav

LINDA J. MCELROY
~~71 Mount Hope Avenue~~
Providence, RI 02906
401-421-6473

101 Transit Street

OBJECTIVE:

Management of Historical Records where research and analytical skills combine to preserve a record of the past.

QUALIFICATIONS:

Formal training combined with skills derived from ten years work experience demonstrating ability in the following areas:

- Research/Analytical
- Organization
- Leadership
- Responsibility
- Creativity
- Communication

EDUCATION:

A.B., American Civilization, Brown University, Providence, RI,
Magna Cum Laude.

SELECTED ACCOMPLISHMENTS

Research/Analytical:

Gained archival experience as a volunteer for the Providence City Archives. Project involved sorting and storing City papers from the 19th century. Researched archival records for dating and attribution of historic structures for the Providence Preservation Society. Participated in successful research project for the Rhode Island Historic Farm Association. Research led to the placement of the Dame Farm on the historic register. Demonstrated ability in research and analyzing data within the interdisciplinary framework of American history and culture.

Management/Organization:

Responsible for the organization and development of a privately owned business venture. Original investments have tripled and volume continues to increase.

SELECTED ACCOMPLISHMENTS *(continued)*

Leadership:

Directed Association for Adult Students at Brown University. Responsible for development and coordination of programs and activities, including lectures, workshops, newsletters and colloquia. Dedication and leadership fostered a greater awareness of the educational and personal challenges awaiting the returning student.

Responsibility:

Responsible for the organization and development of an educational literary magazine. Effectively conceptualized, organized and edited undergraduate prose and poetry into an annual publication.

Creativity:

Designed several fund-raising events for widely-varied organizations. Successful results led to the continuance and expansion of these community groups.

Communication:

Ability to establish contact with people on an intellectual and emotional level. Effective written and verbal skills gained from experience in diversified fields of business, education, and preservation.

WORK EXPERIENCE

Volunteer, Providence City Archives.

Volunteer Researcher, Providence Preservation Society.

Executive Committee Member and Chairperson, Brown Resumed Undergraduate Education Alumni Association.

President, Resumed Undergraduate Students Association.

Owner, Red Balloon Toy Store, Barrington, R. I.

Editor, The Mirror, University of Rhode Island.

Leisure Time Coordinator, Training-Thru-Placement, a non-profit agency providing support services to mentally handicapped persons.

Volunteer, Rhode Island Historical Farm Association.

Photographer and Salesperson, Rasbach Studios, Shelton, Conn.