

# The Primary Source

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# The Primary Source

MISSISSIPPIANA COLLECTION  
1400 N. GARDNER ST. - JACKSON, MISSISSIPPI 39201

A Quarterly Publication of The Society of Mississippi Archivists

Volume 10

Fall 1988

Number 3

## ARCHIVES AUTONOMY THREATENED

A proposed state government reorganization plan supported by Governor Ray Mabus jeopardizes the independence of the Mississippi Department of Archives and History. A report issued in July recommended the consolidation of 150 agencies into twelve, abolishing 900 state jobs and saving an estimated \$40 to \$60 million. According to the plan, Archives and History would be administered by the secretary of state. Members of the Archives governing board and director Elbert Hilliard immediately opposed the move, claiming that "it would be very unwise for the department to lose its independent, non-political status." Hilliard's position was supported by Lt. Governor Brad Dye at a budget hearing in September. Dye agreed that the Archives ought to be a "freestanding agency."

Also threatened by the proposed reorganization is the Library Commission, which would be placed in the Department of Education. Twenty-one staff positions would be eliminated and acquisitions procedures would be affected. Opposition to the plan by librarians has been vocal at public hearings throughout the state.

Currently, committees of both legislative houses are reviewing the report. The legislature's Performance Evaluation and Expenditure Review (PEER) Committee reported in September that the monetary savings might be less than reported: about \$11 million. Governor Mabus may call a special legislative session in November to deal with the reorganization issue. (Compiled from newspaper reports.)

## LOUISIANA ARCHIVES UPDATE: SECRETARY OF STATE MOVES IN

In a related story, the secretary of state of Louisiana has moved part of his department into the new Louisiana archives building. Only about one quarter of the space on the first floor of the three-floor facility is occupied by the secretary's staff. The move results from budget cuts that eliminated rent appropriations for the office, which occupies the archives rent-free. The secretary of state sees the move as a form of protection for the archives, which might otherwise be closed during the state's budget difficulties. He has also taken an interest in building the collections and use of the archives. SMA, SALA and SAC passed resolutions condemning this move at the spring meeting. The situation is being monitored by the Louisiana Archives Foundation. (Based on newspaper reports.)

The Primary Source (ISSN 0741-6563) is a quarterly publication of news and ideas produced by the Society of Mississippi Archivists, a non-profit organization of professional archivists and other interested persons.

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Your contributions, newsnotes and letters are welcome. Send them to:  
Suzanne Flandreau Steel, Blues Archive-Farley Hall, University of Mississippi, University, MS 38677, telephone (601) 232-7753.

The deadline for the Winter, 1989 issue is December 15, 1988.

This issue of TPS has been delayed so that we could report on the SAA annual meeting in Atlanta. Thanks to Sandra Boyd, Alexandra Gressitt, Dwight Harris, and Linda Overman for reporting on sessions and meetings. The certification question must now be decided by individual archivists, and a full report on activities pro and con, including the plenary session at SAA, appears here. Avra Michelson gave her permission for publication of her pro-certification statement published by SAA to be included here, because no SMA member stepped forward to write such a statement. (Had I known that Dwight favored certification I would have hounded him into it--and I may yet.) Our thanks, also, to Thomas Cockrell, who is a graduate student at Mississippi State University, for the book review.

Another thank-you to Jim Dawson of the Lauderdale County Department of Archives and History for reporting on accessions and activities of his department. Jim's enthusiasm and dedication are inspiring, and should serve to remind us all--if we need it--that local history is basic and that its importance should never be overlooked. We hope that other local history agencies and libraries with local history collections will report them to this newsletter, so that a wider audience of historians, genealogists and other interested people will know that they exist. Local history materials are every bit as important as the accessions of the larger institutions. If you need accession report forms or would like to be reminded by a postcard before deadlines, just contact me at the above address.

--Suzanne Steel

## INSTITUTIONAL SPOTLIGHTS

### Lauren Rogers Museum of Art

Founded in 1922, the Lauren Rogers Museum of Art was a memorial to Lauren Eastman Rogers by his grandfather, Lauren Chase Eastman. In addition to collections of European, Asian, and American art and silver, the museum also has a collection of American baskets, and a reference library of art, genealogy, and local history materials.

Address: Lauren Rogers Museum of Art  
5th Avenue at 7th Street  
P. O. Box 1108  
Laurel, MS 39441

Phone: (601) 649-6374

Hours: Tuesday-Saturday 10:00-5:00  
Sunday 1:00-4:00

Contact Person: Jerry Scott Goodwin, Head Librarian

Services Provided: Photocopying; limited mail reference; periodic workshops. Nothing in the collection circulates, and use of most special collections requires a research application.

Holdings: There is a special Laurel-Jones County Collection among the 18,000 books in the reference library at Lauren Rogers Museum of Art. The collection also includes 100-200 manuscripts; an historical photograph collection; microfilm and print copies of the Laurel Leader Call from 1914; and vertical files on Laurel-Jones County, genealogy, local history, and Mississippi artists. Also available for use are map and videotape collections.

### Archives of the Catholic Diocese of Jackson

The Archives of the Catholic Diocese of Jackson was founded in 1837.

Address: Archives of the Catholic Diocese of Jackson  
P. O. Box 2248  
Jackson, MS 39205

Phone: (601) 960-8478

Hours: By appointment

Contact Person: Frances Boeckman, Archivist

Services Provided: Research use is limited to specific projects/papers. Limited copying is available.

Holdings: Holdings of the Archives of the Catholic Diocese include approximately 80 books, 125 manuscripts, papers of bishops dating from 1837, and microfilm copies of Sacramental records of all parishes in the Diocese.

## Coffeeville Public Library

The Coffeeville Public Library was founded in 1961.

Address: Coffeeville Public Library  
P. O. Box 420  
Coffeeville, MS 38922

Phone: (601) 675-8822

Hours: 16-20 hours per week

Contact Person: Patty M. Bailey

Services Provided: Photocopying; interlibrary and film loans free of charge; services for the handicapped including large print books, tapes and records for talking book machines, and assistance with the Adult Literacy Program; public meeting room; research assistance; magazine loan.

Holdings: Included in the holdings of the Coffeeville Public Library are 4,300 books and 60 cassette tapes of selected books. The genealogy section consists mainly of publications of the Yalobusha County Historical Society, including Yalobusha County history and county cemetery records.

### CERTIFICATION UPDATE

#### SNCA Polls the Regionals

During the summer months the Society of North Carolina Archivists mailed questionnaires on the certification question to the regional organizations listed in SAA's 1986 "Directory of Regional Archival Organizations" after SAA refused to provide a more recent listing. Michelle Francis has reported on the results of the survey. Only one organization, the Society of Georgia Archivists, is on record as favoring the SAA plan. Their vote was taken at a meeting in 1985. Eight regionals and state organizations reported that their memberships opposed the plan. These include the Midwest Archives Conference, the Mid-Atlantic Regional Archives Conference, the New England Archivists, the Society of Alabama Archivists, the Society of North Carolina Archivists, the Kansas City Archivists, the Archivists Roundtable of Metropolitan New York and the Twin Cities Archives Roundtable. These organizations represent about 2500 archivists in twenty-eight states.

Francis concludes her report: "Somewhat belatedly archivists are wondering how SAA's certification plan has developed to its present stage without a consensus of the membership. Much confusion still surrounds the certification issue, but the response to the SNCA survey of the regionals would indicate a growing dissatisfaction with the current plan. While many archivists are resigned to what seems to be the inevitability of certification of individuals, the degree of participation by the profession and the financial feasibility of the current plan still seem to be in question."

## SAA's August Mailing

In August, SAA sent members a five-page mailing detailing answers to the most commonly asked questions about certification. The document is too long to reproduce here in its entirety. Throughout, it stresses that individual certification is optional, a choice to be made by those who feel that they need it. It is expected that a demand for certified archivists will increase demand for educational opportunities and raise the standards of archival education. Certification of individuals will protect the diversity of the profession by allowing archivists who have come to the profession from many disciplines to be certified. Certification by petition is a means to recognize the careers of established archivists and to fund the certification examination. The mailing also included several pro-certification statements by individuals. The following is a comment by Avra Michelson, reproduced with her permission:

I was a fence sitter during debates on certification. While recognizing the potential benefits of certification I felt the development of graduate education programs warranted higher priority. It is only since SAA Council approved certification that I became a supporter and decided that I would apply to be certified. I reached this decision primarily for three reasons: (1) Certification supports professionalization of the field. The decision to adopt a certification program for archivists was based on deliberations that included more than a decade of research, analysis and debate. Certification established a standard measure of professional credentials necessary if archivists are to gain greater authority in the administration of documentary source materials. (2) Certification of archivists and the development of graduate education programs are complementary processes. The certification process requires archivists to define the knowledge base necessary to responsibly perform archival duties. This is the compulsory first step in developing curriculum for archival education programs. Were we to forego certification in favor of an exclusive focus on the development of graduate-level education programs, our first task as a profession would be to perform the same analysis required for certification. (3) Finally, certification can advance the development of graduate education programs by requiring that those who sit for the exam have an appropriate academic background. Certification represents a key opportunity to professionally advance our field, and it is for these reasons that I will apply to be certified.

## SAA Plenary Session on Certification

After the continuous petitioning, polling and agitation carried on in the regionals over the past year, the plenary session on certification at SAA was anticlimactic. At the session controversy was nearly absent, as members of the Interim Board for Certification explained the progress of the program. A certification petition is now available from SAA and was handed out at the session. After the trial application of last summer, the decision was made to base certification on education and professional job experience only, rather than on the initial complex point system. To be eligible for certification by petition, the petitioner must have a master's degree including nine semester hours of graduate study of archives administration plus a minimum of five years of qualifying professional experience, or a master's degree and six years of experience, or a bachelor's degree and seven years of experience. Qualifying professional

experience is defined on the form. Certification by petition will be available for one year only.

SAA hopes that enough petitioners will pay the non-refundable \$25 application fee and that enough will be certified at the additional \$250 charge so that the revenue received will fund the development of the examination. SAA has chosen Professional Examination Service of New York to develop the exam. Role delineation workshops and polling of individual archivists will lead to formulation of the exam questions. The objective is a bank of 200 questions, 100 of which will appear on the exam. To take the examination a candidate must have graduate coursework in archival administration plus one year of experience, a master's degree with two years or a bachelor's degree with three years of experience.

The current plan calls for financing the exam with money provided by the petition program. The Academy of Certified Archivists, which will come into being as soon as 100 archivists have been certified, will assume responsibility for the certification program. At that time, financial responsibility will also pass from SAA.

It remains to be seen how archivists will respond to the petition process, which is both rigid and expensive. Many archivists who hold administrative positions or have split responsibilities within a special collection will not qualify by petition. At the same time, SAA is gambling that enough petitioners will qualify and accept certification to pay for development of the examination. Concern was expressed at the meeting about the high costs of sitting for the exam, which will only be given during the SAA meeting, in addition to the high costs of certification.

One questioner at the session raised the issue of the dissatisfaction expressed by the regional organizations. The SAA position, expressed by President Sue Holbert, was that Council had voted and that enough interest had been shown that the Society could not turn back. She also reiterated that certification will advance the profession and stimulate archival education. Efforts to change SAA policy are apparently dead, but individuals who do not favor certification or who feel that they do not need it still have the opportunity to "vote with their feet." At this point we can only wait and see what the outcome will be.

#### SAA REPORTS

The Society of American Archivists met in Atlanta September 29 through October 2, 1988. The Westin Peachtree Hotel was expensive, labyrinthine and remarkably disorganized: many SMA members stayed in cheaper--but possibly better--accommodations nearby. Macy's and other attractions of Atlanta beckoned. Nevertheless, faithful reporters for The Primary Source attended sessions, took extensive notes and have combined forces to present the following summaries:

##### Business Meeting

Besides the usual reports (including a heroic attempt to explain the Society's recently-adopted change in accounting procedures) the membership passed three resolutions: one supported the American Library Association's condemnation of the FBI's Library Awareness Program because by asking librarians to report on the research interests of their patrons it violates principles of intellectual freedom; one joined ALA and other concerned organizations in urging publication of government documents and creation of

important records on permanent paper; the third required that knowledge of preservation theories and procedures be included in requirements for certification.

--Reported by Suzanne Steel

#### Committee on Regional Archival Activity

Jim Fogerty, Minnesota Historical Society, presented a proposal from the Planning Group on the Educational Potential of Archives which had been presented to the SAA Committee on Goals and Priorities. The Planning Group proposed to work through the Committee on Regional Archival Activity to: 1) survey the outreach activities of all regional archival organizations; 2) select at least two regionals through which outreach will be studied at the institutional level in order to identify outreach activities and to look at the success rate of the activity. The resulting report of these two activities will be used to help identify gaps in outreach planning and potential projects to fill those gaps. CRAA members were asked to volunteer to help with these activities.

Michelle A. Francis, Society of North Carolina Archivists, reported on and gave out copies of the results of a survey her organization conducted among regional and state archival organizations to determine those groups' reactions to certification.

Donn Neal, Executive Director, SAA, reported that SAA will be willing to experiment with membership incentives to regional groups who recruit members for SAA. SAA would provide special membership forms and would rebate (perhaps 20%) of dues to regional organizations. He is interested in comments and volunteers. SAA's membership committee would develop strategies.

Paul Chestnut, Frank Cook and Edie Hedlin, members of SAA's Interim Board on Certification, reported to CRAA. They were there to discuss the appropriate vehicle for communicating certification information to regional members. They are willing to provide information on certification for publication in newsletters. They asked for volunteers to do outreach in the regions and also asked for ideas for doing a session on certification.

Representatives from regional organizations gave reports on the size of their membership and activities and programs conducted by their group during the past year.

Tim Ericson, SAA, reported on educational initiatives. SAA's workshop offerings for the coming year are: Appraisal, Electronic Records, Arrangement and Description (by spring 1989). Reference, Collection Policy (will be offered at MARAC in fall 1989), Authority and Vocabulary Control for Archivists (possibly by spring), Information Management and Machine-Readable Archives. He said that SAA will be limiting the number of workshops because of logistics. It is especially difficult to offer much in May because so many regionals meet at that time. SAA does, however, still need settings for the above workshops.

--Reported by Linda Overman

#### Minorities Roundtable

This session served to introduce the Roundtable to new members and discuss the very hot topic of archival certification. The Roundtable had drafted a resolution denouncing the certification process that is being proposed by SAA, mainly because they feel that minorities may be locked out



of job opportunities or promotions when they become available. I totally disagreed with this line of thought (and a few joined forces with me). I felt that we, as a minority, should strive to attain the proper recognition and that this could be done through the certification process. What concerned me (and what should have been the major concern of the Roundtable) was the exceptionally high fee involved in being certified. After several minutes of discussion, it was decided to modify the resolution to reflect the concerns of this meeting.

--Reported by Dwight Harris

### Is There Archival Theory?

This session was chaired by Michael Lutzker, New York University, with Frank G. Burke, NARA, and John Roberts, Federal Bureau of Prisons, as panelists. Both panelists agreed that currently archival theory does not exist. Burke spoke in favor of an academic solution to this problem, promoting the concept of the educational institution as creator and tester of theory. He disapproves of the current move toward certification because it does not incorporate this academic role. Roberts, whose title "Archival Theory: Myth or Banality?" demonstrates his pungent way with words, found no use for archival theory at all, claiming that it "overcomplicates the simple and oversimplifies the complicated." He expressed fears that the introduction of academic theorizing would stratify the profession without providing any solutions to concrete problems. He concluded that archives are "intrinsically ad hoc," and that basic subject knowledge and knowledge about one's organization are more useful than theory.

Moderator Lutzger chided both panelists: Burke for failing to ask the larger questions he wants academic theorists to study, and Roberts for making archivists merely custodial, with no greater role in documenting their fields. Claiming that many disciplines have much to offer archivists through the ways they organize knowledge, he challenged archivists to raise the status of the profession by creative use of such knowledge.

The session provoked a number of comments and reactions from the floor.

--Reported by Suzanne Steel

### Archivists and the Law

Moderated by Chris Paton of Georgia State University, this session addressed issues of tax appraisal, copyright and privacy, and the legal status of access restrictions. The first speaker was John R. Payne, an independent appraiser. He discussed the provisions of the Tax Reform Act of 1984 that affect the charitable donation process. Final regulations set by the IRS in May, 1988 define the role and responsibilities of the appraiser and the responsibilities of the donor and the receiving institution. The appraiser must be recognizably knowledgeable about the materials being appraised and must not be employed by the donee. He or she must not be a previous owner or seller of the materials. Any donated property valued over \$5000 must be appraised, and the appraisal must take place within sixty days before the donation is made. The appraisal must state the fair market value of the gift, the dates of appraisal and donation, the fee arrangement between the donor and the appraiser, and the appraiser's credentials.

Two IRS forms are connected with the appraisal process. The donor must submit form 8283, which contains a summary of the appraisal. Form 8282 must be submitted by the receiving institutions if the donated materials are

sold, exchanged or disposed of within two years of the donation. The institution's letter of acknowledgment does not have to concur with the appraisal or mention the value assigned by the appraiser.

The IRS regulations and the penalties for breaking them are summarized in a booklet, "The Gentle Art of Giving," available from John R. Payne, 2205 Bridle Path, Austin, TX 78703, telephone (512) 478-7724.

Richard Turley, Church of Jesus Christ of the Latter Day Saints, discussed "Copyright and Privacy Laws: Do You Know the Difference?" He distinguished between copyright, which is a property right granted in the Constitution, and the right of privacy, which was recognized as a constitutional right in 1965, in Griswold vs. Connecticut. Copyright provides an economic incentive to publication by recognizing the author's right to his or her expression. It protects the author's right of first publication, which has overtones of privacy protection. Recent cases, such as the Salinger case, have given greater weight to the protection of unpublished writings. Privacy, on the other hand, protects facts not expression. It protects individuals from embarrassment or misuse of their name or likeness. Unlike libel, truth is no defense for invasion of privacy. Authors who publish their works waive the right to privacy by making their writings public.

Harold L. Miller of the Historical Society of Wisconsin discussed the FBI's attempt to subpoena a restricted collection, the Braden Papers, in order to build a defense in a harassment suit brought against them by the National Committee against Repressive Legislation, in 1980. The Bradens had been members of NCARL, though they were not specifically named in the suit. Mrs. Braden controlled access to papers of herself and her deceased husband and had allowed researchers to use them. The FBI subpoenaed them arguing that she had waived any privileges to restrict access by allowing any research use, and that the FBI was entitled to all possible evidence to use in its defense.

The Historical Society of Wisconsin was not a direct party in the suit, but it was represented in an amicus brief. One of the arguments used by Mrs. Braden was a claim of archival privilege, like that between lawyer and client. Without this privilege it would be difficult for libraries to collect in sensitive areas.

In both the original case and in a subsequent appeal the courts ruled in favor of the FBI, though the case was eventually settled out of court. A strong influencing factor was Mrs. Braden's interest in the original suit against the FBI. However, the implication for archives is that restricted collections are not immune from subpoena, though the court did not strike down restrictions or challenge the donor's right to restrict access. This information should be told forthrightly to prospective donors. Institutions might also consider taking sensitive collections on deposit so that the donor would be the focus of any litigation (as Mrs. Braden was.) The knowledge that a collection in a public institution might be at greater risk of subpoena may cause donors to delay or reconsider a donation of papers.

--Reported by Suzanne Steel

### Professional Ethics: A Comparative Approach

This session used the experience of two similar professions to address the questions of ethics raised as SAA revises its 1980 code of Ethics. Ann Prentice of the University of Tennessee represented the American Library Association. She gave a general historical introduction to the topic, defining a code of ethics as "professional association wellness." Since

1981 ALA has had a code of ethics, which has been endorsed by state and regional associations. The profession is kept informed about issues and problems through American Libraries. The latest developments have had to do with the FBI's library awareness program, to which ALA strongly objected on ethical grounds. ALA's code was cited in Congressional hearings on the subject. Though ALA has no mechanisms for enforcement, its code has made the profession credible and accountable.

Pat Williams, representing the American Association of Museums, described the history of ethics in the museum field, which is more diverse even than archives. Museum Ethics was developed in 1978; it provides guidelines by disciplines and areas of museum management. Self-analysis of ethical concerns is also part of the accreditation process, in which each museum seeking accreditation is required to have its own code. AAM is now in the process of writing a new code incorporating a standing ethics board which will be funded out of accreditation fees. Enforcement will thus become linked to accreditation.

David Horn, who helped to develop the 1980 SAA code, lamented the absence of enforcement in the SAA system. He used the current litigation over the papers of Martin Luther King, Jr. as an example of unethical competition between institutions that should have been arbitrated within the profession--except that SAA provides no mechanisms for arbitration or enforcement. The SAA code is currently under revision, and Horn believes that the new code should provide for arbitration, and receive ratification from regional and state organizations, so that it will be perceived as binding and fair.

--Reported by Suzanne Steel

#### Inventorying, Scheduling, and Managing Computerized Data: A Workshop

This workshop outlined procedures for the collection of information of an automated information system through the inventorying and scheduling process. The presenters, Margaret Hedstrom, New York State Archives and Records Administration, and Margaret O. Adams, National Archives, demonstrated how to analyze acquired information in order to schedule the disposition of all data produced by the system. They discussed how information gathered during the inventory process could be used to describe the records in an archival format after being transferred to an archival repository. They both agreed that this is easier said than done because the key to success is producing a complete and comprehensive inventory of the machine-readable records being considered for preservation.

--Reported by Dwight Harris

#### Terms of Endearment: The Fine Art of Acquiring Congressional Collections

This session was chaired by Beverly Bishop, Emory University, with Terri Hanagan, Political Consultant, and Henry L. Bowden, Attorney-at-Law, as panelists. Ms. Hanagan discussed the political, copyright, and access problems encountered in obtaining Senator Cranston's Congressional Papers. Attorney Bowden echoed similar problems in obtaining Senator Talmadge's Congressional Papers. Their discussion centered on the development of legal instruments or deeds of gift for the transfer of collections to their respective repositories. They discussed their negotiating process with the donor, focusing on legal and political considerations such as title, possession, use, and copyright. Attorney Bowden pointed out the need for

the deed of gift to address the living donor, the donor that dies without making stipulation as to the disposition of his/her papers in a will, and family members of a deceased donor. He also stated that the archivist/curator should not fall into the trap of trying to use a standardized deed of gift to accommodate all possible acquisitions because donor stipulations will vary immensely and the main objective is to enhance one's own holdings and not become a political dumping ground.

--Reported by Dwight Harris

#### Academic Archivists: The Common Ground

Kay Domine chaired a session in which three archivists discussed the question of whether there are distinctions setting college and university archivists apart from those in other organizations.

Margery Sly of Smith College spoke generally on the subject based on her experience in four different academic archival settings. Practice in academic archives is often determined by the size and age of the institution, and by the organization's structure, location, and staff. Sly raised a series of questions about academic archives, then proposed that in areas such as indexing practice, description of record groups, and guidelines for practice such as those published by the American Association of Collegiate Registrars, common practice can be developed and applied.

Sharon Pugsley of the University of California at Irvine reviewed the situations in which she had worked with college and university archives. She pointed to the core mission statement in the college and university guidelines published in The American Archivist in Spring 1980 as expressing common elements of college and university archival practice. Citing items D and E of the core mission statement as identifying unique responsibilities of college and university archives, Pugsley emphasized that use determines uniqueness, and noted that the guidelines checklist provides direction for common practice.

Phil Bantin of the University of California at Los Angeles presented compiled data from three studies of college and university archives. One of the major similarities is that most reporting units work within their institution's library structure. The studies allowed Bantin to show differences between small and large, and public and private institutions. Major areas of differences identified by the data from the three studies were records management, policy and procedure, finding aids, and types of records collected. Much of the diversity evidenced in the study was influenced by budget and staff. Bantin suggested that the differences need to be acted upon -- by sharing information on policy and appraisal decisions, by promoting benefits of planning management principles, and by developing more awareness of standard practice.

--Reported by Sandra E. Boyd

#### Perspectives on Collecting Literary Manuscripts

In a session chaired by Cathy Henderson of the Humanities Research Center, two archivists and a researcher presented views on collecting and providing reference to literary manuscripts.

Tim Murray of the University of Delaware provided background for nineteenth and twentieth century collecting. In surveying the history of the tradition, Murray named John Quin as an early private collector of

contemporary literary manuscripts and Charles Abbott at the University of Buffalo who pioneered in institutional collecting when he solicited the works of fifty modern British and American poets. While the modern era of collecting began in 1950 when the archives of The Dial were deposited at Yale, the real high point of institutional collecting of literary manuscripts was the 1960s when acquisition resources were plentiful and academic interest in studying contemporary writers increased. During this period authors became aware of the value of their works, and repositories offered free appraisals as a solicitation tool.

Murray pointed to changes in tax laws in 1969, which resulted in the loss of a valuable incentive for donors. He cited the Humanities Research Center, founded in 1957, which has continued to be successful in acquiring major 20th century British and American writers and noted that although acquisitions slowed in the 1970's, those collections already in repositories continue to increase in value. According to Murray, interest now centers on providing access to literary manuscripts through publications such as the union list Where Are Their Papers? or the AMC format in online systems, and in preservation.

Sara Hodson of the Huntington Library emphasized the need for each institution to formulate a collection policy so that there will be clear guidelines for developing collections. The policy might focus on a region, a genre, or a form, and consideration should be given to whether the institution will collect drafts of works or just manuscripts, whether the materials will be a research collection or an exhibit, and whether the focus will be on a small or large number of authors. The Huntington Library collects first editions, later editions which contain new materials, and bibliographies for authors whose names are on the library's modern authors list drawn up by patrons and senior researchers. The library prefers correspondence to literary works because of its research value. Purchase is less likely now, and the approach which the Huntington has followed is to acquire family or other related papers which enhance current collections. Other suggestions for expanding collections included use of a combination gift/purchase arrangement or cooperative collecting with other institutions such as a theatre or museum.

In addition to the problem of acquiring literary manuscripts, Hodson also mentioned that archivists and library staff must contend with the dual problems of access and privacy. Restrictions may be imposed by either the donor or the curator, but the curator must be particularly alert to protect the privacy of any individual who had no control over the deposit of the collection. Copyright laws also have a significant effect upon access to and use of literary collections. Hodson's suggestion was that the institution acquire copyright with the deed of gift.

Dr. Lois Overbeck of Spelman College provided a researcher's point of view. She views the term curator/archivist as suggesting a major role in helping donors understand research use of their collections. Overbeck suggests the need for consistent policies, collaboration between researchers and archivists to extend collections, and collection description in a variety of ways to assist research. Other ideas presented by Overbeck included making the rationale for sorting and dating of documents available to the researcher, consideration of the need to use new tools such as the tape recorder or the computer in the research room, and the production of readable copies. Dr. Overbeck stressed that both archivists and researchers benefit when they work together.

--Reported by Sandra E. Boyd

## "Going Public": Outreach and the Archivist

Chaired by Frank Mackaman of the Gerald Ford Museum, this session drew a large audience, evidence of the interest in users and outreach at this SAA conference.

Cheryl N. Thies of the Minnesota Historical Society, Public Information Officer for the Midwest Archives Conference (MAC), described a two-part program in the regional that led to increased publicity and public awareness of archives. A 1985 MAC task force had as one of its purposes to find ways to increase awareness of archives and suggested a program called the MAC President's Award. The award recognized service and support of archives by individuals or institutions not directly involved in archives work. As many as three awards, in the form of certificates, are given each year; presentation of the awards would be at the MAC spring conference. Criteria were developed and two awards were given the first year -- one to Senator Thomas Eagleton and the other to a state AFL-CIO organization in the region. MAC received much favorable publicity for the award, the result of adding a new regional officer, the public information officer (PIO). Thies, as PIO, had the responsibility for publicizing the award and for generating publicity for the regional archival community. Some of the specific accomplishments which she mentioned were the development of a workshop on public relations materials for archives and the development of a computer mailing list.

Virginia J. H. Cain of Emory University explained the outreach activities of the Society of Georgia Archivists (SGA) since 1985 when David Gracy challenged archivists to reach out to new constituencies. SGA surveyed its members in May 1986 and ultimately found greatest interest in educational activities for all groups. The society co-sponsored a workshop for library staff responsible for special collections. A part of the latter program was the establishment of a "buddy" system for those needing assistance with archival questions. SGA has also established a scholarship program for attendance at its meetings and other archival programs. In Georgia there is continuing interest in outreach programs to fulfill the mission of the Society.

Hal Keiner of The Travelers described his involvement with a new England Archivists (NEA) display at the New England Fair, "The Big E." Shared space was available in 1986, their first year, and members designed a modest exhibit entitled "The Archivists at Work" which was enhanced with brochures from local repositories and pamphlets from SAA. With one year's experience behind them, NEA focused on its member state constitutions for its 1987 exhibit, exhibited a sample collection of personal papers, and provided a genealogical form for school children. The most recent exhibit at the 1988 Fair focused on the hurricane of 1938 and included a video of survivors. Each year there has been positive response to the exhibit, and NEA members view the activity as an effective way to broaden understanding of archives in their region.

Julie P. Bresor, also of NEA, described the regional project to coordinate a week-long celebration of archives. During the first year, forty repositories participated with such events as open houses and special speakers. The special week was featured on public radio and a proclamation was issued by each state governor. A project of this size requires strong institutional support; contacts and time commitment are important. In 1988 the NEA Archives Week was celebrated May 28 - June 4 with the Archivist of

the United States speaking at the John F. Kennedy Library. Of interest is the fact that forty percent of the seventy institutions participating were not archival repositories.

David Gracy responded to these presentations with "Right On!" He stressed that archivists need to define ourselves or others will, and the result may be an image we do not want.

--Reported by Sandra E. Boyd

### Archival Implications of the Hoffman Case

Without any doubt this session was one of the most interesting and vibrant sessions of SAA's 1988 Annual meeting. Chaired by Ken Duckett, University of Oregon, and introduced by Jeffrey O. Johnson, Utah State Archives, it addressed the vulnerability of archivists and manuscripts dealers in authenticating "historic documents." George Throckmorton, guest speaker and forensics expert involved in identifying the Hoffman forgeries addressed an audience overflowing into the hallway.

Mr. Johnson provided background information on Hoffman and his activities, identifying him as a small-time manuscripts dealer who came into prominence in the 1980's as a dealer in some of the earliest known Mormon documents. Not until the bombing in August 1985 was there any indication of a problem. By that time, not only had Hoffman traded "significant Mormon documents", but also documents significant to the interpretation of U. S. history: letters of Daniel Boone, and Betsy Ross, and the Oath of a Freeman supposedly the first document printed in the colonies, to name but a few.

George Throckmorton's message is significant for anyone confronted with authenticating documents. There is no way to determine whether a document is original nor is there any way to accurately date either paper or iron gall ink. The Hoffman case has resulted in the development of new tests for dating documents and greater hope for identifying forgeries.

Why should we, as archivists, care about the Hoffman forgeries case? Throckmorton pointed out that all Hoffman forgeries have not been located, that Hoffman was adept at authenticating and marketing his forgeries, and that there are unscrupulous manuscript dealers across the country who knowingly hold Hoffman forgeries, but decline to relinquish them. According to Throckmorton, at least ninety percent of Hoffman's documents were authenticated by reputable people, including such forgery experts as Charles Hamilton, author of Great Forgers and Famous Fakes. All of Hoffman's documents were "historically correct" (i.e. right type of paper, slit from historic books across the continent; correct ink type; and when necessary chemically aged) but scientifically modern.

For those interested in reading more on the case: see Salamander: The Story of the Mormon Forgery Murders by Linda Silitoe and Allen Roberts. (Salt Lake City, Utah: Signature Books, 1988). This book includes a forensics analysis by George J. Throckmorton.

--Reported by Alexandra S. Gressitt

## Security of Archival Records: Learning from Recent Events

One of many concerns facing archivists and manuscript curators is loss of documents by theft. How it happens, how a depository recovers documents and how an institution can protect itself against theft were among the topics discussed in Security of Archival Records: Learning from Recent Events. Two papers, both based on the recent Charles Mount case, were presented in this session chaired by Christopher LaPlante, Texas State Archives; the first by JoAnne Williamson, National Archives and Records Administration (NARA); the second by Christopher Runkel, Legal Counsel, NARA.

Charles Mount, an independent scholar and art critic, was arrested in Boston, Massachusetts, in August of 1987 for interstate transportation of stolen goods (historic documents). He was tried, convicted, and sentenced. He was subsequently charged in Washington, D. C. with mail fraud and receiving stolen property. Trial on these charges is pending. Of the 153 documents found in Boston 144 were from the Military branch and nine from the Diplomatic branch of NARA. To reclaim the documents NARA had to prove ownership. Only eight of the documents could not be identified in the registers, and these, Ms. Williamson believed, were enclosures in other documents.

Most of the documents removed from the Military Branch of NARA pertained to the Civil War and General John Pope. Publication in the 1890s of the Official Records of the War of the Rebellion meant that NARA's Civil War records were in fairly good order. Ms. Williamson indicated that ownership of these documents was proved by citations in published works, identification numbers (i.e. record group entry numbers and file numbers), descriptions of the document, copies of original documents held by independent researchers, and from microfilm copies of records series. Inventories at the series level were little help in identifying items.

The Diplomatic documents were identified by physical evidence (Diplomatic records are bound in volumes and the documents had been removed using a razor), microfilm copies and reference service slips. The reference service slips helped identify who had access to what records and when the records were used.

In discussing means of preventing thefts, Williamson identified some of the changes that have been made at NARA. A clean research room policy (only pen or pencil permitted) with lockers provided was instituted in 1986. Other reforms included contract guard service, increased staff, replacement of wood dividers on research tables with clear plastic, locking of drawers in research tables to prevent hiding of materials, reconfiguration of the room to reduce the number of spaces for researchers and create a more open area, installation of closed circuit cameras and closure of branch research rooms. Other procedures identified by Ms. Williamson in protecting a collection include written policies for dealing with suspected theft and review of manuscript catalogues. In the final analysis an archivist must depend on the honesty and integrity of manuscript dealers and researchers.

Christopher Runkel addressed the legal considerations of the Mount Case and suggested ways in which archivists could attempt to prevent theft: searching containers, but not the person, and direct intervention by a security guard.

--Reported by Alexandra S. Gressitt



## CONSERVATION SESSIONS

Conservation Section Business Meeting. Chair, Lisa Fox, SOLINET.

The structure of this meeting differed from past meetings which usually consisted of a short business meeting and a presentation by a member of the section. This year's meeting consisted of reports from the section's committee chairs, the section's newsletter editor, representatives of various organizations and reports from conferences of interest to members.

Paul Conway, SAA, reported that SAA's newsletter will have at least one page per issue on conservation. He also reported on his research project on preservation. He is in the process of analyzing data from a study he made of participants in SAA's Basic Conservation Workshop.

The Conservation Section passed two resolutions to be amended and presented to the general membership at the business meeting. The first resolution asked that the Interim Board of Certification require all applicants for certification be able to demonstrate competence in conservation management and that the IBC include one or more individuals with strong expertise in preservation management on its advisory panel. The second resolution called for SAA to join with the many other organizations who are urging publishers and government agencies to use permanent paper for publications and records of enduring value. This resolution was further amended at the SAA business meeting and both resolutions passed.

George Farr, NEH, mentioned that thirty-two states are now involved in newspaper projects and he gave specific examples of grant requests that NEH funded this year. He also announced that NEH's preservation budget would be 12.5 million this year with annual increments to reach 20 million by 1993. NEH will make an effort in 1989 to give more funding for statewide preservation planning.

NAGARA has received a grant of \$106,450.00 from NHPRC to develop a self-study approach to preservation planning for government archives and repositories. Bonnie Curtin, project director, will work out of the Georgia Department of Archives and History. Brenda Banks, GDAH, and Howard Lowell, Oklahoma Department of Librarians, will serve as project administrators. The project, which began in September, will result in a self-study preservation planning process and manual and a preservation planning resource notebook. State archives participating in the project are Georgia, Oklahoma, Oregon, Florida, Illinois, Hawaii, and Vermont.

On March 1, 1989, the National Archives and Records Administration will hold their fourth Annual Preservation Conference. The title of this one-day meeting is "Current Trends in the Preservation of Audio-Visual Materials." This meeting will precede an NEH sponsored national conference on statewide preservation planning. Attendance at this conference will be by invitation only and is for state archivists, state librarians and other resource allocators on the state level.

### Conservation Open House.

Mary Lynn Ritzenthaler discussed the results of the study on archival xerographic copying that was developed for NARA by the Quality Control and Technical Department for the U. S. Government Printing Office in August 1987. Copies of the report GPO Jacket No. 484-988 Final Report Archival Xerographic Copying can be requested from the National Archives Preservation Office, National Archives Building, Washington, D. C. 20408.

Archival bond paper meets the alkalinity standards for archival quality xerographic copies but it has a watermark, and toner does not adhere well to watermarked areas. There is a problem with the quality of fusion of the image to paper. NARA has developed a test to determine the adhesion quality of the toner. The testing method is described in the report. A copy of a target sheet to be used for the test is also included. It will be necessary to have a pmt of the target sheet made by a typesetter so a copy can be made to be used for testing before each archival xerographic copying project is undertaken.

#### Selecting Materials for Preservation.

Christine Ward, New York State Archives, moderator of the session set the theme of the session with the comment, "We all select materials for preservation first, when we decide to keep records as archives, and second, in what we select for preservation (treatment)."

Margaret Child, Smithsonian Institution, spoke on "Selecting for Microfilming." Her presentation was from a research library perspective. In libraries, brittleness has been a criteria for microfilming volumes. Libraries can buy copies of the film and have the option of destroying their copy of the volume. The Research Libraries Group has an ongoing project to microfilm books in several member libraries. Archives, unlike libraries, have no plan, no subject bibliographies exist to evaluate the strongest collection, there is no faculty or scholar input, archives are not in the practice of reappraising and weeding and few archives have appraised their collections' strengths and weaknesses. It is essential to microfilm archival collections to make them more widely available and as a preservation measure. "It is also necessary to identify the most endangered and most significant collections to establish priorities."

Karen Motylewski, NEDC, addressed "The Role of Surveys in Preservation Planning." The problem with surveys is that professionals do not agree on what they are and no standards exist. There are a variety of approaches and uses for data collected. Most surveys to date have been to determine physical condition of collections in research libraries. Twenty-five to forty percent of post 1850 volumes have been found to be so fragile that they cannot withstand use. Surveys using the entire staff have been completed in nine to twelve months at a cost of \$4,000.00 to \$9,000.00.

Motylewski suggested doing a general planning survey to: 1) look at the condition of the building and the environmental control system; 2) look at storage conditions and handling practices--where and how collections are stored, who handles collections and how they are handled; 3) look at housekeeping practices; 4) look at the organizational structure of the institution--who makes decisions, how are they made, who is aware of the needs, i.e., funding, etc. A survey should identify hazards, potential disasters and security problems. It is necessary to prioritize areas pertaining to the collections, for example use and condition. For a long term impact on the survival of collections, identify actions needed to keep collections in the best condition for the longest period of time to "extend their life span."

She recommended that institutions do their own surveys because they understand the nature and value of their collections. Step back and look at what is and what might be. Do a formal report to help formulate a better understanding of the collections and their condition. The results should allow one to stabilize deteriorating collections and to slow the deterioration of undamaged materials. It is necessary to determine priorities to allow us to save the largest quantities of material and to

select actions that have the greatest impact on the preservation of our collections.

Albert Whittaker discussed "Appraising Conservation Needs in Massachusetts State Archives. The volume of material in his institution made it necessary to appraise their collections, which were largely from the 17th, 18th and early 19th century. Collections of late 19th and early 20th century records changed the physical composition of their collections. Cost of storage space in their new building (\$150 to \$175 per square foot) caused them to be more discriminating in collecting.

They decided that they did not want the conservator to do a massive survey to identify a few materials needing conservation. They wanted a comprehensive needs survey, "an assessment review", that could be employed by a small number of staff members. They wanted a process that would be capable of providing information on backlog and one that would allow them to distinguish between the need for intensive conservation actions and maintenance responsibilities. They established a team and a process to make these judgments. The team consisted of the conservator, the reference supervisor, the curator of collection management and the director. The process allows them to create documentation to tell what is being used and how frequently and allows them to ascribe use values to series. It allows them to know where other information in documents can be found, to have a way to rank intrinsic, legal, and display values, to allow for a ranked establishment of curatorial values in records, to tell condition of material, the requirements concerning preservation and a priority estimation of proposed work. Using the shelf list, they conducted a survey by sampling holdings in each storage area. Although the sample initially came from the conservator and the curator, the team worked independently. In two years, they were able to survey two-thirds of their collection. This method multiplies the impact of the conservator and provides them with action steps.

#### Special Focus Session: "Evaluating Archival-Quality Supplies"

Kenneth Harris, NARA, gave advice in dealing with vendors of supposedly "archival quality" products. A product should do what it is supposed to do, be easy to use, be stable, and have no structural features that damage material. Harris gave a brief review of the causes of deterioration, largely acidity due to lignin left in material after processing. Since lignin cannot be completely removed, it is advisable to obtain materials that contain as little as possible. Materials advertised as lignin free are actually only low in lignin. Low lignin boxes, however, cost three and a half times as much as acid free, so purchase of these boxes may need to be limited to the most valuable items in a collection.

It is advisable to write specifications for the archival materials one wishes to purchase. Specifications should list physical and chemical requirements. NARA has specifications for file folders and boxes that are available upon request and can be adapted for use by other institutions.

Harris suggested requesting samples of new products and asking for information about testing--who conducted the tests and are results available. This information can be requested from the manufacturer or the distributor or may be available on technical data sheets. It is necessary to be aware that a product can change from one batch to another. Examine materials when they are received and test them for acidity, alum and ground wood using a Tri-Test Paper Testing Kit (available from conservation supply companies).

## Interorganizational Cooperation in Preservation.

Howard Lowell discussed "NAGARA's Preservation Goals and Plans." He began with a review of cooperative preservation efforts, in particular, those relating to the creation of NEDCC. He reviewed the needs identified as a result of NAGARA's study Preservation Needs in State Archives: 1) to assure proper physical storage, 2) to develop a national preservation research program and to establish standards and new methodologies, 3) to provide education for archivists and conservators, 4) to create cost effective regional conservation centers, etc. Other NAGARA proposals: state archives needs assessments, underwrite state archives staff preservation management training, establish reprography programs in state archives and develop an R & D agenda. He stressed the need for archives to cooperate with libraries and museums in the area of preservation.

Carolyn Hoover Sung's theme was "Libraries and Archivists: Will Preservation Bring Us Together?" Sung, from the Library of Congress, stressed that archivists need to be more aware, more educated in preservation. They need to look at the larger picture and go beyond the needs of their own collections (and institutions). There is a need for archivists and librarians to work together on common issues in the area of preservation. The need exists for statewide needs assessments. Archivists must choose a few obtainable goals and gather public support. Sung used RLG's brittle book program as an example. Over the next twenty years, RLG plans to film significant volumes in research library collections. The existence of catalogs and subject bibliographies make this goal much more attainable. She also expressed the need for archives to upgrade buildings, especially in the area of fire detection and suppression and in environmental control.

NEH currently funds cataloging projects, such as the newspaper project, but does not fund processing projects for archival collections. Sung sees this as a need to be addressed and suggested that an effort be made to try to change this policy.

### Preservation Grantsmanship.

Judith Fortson of the Hoover Institution, moderator, discussed the institution's obligation in seeking grant funding and in administering grants: support from administrators (particularly a willingness to spend funds and to support activities) commitment to the project from the staff, a staff with the education and expertise necessary to carry out grant activities, and a commitment to preservation.

Ellen Dunlap, Rosenbach Museum and Library, spoke on "Institutional Grantsmanship Strategies." She presented a case study based on her experience as director and fund raiser of a small institution (a house museum and library). She discussed the development of strategies when dealing with both foundations and corporations for funding. She recommended asking for a planning grant first to develop a strategy and to do a conservation survey.

George Farr, NEH, described "Strategies for Federal Grantsmanship." He believes that the person with the idea for the project or the person who will be doing the project should write the grant proposal as they should be more knowledgeable than a hired grant writer. He discussed the questions and issues that make for a successful preservation grant application: 1) clearly defined goals; 2) a well developed, detailed plan of work; 3) a budget which accurately reflects the plan of work; and 4) a realistic time

frame to complete the project. He said that many applicants underestimate financial needs and the time necessary to complete the project. They turn down more applications because they provide too little information.

Farr recommends planning ahead. Six months to a year in advance write for guidelines, a current application form and previously funded projects of a similar nature. Determine if a project is eligible, ask if they will send a model proposal and if they will read a draft of the proposal. He stressed the importance of reading and rereading the grant application before submitting it.

### Statewide Responsibility in Disaster Planning

John DePew described "The Florida Library Disaster Preparedness and Recovery Project." Florida State University received a two year LSCA grant to develop a statewide disaster plan for libraries. Their goals were to alert librarians to the nature of disasters, to train staff in disaster preparedness and recovery, and to establish a statewide library disaster recovery network. After mailing a questionnaire and evaluating the data gathered, they held six two-day workshops, including hands-on disaster recovery experience, throughout the state. They grouped libraries in areas with the hope of forming consortiums to train more individuals who can respond to disasters.

Toby Murray, University of Tulsa, outlined "O-DRAT: The Oklahoma Disaster Recovery Assistance Team." O-DRAT exists to give advice and to provide on-site salvage assistance to archives, libraries and individuals in Oklahoma. They have trained a few persons to respond to disaster and plan more workshops in the near future.

Karl Niederer spoke about "The New Jersey Disaster Response Team." The New Jersey Archives and Records Management Division of the State Archives has taken on the responsibility of salvaging government records following a disaster. Records scheduling is essential to their purpose. They know the location of most records, their intrinsic value, what can be destroyed and what needs to be salvaged. They have hundreds of hours of disaster recovery experience. They have acted as consultants, published a manual and conducted seminars on the manual throughout the state. They have requested a \$50,000 budget item to purchase generators, fans, lights, milk crates, hard hats, clothing, de-humidifiers, wet dry vacuum cleaners and a portable vacuum freeze dry unit to be installed in a truck that they own so they can respond more efficiently.

--Reported by Linda Overman

### Special Focus Session: Exhibits: Planning and Design from a Preservation Perspective

In Exhibits: Planning and Design from a Preservation Perspective Maria Holden, New York State Archives and Records Administration, and Joanne Mattern, Delaware State Archives, discussed, in separate papers, recent experiences in preparing travelling exhibits and identified policies and procedures appropriate for an exhibit program in an archives.

The process of creating an exhibit is long, involved, and can be quite costly. Six months was suggested as an ideal time for preparation of an exhibit. This time-frame permits prospective borrowers to submit a facilities and staff experience report (identification of professional staff, climate controls, lighting standards, etc.) and for the lending

institution to review the condition of records to be displayed and prepare them (either encapsulating the documents or sealing them in a climate controlled package) for display and shipping. Both speakers emphasized the need for a contract clearly specifying lessor and lessee responsibilities, the need to record condition of exhibit documents both before and after display, and the need for climate controlled moving vans. They recommended that at least two staff members accompany a collection, and that the borrower be required to purchase door-to-door Special Fine Arts insurance. Other recommendations include monitoring the condition of documents during an exhibit; using facsimilies for display when possible; never loaning to an institution that does not have professional archival/conservation staff, and always being prepared for something to go wrong.

--Reported by Alexandra S. Gressitt

## NATIONAL NEWS

### NATIONAL ARCHIVES JOINS RESEARCH LIBRARIES GROUP

The National Archives and Records Administration (NARA) has become a special member of the Research Libraries Group in order to participate in RLG's Archives, Manuscripts, and Special Collections Program. RLG's automated information system, RLIN, will offer NARA the opportunity to share information and to engage in joint descriptive project with other archival institutions, noted Archivist Don Wilson. NARA administers eight presidential libraries and 11 field branches.

### NHPRC REAUTHORIZED

The House and Senate have agreed on and the President has signed (PL 100-365) a five-year reauthorization of the National Historical Publications and Records Commission (NHPRC) at spending levels of \$6, 8, 10, and 10 million through Fiscal Year 1993.

The NHPRC held its semi-annual meeting in Washington on June 23 and 24 and recommended 40 publications and records grants totaling \$1,720,324. The grant recommendations were made in response to more than \$2,500,000 in requests. The grants included \$54,504 for a two-year historical records project at the museum of Modern Art in New York City and \$68,764 to the State Historical Society of Wisconsin for work on their collection of early television newsfilm.

The NHPRC also endorsed a plan to hold a national conference on the development of statewide preservation programs. This conference, currently scheduled for March 1989, would bring together state librarians, state archivists, the heads of state historical agencies, and university librarians to explore the development of cooperative programs within individual states to preserve documentary resources and library materials.

In other action, the NHPRC agreed to a re-examination of its "Records Program Emphases" document and withdrew the present issue (1986-87) from circulation and use. In addition, the Commission adopted, on a permanent basis, the current system of considering certain types of records grant applications during a specific funding cycles. (News from the Archives, National Archives, Summer 1988.)

## LC HAS NEW TELEPHONE EXCHANGE

The Library of Congress telephone system will switch over to a new exchange beginning October 1988. The first three digits of the Library's number system (287) will change to (707). The general telephone number for the Library will be 202-707-5000.

## NEW YORK SUPPORTS LOCAL RECORDS PROGRAMS

The New York Documentary Heritage Act was signed into law by Governor Mario Cuomo on September 1, 1988. The new law can trace its origins to Toward a Usable Past, a report by the State historical Records Advisory Board submitted to the governor in 1984. The report recommended a regional system of advisory agencies, and support to local historical records programs. The law implements these recommendations: up to \$100,000 in aid will be available for regional advisory and assistance agencies and another \$100,000 to individual or cooperative historical records program projects. The documentary heritage program will be administered by the State Archives and Records Administration in the State Education Department. Grant awards must be expended before June 30, 1989.

## ICA TO HOLD SYMPOSIUM ON CURRENT RECORDS

The National Archives of Canada is hosting an International Council on Archives Symposium on Current Records in Ottawa on May 15-17, 1989. The topic of the symposium will be "Converging Disciplines in the Management of Current Records." It is intended for a multidisciplinary audience concerned with the management of current records in all forms and will provide the opportunity for discussion of new developments in the management of information and information technology. For further information contact: Winston A. Gomes, Symposium Coordinator, Government Records Branch, National Archives of Canada, Ottawa, Ontario, Canada K1A 0N3, telephone (819) 953-5711.

## BOOK REVIEW

Coe, Jo-Anne L. and Paul, Karen Dawley. Records Management Handbook for United States Senators and Their Repositories. U.S. Senate Bicentennial Publication No. 2. Washington, D.C.: Senate historical Office, 1985. viii,130 pp. Available on request.

Both professional and amateur researchers have been periodically confounded by the volume of government records and the seemingly endless disparities in guides to those records. Unfortunately the usefulness of a collection too often proves to be the sole result of the efficiency and conscientiousness of the preparer of the guide. In addition, lack of uniformity in management techniques compounds the problems encountered in researching government records. Therefore, in 1978 Congress decided to begin work on a handbook for the effective management of senatorial papers and called a conference of specialists to study particular needs and potential problems. The conference attracted 250 historians, archivists, and congressional staff aides.

The resulting handbook represents an "application of modern records management techniques to the unique problems of congressional offices." Realizing that large volumes of material had to be cataloged in a usable, accessible arrangement both uniform and consistent, the conferees established a set of basic series according to function, along with criteria for files to be permanently transferred to a research repository. The series established consist of personal, legislative, administrative, press and office management files, and each series has been complemented with topical sub-series.

The handbook covers each series with particular attention to file maintenance and disposition, management and disposition of automated records, files management techniques, micrographics, and donor negotiations. The section on micrographics and automated records deserves the special attention of archivists considering or already involved with computerization of holdings. Handbook appendices cover such useful topics as a records management glossary, records management forms, rules of alphabetical filing, and a glossary of office automation terms.

The Records Management Handbook answers the long-felt need for a consistent guide to the disposition of senatorial papers. It addresses the enormous task of establishing a viable depository for papers and the archivist's initial problems of arrangement, at the same time advocating a system that enhances retrieval. Forms samples found in the handbook demonstrate the depth of research for this publication. While it is useful for all collections of a similar or related nature, archivists in repositories with senatorial collections especially should have this valuable guide close at hand.

Thomas D. Cockrell  
Mississippi State University

#### PUBLICATIONS NOTED

The winter 1988 issue of Library Trends looks at recent trends and developments in archival automation. The issue on "Automating Intellectual Access to Archives," edited by Anne Gilliland of the University of Cincinnati, consists of eight papers covering various aspects of archival automation.

The papers are generally concerned with applications rather than specific types of archives. Topics include AACR2, the development of automated archival systems, the role of bibliographic networks, public access catalogs, MARC AMC (Archival and Manuscripts Control) in terms of funding and application, microcomputer and software configurations and developments, and staff and user needs.

Single copies are \$15 plus \$1 shipping from the Journals Department, University of Illinois Press, 54 E. Gregory Dr., Champaign, IL 61820 (0024-2594). (American Libraries, September 1988)

Amistad Research Center Manuscript Holdings Guide. Alphabetical description of the Center's holdings. Order from: Amistad Research Center, Tulane University, Tilton Hall, 6823 St. Charles Ave., New Orleans, LA 70118. \$5.00 (paper).

How to Use a Research Library, by David Beasley. A short guide for users new to research and the operation of research libraries. Oxford University Press (164 pages), \$24.95 (cloth), \$8.95 (paper), ISBN 0-19-504245X.



MARC for Archival Visual Materials: A Compendium of Practice by Linda J. Evans and Maureen O'Brien Will. Order from: Chicago Historical Society, Prints and Photographs Department, Clark Street at North Ave., Chicago, IL 60614. \$5.00.

The Management of Local Government Records; a Guide for Local Officials by Bruce W. Dearstyne, published by the American Association for State and Local History, can also be ordered from the Society of American Archivists, 600 South Federal, Suite 504, Chicago, IL 60605. Price: \$13.50.

Information Systems: A Strategic Approach to Planning and Implementation, by Richard Kesner, published by ALA, is also now available through SAA. Price: \$26 to members, \$30 to nonmembers.

Moving Image Materials: Genre Terms, by Martha H. Yee. A thesaurus for moving image collections. Library of Congress, \$20.00 (paper), LC 87-4004.

Provenance Evidence: Thesaurus for Use in Rare Book and Special Collections Cataloging. American Library Association, 50 E. Huron St, Chicago, IL 60611. Price: \$9.00, ISBN 0-8389-7239-X.

Your Old Books, by Peter Van Wingen. Informative pamphlet describing what factors make books valuable and how to go about researching them. American Library Association, \$1.00 or \$20.00 for 50 pamphlets.

Constitutional Issues and Archives, edited by Mary Boccaccio, publishes the proceedings of the Fall 1987 meeting of the Mid-Atlantic Regional Archives Conference. The meeting theme was "Archives: The Living Constitution." Topics covered include freedom of information, privacy and copyright. The volume is published in MARAC's Archival Symposia series.

Archives and Authority Control, edited by Avra Michelson, presents the proceedings of a seminar held at the Smithsonian in October 1987 to discuss problems of authority control in the MARC-AMC format. It is being published as Archival Informatics Technical Report Vol. 2, No. 2, September 1988. Available from Archives and Museum Informatics, 5600 Northumberland St., Pittsburgh, PA 15217. Price: \$45 prepaid, \$50 if billing is required.

Records Management Handbook for United States Senate Committees is a companion to an earlier volume devoted to the personal papers of senators (see review this issue.) It deals exclusively with the management of committee records, which document the role of the Senate in formulating legislation, conducting investigations, and scrutinizing nominations and treaties. Available at no charge from the Senate Historical Office, United States Senate, Washington D.C. 20510

Dictionary of Louisiana Biography contains 3000 biographical sketches of men and women who have shaped the course of Louisiana's heritage from colonial times to the present. The two-volume, 1200 page work has an index of 30,000 names. Order from: Louisiana Historical Association, P.O. Box 40831, USL, Lafayette, LA 70504. Price: \$70.

A list of its publications pertaining to Lauderdale County is available from the Lauderdale County Department of Archives and History, P.O. Box 5511, Meridian, MS 39302-5511. Included are indexes to probate court records, marriage records, and the 1880 Lauderdale County census. Also listed are church minutes, a Confederate pension record book, and the entire 1870 county census with index. The publications appear to contain much of interest to genealogists and local historians, and all are available at reasonable prices from LCDAH.

## EDUCATIONAL OPPORTUNITIES

### BENTLEY LIBRARY RESEARCH FELLOWSHIPS

The Bentley Historical Library of the University of Michigan offers research fellowships for study of modern archives to be used in summer of 1989. Funded by the Andrew W. Mellon Foundation and NEH, fellowships are available to professional archivists, historians and other scholars at any stage of their professional career. The basic thrust of the program is to provide a collegial environment that will foster systematic research in areas of concern to archivists, such as the selection, management, preservation and use of modern records. Awards of up to \$3000 per month are made to individuals for periods from one to four months, from May to August. A housing allowance will also be provided. Fellows will be expected to reside in Ann Arbor, conduct research and participate in seminar sessions. It is expected that research conducted will lead to publication.

Proposals are sought that engage critical issues in the administration of modern records, particularly studies relating to theory or to general problems of archival administration. Applicants must have experience with or significant awareness of modern historical records. They should submit an application form, a brief statement of professional experience and a detailed research proposal. Fellows will be chosen by a panel of historians and archivists. For application forms and further information contact Francis X. Blouin or William K. Wallach, Research Fellowship Program, Bentley Historical Library, University of Michigan, 1150 Beal Ave., Ann Arbor, MI 48109-2113, telephone (313) 764-3482. Deadline for applications is December 16, 1988.

### COLONIAL DAMES SCHOLARSHIP

A scholarship to the National Archives's Modern Archives Institute to be held January 30 - February 10, 1989, is available from SAA. The award is funded by the Colonial Dames of America, Chapter III. To be eligible an applicant must be an employee of an archival institution or agency with a fair percentage of its holdings in a period predating 1825; have been employed less than two years as an archivist or archives trainee; and actually be working with archives or manuscripts, regardless of title. Resumes accompanied by two letters of recommendation from persons who have a definite knowledge of the applicant's qualifications should be submitted to Ronald L. Becker, Special Collections and Archives, Rutgers University Libraries, New Brunswick, NJ 08903, telephone (203) 932-7006. Deadline is November 11, 1988.

## CONSERVATION NEWSNOTES

### COMMISSION ON PRESERVATION AND ACCESS RECEIVES MELLON GRANT

The Commission on Preservation and Access, formed in 1986 to foster a national collaborative program to save the intellectual content of millions of books printed on brittle, acidic paper, has received a \$1.5 million grant from the Andrew W. Mellon Foundation in support of its work. Funds will be used for projects including online access to bibliographic records of material on microfilm; development of the large-scale production activity necessary to film hundreds of thousand of volumes each year; and the continued development of alternative technologies for preserving deteriorated materials. Attention will also be paid to further refinement of the selection process by which materials are selected for filming. The commission's president, Patricia Battin, praised the Mellon Foundation for "its commitment to the preservation enterprise." The Mellon Foundation, which is known for its support of library preservation efforts, has appropriated more than \$5 million in microfilming grants since 1980.

### NEH FUNDS MICROFILMING OF CCC NEWSPAPERS

The Center for Research Libraries in Chicago has received a \$90,642 grant from the the National Endowment for the Humanities to microfilm the newspapers produced by the men of the Civilian Conservation Corps circa 1934-38. The CCC was established during the Depression to provide workers for the national conservation program. The young men involved, usually from urban areas, were taught the merits of physical labor, teamwork, and discipline. Vocational and academic training led to more than 1600 camp newspapers produced by the CCC workers themselves. These newspapers, mimeographed on highly acidic paper, are thus now in very poor physical condition. The center will produce service copies of these newspapers and create a printed index to titles, companies, and geographic locations. (Library Journal, July 1988)

### PROBLEMS WITH UV SLEEVES REPORTED

The June, 1988 issue of The Dusty Shelf, newsletter of the Kansas City Archivists, reports that the Chicago Branch of the National Archives has had problems with ultra violet filtering sleeves for fluorescent light tubes. The sleeves are "Filter-Ray" sleeves from Plastic Reproductions of Greenville, Pennsylvania. The ends of sleeves and their plastic end caps melted soon after installation. The Kansas City Branch, which has installed the same sleeves, reports no problems so far, though the situation is being monitored.

### CONSERVATION PUBLICATIONS NOTED

Preservation Education Directory, 1988 edition, by Susan G. Swartzburg. Lists educational programs and opportunities. American Library Association, \$5.00, ISBN 0-8384-7225-X.

A Guide to Museum Pest Control, edited by Lynda Zycherman and J. Richard Schrock is available from the Association of Systematics Collections, 730 11th St., N.W., 2nd Floor, Washington, D.C. 20001, telephone (202) 347-2850. Price: \$36 prepaid.

The Preservation Office of the Illinois State Library offers three free publications: "Scrapbooks and Albums: Their Care and Conservation", by Barbara Zucker (1984), "Photographs: Their Care and Conservation," and a brief bibliography, "Preservation in the Small Library." Order from: Illinois State Library, Preservation Office, Room 288, Centennial Building, Springfield, IL 62756.

**CORRECTION:** Ellen McCrady reports in the September, 1988 issue of The Abbey Newsletter that the Technical Information Papers (TIPs) published by the National Archives are, in fact, available from NARA, not from NTIS. TIP-01 (Digital raster scanning, etc.) and TIP-02 (MARC/Life cycle tracking of archival records) are available from Director, Archival Research and Evaluation Staff (NSZ), NARA, Washington D.C. 20408. TIP-03 (Specifications for cold storage of color film materials) can be obtained from Ken Harris, Director, Preservation Policy and Services Division (NNP).

#### **NEWS FROM MISSISSIPPI REPOSITORIES**

##### **NEWSPAPER PROJECT GETS GANNETT GRANT**

The Gannett Foundation has awarded a \$3000 grant to the Department of Archives and History for the Mississippi Newspaper Project. The grant will be used for the microfilming phase of the project and will fund the filming of approximately 390,000 single sheets of newspaper.

##### **HOLMES IS NAMED ARCHIVES DIRECTOR**

H.T. Holmes has been named director of the Archives and Library Division of the Mississippi Department of Archives and History. He replaces Madel Morgan Stringer, whose retirement was noted in the last issue of TPS. Hank was promoted from head of the Special collections Section of the library, a position he has held since 1985. He joined the Department in 1973 as an oral historian, and has since served as archivist, manuscript curator, curator of the cartographic collection, and statewide coordinator for the archival records needs and assessment project. Hank's devotion to the cause of archives in Mississippi is well known, and he is to be congratulated on his well-deserved promotion.

Hank's replacement as head of Special Collections is Forrest Galey, former curator of the photograph collection. Our congratulations to her, as well!

##### **LAUDERDALE COUNTY RECEIVES NHPRC GRANT**

At its June meeting NHPRC recommended a grant of \$5,104 to the Lauderdale County Department of Archives and History to fund planning for an archives and records management program for Lauderdale County and the City of Meridian.

## ACCESSIONS

### Lauderdale County Department of Archives and History

Amos, Jack. Photographs. 2 items.

Photographs of Amos, who served in the Confederate Army, and his relative, Choctaw Chief Pushmataha.

Confederate Army, Meridian Division Headquarters. Roster.

Gives detailed information on draftees into the Confederate army at Meridian.

Cooper Normal College. Daleville, Miss. Catalog. 1886. 1 item.

Printed catalog gives names of faculty and students, illustrations of college buildings. Cooper Normal College was in operation for 20 years.

Lauderdale County. Enumeration of Educable Children. 1885.

Gives name, age, race of child plus name of parent or guardian, by wards in the city of Meridian and by beats in Lauderdale County. Published and available for sale.

Liberty Baptist Association, Lauderdale County. Minutes.

Minutes of yearly meetings of churches in the Association, including Salem Baptist church (1838), Fellowship Baptist church (1838), Ebenezer Baptist church (1840) and New Hope Baptist church (1870s). Minutes give names of delegates and ministers, church locations, accounts of business transacted. Abstracts published and available for purchase.

Moore, B.F. Plantation diary. 1859. 1 item.

Diary kept by plantation overseer H. Blackwell, for six months in 1859, gives an overview of plantation life. Later, Moore used the book to keep court records when he served as Circuit Clerk.

Wilson, James. Pension Application. April 1840. 1 item.

Wilson was a Revolutionary War veteran. His application for a state pension of \$100 gives a record of his service and his travel to Lauderdale County. Witnessed by Samuel Dale. Found among Circuit Court civil records.

### Mississippi Department of Archives and History

Bank of the State of Mississippi. Records. 1811-1835. .40 c.f.

Minutes dating from 1811 to 1835 and miscellaneous accounts for 1830. Presented by Bazile Lanneau on behalf of the Britton and Koontz First National Bank, Natchez.

Bowman, W.L. Medical practice records. 1895; 1900-1918. 0.40 c.f.

Financial records of the medical practice of Dr. W. L. Bowman of Norfield, Mississippi. Presented by Carroll Joe Gunnell, Brookhaven.

Byers Family Papers. Accretion. 1860-1927 and n.d. .33 c.f.

Includes correspondence, photographs, a diary, and a memory book from various members of the Byers family of Water Valley, Mississippi. Presented by Mary Anna Rogers, Englewood, Florida.

- Daughters of the American Revolution (Mississippi). Papers. ca. 1987. .33 c.f.  
Includes reports, scrapbooks, and other records documenting how various chapters of the Mississippi Daughters of the American Revolution celebrated the Bicentennial of the Constitution of the United States in 1987. Presented by Mrs. Erwin C. Ward, Jackson.
- Griffin, J.R. Papers. 1964-1965. n.d. .10 c.f.  
Correspondence, news clippings, and printed material of J. Ruble Griffin, an assistant attorney general in the Mississippi Attorney General's office. Of interest are letters written to Griffin from Congressmen Bill Colmer, Jamie Whitten, and John Bell Williams concerning the Mississippi Freedom Democratic Party. Presented by J. Ruble Griffin, Bay St. Louis.
- Humphreys, Benjamin Grubb. Papers. 1808; 1850; 1854; 1856; 1860-1878; 1882-1887; n.d. .66 c.f.  
Included are correspondence, military records, holographic maps, newspapers, petitions, compositions, and other records of Benjamin Grubb Humphreys, planter, Confederate brigadier general, eighteenth governor of Mississippi, and insurance agent. Made available for microfilming by Gwin Barnwell Dalton, Charlotte, North Carolina.
- Jacobs, Charles C. and Family. Papers. ca. 1880s-1960s. .33 cubic feet.  
Correspondence, land records, financial records, and photographs of various members of the Charles C. Jacobs family of Bolivar County, Mississippi. Presented by Madel Stringer, Ridgeland.
- Ku Klux Klan Records. n.d. 1 item.  
Typewritten copy of the Ku Klux Klan ritual entitled "The Kloran of the White Knights of the Ku Klux Klan, Realm of Mississippi." Provenance unknown. Restricted.
- Laughlin, A.T. and Family. Papers. 1854; 1861-1863; 1883. .10 c.f.  
Primarily includes letters of Andrew Thomas Laughlin, a Confederate soldier who died in battle at Chattanooga, Tennessee, on November 14, 1862. Presented by Kenneth C. Rainey, Memphis, Tennessee.
- McCool Family Papers. ca. 1880-1920. 1 c.f.  
Includes correspondence and financial records of Judge James F. McCool and other members of this prominent Attala County family. McCool, Mississippi, was named in honor Judge McCool. Presented by Mary McCool Fenwick, Kosciusko.
- McPherson, Samuel Davidson. Papers. 1807; 1855; 1857-1860. .10 c.f.  
Includes letters written by Samuel Davidson McPherson, a faculty member of both Jefferson College and Oakland College. Presented by John W. McPherson, Bryn Mawr, Pennsylvania
- Methodist Episcopal Church, South. Mount Olivet Charge, Panola County, Miss. Records. 1893-1903, undated. 1 item.  
Methodist Episcopal Church, South, quarterly conference record for the Mount Olivet Charge, Panola County, Mississippi. Presented by Sam Vick, Jackson.

- Mississippi Arts Festival Collection. ca. 1960s-1970s. 4 c.f.  
Includes scrapbooks and color slides documenting the myriad activities planned in conjunction with the popular Mississippi Arts Festivals sponsored during the 1960s and 1970s. Presented by Sarah Nelson, Jackson.
- Mississippi Historical Society records. Accretion. 1980s. .33 c.f.  
Correspondence, memoranda, etc., pertaining to Mrs. Stringer's involvement with various committees of the Mississippi Historical Society. Presented by Madel Jacobs Morgan Stringer, Ridgeland.
- Mississippi Hunger Coalition Records. ca. 1970s-1980s. 12 c.f.  
Correspondence, memoranda, minutes, project files, and other records of the Mississippi Hunger Coalition, an organization dedicated to eliminating hunger and promoting good nutrition among the disadvantaged in the state. Presented by Don Fortenberry, Jackson.
- Moman Family Papers. ca. 1930s-1960s; n.d. .33 c.f.  
Includes correspondence, photographs, news clippings, and printed material documenting the leadership Zipporah Elizabeth Moman (1883-1965) demonstrated through her involvement in such organizations as the National Association for Domestic Workers and the Mississippi Congress of Colored Parents and Teachers. Presented by Dorothy Moman Rodgers, Ardmore, Pennsylvania.
- Natchez Pilgrimage Collection. ca. 1930s-1980s. 1 c.f.  
Collection of brochures, programs, and magazine and newspaper articles dating from the 1930s to the 1980s pertaining to the Natchez Pilgrimage. Also included are copies of minutes, correspondence, petitions, and resolutions pertaining to the schism that developed in the Natchez Garden Club and eventually led to the formation of the rival Pilgrimage Garden Club. Presented by Kate Don Brandon Adams, Natchez.
- Newman, C.B. "Buddie". Papers (photocopies). 1953-1977; n.d.  
Correspondence and news clippings documenting the long friendship and political careers of former Speakers of the Mississippi House of Representatives Walter Sillers and C. B. "Buddie" Newman. Photocopies presented by C. B. "Buddie" Newman, Valley Park.
- Otken, Charles H. Papers. 1875; 1883; 1889; n.d.  
Includes a letter written by legislator R. J. Guthrie, Oxford, Mississippi, to Charles H. Otken, principal, Peabody Public School, Summit, Mississippi, seeking Otken's views on public education in anticipation of proposed legislative reform in that area. The letter also contains a reference to General A. P. Stewart. Also included are a brief history of the Peabody Public School and two report cards from Lea Female College while Otken was president of that institution. Presented by Evelyn Lewis, Jackson.
- Parks, Louis H. Collection. 1889-1890; 1923; n.d. 6 items. (.66 c.f.)  
Includes diplomas of Harriet Harper Booth from the Chickasaw Female Institute, Pontotoc, and the Wesleyan Female Institute, Staunton, Virginia, and the diploma of George Noble Parks from Drew High School, Drew, Mississippi. Presented by Louis H. Parks, Ocala, Florida.

Phares, D.L. Collection. 1599; 1778. 2 items.

English legal documents; one handwritten in Latin on vellum dated 1599 and the other handwritten in English on parchment dated 1778. Documentation present with the collection indicates that it was presented to D. L. Phares, Woodville, Mississippi, in May 1915. Evidently a State Historical Museum transfer. Provenance unknown.

Robinson, Amalie Fair. Collection. ca. 1906; n.d. 1 item. (.33 c.f.)

Album of postcards received by Amalie Sykes, circa 1906. Presented by Mrs. Mitchell Robinson, Jackson.

Rowland, Dunbar. Papers. Accretion. 1926. 1 item.

Diploma conferred on Dunbar Rowland by the Soci t  Academique D'Histoire Internationale. Presumably presented by Dunbar Rowland, Jackson.

Stringer, Madel Jacobs Morgan. Collection. Accretion. 1930s-1960s. .66 c.f.

Correspondence, printed material, scrapbook, etc. Of interest are a copy of a 1962 letter concerning the acquisition of land in Jackson for St. Andrew's Episcopal School and scattered issues of The Ephemera, a Mississippi State College for Women literary magazine sponsored by William Alexander Percy and edited by Mrs. Stringer. Presented by Madel Jacobs Morgan Stringer, Ridgeland.

Swanson-Yates Family Papers. Accretion. 1857; 1861; 1863-1864; n.d. .10 c.f.

Includes letters written by Jerome B. Yates, a sergeant in Company C, Sixteenth Mississippi Infantry. Presented by Mary Jane Yates Cain, Utica.

Welty, Eudora. Memorabilia and Reference Collection.

Open-ended artificial collection of Eudora Welty-related material. Varied provenance.

Miscellaneous Manuscripts Collection. 1833. 1 item.

Cotton exchange warrant payable to John H. Sims and drawn on Reynolds, Byrne, and Company, New Orleans, Louisiana. Presented by Byron W. Cook, Jackson.

Miscellaneous Manuscripts Collection. Accretion. [1964?]. .10 c.f.

Typewritten broadside announcing a memorial service to be held on August 16, [1964?], at the Moonlake Baptist Church, Mayersville, Mississippi, for the three civil rights activists killed in Philadelphia, Mississippi. Presented by Elbert R. Hilliard, Madison.

Miscellaneous Manuscripts Collection. Accretion. 1958. 1 item. (.10 c.f.)

Speech delivered by Senator John Stennis to the Oktibbeha County Citizens' Council in 1958. Presented by Robert B. Patterson, Jackson.

#### Graphic Records Collection

Hearn, H. Power. Family Photograph Collection. 1893, 1903. 4 items.

Two cabinet card portraits of members of the Hearn family and two cabinet card views of Pearl River Methodist Church and Pearl River School. Presented by Mr. and Mrs. H. Power Hearn, Jackson.



Turcotte, William Harris. Family Photograph Collection. 1987. 3 items.  
Three 8"x10" black and white copy prints of Turcotte family portraits made circa 1880 and 1900. Presented by W. H. Turcotte, Richland.

Vardaman, James K. collection. n.d. 5 items. (1.25 l.i.)  
Four 8"x10" and one 10.5"x13" black and white prints of Vardaman in various scenes. Presented by Vee Simmons, Decatur, Georgia.

Mississippi State University - Manuscripts Division

Humphrey, John David, Sr. Collection. 1960s. 2 cu. ft.  
Published and printed material on the Civil Rights Movement in Mississippi and the rest of the country, focusing especially on the Methodist church and on Mississippi events such as the Meredith incident at Ole Miss. Presented by John David Humphrey, Sr. Collection is in process.

Moore, Glover. Papers - Accretion. 1930s-1980s. 15 cu. ft.  
Research notes, manuscripts, correspondence and classroom materials of Glover Moore, Professor Emeritus of History. Presented by Glover Moore.

Wirt Adams Cavalry Roster. 1865. 1 folder.  
Descriptive roster of Company E, Oktibbeha County, detailing the civil War service of its members. Photocopy.

University of Mississippi Blues Archive

Bokelman, Marina. Canned Heat Film Project. 1968. 10 reels 8 mm. film; 18 reels audiotape.  
Unedited documentary footage of interviews and performances by members of the blues/rock band canned heat. Also included are photographic negatives and proof sheets. Presented by marina Bokelman. Copying is restricted.

"Clifton Chenier Zydeco Festival '87." 1987. 1 videocassette.  
Videotape of Chenier's final performance just before his death. Presented by Dan Hildenbrandt. Copying is restricted.

Greenberg, Roy. E. Interviews. 1978-1980. 6 audiocassettes.  
Taped interviews with blues performers Willie Dixon, Albert King, Jimmy Johnson, Fenton Robinson, Koko Taylor, and Willie Mae "Big Mama" Thornton. Also included are partial transcriptions and articles based on the interviews. Presented by Roy E. Greenberg. Copying is restricted.

Hopkins, Lightnin'. Letter. 1967. 1 item.  
Letter from bluesman Sam "Lightnin'" Hopkins to Antoinette Hopkins. Concerns possible performing opportunities in California. Also included in this gift are two undated drawings by Hopkins. Presented by Jane J. Phillips.

Simmons, Atla. Photograph collection. 1950s. 8 items.  
Atla Simmons performed as a blues and cabaret singer during the 1940s and 1950s. The collection consists of promotional photographs of artists with whom she performed. Included are signed photos of Brownie

McGhee, Champion Jack Dupree and Sonny Terry. Presented by Atla Simmons.

Tampa Red Song Sheets. Undated. 14 items.

Holograph manuscripts of blues song lyrics as sung by guitarist Tampa Red (Hudson Whittaker), in his handwriting.

University of Southern Mississippi -- McCain Library and Archives

Gore Civil War History Collection. 1861-1890's. .25 cu. ft.

An unsigned, undated 87 page history of Company D of the 15th Mississippi Infantry (CSA) and the second page of a letter from the 1890's. The history is written in two distinct but unidentified handwritings while the letter is signed by Thomas Madison Gore. In addition to descriptions of the activities of Company D, 1861-1864, the history also lists commanders of the 15th regiment.

Hollensed, John Wesley. Letters. 1860-1864. .25 cu. ft.

A collection of letters written by John Wesley Hollensed and members of his family from March 21, 1860, through November 6, 1864. Hollensed, from Brookhaven, Mississippi, served with Company C, 21st Regiment of Infantry until his death in October 1864.

Leaf River Baptist Church Minutes. 1829-1971. 1 Volume.

A photocopy of the original records of Leaf River Baptist Church, Covington County, Mississippi, from its constitution as an independent church on September 18, 1829, through February 7, 1971. Included, in addition to regular reports of the pastors and number of baptisms, and a photocopy of a article entitled "Leaf River Wins," possibly from The Progressive Farmer reporting that the church had won The Progressive Farmer 1929-1949 Church Improvement Contest.

#### POSITION AVAILABLE

Manuscripts Librarian, Special Collections, Mississippi State University Libraries: Qualifications: ALA accredited MLS, with advanced degree in history or other appropriate subject preferred. At least two years experience in an academic library with demonstrated successful processing and cataloging of manuscript collections required. Familiarity with archives and records management desirable. Other requirements include: knowledge of archival processing and preservation techniques, strong writing, communication and interpersonal skills, commitment to public service. Duties include: organization and arrangement of manuscript collections, preparation of finding aids, compilation of guides and reports to national publications, reference service in Special Collections and University Archives (some weekend and special assignments), supervision of support staff and student assistants. Benefits: faculty rank, comprehensive medical coverage, state retirement system, university holidays and annual and health care leave. Salary: \$19,000 or higher, depending upon qualifications and/or experience. Deadline: This position will be filled only if a suitable applicant is found. Send application and resume including three or more references to Frances N. Coleman, Search Committee Chair, P.O. Box 5408, Mississippi State, MS 39762. Mississippi State University is an equal opportunity/affirmative action institution.

# THE SOCIETY OF MISSISSIPPI ARCHIVISTS

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