

# The Primary Source

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*MS Room*

# The Primary Source

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A Quarterly Publication of The Society of Mississippi Archivists

COOK LIBRARY—SERIALS

Volume Seven

August 1985

Number Three

## NEWSFILM PROJECT AT MISSISSIPPI DEPARTMENT OF ARCHIVES AND HISTORY

Lisa Buechele

In recent years, many television stations have been donating their noncurrent newsfilm to archival institutions. A primary reason for this is the conversion from film to videocassettes by television stations. In 1980, the Mississippi Department of Archives and History acquired such a collection. Through a grant, funded by NHPRC, the National Historical Publications and Records Commission, the Department has developed a finding aid to this valuable collection.

The collection consists of approximately 520,000 feet of unedited 16mm film footage covering the years 1954-1971. Also included in the collection are miscellaneous sound recordings, news scripts, photographs and advertising materials. The newsfilm is not the television station's news broadcasts. Rather, this is unedited newsfilm -- footage shot by the film crews. This fact alone created problems during the identification process.

The collection covers a wide variety of subjects -- legislative activities, election campaigns, medicine, education, crime, entertainment, weather disasters, human interest, and sports events. Generally speaking, the collection reflects the people and events in Mississippi television news during 1954-1971.

Perhaps the most significant portion of the collection is that which relates to civil rights activities.

Examples of events covered in the newsfilm include:

- the arrival of the Freedom Riders in Jackson in 1961
- sit-ins at segregated lunch counters and other segregated facilities
- demonstrations and marches
- James Meredith's enrollment at the University of Mississippi
- voter registration campaigns
- bombings of churches, businesses, and homes
- school desegregation

Ross Barnett, Medgar Evers, Roy Wilkins, Dr. Martin Luther King, Jr., Stokely Carmichael, and Fannie Lou Hamer are but a few of the people seen in the

Continued on Page 3



- FROM THE PRESIDENT -

The Primary Source is a quarterly publication of news and ideas produced by the Society of Mississippi Archivists, a non-profit organization of professional archivists and interested persons.

Your contributions are welcome. Write The Primary Source, P.O. Box 1151, Jackson, MS 39205.

Deadlines for inclusion are:

- #1 (February) -- January 31
- #2 (May) -- April 30
- #3 (August) -- July 31
- #4 (November) -- October 31

Editor.....Lynne Mueller  
Assistant Editors..Martha Sparrow  
H.T. Holmes

ISSN 0741-6563

The pace of the society slowed over the summer, as usual, and it is now time to get it moving again. At the July 16, 1985 meeting of the Executive Council, it was decided that archival organizations in Alabama and Louisiana would be contacted to meet with us at Gulf Park in the spring of 1986. If you have program ideas to contribute or speakers to suggest, please contact Terry Latour.

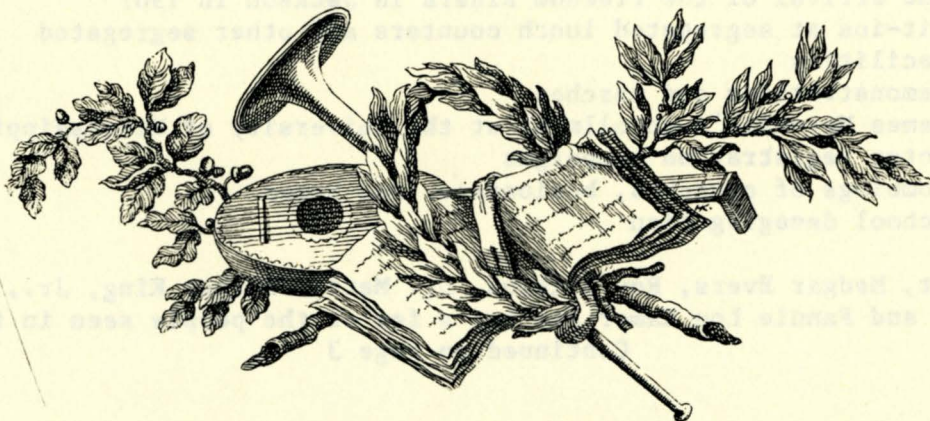
Members are still needed for various committees, please contact me if you are interested in serving on the membership, education, conservation, or program committee.

Beginning with this issue, The Primary Source is being printed at the Mississippi Department of Archives and History. The change in printers necessitated a change in the format.

The 1985 SMA Membership Directory was mailed to members in August. If you did not receive a copy, please contact Mickey Hennen, membership chair, P.O. Box 1151, Jackson, MS 39205 or call him at (601) 359-1424. There are currently 125 members in the society. In an effort to bring former members back into the society, brochures have been sent to members from 1983-84 who have not renewed. If you have suggestions for persons who might be interested in the society, please send Mickey their names. As mentioned previously, the brochure is available, if you wish to have copies to distribute.

The next meeting of the Executive Council will be October 15, 1985 at 10:00 a.m. in the second floor conference room at the Mississippi Department of Archives and History.

---LLO





coverage. The Citizens' Council, the NAACP, the Southern Christian Leadership Conference, and the Mississippi Freedom Democratic Party are among the many groups present in the footage. Activities of the civil rights movement greatly influenced Mississippi and it is this film footage which is expected to see the most usage.

Due to the lack of a finding aid, problems with access, and conservation concerns, access to the collection had been very limited. A grant application was submitted to NHPRC for the purpose of arranging and identifying the newsfilm collection as well as developing a computerized finding aid. The total cost of the grant, which includes cost-sharing from the Department of Archives and History, was approximately \$90,000.00. Dr. Patricia Galloway, Special Projects Officer for the Department, developed the computer software as an in-kind contribution. The newsfilm project began on February 1, 1984 and ended in July 1985.

The first activity of the grant involved determining how the television newsfilm collection should be organized and identified. Little information was available concerning the procedures for identifying newsfilm and for providing subject access. Questions raised included:

- 1) Who are the users of newsfilm collections?
- 2) What information does the researcher want to know about a segment of film?
- 3) How much identification is enough?

An informal telephone survey was conducted in an attempt to answer these questions. Participants included CBS Television, the American Film Institute, the Library of Congress, the NBC News Archives, the Ohio Historical Center, and the Vanderbilt Television News Archives. Upon completion of the survey, a computer screen was designed which reflected the descriptive elements which the survey participants felt were necessary in adequately identifying a film collection.

- 1) Film Record Number. Each film record description was assigned a unique number by the computer during the data entry process. In the finding aid the descriptions are arranged in order by record number. The record number is also cited in the index.
- 2) Event. A brief descriptive title of the subject matter contained in the film record.
- 3) Reel Number. Designation of the physical location of the film record within the Newsfilm Collection.
- 4) Support Status. "T" (true) indicates that the reel has been placed on an inert plastic core.
- 5) Technical Access Information. Indicates whether the film record is silent, sound, or a combination of both.
- 6) Color Designation. "T" indicates a black and white film record; "F" (false) indicates a color film record.
- 7) Date. If identified, the date of the event was provided. Date entries preceded by " " are approximate dates.
- 8) Length. Length of the film record in feet.
- 9) Reel Position. Footage mark within a reel where the film record is located.
- 10) Supplement. "T" indicates a news script for the film record is extant.



- 11) Scope and Content. Description of the event contained in the film record. An asterisk (\*) indicates the film record contains Civil Rights subject material. (The text-editing software used to create the index read only those terms appearing in the scope and content note. Additional terms were added to the note when needed to clarify the subject matter of the film record.)

The most time-consuming task of the project was viewing over 520,000 feet of film. A hand crank editor was used to view the newsfilm. This type of equipment allowed more flexibility while viewing and enabled the recording of film segment lengths. The film from the 1950s and early 1960s was often times brittle and would tear easily. A film projector would have created more breaks in the film than the hand crank editor. Motorized editors are available but are more expensive.

As with any valuable collection, conservation of the material is extremely important. All of the film was mounted on inert plastic cores. Each reel of film was cleaned by drawing it through cotton pads, which had been moistened with Vitafilm Processing Fluid. The collection consists of both optical and magnetic sound, and there is some concern on our part about the use of commercial film cleaners and their long-range effects, particularly on the magnetic sound track. Nevertheless, the condition of most of the film required the use of cleaner to reduce brittleness.

Perhaps the most challenging task of the project was the identification of the people, places and events contained in this newsfilm collection. The Vanderbilt Television News Archives contains a videotape collection of the evening news broadcasts of the three major commercial television networks -- ABC, CBS and NBC beginning with August 5, 1968. A monthly subject index as well as an annual subject index is published. Because these are the actual broadcasts and recorded daily, the identification task does not present a problem. However, the newsfilm in this project is the unedited footage which, in some cases, had little if any identification label. Often times, there was no correlation between the broadcast scripts and the actual film footage used during the news program.

A 3 x 5 card index of names, places and events was provided with the collection. Although this index was helpful, the index is far from complete and many of the entries do not provide sufficient information for identification. Masking tape labels were found on some reels of film. These too, were lacking adequate identification.

Generally speaking, the footage from the 1950s and the early 1960s was the most poorly documented footage. The television station provided very little identification during this period. At times, the identification process was very frustrating. Through the information contained in the news scripts, the library of the Department of Archives and History, and consultant services from eyewitnesses to events, many reels of film were identified. However, if in the future more information on a particular newsfilm record is made available, possibly from an eyewitness to the event, information can easily be modified and/or added to the computer database.

News scripts used in the television broadcasts were available for many of the newsfilm records. These scripts (arranged by date) were matched with their appropriate newsfilm story when possible. These news scripts were a valuable source of information.



Many hours were spent conducting research in the library of the Department of Archives and History. Subject files, containing newspaper clippings, programs and photographs provided many of the missing pieces to the newsfilm stories. Microfiche copies of local newspapers from that time period were searched also. Reference books, city directories, and government manuals provided information on businesses, schools, city, county, state and federal officials as well as state government agencies and institutions.

Another source of identification was provided through the use of eye witnesses to events of the time period. Among these consultants were Prof. John R. Salter, Jr. and Rev. Ed King. They spent hours viewing particular segments of the collection. Both men were faculty members at Tougaloo College in the early 1960s and actively participated in the events of the civil rights movement in Jackson. They were able to identify many people appearing in the newsfilm.

The computer was utilized from the very beginning of the project. The computer was a Vector Graphic 5032E. The database package used was DBASE II. The first program which was written was an interactive menu-driven data entry program. Descriptive elements for each newsfilm segment were entered in the computer. At the completion of the project, there were over 4300 records in the database. Each record describes a newsfilm segment. This data was printed out for proofreading and verification purposes throughout the project. Upon completion of data entry, software was developed which utilized the text processing of each scope and content field in the database. Text processing extracted words from the scope and content fields according to their frequency and their relative location. With a pre-determined set of stopwords removed from the file, a computer program determined the co-occurrences of words within a phrase. Through this co-location analysis of words, printouts were produced which contained single words as well as the words which appeared in groups of 2 and 3 within a phrase. Information following each word indicated the number of times the word appeared in order to select meaningful subject terms for inclusion in the finding aid. Editing was necessary in order to select meaningful subject terms for inclusion in the finding aid. From the initial planning stages of this project, it has been the desire to create a database which will enable the exchange of data between other systems. The data stored in this file can be massaged or arranged to accommodate such a task. In the near future, software will be developed which will enable interactive searching of the database.

The finding aid includes an index (containing subject terms as well as the names of people, places, and events) and the newsfilm records (over 4300) printed in full. Finding aids are being distributed to all educational public television stations in the United States, colleges and universities in the southeastern United States and television newsfilm archival repositories.

An appointment is necessary to view the newsfilm. To arrange an appointment, contact the Special Collections Section, Mississippi Department of Archives and History, P.O. Box 571, Jackson, Mississippi 39205, (601) 359-1424. Duplication and rebroadcast rights are limited to educational television stations and networks.



## CLARIFICATION ON ACCESSIONS AND NEWS NOTES REPORTING

Over the past several years, the editorial staff of The Primary Source has solicited news notes and accession information from archival institutions throughout the state. This provides a medium for institutions to publicize their recent acquisitions. In addition, archivists at other institutions can inform their researchers of appropriate materials available elsewhere in the state. Prior to the deadline for each issue of TPS the assistant editor mails reminder cards to representatives of Mississippi's archival institutions. The mailing list has not been updated in several years. Assistance from the Society's members is needed. If you can contribute news notes and/or accessions but are not receiving requests for such information, please let me know. If you know of someone who should be receiving reminders, please let us know that, too. We are only receiving responses from a small percentage of those to whom we send cards. Our goal is to increase that percentage significantly.

This issue contains copies of the accessions and news notes forms which we use. Please photocopy these and use them for future reporting. If you prefer, you may send duplicate copies of your institution's accession form. We are most interested in knowing the name of collection, dates covered, size, types of material, significance, name and residence of the donor, and whether the collection is open, closed, or in process. Any questions may be directed to Martha Sparrow at 207 Arrow Drive, Starkville, MS 39759, or at Evans Memorial Library in Aberdeen.

## NEW DEADLINE FOR ACCESSIONS AND NEWS NOTES REPORTING

Accessions and news notes forms will be due on the 20th of the appropriate months beginning with the next issue. This change will allow the assistant editor to compile all reports and turn the information over to the editor by the 31st. Reporting forms for the November issue will be due on October 20th.

## CALENDAR OF UPCOMING EVENTS

October 7-8, 1985

"The Past Meets the Present: a Symposium on Oral History," Baylor University, Waco, Texas. For more information, contact: David Stricklin, Symposium Coordinator, Baylor University Institute for Oral History, CSB 401, Waco, TX 76798.

October 28-1 November 1985

Society of American Archivists Annual Meeting, Austin, TX.



ACCESSION REPORTING FOR THE PRIMARY SOURCE

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NAME OF INSTITUTION:

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NAME OF COLLECTION:

DATES:

VOLUME:

COLLECTION CURRENTLY OPEN \_\_\_\_\_ OR CLOSED \_\_\_\_\_

DESCRIPTION AND SIGNIFICANCE:

DONOR:

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Please send to: Mrs. Martha C. Sparrow  
207 Arrow Drive  
Starkville, MS 39759

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NEWS NOTES FOR THE PRIMARY SOURCE

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Information for this section includes: brief reports of events, staff changes, attendance and participation by staff members at workshops and professional meetings, notices of upcoming conferences and workshops; exhibits, publications, etc.

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## ACCESSIONS

### University of Southern Mississippi McCain Library and Archives

Thompson (Joseph O.) Letter. 1926. 1 item.

One letter from Joseph O. Thompson to Mrs. Mary Virginia Lee in Lynchburg, Virginia, dated April 2, 1926. This six-page letter discusses the events of the day and gives valuable genealogical information about the family. Mr. Thompson was a vice-president of the American Cotton Association.

Presented by Bob Steadman.

Collection is open.

Kirkland (Joseph Brackin) Papers. ca. 1930-1970s. ca. 18 c.f.

In addition to containing family correspondence, the papers of Joseph Brackin Kirkland contain materials about the George Jr. Republic (located in New York), the Boys Club of America, and the Southern Industrial Institute (Camp Hill, Alabama). Also of special interest is a Christmas card scrapbook and numerous photographs of well-known political figures. Presented by the late Mrs. Eleanor Kirkland and Joseph Kirkland, Jr.

Collection is open.

Hattiesburg Chamber of Commerce. ca. 1906-1982. 5 c.f.

Records of the Hattiesburg Chamber of Commerce which include the minute books of the Board of Directors (1906-1911; 1930-1933; 1938-1977). Treasurer's reports (1963-1978); audit reports (1944-1977); Federal tax returns (1972-1978); general ledgers (1944-1950); and ledger sheets (1946-1969, 1952-1979). Also included are records of the Park and Shop Association (1961-1978), Camp Shelby Cooperation Association (1940-1941), and the Post-War Development Fund (1945).

Presented by the Hattiesburg Chamber of Commerce.

Collection is open.

Long (James S.) Research Files. Accretion. ca. 1960-1970. .4 c.f.

Additional research files and correspondence of Dr. James S. Long. Dr. Long was a distinguished Professor of Chemical Engineering at USM and a noted chemist in private industry. He is particularly noted for his work with resins and plastics in the early polymer science industry. Long was also an important influence on the tung oil industry.

Presented by the USM Chemistry Department and Dr. Shelby Thames.

Collection is open.

Berryman (Joe) Collections. ca. 1945-1980. 10 c.f.

This collection consists of musical instruments, trophies, plaques, awards, research notes and composing aids. Of special interest are manuscripts of musical scores written by Berryman and published music including copies of his own scores. Berryman was a noted bandsman in the South, headed the State Lions Band for many years, was a professor at USM, and conducted many other special bands in the South.

Presented by the family of Joe Berryman.

Collection is open.



Hattiesburg U.S.O. Club Records. 1942-1946. .20 c.f.

Narrative monthly reports of the activities and operations of the Hattiesburg U.S.O. Club which was located on Front Street. Though not written for historical purposes, the records convey a lively account of the activities and services provided during World War II by the citizens of Hattiesburg for the soldiers stationed at nearby Camp Shelby.

Presented by Mr. Wade H. Stokes, Jr.

Collection is open.

Evans Memorial Library, Aberdeen

Mariscal (Pat) Collection. 1902, n.d. 2 items.

Two photographs of Dr. W.A. Evans, who gave the money for the building of Evans Memorial Library.

Presented by Pat Mariscal, Phoenix, Arizona.

Collection is open.

Mississippi State University - University Archives

Blackfriars' Scrapbooks. 1958-1977. 1 c.f. 8 volumes.

Scrapbooks of clippings and other items detailing the activities of the MSU Blackfriars Dramatic Club.

Presented by Domonic J. Cunetto, MSU Communications Department.

Collection is open.

Stennis (John C.) Accretion. 1970s-1980s. 33 c.f.

Legislative files; office files from Washington and Jackson offices.

Presented by John C. Stennis.

Collection is partially open.

Wiesen (William F.) Collection. 1942-1944. 21 items.

Photographs of World War II military training activities on the MSU campus.

Presented by William F. Wiesen.

Collection is open.

Vice President's Papers (MSU). 1970s-1980s. 18 c.f.

Papers of retired MSU Vice President T.K. Martin.

Presented by MSU Vice President's Office.

Collection is closed.

Colvard, D.W. Notebooks. 1963. .3 c.f. 2 volumes.

Correspondence and clippings related to the controversial participation of MSU's basketball team in the 1963 NCAA tournament.

Presented by D.W. Colvard.

Collection is open.



Mississippi Department of Archives and History  
Special Collections

Cain (Mary) Papers. c. 1920-1983. c. 45 c.f.

Correspondence and printed matter of Mary Cain, publisher and editor of the Summit Sun and active in conservative political organizations. The collection, the bulk of which is correspondence, documents Cain's political views, her refusal to pay Social Security taxes and subsequent trial, and her activities in right wing political causes. Presented to the Department by Elisabeth Jumper, Esterno, Florida.

Ray (William Henry and Martha Grace) Collection. 1859-1864, 1867, 1871, 1876. 36 items.

The bulk of this collection is correspondence between William Henry Ray and his wife, Martha, during the Civil War. The early correspondence reflects their attempts to appease Martha's parents and their plans for elopement. The letters during the Civil War are between Henry and Martha and reflect life style of the citizens rather than military activity. Presented to the Department by Martha M. Bowie, West.

Mississippi Freedom Summer Prospectus. n.d. [1964]. 1 item.

A mimeographed copy of "Prospectus for the Mississippi Freedom Summer." This seven page document outlines the need for and direction of the proposed project. This copy autographed by Jim Silver (although not authored by him). Presented to the Department by Ed King, Jackson.

Ward (T.M.) Letter. 9/30/1865. 1 item.

Letter written by William Amonett (?) to Dr. T.M. Ward of Canton. In the letter Amonett writes of his experiences of the past two years including his service in the Confederate Army. He also addresses conditions of Reconstruction from his viewpoint. Presented to the Department by Elaine Ward Cogswell, Oakland, California.

McKee (Clyde V.) Papers. Accretion. 1911-13, 1919. 3 volumes.

Additional diaries of Clyde McKee. Two of the diaries cover the period McKee was a student at Meridian College and the third covers his service in World War I. Presented to the Department by Clyde McKee, Jr., Orange, Texas; John M. McKee, Zachary, Louisiana; and Alice McKee Henderson, Jackson.

Benison Drugstore Ledger. 1883-1892. 1 volume.

Ledger for drugstore in Paulding. Contains accounts for Meridian area individuals and businesses. Presented to the Department by Mrs. W.W. Wells, Heidelberg.

Surget-McKittrick-MacNeil Family Papers. Accretion. 1806, 1839-1932, n.d. 189 items.

Open-ended collection and accretion to the Surget-McKittrick-MacNeil Family Papers. Presented to the Department by Grace MacNeil, Natchez.



- Winter (William F.) Papers. Accretion. 1942, 1956, 1967-1984. c. 16.5 c.f.  
This accretion to the William F. Winter Papers contains files kept during political campaigns of Winter. The files include correspondence, staff memorandum, financial records, subject files on various topics including policy issues, campaign memorabilia, audiovisual material and photographs.  
Presented to the Department by William F. Winter, Jackson.
- Tudury (Henry J.) World War I Papers. 1917-1919, 1923, n.d. 8 items.  
Collection of World War I material of Tudury who received the Croix de Guerre and Distinguished Service Cross for his service. The collection includes a diary kept by Tudury during his service from May 1918 through August 1919.  
Presented to the Department by Elsie Benigno, Bay St. Louis.
- Welty (Eudora Alice) Papers. Accretion. n.d. [1984]. 1 c.f.  
Original typescript, typescript containing editor's changes and Welty's responses, final version and master proof as corrected of One Writer's Beginnings published by Harvard University Press in 1984.  
Presented to the Department by Eudora Welty, Jackson.
- McWillie Family Papers. Accretion. 1814, 1858, 1861-1866, 1973, n.d. 50 items.  
This accretion contains letters (35) from William McWillie, Jr. to his wife, Sallie Tucker McWillie dated 1861-1864; letters (3) from Catherine Anderson McWillie to her son, William, dated 1861-1863; and twelve (12) miscellaneous items relating to the McWillie family.  
Presented to the Department by Mary Z. Dickson, Pass Christian.
- McWillie Family Papers. Accretion. 1860, 1872, 1898, 1902, 1911, n.d. 9 items.  
Correspondence of William McWillie, Jr., Catherine Anderson McWillie, Katherine Tucker McCulloch, Richard Lawrence McWillie and manuscript of a speech made by William McWillie while a state senator in South Carolina.  
Presented to the Department by J. Walter Rodgers, Jr., Fresno, California.
- Winter (Elise) Journal. 1981-1984. 1.5 c.f. Restricted.  
Journal of Elise Winter kept while her husband, William Winter, served as governor. The journal reflects both her position as "first lady" and as an advisor to her husband. The entries contain many personal observations on the political events of the time. The collection is composed of typescripts and sound recordings (micro-cassette).  
Presented to the Department by Elise Winter, Jackson.
- Lyon (Henry Thad) Collection. c1930-1960s, n.d. 1 c.f.  
Henry Thad Lyon (1900-1976) was a preacher, pastoring black churches of the National Baptist Association in the Neshoba County area. The bulk of the collection consists of printed matter such as sermons, inspirational literature, and programs for Sunday school congresses and regional associational meetings. Also in the collection are records dealing with Lyon's farming activities and two World War II letters written to Lyon's son in service.  
Presented to the Department by Lefloris Lyon, Jackson.



Griffin (Wilburn S.) Papers. 1959-1970. .33 c.f.

This collection consists of folders of campaign material relating to the election of state superintendent of education in 1959 and the 1960s. Griffin, a division director in the State Department of Education, apparently functioned as a coordinator in the campaign of J.M. Tubb, incumbent. The collection contains correspondence regarding campaign activity, financial papers and printed matter.

Presented to the Department by Wilburn S. Griffin, Jackson.

Postlethwaite (Mary) Collection. 1865-1866. 3 items.

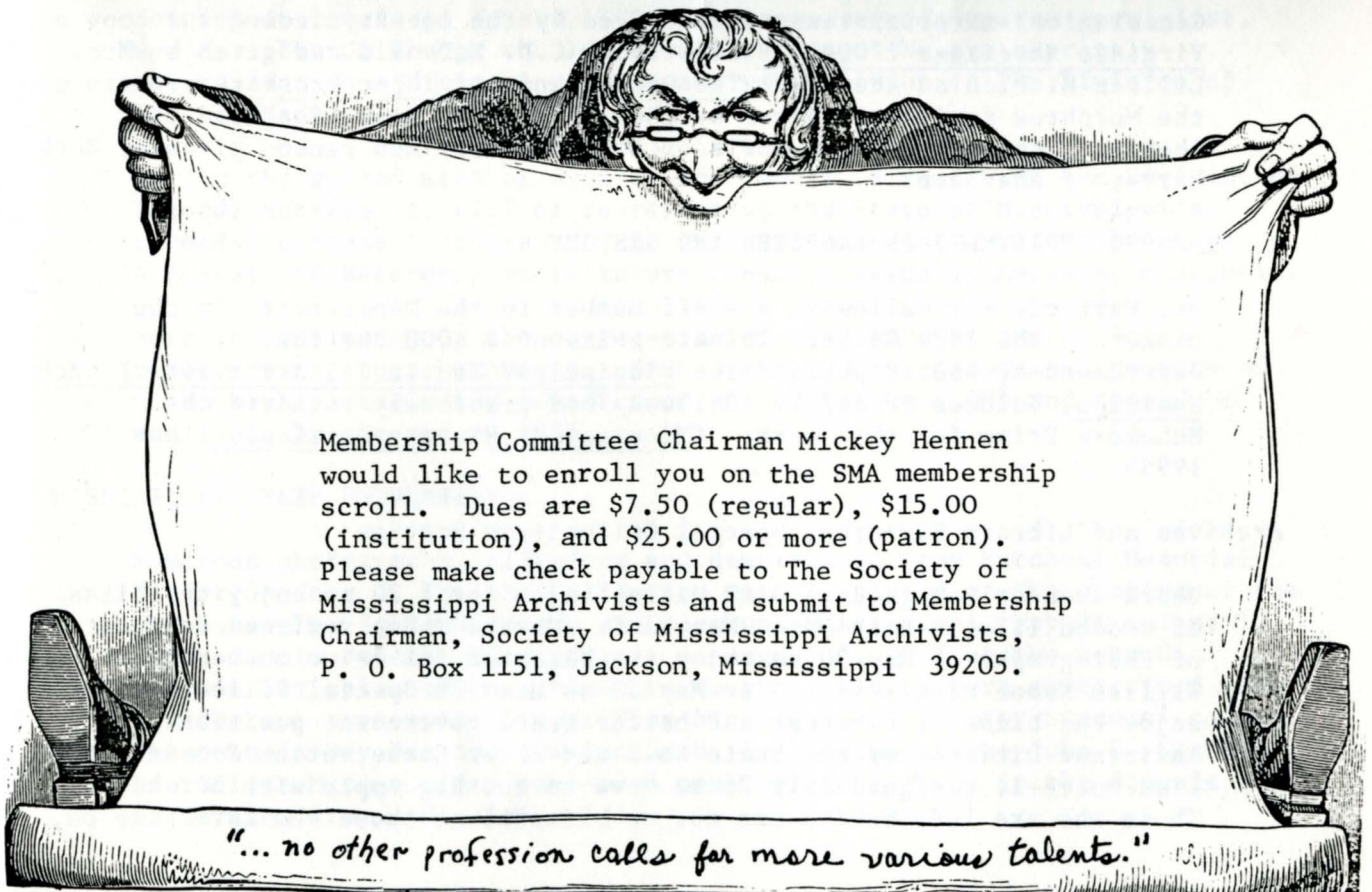
Financial record of Dr. and Mrs. M.E. Postlethwaite of Natchez. Of interest is a personal expense book which lists expenses for household items.

Presented to the Department by Mrs. Joseph Kerrins, Port Hueneme, California.

Welty (Eudora Alice) Papers. Accretion. 1936-1980, n.d. 1 c.f.

This accretion to the papers of Eudora Welty includes typescripts (original or carbon, containing revisions) of short stories and non-fiction (including the items used in The Eye of the Story [1979]) and 47 original publications containing Welty short stories (1936-1966).

Presented to the Department by Eudora Welty, Jackson.





## NEWS NOTES

### HATTIESBURG MUNICIPAL ARCHIVES

Fifty-three cubic feet of municipal government records of the City of Hattiesburg, dating from 1894 through 1980, have been transferred permanently from Hattiesburg's City Hall to the McCain Library and Archives of the University of Southern Mississippi. This action was taken at the request of Mayor Bobby L. Chain in order to better assure long-term survival of the records and to make them more accessible to the public. Included were files of mayors and commissioners, tax reports, marshals' reports, school superintendents' records, and records from the City Clerk's office. The processing of these records was one aspect of the Hattiesburg Municipal Records Project, funded in part by the NHPRC.

### EVANS MEMORIAL LIBRARY, ABERDEEN

Lillian Mann retired in early July after many years of work in both the Circulating and Historical Division of the library. Mrs. Mann plans to do genealogical research on a professional basis. On July 1, 1985, Martha Sparrow became archivist/historian for the Library's Historical Division.

During the month of July, the library was host for the traveling genealogical materials belonging to the Mississippi Daughters of the American Revolution. A large number of area researchers used the books.

Genealogical material recently received by the library includes a copy of Virginia Marriages 1700-1799 written by C.D. McDonald and given by Mrs. Lillian Nickles of Aberdeen; The Descendents of Three Brothers written on the Murphree family and given by the author, Dr. Banks Shepherd of Aberdeen; three microfilm reels of the 1820 Maryland census given by Ruth Harvey of Aberdeen.

### MISSISSIPPI DEPARTMENT OF ARCHIVES AND HISTORY

Dr. Patricia Kay Galloway, a staff member in the Department, is the winner of the 1984 Gilbert Chinard prize of \$1,000 for the Department-sponsored publication Mississippi Provincial Archives: French Dominion, Volumes IV and V. Galloway had previously received the McLemore Prize for this work. (Mississippi History Newsletter, April 1985).

### Archives and Library Division, Special Collections Section

Debra Spencer resigned as Oral Historian on April 30 to enjoy the bliss of wedded life in Baltimore, Maryland. Martha McBee resigned as Curator of Photographs on May 30 to enjoy the bliss of full-time motherhood. William Hanna also resigned on May 30 as Head of Special Collections to enjoy the bliss of a bigger and better state government position, Assistant Director of the State Soil and Water Conservation Commission. Lisa Buechele resigned July 26 to move to the Big Apple with her husband. Those who are left behind are not so blissful as those who have gone on,



but they are all wished good luck in their new endeavors. H.T. Holmes, the sole survivor, is now the Head of Special Collections.

Work has been completed on the NHPRC-funded Newsfilm project, and a 550 page index to the Newsfilm Collection is now in the hands of the editors and should be off the press later this fall. This index will be distributed to all state repositories, all educational television stations in the country, and to major repositories in the southeastern U.S. Additional copies will be available for a modest fee.

#### Records Management Division

The State Records Committee at its four quarterly meetings in 1984 approved 290 records control schedules for seventeen state agencies, institutions, or offices. In two quarterly meetings during 1985 an additional ninety-four schedules have been approved for eleven agencies bringing the total number of approvals since the Committee's inception in September of 1982 to approximately 670. Sixty-four applications for records control schedules will be considered by the State Records Committee at its next meeting scheduled for August 29, 1985.

During Fiscal Year 1985, which ended June 30, 1985, a total of 5721 boxes of temporary state records were transferred to the State Records Center and 5070 boxes of obsolete state records were destroyed. This represents a cost avoidance during fiscal 1985 of approximately \$62,905. An additional 780 boxes of obsolete records will be eligible for destruction during the first two months of fiscal 1986.

Joining our staff on June 1, 1985, as a new records system specialist, was Mrs. Brenda Young, who lives in Vicksburg. We are currently advertising an additional records analyst position in the Division of Records Management.

During the second week of August, Ron Tomlin, director of the Division of Records Management, will be representing the State of Mississippi's records management program at the National Association of Government Archives and Records Administrators annual meeting in Madison, Wisconsin.

Work is continuing on the preparation of the third in our series of records management handbooks. Number three will discuss all aspects of micrographics including computer output microfilm (COM) and should be available by the end of 1985.

#### MISSISSIPPI STATE UNIVERSITY

Numerous photographs, clippings and memorabilia from Mitchell Memorial Library's John C. Stennis Collection were displayed at the opening of the Tennessee-Tombigbee Waterway at Columbus, Mississippi, May 31 - June 1, 1985, and in DeKalb, Mississippi, on August 3, 1985 at the John C. Stennis Day celebration. Visitors to the exhibits were entertained with a videotape presentation featuring highlights of Senator Stennis' career. The Stennis Day Festivities included the opening of the John C. Stennis Law Office Museum where copies of many original items in the Stennis Collection are on display.



#### MISSISSIPPI COLLEGE LAW LIBRARY

Charles A. Pearce has joined the staff of the Mississippi College Law Library as Evening Reference Librarian. He holds the M.A. in history from Delta State University, Cleveland, Mississippi and the M.L.S. from the University of Alabama. His previous library positions were as Reference Librarian at the Mississippi Department of Archives and History, Adult Services Librarian at Bolivar County Library, Cleveland, Mississippi and Reference Librarian at Wheeler Basin Regional Library, Decatur, Alabama.

#### COLUMBUS-LOWNDES LIBRARY

Columbus-Lowndes Library has published the 1870 Federal Census, Lowndes County, Mississippi. The two volume set was compiled by Paul Hunt and Billie Wartes under the direction of Kris Bennett and Donna Pannell Kreutzer.

#### STANDARDS FOR ACID FREE PAPER

The American National Standards has established standard for acid-free paper. These standards require that the paper be uncoated, have specific pH and alkaline levels and not include ground wood. The infinity symbol will identify paper conforming to the standards. A copy of the standards is available for \$5 plus \$2 for handling. To place an order or for information, write the American National Standards Institute, 1430 Broadway, New York, NY 10018. (History News, May 1985).

#### RECENT PUBLICATIONS FROM SAA

A Modern Archives: Basic Readings on Archival Theory and Practice, edited by Margene F. Daniels and Timothy Walch, provides a single volume of classic essays of archival literature that outline and define the basic theories of archival administration as well as more recent articles which reexamine basic concepts and the practical application of archival principles. Cost of the book softbound is \$10 for SAA members and \$12 for others. The hardbound version is \$12.50 for SAA members and 14 for others.

Archives and Manuscripts: Machine-Readable Records is a new addition to SAA's Basic Manual Series by Margaret L. Hedstrom. Hedstrom outlines the steps required to locate, appraise, accession, process, and preserve machine-readable records. She provides the reader with techniques and guidelines for implementing machine-readable records. Subjects covered include: overview of computer hardware, software, and machine readable data; arrangement and storage of these records; preservation and access and the impact of information technology on archival records. The manual includes a glossary and a bibliography. Both of these publications may be ordered from the Society of American Archivists, 600 S. Federal, Suite 504, Chicago, IL (American Archivist, Winter 1985).



## ARCHIVAL DATABASE

The Manuscript Society is exploring the possible establishment of a computerized data base. Members could then register their most important holdings. The Society's president appointed a committee which sought the opinions of the membership and designed registration forms. Another advantage of the database is that it could establish possession in case of theft of manuscript materials. For additional information, contact Ira Brilliant, 5445 E. Calle Camelia, Phoenix, AZ 85018. (American Archivist, Winter 1985).

## BROCHURE ON NEH POLICIES AVAILABLE

The brochure entitled "Overview of Endowment Programs for 1985-1986" provides information on the National Endowment for the Humanities policies and purpose. The brochure explains the newly formed preservation office. It also outlines NEH's grant-making divisions and offices and provides a schedule of application deadlines. The information and may be obtained by writing the National Endowment for the Humanities, Public Office, Room 409, 1100 Pennsylvania Avenue N.W., Washington, D.C. 20506.

## NEH OFFICE OF PRESERVATION

The National Endowment for the Humanities has established a new Office of Preservation which will offer support to a sustained attack on the problem of deteriorating humanities resources. Funding for the new office which includes the U.S. Newspaper Program has been requested at \$5 million for FY 1986.

Areas of emphasis by the Office include cooperative projects, projects that preserve significant and endangered documentation, records on a variety of media as well as research and development considered vital to the preservation field. An individual institution or a group of cooperating institutions, can seek support to develop a long-term capacity to address preservation needs. Projects encouraged by the Office of Preservation will be those set in a national framework and those which identify and preserve materials of permanent research value.

Proposals for preservation support may be submitted by June 1 or December 1. Institutions interested in submitting a proposal should plan to discuss their project with the NEH staff as soon as they begin to develop their proposal. Personnel involved can contact Harold Cannon, Director; Jeffrey Field, Assistant Director; Marcella Grendler or Stephen Mensbach, Program Officers, Office of Preservation, National Endowment for the Humanities, Room 802, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506. Telephone (202) 786-0570. (National Preservation News, July 1985).

## FREE PUBLICATION FROM NATIONAL PRESERVATION PROGRAM OFFICE

National Preservation News is a publication of the National Preservation Program which highlights cooperative efforts to preserve our documentary heritage and reports on preservation activities at the Library of



Congress. It is available free of charge to interested institutions. To be placed on the mailing list write The Library of Congress, National Preservation Program Office, LMG07, Washington, D.C. 20540. (Preservation News, July 1985).

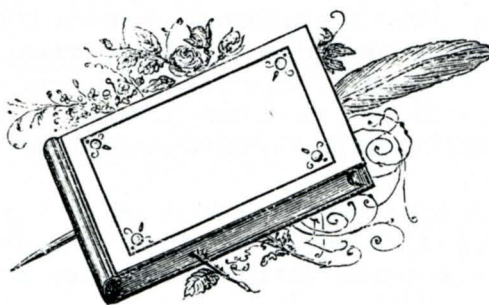
#### THE NEW YORK ARCHITECTURAL TERRA COTTA COMPANY ARCHIVES

A most unusual cache of Archival papers documenting a significant period in the history of an American building industry is now available for study after being cleaned, catalogued, and archivally stored. The New York Architectural Terra Cotta Company supplied architectural terra cotta for buildings throughout the United States and Canada. Over 2,000 New York City buildings, including such landmarks as Carnegie Hall and the Plaza Hotel, display terra cotta from this company.

The collection contains nearly 6,000 files which cover the period from 1911 to 1920. Many of the files contain architectural bid documents, each including the architect, building and location, as well as estimated costs, sketches and related correspondence. Buildings designed by such notable architectural firms as: McKim, Mead, and White; Cass Gilbert; George Post; D.H. Burnham and Company; and Furness and Evans are represented.

A small portion of the archives are comprised of correspondence files that range from daily office memos to letters describing the formative years (1911-1914) of the National Terra Cotta Society. Several trade catalogues are included in the files along with a number of job photos and two picture albums. The albums contain photographs of sample pieces of terra cotta as well as the month by month construction records of three buildings: The American Theater, 1892, by C.C. Haight, 42nd Street, New York, The Renaissance Apartments, 1889, and The Imperial Apartments, 1890, both by Montrose Morris and located in Brooklyn.

These archives provide excellent primary source materials about a once prosperous industry that left an extraordinary impact on American architecture. They offer unique resources to historians of architecture, labor and technology as well as to historic preservationists. This project was funded by a grant to the Center for Building Conservation from the National Endowment for the Arts. The Center has donated the archives to Avery Architecture and Fine Arts Library. For information contact: Janet Parks, Curator of Drawings and Archives, Avery Library, Columbia University, New York, NY 10027. Telephone (212) 280-4110.





NEDCC RECEIVES GRANT FROM NHPRC  
TO PRODUCE MICROFILM MANUAL

The Northeast Document Conservation Center (NEDCC) in Andover, Massachusetts has received a grant from the National Historical Publications and Records Commission to produce an administrative manual for preservation microfilming in libraries and archives. The manual is intended as a practical tool for administrators of preservation microfilming programs. It will interpret existing technical standards, describe recommended procedures, and provide advice on both the administration and production aspects of preservation microfilming. The project is also supported by a partnership with the association of Research Libraries which is funded by a grant from the Andrew W. Mellon Foundation.

Andrew Raymond, Program Officer at Society of American Archivists and formerly Director of Photoduplication Services at NEDCC, will serve as Project Director of the manual. Examples of the topics to be addressed include selection and preparation of materials for microfilming, bibliographic control, and control of costs.

NEDCC is a non-profit, regional conservation center, specializing in the preservation of library and archives collections as well as art on paper. Its purpose is to provide the highest quality conservation services to institutions without in-house conservation facilities or those seeking specialized expertise. In 1978 NEDCC initiated a preservation microfilming service to compliment its services for laboratory conservation of books and paper, providing a cost effective alternative for preserving information contained in collections of books and documents. NEDCC also provides consultants for workshops, surveys, and disaster assistance.

SOLINET WORKSHOP ON

BOOK REPAIR: FUNDAMENTAL TECHNIQUES  
November 18-19, 1985

This workshop will teach staff members how to perform simple, economical, and preservation-quality repairs on 20th-century materials in general circulating and reference collections. The workshop will not teach techniques for repairing materials that are special, rare, or archival, nor are most of the techniques appropriate for children's or art books. The sessions will focus on techniques that (1) are most often needed in libraries, (2) do not require expensive equipment and supplies, (3) and can be performed by clerical or student staff after a short training period.

Audience: The workshop is intended for staff members who actually perform book repairs. No prior preservation training will be presumed. A maximum of 25 registrants will be accepted, so that each can receive individualized instruction.

Content: The workshop will include the following segments:

Introduction to Preservation -- basic preservation and conservation principles, book structure, and causes of damage.

Treatment Alternatives -- how to decide what treatment a book needs (for example, library binding, in-house repair, or professional conservation)

Supplies & Materials -- guidelines for selecting repair supplies, quality considerations, interpreting supply catalogs, locating sources, and cost factors.

Repair Procedures -- instruction, demonstration, and extensive practice of the following techniques: (1) tightening the hinges when textblocks are pulling away from the cover, (2) replacing torn endsheets, (3) recasing a textblock into its original cover when the two are in good condition but have become detached, (4) replacing torn or damaged spines, and (5) tipping and hinging pages into bound volumes.

All workshop attendees will receive Robert J. Milevski's Book Repair Manual and a kit of repair tools and supplies. These will be used in the workshop and taken home with attendees so they may begin applying their new skills in the library.

Instructors: The workshop will be led by Deborah Willett McKern of Emory University and Robert Milevski of the Folger Shakespeare Library, with Lisa Fox (SOLINET Preservation Program).

Schedule: Sign-in and distribution of materials begins at 9:30 a.m. on Monday, November 18. Sessions from 10:00 a.m.-5:00 p.m. Monday and 9:00 a.m.-3:00 p.m. Tuesday.

Cost: \$35 for SOLINET members, \$40 for non-members. Registration fee includes repair manual and kit. Major funding for this workshop is being provided by the National Endowment for the Humanities. Registration must be pre-paid. Registration deadline - October 18, 1985.

The following persons have joined SMA since the 1985 Membership Directory was published in August.

Hutson, Mrs. H.O.  
P.O. Box 243  
Canton, MS 39046

Smith, Mrs. P.E.  
P.O. Box 1426  
2000 Hardy Street  
Hattiesburg, MS 39401

Stewart, Jeanne  
3422 West Adeline Street  
Hattiesburg, MS 39401

Stone, Douglas C.  
P.O. Box 166  
Columbus, MS 39703



## The Mississippi Newspaper Preservation Project

Julia Marks Young

### Phase I: Planning

The Mississippi Newspaper Preservation Planning Project was conducted from January to June 1985. A sixteen-member advisory committee, representing ten university libraries, state archival and library agencies, and related professional groups, assisted Julia Marks Young, project director. The Mississippi Department of Archives and History administered the project.

The primary activity was a comprehensive survey of extant newspapers in the state. Questionnaires were mailed to more than nine hundred libraries, newspaper offices, chancery and city clerks, archives, museums, and historical societies, to determine the titles, inclusive dates, and format of their holdings and the type of bibliographical data maintained. Follow-up telephone calls were made to ninety-five newspapers, chancery clerks, and libraries, which had not responded to the mail questionnaires but were thought most likely to have newspaper collections. The over-all response rate was 44%.

More significant, however, was the composition of the respondents. All major colleges and universities responded. With the assistance of local librarians, the holdings of all county chancery clerks were ascertained. Holdings of all regional libraries were reported. In most cases, the regional library's response included data on the holdings of branch libraries. Although very few city clerks responded, only eleven reported any holdings. The comprehensiveness of the original mailing and the careful selection of the follow-up telephone calls made it possible to determine the locations of the state's major collections of newspapers.

Particular efforts were made to locate and identify black newspapers. Only one other state has produced more newspapers edited and/or published by blacks. Julius Eric Thompson, professor of history at SUNY-Albany and author of a forthcoming book on Mississippi black newspapers, provided a list, which he has compiled, of approximately two hundred newspapers published by Mississippi blacks since 1866. Unfortunately the expectation that very few copies of Mississippi black newspapers have survived was confirmed.

As shown in the accompanying table, four institutions hold the largest permanent newspaper collections: the Mississippi Department of Archives and History and the main libraries and special collections departments at Mississippi State University, University of Mississippi, and the University of Southern Mississippi. The combined holdings of these institutions accounts for 1154 unique titles, or approximately 86% of all identified extant titles. Sizeable collections are also found at Delta State University and Mississippi University for Women, and the public libraries in Aberdeen, Natchez, and Greenwood. The survey identified smaller collections in approximately 270 other locations, including nineteen college, university, and junior college libraries; seventy-nine public libraries; seventy-two newspaper offices; seventy-four county courthouses; nine historical societies (including affiliated museums); and eleven city clerk's offices. Most of these consist of only one or two titles. There are very few Mississippi newspapers that have not been microfilmed at least in part. Virtually all of the holdings of the state's libraries are film copies. Survey results indicate that most of



the remaining caches of loose or bound unique Mississippi titles are stashed away in a few county courthouses. Approximately forty institutions reported maintaining permanent copies of out-of-state titles. The largest collections of non-Mississippi titles are at UM, USM, and MSU.

Table

Largest Collections of Mississippi Newspapers:  
Repositories with at Least Ten Titles

	<u>Miss Titles</u>	<u>Non-Miss Titles</u>
MDAH	996	56
MSU	424	40
UM*	366	158
USM*	307	114
Delta State	136	30
MUW	118	5
Evans Memorial Library Aberdeen	109	24
Armstrong Library, Natchez	86	1
Greenwood-Leflore Library Greenwood	62	5
Mid-Mississippi Regional Library System, Kosciusko	29	0
Marshall County Historical Society, Holly Springs	29	28
Millsaps College	27	8

\*includes holdings of main library and special collections

In addition to the survey of extant newspaper titles, a literature review identified approximately six hundred additional titles of Mississippi newspapers of which copies have not been located in the state. A selected bibliography on Mississippi newspapers was compiled by the project staff.

Based upon the information gained in the survey and literature review, a comprehensive listing of Mississippi newspaper titles was compiled, entitled "Checklist of Mississippi Newspapers." The "Checklist" cites more than 1350 titles of newspapers published in the state and retained by approximately 285 Mississippi institutions and organizations for more than one year. Traditional newspapers, as well as religious, ethnic, political, labor, and student publications, are included. Entries are arranged alphabetically by



county, then town, and then title. For each title, the name of all identified locations and the dates and formats of copies are given. The Mississippi Library Commission will reproduce the "Checklist" and distribute it to the libraries in the state early in 1986.

## Phase II: Bibliographic Work

Based upon the information gained in phase I, a proposal for funding for phase II was submitted to the National Endowment for the Humanities, U.S. Newspapers Project. If funded, phase II will begin in the fall of 1987 and last two years. The proposal was submitted by the MDAH on behalf of the Mississippi Newspaper Consortium. Core members of the Consortium are:

Mississippi Department of Archives and History  
Mississippi State University Library  
Cook Memorial Library, University of Southern  
Mississippi  
University of Mississippi Library  
L. Zenobia Coleman Library, Tougaloo College  
Henry Thomas Sampson Memorial Library, Jackson  
State University  
Mississippi Press Association  
Mississippi Library Commission

The Bibliographic Project has two main goals: (1) the input of bibliographic and holdings records in the national data base, CONSER/USNP, for all U.S. newspapers in the state (approximately 2100 titles); and (2) the evaluation and investigation necessary to plan for Phase III, the preservation microfilming of selected Mississippi newspapers.

Every member of the Consortium will contribute in a significant way to the project. MDAH will administer and house the project. Academic librarians at sixteen SOLINET-member institutions will compile bibliographic records for their unique titles, submitting the data to the full-time project cataloger at MDAH for verification and input in the CONSER/USNP file. The project cataloger will compile and input records for all titles at MDAH and all titles from non-SOLINET member academic institutions. The Mississippi Library Commission will coordinate the collection of bibliographic records and the input of holdings records for newspapers at all local libraries. A Mississippi union list of newspapers will be produced. In addition to the project cataloger, a full-time project coordinator will manage day-to-day operations, coordinate efforts of catalogers statewide, evaluate components relating to newspaper conservation and microfilming, and plan and secure funding for phase III.

The planning phase of Mississippi's Newspaper Project was quite successful, due to the efforts of many of the state's archivists and librarians. It is hoped that the interest now generated will continue during this interim period, before phase II begins. For further information, contact the director of the Mississippi Department of Archives and History.