

The Primary Source

Volume 2 | Issue 2

Article 1

1980

Entire Issue Volume 2, Number 2

Follow this and additional works at: <https://aquila.usm.edu/theprimarysource>



Part of the [Archival Science Commons](#)

Recommended Citation

(1980) "Entire Issue Volume 2, Number 2," *The Primary Source*: Vol. 2: Iss. 2, Article 1.

DOI: 10.18785/ps.0202.01

Available at: <https://aquila.usm.edu/theprimarysource/vol2/iss2/1>

This Complete Issue is brought to you for free and open access by The Aquila Digital Community. It has been accepted for inclusion in The Primary Source by an authorized editor of The Aquila Digital Community. For more information, please contact aquilastaff@usm.edu.

The Primary Source

Newsletter of the Society of Mississippi Archivists

Volume Two

May, 1980

Number Two

STATE HISTORICAL RECORDS ADVISORY BOARD APPOINTED

Governor William Winter has appointed twelve members to the State Historical Advisory Board. These appointments have met with NHPRC approval, and the State Board should begin their work soon, possibly as early as June. The new board members, their professional affiliation and their term of service are:

Gloria Atkinson, University Archivist, Mississippi University for Women
1980 - 1982 (SMA member)

Charlotte Capers, Director, Information and Education Division, Mississippi Department of Archives and History
1980 - 1983

Sammy Cranford, Assistant Professor of History and University Archivist, Delta State University (SMA member)
1980 - 1981

Frank E. Everett, Jr., attorney, author and member of the Board of Trustees of the Mississippi Department of Archives and History
1980 - 1981

Claude E. Fike, University Archivist, University of Southern Mississippi
1980 - 1982 (SMA member)

Elbert R. Hilliard, Director, Mississippi Department of Archives and History and State Historical Records Coordinator
1980 - 1984 (SMA member)

Madel Morgan, Director Archives and Library Division, Mississippi Department of Archives and History (SMA member)
1980 - 1983

William Parrish, Chairman, Department of History, Mississippi State University
1980 - 1982

Lelia G. Rhodes, Director, H. T. Sampson Library, Jackson State University
1980 - 1982

David Sansing, Associate Professor of History, University of Mississippi
1980 - 1982

John Ray Skates, Chairman, Department of History, University of Southern Mississippi
1980 - 1982

Thomas M. Verich, University Archivist, University of Mississippi
1980 - 1981 (SMA member)

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. Subscription to The Primary Source is included in the Society membership dues. Membership information is printed on the last page of each newsletter.

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

h t holmes.....Editor

REPORT OF THE EXECUTIVE DIRECTOR -

As the Society enters its third year, I think that it has made an auspicious beginning. A very busy spring was enjoyed by members. In late March, the Department of Archives and History in cooperation with the Society sponsored a basic archival workshop conducted by the Society of American Archivists. Twenty-two participants, half of which are members of the Society, enjoyed three days of concentrated archival education presented by a very competent team selected by the SAA, including Tom Pardo from the SAA, Anne Diffendal from the Nebraska Historical Society, Trudy Huskamp Peterson from the National Archives, Jim Fogarty from the Minnesota Historical Society, Bill Joyce from the American Antiquarian Society and Patrick Nolan from Wright State University. The workshop provided an excellent opportunity for archivists in the Gulf states area.

In April, the annual meeting of the Society included a disaster preparedness and recovery seminar co-sponsored by the Society and the Department of Archives and History and featuring George Cunha, Director Emeritus of the New England Document Conservation Center; Dennis

Lawrence, Training Officer with the State Civil Defense Council; and John Chamblee, Deputy State Fire Marshall. An interesting program put together by Program Chairperson Gloria Atkinson of the Mississippi University for Women entertained members at the second annual meeting of the Society. Jeffrey Field from the National Endowment for the Humanities talked about the Endowment's expanded records grant program; Elbert Hilliard, Director of the Mississippi Department of Archives and History and State Historical Records Coordinator, familiarized members of the Society with the role of the National Historical Publications and Records Commission in Mississippi to this point; Eleanor McKay from Memphis State University introduced random sampling techniques for collections of Congressional papers. Joe Castle from the Louisiana Historical Center told the group about this emerging research center; and Kit Carter from the Mississippi University for Women amused members with a delightful luncheon speech.

New officers elected at the annual business meeting include Jo Cille Hafter, President; Bob Bailey from the Department of Archives and History, Vice President; Anne Wells from Mississippi State University, Treasurer; and as new directors, William Hanna of the Mississippi Department of Archives and History and Tom Verich from the University of Mississippi.

Current membership of the Society stands at 315, representing 242 renewals from last year's membership (53.5%) and 73 new members, a 4.5% return on our membership recruitment mailout.

As was indicated in the last newsletter, the Society has a new mailing address. Please address future correspondence to P. O. Box 1151, Jackson, MS 39205.

I would be remiss if I did not thank several MDAH staff members who contributed time and talent to the program of the Society during the past year. Kathleen McClain, Secretary for the Archives Section worked tirelessly to assist in the typing and editing of The Primary Source and in planning and hosting the SMA receptions. Irene Minor and Sarah Franklin of the Technical Services Section, also did printing work for the Society.

We look forward to a productive year for the Society under the leadership of Jo Cille Hafter. -- RET

NEWS AND NOTES

Arrangement and description of a collection of personal papers cost almost twice as much as arrangement and description of a collection of institutional, governmental and other types of records. According to a recent study by the National Historical Publications and Records Commission, arrangement of personal papers typically runs \$199 per linear foot, whereas other types average \$109 per linear foot. Labor costs account for about 90% of total processing costs.

Upcoming deadlines for National Endowment for the Humanities grant applications are: May 15 for Division of Research Programs, Research Materials and Publications; June 1 for Division of Research Programs and Research Resources; and June 2 for Planning and Policy Assessment Studies and Division of Fellowship Programs. For further information, write the National Endowment for the Humanities, 806 Fifteenth Street, NW, Washington, D. C. 20506.

The National Archives for Black Women's History announces the opening of the records of the National Council of Negro Women dating from 1935 to 1960. A grant from NHPRC funded processing; other records will be open for research in the near future. The records of the NCNW, a voluntary social service organization, document a wide variety of subjects: civil rights, women's issues, education, employment, health, housing, consumer issues and international relations. The records also provide information on other black women's organizations which are or were affiliated with the NCNW and on local NCNW councils throughout the United States. Materials include correspondence of founder Mary McLeod Bethune and numerous other black women, minutes, reports, financial and membership records, NCNW publications, such as the African American Woman's Journal, and over 1000 photographs. The Archives is an institution of the National Council of Negro Women and is open Monday through Friday by appointment. For additional information contact: Linda Henry, Archivist, National Archives for Black

Women's History, 1318 Vermont Ave., NW, Washington, D. C. 20005.

Southeast Borderlands Association Steering Committee Meeting, Orlando, May 2-3.

The formation of a Southeast Borderlands Association was first proposed in March of this year at the Louisiana Historical Society meeting, when the Orlando meeting was planned for the purpose of beginning formal steps towards the creation of the Association. The steering committee, made up of members from Florida, Mississippi, Louisiana, Georgia and Alabama, met on the second and third of May to discuss the scope and purpose of the Association and to assign tasks to the various members to bring about the formal creation of the Association and initiation of some of its proposed activities.

The Association is intended to bring together scholars from a wide range of disciplines who are interested in the history and heritage of the lands formerly held by Spain, France, and England in the Southeast; the area of interest is meant to include the southeastern states bordered by and including the Carolinas, Tennessee, Arkansas and Louisiana, while the time period of interest is defined as the colonial periods of the several colonies. The Association would hope to include not only historians, but archivists, linguists, archaeologists, geographers, museum curators, librarians, historic sites specialists, architects, anthropologists and all others interested in the area and period. Its purpose is to create a channel for communication among such scholars and other interested people, with the intention of encouraging interdisciplinary cooperation and of avoiding duplication of effort.

At the meeting it was decided that a first step will be to compile a mailing list of interested prospective members. A small grant from LSU will enable the Association to circulate membership information on the basis of this mailing list. Future plans include a conference on the state of research in borderlands, studies in the various disciplines, paying special attention to bibliographic resources. A

(Continued on p. 7)

IN MEMORIAM

Ernest Posner
1892 - 1980

(Ed. Note: The following letter, written by Charlotte Capers, former director of the Mississippi Department of Archives and History, is an assessment of Dr. Ernst Posner's contributions to the development of archival work in Mississippi, solicited by Rodney A. Ross for use in a paper on the archival legacy of Ernst Posner, to be presented at the SAA annual meeting in Cincinnati this September.)

April 18, 1980

Dear Mr. Ross:

I was director of this Department from 1955 to 1969. Before I succeeded Dr. William D. McCain as director, I had been active in the Society of American Archivists, and through my attendance at SAA meetings before 1955 and after I assumed the directorship, I had the privilege of knowing Dr. Posner.

Dr. Posner had an influence on archival development in Mississippi, as elsewhere, by the sheer strength of his personality. He was kind to me, as he was to many, and I had the privilege of discussing Mississippi's problems with him on many occasions. When he visited the Mississippi Department of Archives and History, I had an opportunity to go into our situation in depth. His counsel was wise, and in his very quiet way he inspired me to greater effort in the administration of a small staff of fourteen professional employees charged with Archives, Library, Historic Sites, Museum, Publications and Photoduplication programs.

As for your question as to the influence of American State Archives, I think that it did help to spell out the status of the Mississippi Department of Archives and History in 1964. We knew that we had no records management program, though we had made strenuous efforts to establish one. We knew that because of inadequate storage facilities we could no longer absorb accessions of any size. Dr. Posner stated these problems clearly, and with American State Archives as further evidence of the need we had been expressing for some time, we were encouraged to persist in our efforts to obtain the legislation which resulted in a new Archives and History Building, dedicated in 1971.

Records management has been a long time in coming, and the Department is now engaged in a selective survey of state records, funded by a grant from the National Historical Publications and Records Commission. It is hoped that progressive records legislation will be forthcoming at the 1981 session of the Mississippi Legislature.

All of us who were archivists in the 1950s and before owe a great debt to Dr. Posner. He was the ultimate professional. And his gentle wisdom will be long remembered by those of us who learned so much of our craft from him.

Sincerely yours,

Charlotte Capers

MISSISSIPPI AND THE NHPRC

Governor Winter's action in appointing a State Historical Records Advisory Board is a commendable action, indeed, and certainly in harmony with his previously announced archival program. As reported in prior issues of this newsletter and elsewhere, Mississippi was one of the first states to ready herself for participation in the NHPRC program, only to be stymied for years by politics and related considerations. It is our editorial hope that the newly appointed Board will move swiftly with its work.

The Society of Mississippi Archivists can boast that six of its membership sit on the Board. The nature of the Board's work suggests that all board members ought to join the SMA. The letter to the editor beginning on page six is recommended to the Board as they begin their work.

With a State Board finally appointed and with a Mississippi Congressman sitting on the National Commission, exciting archival events surely await us.

YOU CAN'T SPELL NARS, G-S-A!

The current turmoil in our National Archives should be the concern of each SMA member. Not only is NARS under the auspices of a non-archival admiral, it remains under the governance of our nation's house-keeping agency, the one that buys toilet tissue for the federal government.

Our state's first archivist was a vocal part of the movement for the establishment of the National Archives, and was one of two candidates for the first Archivist of the United States. Our second archivist came here from the National Archives, bringing with him fresh approaches to archival practices. Many of our current archivists consider the National Archives as a spiritual mother, for it was there we first learned of "archiving."

So, we should expect the current head of the General Services Administration to select the next Archivist of the United States on the basis of professional standards. We then expect Congress to remove the protector of our national heritage from the housekeeper's closet and restore to the National Archives and Records Service the independence it deserves.

THE EDITOR NOTES -

This issue is brought to you in spite of missed deadlines, hectic schedules, train derailments, and the usual environment that archivists find themselves working in. The week this newsletter was to have been published (last), I was in Chicago, in spite of The Panama Limited's short-cut attempt, attending the SAA Basic Archival Conservation Workshop. This workshop was somewhat of a pilot for the SAA, and we participants were somewhat of Guinea pigs. The result was highly satisfactory from my point of view, and I can only recommend that you take advantage of the next workshops they offer. The class size was kept purposefully small, and this was a plus. Participants came from all over the country, and there was much more opportunity for visiting than large meetings allow. The survey report of the Western States Materials Conservation Project was distributed, and it is reprinted in this issue for those members interested in a regional approach to conservation.

Also, beginning in this issue is an occasional column to provide some answers to sticky and brittle archival questions. This column will re-appear when someone else sends in some questions. Detailed reports on some of the major collections in the state is a new feature. In this one, Anne Wells reports on the Hodding and Betty Carter Papers at MSU.

My thanks to all who have contributed to the newsletter. If your material did not make this issue, it has not been forgotten. For once, the editor has a few items in his backlog file, and that is a great comfort! - hth

LETTER TO THE EDITOR -

(Ed. Note: The following is a copy of a letter sent to Gloria Atkinson, SMA Program Chairperson, by Larry Hackman, Director, NHPRC Records Program. Mr. Hackman sent a copy to the editor of TPS.)

March 10, 1980

Ms. Gloria L. Atkinson
University Archivist
Mississippi University for Women
Columbus, Mississippi 39701

Dear Ms. Atkinson:

This is in response to your letter of February 13, 1980, and I hope, will also serve as an answer to an earlier letter from H. T. Holmes asking for a statement from the National Historical Publications and Records Commission suitable for the Society's newsletter, The Primary Source. Incidentally, as I began to write this letter I received from Mr. Holmes a copy of the new issue of your newsletter. It is difficult to overstate the very favorable impression we have of the early issues of The Primary Source; we see copies of most of the newsletters from state and regional archival associations around the country and feel that your Society is issuing already one of the best. Needless to say, we are pleased to see evidence of interest in NHPRC programs.

I'm sorry that lack of travel funds forces me to decline your invitation to attend the April meeting of the Society in Jackson, although with Governor Winter and George Cunha you obviously have a program that will interest and serve the needs of your membership. I did want to let you know of NHPRC's continuing interest in events in Mississippi and to bring the Society up to date on Commission activity. Several items may be of interest.

During its February, 1980, meeting, the Commission recommended a conditional grant in Lowndes County and at least one additional county in that region. The project is to inventory and schedule county records - and accession and dispose as appropriate; to develop methods

and guidelines which might be useful elsewhere in Mississippi; and to promote overall assessment of local records programs and planning in the State. The grant offer, therefore, includes funding for a consultant as well as for project staff. A copy of the consultant's report is to be shared with the Mississippi Historical Records Coordinator and, if there is one, with members of a Mississippi Historical Records Advisory Board. In recommending this first local records grant in Mississippi, Commission members indicated their wish to consider additional applications for local government records projects only after a Mississippi Historical Records Advisory Board has been appointed and has considered needs and plans for local government records program development in the State. The Commission was, of course, gratified to learn of Governor Winter's statement regarding an NHPRC Advisory Board - I had made a copy of his comments from The Primary Source and his commitment to give increased attention to archival needs in the State.

The conditional offer recommended during the February 1980 meeting will, we hope, lead to the fourth NHPRC historical records grant project in Mississippi. The Commission has previously awarded grants to the University of Mississippi for the arrangement and description of its lumber archives, to the University of Southern Mississippi in Hattiesburg for the appraisal, disposition, and processing of two large railroad collections, and to the State Department of Archives and History for a survey of records in executive agencies, boards and commissions of the State government. NHPRC staff worked closely with Elbert Hilliard and his staff on this proposal. The Commission was particularly interested in supporting this project, currently underway, because of the participation of the Legislative Audit Committee and the possibility that the survey will provide the basis for informed analysis of conditions and needs for archival and records management programs for state agency records. The Commission is hopeful that Governor Winter's interest in archival matters makes even more likely a positive impact from the

(Continued on p. 7)

PROFESSIONAL OPPORTUNITY

Letter, cont.

survey project.

In discussions of the appointment and role of a State Historical Records Advisory board, your members might find useful two articles in the current (Winter, 1980) issue of The American Archivist. I have enclosed reprints of one of these, "The Historical Records Program: The States and the Nation." A second article, by F. Gerald Ham, is on "NHPRC's Records Program and the Development of Statewide Archival Planning." There have been no very recent changes in NHPRC regulations or in the scope of the program. As of September, 1979, a governor is no longer required to nominate State Advisory Board members to the NHPRC prior to appointment; however, a majority of the Board members must have "recognized experience in administration of historical records or archives." Experience in "a field of research using historical records" is no longer sufficient for a majority of the Board - although certainly welcome in all members.

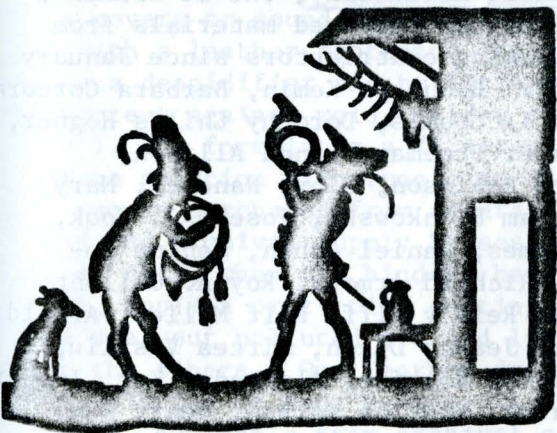
During its February, 1980, meeting the Commission also recommended a grant for a June, 1980, Atlanta conference of all State Coordinators, or another representative of the State Board, to develop recommendations to the Commission about how the role of the State Coordinators and Boards might be strengthened for the future. The potential for an increasing role for State Coordinators and Boards may add to the interest of your members in the appointment of a highly qualified and representative Board in Mississippi.

As reported in your newsletter, Congressman David Bowen was appointed recently as the Commission member for the House of Representatives. The Commission is extremely pleased to have his active participation as a member, particularly because of his strong personal interest in history and government. We understand from his staff that you have asked him to prepare a statement for your newsletter and that he is anxious to do so.

Sincerely,

Larry J. Hackman
 Director, NHPRC Records Program

Wanted: Archivist to assist in the development of county government archives and records programs in Lowndes County, Mississippi, and surrounding counties. Prefer candidate with professional experience in state or local government archival programs, particularly experience in inventorying, scheduling and appraising records. Preference will be given to graduates of archival training or internship programs. Experience with institutional or business records may be considered as a substitute for government records experience. One year, NHPRC-funded position with the possibility of continued employment. Employer will also consider applicants who are able to obtain a one-year leave of absence from their present position. Salary is \$17,000 plus fringe benefits. Applications should be sent to Lowndes County Department of Archives and History, P. O. Box 85, Columbus, MS 39701.



News and Notes, cont.

newsletter is also planned, where research projects can be described, research queries circulated and bibliographic materials made available.

Anyone interested in further information may contact Dr. Patricia Galloway at the Mississippi Department of Archives and History, P. O. Box 571, Jackson, MS 39205.

ACCESSIONS AND OPENINGS

CATHOLIC DIOCESE OF JACKSON ARCHIVES

Accessions

Mississippi Today, the diocesan weekly newspaper
December 4, 1977 - November 26, 1978
1 bound volume

JACKSON STATE UNIVERSITY
Henry T. Sampson Library

Accessions

William Grant Still Collection
n.d.
2 unpublished piano-vocal scores of
"Bayou Legend" and "Highway 1, U.S.A."

"Black Women Oral History Project"
1976-1977
10 bound transcripts

Interviews with Jessie Abbott, Francis Mary Albrier, Margaret Walker Alexander, Sadie Alexander, Elizabeth Barker, Alice Dunnigan, Margaret Holmes, Susie Jones, Maida Springer Kemp and Eunie Laurie. These women talk of their personal experiences of life in America, their contacts with influential personalities and of their contributions to the literary and social aspects of American life.

Donated by Radcliffe College.

MISSISSIPPI STATE UNIVERSITY
Mitchell Memorial Library

Accessions

Delta and Pine Land Company Papers
c 1910 - 1970
60 linear feet

Included are correspondence, newsletters, research data, reports, maps and publications. The company, based in Scott, Mississippi, was at one time the largest cotton plantation in the country.

William C. Keady Papers Accretion
1973 - 1979
25 linear feet

Court briefs, correspondence,

research files.

Donated by Judge William C. Keady.

Tombigbee Council on Human Relations Files
1968 - 1975
8 linear feet

The Council, composed of representatives from the six counties of Clay, Noxubee, Oktibbeha, Monroe and Lowndes, was the first and largest regional organization of the Mississippi Council on Human Relations. The files, containing correspondence, newsletters, reports and publications, reflect the Council's involvement with social change.

Donated by Larry Miller, Executive Director of the Council.

UNIVERSITY OF SOUTHERN MISSISSIPPI
McCain Graduate Library

Accessions

Lena Y. de Grummond Collection of Children's Literature Accretions

In addition to the accessions listed in Juvenile Miscellany, the de Grummond Collection has received materials from the following contributors since January 20, 1980: Diana L. Kemin, Barbara Corcoran, Charles I. Coombs, Dorothy Childs Hogner, Barbara C. Freeman, Linda Allison, Marileta Robinson, Sibyl Hancock, Mary Stolz, Jam Pienkowski, Joseph J. Cook, Lee J. Ames, Daniel Cohen, Janina Domanska, Richard Armour, Roy A. Gallant, Patricia Reilly Giff, Rolf Myller, Arnold Madison, Jeanne Dixon, Mircea Vasiliu, Lee Bennett Hopkins, Alexander Key, Isadora L. Sonnier, Pauline Watson, Henry Humphrey, Betty Lou Phillips, Edward R. Ricciuti, Mrs. S. W. Brickey, Ray Cruz, Suzanne Hilton, Barbara Brooks Wallace, Gloria Kamen and Maureen Crane Wartski.



ARCHIVAL ASSISTANCE -

Luisa Bowen, Editor

(Ed. Note: The purpose of this column is to provide information and/or solutions to problems you may have with your records, storage, etc. Please send all questions in care of The Primary Source.)

Q. What do you put on the old leather bound books to keep them from shedding?

A. If the binding has not already begun to "shed" or show other signs of deterioration, there are several things which can be done to prevent leather from disintegrating. If, however, deterioration has begun, the binding may not be able to be salvaged.

To clean a binding which has become dirty, apply frothed-up saddle soap or castile soapsuds to the leather with a soft cloth. Make sure that the suds are not wet; they should be wiped off promptly so as not to saturate the leather. Make sure that the binding is dry before proceeding further.

Future acid and mildew contamination can be prevented by sponging new leather covers or sound old leather covers with a leather protector (this contains a deacidifier and buffering salt to protect against mold, mildew and decay). The formula is a 7% potassium lactate solution with fungicide added and can be purchased from several library and archival supply houses. Following this, when the binders have dried, apply a protective coating to help seal out polluted air and lubricate the fibers. One leather dressing is a solution of neat's-foot oil and lanolin, available from archival supply houses. This dressing can also be made at home using 10 ounces of neat's-foot oil to 15 ounces of anhydrous lanolin, heated in a double boiler and allowed to cool before using. The neat's-foot oil can be used on all types of leather. Most leather made after 1800 needs frequent attention, depending on the quality of the original skins and the processing of the leather. The entire process should be done about once a year.

Q. Is there someone I can contact to appraise my records, photographs, family papers, etc.?

A. There is a list of appraisers suggested by the Society of American Archivists on file at MDAH. These appraisers are very expensive to use, however. If you are considering a small donation to an archives or library, contact the state chapter of the Appraisers Association of America. The archivist or librarian where you will be making the donation should also be able to suggest an appraiser in the area.

Q. Can I get a tax deduction for donation of materials to an archives/library?

A. You may take a tax deduction for the fair market value of books you donate to an archives/library. You may not take as a tax-deductible gift to a library "self-generated" manuscripts. You may claim deductions for manuscripts you acquire and then donate to an archives/library. (See the IRS publication on taxable gifts.)

Q. Where can I get my old family Bible rebound?

A. There are several binderies known to do good work:

Norris Bookbinding Company, Inc.
P. O. Box 305-H
Greenwood, Mississippi 38930
telephone: (601) 453-7424

Clinton Printing Center
4071 Lamar Avenue
Memphis, Tennessee 38118
telephone: (901) 794-0288

Southern Library Bindery
2952 Sidco Drive
Nashville, Tennessee 37204
telephone: (615) 244-5045

Q. They threw away some records at the courthouse. Can they do that?

In some cases, yes, but it depends on the kinds of records discarded, and whether the people who threw the materials away were authorized to do so. MDAH can give you information about what kinds of records local authorities must keep and those which can be thrown away.

(Continued on p. 10)

Archival Assistance, cont.

Q. I have some old letters. What is the best order to put them in?

A. There is no "best" way to put your letters in order. There are, however, several ways you can arrange the letters so that they are suitable for your needs in the future. First, ask yourself several questions about the papers. Are they the creation or collection of one person? Of several people? Are the letters already in a particular arrangement that makes sense?

If the answer to the last question is yes, then leave the letters as they are. Remove rusty clips and put the papers in clean folders (fill the folders no more than 1/8 to 1/4 of an inch thick if the letters are very old). If the letters are not in any useable order, and they are the papers of one creator, collector or recipient, you can arrange them in chronological order regardless of to whom or by whom they were sent. Or, in order to be able to get an idea of the personality or character, thoughts or ideas of an individual over time, you can arrange all incoming correspondence alphabetically by author (and chronologically thereunder) and all outgoing correspondence chronologically.

If the letters are the "collection" of a lot of people, an entire family for instance, you might want to separate the letters by who received the letters and then arrange them by author or chronologically. There are no hard and fast rules; just keep the arrangement simple so that retrieval of the letters is easy.

Q. Do I leave them in the envelopes?

A. No. Carefully remove the letters from the envelopes, and gently flatten them and put them in clean file folders.

Q. Do I keep the envelopes?

A. That, too, is up to the owner or processor of the letters. Some archives do keep the envelopes in a philatelic collection. Unless there is some important information written on the envelope, or the stamp or envelope itself is particularly unusual, I, personally, throw away the envelope, but only after copying (in light pencil, putting the information in brackets), at the top of the letter,

any postmark or return address information which is not already on the letters.

Q. How do you keep newspaper from turning yellow and falling apart?

A. Deacidify it. The yellowing and embrittlement of paper is caused by sulphuric acid in the paper that is a result of the manufacturing process. Spray the item or soak it in a deacidifying solution (available from archival and library supply houses; Wei To solution is one recommended product). Make sure that you test the inks of the newspaper before beginning the process as some inks are soluble in deacidifying solutions. It is also best to make a good photocopy of the paper before doing anything to it. If the paper has already begun to yellow and become brittle, the paper needs to be either encapsulated in a neutral medium or laminated, in addition to deacidification. If it is not possible to encapsulate or laminate the paper, then there is little you can do but make a photocopy for everyday use, and, after deacidification, place the original between sheets of good quality paper and in a large folder.

There are some home recipes for preparing deacidifying solutions using milk of magnesia and soda water, BUT these are not tried-and-true solutions. If you do try these, be sure to test the solution with litmus paper to ensure that the solution is indeed neutral or preferably slightly alkaline. (This alkaline "buffer" combats the acidity of other things that the paper comes in contact with, hands, for example.)

Q. What makes a book valuable?

A. Some of the things which make a book valuable are:
Other people wanting it;
Autograph or associational value;
Rareness or uniqueness (the number of copies printed, number existing today);
Circumstances of publishing (famous printer or publisher, place published, time published);
The book's impact on society;
The author;
The condition of the book;
Quality bindings, illustrations or fine art.

LIBRARY OF NOVEL BEHAVIOR

By Stephanie Mansfield

Washington Post

WASHINGTON - She comes to the Library of Congress every day, gliding through the ornate marble corridors in flowing white robes and veil, carrying a white leather Bible and calling herself the bride of Christ.

In the hushed, softly lit aisles of the main reading room, a man sits quietly, wearing a yellow plastic wastebasket over his head. Nearby, an elderly woman leafs through stacks of telephone books, looking for the person who put a spell on her many years earlier.

Their behavior, and that of a dozen other homeless, friendless and unwashed patrons who regularly seek asylum in the building's unthreatening atmosphere, has prompted the library to seek outside help.

In January, the Psychiatric Institute of Washington began an unprecedented 19-week course for library staffers entitled: "Successfully Dealing With Disruptive-Disturbed Patrons."

"The Library of Congress is like the dayroom of a state mental hospital," said Deana Goldstein, director of the institute's Crisis Intervention Center.

Along with a staff psychiatrist, Ms. Goldstein meets with 25 library staff members once a week to teach them how to deal with bizarre or brazen book lovers.

"Librarians are notoriously tolerant people," she said. "But they put up with a lot they don't have to. It's not only disturbed patrons, but prima donnas from Congress who aren't necessarily psychotic, but close to it."

Regular Irregulars

According to Ms. Goldstein, it is the first attempt by a federal agency to help its public employees deal with the public.

"I tell people about some of the readers," said Kathy Gould, director of the newspaper and periodical reading room.

"They don't believe it."

The roster of library "irregulars" includes the "Bag Lady," who spends the day at the library while "her body odor

clears out the entire room," according to one staffer.

"Most of the readers are very tolerant," said Ms. Gould, recalling one man who became overpowered by the "Bag Lady" and told the reference desk the Xerox machine must be on fire.

There's "Robin Hood," a tall, attractive man who wears a quiver of arrows on his shoulder and sits at the microfilm screen every day, reading back copies of The Los Angeles Times.

"The Button Lady" wears a large, brown paper button with the word "LOVE" printed on it. "She accuses everyone of being an FBI agent and dresses like a nun. One day she brought in a camera and started photographing the other readers," according to one employee.

Then there was the man who was caught naked - doing his laundry in the first-floor men's room. One employee remembers the man who came in dressed as a shepherd, carrying a staff. Another reader wears Styrofoam cups over his ears to block out interfering radio waves from China.

"Most of them are really harmless," said Ms. Gould, a 13-year veteran of the Library of Congress. "But it makes me a little uneasy. It's the really hostile reader who upsets us."

"The Fringe Element"

To the library's general counsel, John Kominski, "Mr. Gloves" is an example of a hostile reader. "He wore these thin white gauze gloves and had an irascible personality," Kominski said.

Before his banishment from the library, "Mr. Gloves" could be found fighting and cursing library staffers as they tried to hush his disturbances.

"Over the past few years, it's become an increasing problem," Kominski said. He believes the very nature of the Library of Congress attracts "the fringe element."

"Perhaps it's due to economic or social pressure. Maybe they're spreading the word among themselves," he said.

(Continued on p. 12)

Novel Behavior, cont.

REFERENCE REQUESTS?!

"I think it's somewhat of a unique problem."

Mental health experts say the Library of Congress allows disturbed people - some of them outpatients from local mental hospitals - to be in society without actually having to participate in it.

Since the library is open seven days a week, morning to night, it has become a haven for the lonely, deluded and paranoid residents of Washington's half-way houses and East Capitol Street rooming houses.

"They are people you feel a natural sorrow for," said reference librarian Tom Martin. "In many cases, there's little you can do."

Mark German, who works in the book service department, calls the dozen or so disturbed patrons he has come into contact with "totally harmless." In fact, he said, "I like them. I find them interesting."

Anyone who has ever worked with reference and attempted to serve all patrons with friendliness and grace, has surely felt himself an inmate of Bedlam on occasion. A saner perspective is sometimes restored by laughter resulting from particularly funny, mis-stated questions. Caught up in the zeal of his particular pursuit of knowledge, the patron sometimes forgets that the archivist is not privy to his thoughts. Some of the results of such absent-mindedness have been shared by Society members:

"This may not help you find his record, but after the war he got bit by a snake."

"I am searching for the birth and where of my grandfather."

"Where would find these two counties seated in Mississippi in 1880? for example: Central Miss? North Central? South Miss? Coast Plain? Northeast? or what?"

"Please quote me a price for War of 1812 and Civil War roosters if they are for sale."

"One story is that his father was a gandy dancer. Another that he was a coffin maker."

"Some had slaves and settled in slave states."

"The man rebelled against the Confederacy."

"He must have been in the cavalry or the artillery because he had two fingers shot off."

"I am interested in obtaining any old maps of Sutherin Mississippi."



The pride of ancestry increases in the ratios of distance -
G. W. Curtis

THE CARTER PAPERS AT MISSISSIPPI STATE UNIVERSITY

By Anne S. Wells, Manuscripts Curator
Mitchell Memorial Library
Mississippi State University

Mrs. Betty Werlein Carter and her sons, Hodding III and Philip, gave the Hodding and Betty Werlein Carter Papers to Mississippi State University's Mitchell Memorial Library. The donation, announced on the anniversary of the elder Hodding's birth, February 3, 1979, climaxed efforts begun six and one-half years earlier when the library staff first approached the Carter family regarding the disposition of the papers. Although no commitment was made at that time, informal contacts continued during the next few years until Mrs. Carter decided to place the papers at Mississippi State University. The collection was then physically transferred to the library and processing began. Upon the completion of processing, a list of the unpublished literary manuscripts in the collection was provided to the family, as requested. With this condition fulfilled, the legal instrument of gift was signed and an appraiser from the Rendell Agency, engaged by the donor, evaluated the collection.

The official transfer ceremony occurred at Mississippi State University in conjunction with a symposium entitled "The Heritage of Hodding Carter, Jr." Approximately two hundred people heard Carter family members, fellow journalists and university officials reminisce about the life and contributions of Hodding Carter. Preceding the symposium, guests attended a reception in the library, where displays of the Carter Papers were on exhibit.

The papers reflect the varied careers and interests of Hodding and Betty Werlein Carter. William Hodding Carter, Jr. (1907-1972) was reared in Hammond, Louisiana, attended Bowdoin College, and began his journalistic career as a reporter in Jackson, Mississippi, and New Orleans, Louisiana. Following his marriage in 1931, to Betty Werlein of New Orleans, the couple started their own newspaper, the Hammond Courier. With Hodding as editor and Betty as business manager, the Courier steadily expanded and consistently opposed the rule of Huey Long. In 1936, the Carters sold the paper and moved to Greenville, Mississippi, at the invitation of William Alexander Percy and others, to set up a new daily, The Delta Star. Two years later, the Star merged with another paper to form the Delta Democrat-Times, edited by Hodding.

World War II changed the lives of the Carters: in late 1940, Hodding's National Guard unit, the "Dixie Division," was called to active duty. While stationed in Florida, Hodding suffered the eye injury that was to affect him the rest of his life. He was soon transferred to Washington, D. C., where he worked in the Army bureaus of Public Relations and Intelligence and managed to publish his first books at the same time. Betty Carter, after joining her husband in Washington, worked in the Office of War Information and as confidential researcher for Bernard Baruch, in addition to conducting research for Hodding.

In 1945, the Carters returned to Greenville, where Hodding resumed the editorship of the DD-T. The following year he was awarded the Pulitzer Prize for a series of editorials urging racial tolerance. During the next years, he published extensively and gave numerous speeches around the country. He drew national attention and controversy for his words about race relations and the South. In 1955, he incurred the wrath of the Mississippi House of Representatives, which voted him a "liar" for his article on the Citizens' Councils, published by Look.

Having released the active editorship of the paper to his eldest son, Hodding III, Hodding in 1962 became writer-in-residence at Tulane University and thereafter divided his time between New Orleans and Greenville. He died in 1972 after a lengthy illness, leaving a legacy of nearly twenty books and countless articles. Betty Carter succeeded her husband as publisher of the paper.

The Carter Papers, 1918-1977, are the natural accumulation of the couple's lives. As is common with personal papers, many types of materials are included: letters, literary manuscripts, research notes, diaries, scrapbooks, clippings, photographs, phonograph records, memorabilia, publications, and World War II broadsides. The collection even includes three signed ballots, souvenirs from an anti-Huey Long ballot burning in which Hodding Carter participated. Many of the earlier papers were lost, and the majority of the collection is dated after 1940. The initial

(Continued on p. 14)

Carter Papers, cont.

accession was 75 linear feet; subsequent additions have brought the size to 82 linear feet.

The basic collection has been divided into four series: correspondence, literary manuscripts, publications and personal papers. At the time of the accessioning, the correspondence files, 1950-1972, from the newspaper office were the largest and best organized component of the collection. These files formed the logical basis for the first series. Correspondence from earlier years has been added and arranged in a similar manner. The series has been described at the folder level, supplemented by a list of notable signatures.

The second series, literary manuscripts, was created primarily as a vehicle to identify the unpublished manuscripts, which was a condition of the donation. Most of the manuscripts were boxed together, but many had been interfiled with the correspondence. These items were removed from the correspondence, replaced with cross-reference sheets and added to the manuscript series. The series has been separated first by author, although Betty Carter worked so closely with her husband that it was impossible to separate much of her work from his. Because Hodding Carter's creative works took many forms, his manuscripts have been arranged by genre: articles, books, poetry, speeches, plays, and editorials. Each group is further divided into published and unpublished categories. The bibliographic data acquired in identifying the materials is included in the description.

The collection contains an extensive publication file, arranged chronologically. In addition to its value to researchers, the file proved extremely useful to the archivist in identifying manuscripts and dating letters.

The remaining items in the collection were grouped together as personal papers, forming the fourth series. Included are biographical sketches, military papers, address books, scrapbooks, clippings, photographs and memorabilia. Each group has been arranged chronologically.

A major consideration in selecting the method of arrangement was the fact that the collection is a continuing one. Any system of description must be flexible enough to accommodate additions to the

collection. The chosen arrangement - division by broad document type - appeared to fit the requirements of the collection and, to date, has worked well. The guide to the collection is kept in a loose-leaf binder so that additions can be recorded easily.

Most of the items added since the original accession have been incorporated into the main body of the collection; however, two important additions have been maintained as separate series: the James Robertshaw and Brandt & Brandt addenda. The Robertshaw files, loaned for photocopying by the Carters' lawyer, concern the litigation that followed Hodding Carter's speech about General Edwin Walker, a controversial figure in the University of Mississippi crisis of 1962. The files of the Brandt & Brandt firm, the New York literary agency that represented the Carters for many years, contain correspondence with publishers and editors concerning the Carters' works.

The collection provides rich biographical detail about the lives of the Carters. The records also document the important events and social movements to which the Carters were witnesses or participants, such as the rule of Huey Long, the career of Theodore Bilbo, the Office of War Information, World War II, the rise of the Citizens' Councils and the questions of race relations. Other prominent subjects in the collection are Greenville, Mississippi, and the South. As a whole, the papers form a valuable historical record.



SURVEY REPORT: WESTERN STATES MATERIALS CONSERVATION PROJECT

By Howard P. Lowell and Karen Day
Project Directors

(The work herein reported was sponsored by the Western Council of State Libraries, Inc., and supported with funds from the Western Council and a grant from the National Historical Publications and Records Commission.)

Introduction

The Western States Materials Conservation Project, sponsored by the Western Council of State Libraries, Inc., and funded with a grant from the National Historical Publications & Records Commission, has four objectives:

- 1) To develop an informed cadre of conservation-conscious librarians, archivists and manuscript curators in each Western Council state who are committed to, and will work for, conservation solutions on a local, state, regional and national basis;
- 2) To survey, and report on, conservation issues, constraints, potential solutions, priorities, alternatives, available resources and the feasibility for a variety of coordinated conservation activities in the West;
- 3) To develop, by consensus and in priority sequence, a cooperative, coordinated conservation action plan for the West.
- 4) To plan, as appropriate, implementation of the conservation action plan developed.

To meet the first two objectives, project staff visited all but one of the eighteen western states now participating in the project. These states are: Alaska, Arizona, California, Colorado, Idaho, Iowa, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Utah, Washington and Wyoming. Kansas joined the Western Council too late for a staff visit during that part of the project, but staff may hold a meeting there after June, 1980. At each state meeting, participants were asked to:

- 1) identify conservation resources and programs within their institutions and the state;
- 2) define conservation needs within their state; and
- 3) begin to identify what actions they could take within their state.

Participants also identified needs that they could not begin to act upon for a

variety of reasons.

To achieve the project's stated third plan, a Feasibility Colloquium will be held on June 8-10, at Snowbird, Utah. This "Survey Report" has been compiled for the purpose of assisting Colloquium participants by providing comparative information from the various state planning meetings, and staff interpretation of project findings, through April, 1980. The project's fourth objective will be met by various staff activities that will be based upon the action plan developed by Colloquium participants.

Data Summary and Staff Interpretation

A total of 454 people have participated in twenty state meetings. Three states held two meetings each, due to their geography. Among the participants, college and university librarians formed the largest number, about 23.7%. Archivists and records managers comprised the next largest group, 18.7% of the participants. The third largest percentage was 15.1%, and consisted of city, county and regional librarians. The fourth largest participant group was historical society staff, who formed about 10% of the total.

Staff analysis of the states' listed "Needs" and "Potential Actions Identified" has caused us to conclude that there have been three major areas of concern shared by all participants:

- 1) Information and Education;
- 2) Conservation Services;
- 3) Research, Standards and Legislation.

The three major areas identified are a result of staff review of completed survey questionnaires, the documentation from each state meeting, and discussions with archivists, librarians and conservators throughout the West, some of whom did not provide predetermined categories into which participants had to fit their needs and actions. Consolidation of peoples' varied articulations into a few major categories has been difficult.

Information & Education: communication,
(Continued on p. 16)

Survey Report, cont.

training, public relations, a clearing house function, conservation advocacy and interest group. Participants in the planning meeting wanted a greater exchange of information; improved access to resource people and institutions; and help with developing techniques to communicate more effectively with their administrators, staff, other professionals, the public and legislators. Some participants gathered these elements under the umbrella of a clearinghouse for conservation information.

Conservation Services: adequate microfilm service, disaster preparedness and assistance, basic training, statewide conservation plans, institution and statewide survey, cooperative projects, access to a conservation lab and staff. This broad category includes participants' expressions of needs for survey consultants, basic staff training in preventive measures and conservation techniques, and the development of both institutional and statewide conservation plans. It also includes the concept of conservators who come to the work, instead of doing all the work in one location. Numerous programs have been proposed that could lend themselves to varying degrees of cooperation, for example, microfilm: processing, services offered to other institutions, and bibliographic access to microfilm. Also frequently mentioned were a last copy depository, cooperative collection development, and cooperative storage facilities.

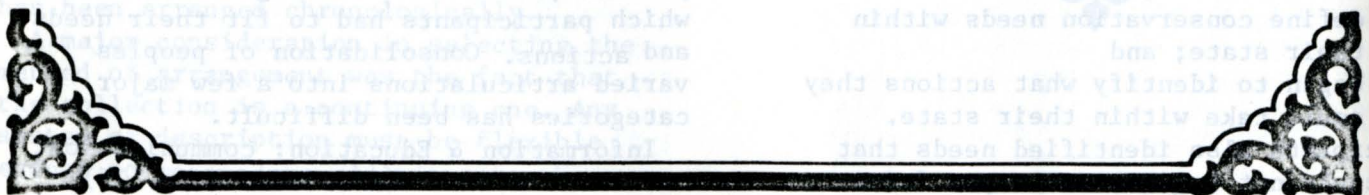
Standards, Research and Legislation: improved facilities, standards, legislative proposals, national research program, last copy repository, collection development cooperation, records management programs, improved paper quality. A majority of participants have felt that a lack of suitable standards for materials conservation such as paper quality, environmental controls, conservator training, and permanence and durability of non-print media,

have impeded development of conservation programs. Related to that issue is the expressed need for basic research, and for a generally accepted and affordable system of mass deacidification. Legislation is viewed as important because of its relevance to adequate public records management, the establishment of standards, and the potential for funding support of conservation education for administrators and conservators.

Feasibility Colloquium

In order to develop a realistic approach to coordinated conservation action in the Western United States, project staff has designed a format for the Feasibility Colloquium that will provide time for large group meetings and small group discussions. Staff would suggest that some specific questions be addressed by participants as they meet, and particularly within the small discussion groups. The questions include:

- 1) What local or state programs currently exist that have potential for a regional impact?
- 2) What can be accomplished now through regional cooperation?
- 3) What are the significant inter-relationships among the three major topics being discussed?
- 4) What are the most important needs in each of the three broad topics that would be the most appropriate candidates for outside funding?
- 5) If a regional approach to any one or all three of these general topics seems viable, what organization or institution would be appropriate to assume a coordinator's role?
- 6) What topics would best be served by working toward development of national policy, rather than by attempting to promulgate a local or regional policy or policies?
- 7) What commitments to follow-up, if any, are participants in this Feasibility Colloquium, or their institutions and associations, prepared to consider?



The Primary Source



"...no other profession calls for more various talents."

MEMBERSHIP APPLICATION FORM

1979 - 1980 Membership Year

NAME _____

ADDRESS _____

PHONE NO. _____

Annual dues are \$5.00. Please make checks payable to The Society of Mississippi Archivists and send this form and money to Anne S. Wells, Treasurer, Society of Mississippi Archivists, P. O. Box 5408, Mississippi State, Mississippi 39762. The membership year runs from October 1 to September 30.