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The Primary Source

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AND ARCHIVES

A Quarterly Publication of The Society of Mississippi Archivists

Volume 11

Fall 1989

Number 3

GRANTS FOR ARCHIVAL DEVELOPMENT TO TWO MISSISSIPPI INSTITUTIONS

Tougaloo College and Lauderdale County Department of Archives and History are the recipients of grants which will enable them to expand archival services and process holdings.

Tougaloo College was notified this summer that it would receive \$108,000 from the National Endowment for the Humanities for arranging and describing collections which document the Civil Rights movement in Mississippi. The project also involves preparation of a published guide describing the collections. Tougaloo is currently in the start-up phase of the grant and has hired at least one project archivist. For more information on Tougaloo College and its holdings, see the Institutional Spotlights section of this newsletter.

Lauderdale County Department of Archives and History (LDAH), the second grant recipient, has received much local support as a result of the leadership of Jim Dawson. Renovation of a part of the Old Magnolia Ballroom in the Lamar Hotel was completed this spring, providing a spacious and appealing location for research. Also in operation is a records management center.

With the grant of \$76,240 from the National Historical Publications and Records Commission, LDAH will establish an archives and records management program for Lauderdale County and Meridian city records. Archivist Will Henson, who came to LDAH from Greenville, N.C., and assistant archivists Anita Jo Ross and Lee Shelton from Meridian have completed the cataloging of county records with the aid of a computer and are now working on city records. (continued on page 3)

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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.

Editorial Staff

Editor:	Sandra E. Boyd, University of Southern Mississippi
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Book review editor:	Joe Brent, Department of Archives and History
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Conservation reporter:	Irmi Wolfe, University of Southern Mississippi
Repository reporters:	Jim Dawson, Lauderdale County Archives Jerry Goodwin, Lauren Rogers Museum of Art Forrest Galey, Department of Archives and History Lynn Mueller, Mississippi State University
Production coordinators:	Connie Lingle, University of Southern Mississippi Kathleen Hutchinson, Department of Archives and History Elaine Owens, Department of Archives and History

EDITOR'S NOTES

This issue of The Primary Source marks a new beginning - a new editor, several new staff members, and a new format - but the commitment to provide an interesting informative publication continues. Thanks go to Suzanne Steel for setting challenging standards for this publication; it is the desire of this staff to continue the quality level of each issue.

SMA members and other readers are asked to read and respond to each issue and to send contributions for future issues. Send them to: Sandra E. Boyd, McCain Library and Archives, Southern Station Box 5148, Hattiesburg, MS 39406-5148.

Thanks to Joe Brent, Terry S. Latour, Irmi Wolfe, Jim Dawson, Suzanne Steel, Mickey Hennen, Michael Ballard, and Alexandra Gressitt for their contributions to this issue.

PUBLICATION DEADLINES

Spring Issue - April 1
Summer Issue - June 1
Fall Issue - September 1
Winter Issue - December 1

MISSISSIPPI DEPARTMENT OF ARCHIVES & HISTORY NEW PHONE NUMBERS

Department.....	359-6850
Reference.....	359-6880
Newspaper Project.....	359-6873
H.T. Holmes.....	359-6879
Forrest Galey.....	359-6868

Grants

Continued from page 1

Phase two of the NHPRC grant is the appraisal of records. An appraisal committee, composed of at least 11 members from local and state institutions, will give advice and direction in the development of retention schedules and other projects.

A final phase of the LDAH project and an end product of the NHPRC grant will be a handbook for use by other counties in setting up their own records management programs. Lauderdale County Director Jim Dawson has already been invited to speak to two Boards of Supervisors in other Mississippi counties on his work in preserving local records.

Both Tougaloo College and the Lauderdale County Department of Archives and History are to be congratulated for their success in securing grants. Their challenge is to use them effectively and share their resulting expertise with fellow archivists and Society of Mississippi Archivists members across the state.

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Elaine Owens
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Joe Brent
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Ways and Means

H.T. Holmes, Chair
Forrest W. Galey
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Sandra E. Boyd

Constitutional Revision

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H.T. Holmes
Suzanne Steel

Education

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Sara Clarke
Elaine Owens
Kay James
Kathleen Hutchinson
Joe Brent
Margo Swain

Nominations

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(Members to be appointed in January)

Publications

Sandra E. Boyd, Chair
Suzanne Steel
Jerry Reiff
Jerry Goodwin
(additional subcommittee members will assist with specific publications)

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& DIRECTORS

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University of Southern
Mississippi, Hattiesburg,
Mississippi

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Mississippi, Oxford,
Mississippi

Jim Dawson
Lauderdale County Archives,
Meridian, Mississippi

UPDATES

WORKING GROUP UPDATE 2

The Working Group on Standards for Archival Description held its second meeting June 2-3 in College Park, Maryland. The project is sponsored by Harvard University with funding from the National Historical Publications and Records Commission.

The Working Group first met December 2-3, 1988. During the course of that meeting, the group identified several areas it wanted to study in greater detail. Several members of the group were asked to prepare background papers that would provide the framework for the discussions at the second meeting.

Among the topics covered by these papers and explored during the discussions at the second meeting were

- whether the archival profession should try to develop guidelines or conventions for archival information management systems that would be applicable to all repositories
- the viability of adopting standards for specific kinds of finding aids, such as catalog records, inventories, or guides
- the potential archival uses of the USMARC Formats for Authorities and Holdings which until now have received little attention from the archival community
- approaches to reconciling the current differences among cataloging rules for various types of archival materials, including textual records, visual materials, and information stored in electronic form
- the use of controlled vocabularies to provide access to archival and manuscript material and the need for more active participation by archivists in their development
- characteristics of standards employed by creators of electronic records, their potential value for the archival management of these records, and the need for archivists to influence their development and application to ensure long-term access and use
- the work on standards for archival description in Canada and its relation to similar projects in the U.S. and internationally.

The discussion of issues raised in the papers led the group to draft a series of recommendations. Some of the recommendations call on specific groups to take action; the Society of American Archivists, for example, is encouraged to establish a standards board to coordinate and monitor all archival standards-related activities. The group also will recommend that SAA formally recognize the cataloging rules contained in its forthcoming second edition of Steve Hensen's Archives, Personal Papers, and Manuscripts as a standard for archival description. Other recommendations endorse the development of specific products or tools, such as a general handbook on standards for archivists. Still others identify broader or longer-term needs, including strengthening formal ties to groups in the library and museum communities with similar concerns. Finally, several areas are identified in which strengthened research and development activity are needed, including electronic records standards and the definition of an information architecture for archival information systems.

The final report of the group is now being prepared. In addition to the recommendations, it will contain a narrative section summarizing both the recent evolution of archival description and the discussions that led to the group's conclusions, plus full texts of all of the background papers on which the deliberations were based. In addition to those prepared for the second meeting, the three papers written by Lisa Weber, David Bearman, and Richard Szary before the group's first meeting will also be included.

The group will distribute the published report as widely as possible within its limited budget. A shorter, summary report will also be published and distributed to ensure that the conclusions and recommendations reach as broad an audience as possible. Anyone wishing to receive a copy of the final report when it is completed should address a request to Vicki Walch, Project Coordinator, 65 North Westminster Street, Iowa City, IA 52245. We will make every effort to honor all requests. (Report from project coordinator, July 1989)

MISSISSIPPI WOMEN'S PROJECT REPORT

A cooperative project to promote women's history in Mississippi now has a formal name, the Mississippi Women's Project, and a plan of action.

The planning committee for the Mississippi Women's Project met at MDAH in mid-August. The project has two major aims: a survey of archival and other historical sources in Mississippi related to women, and the development of a public symposium which will provide historical perspective on women's experience. SMA cosponsors the project.

At the August meeting the committee developed a statement of intent and discussed plans for surveying archival holdings under the leadership of Dr. Jan Hawks, director of the Sarah Isom Center for Women's Studies at the University of Mississippi. A part of SMA's contribution to the project will be reporting holdings of collections related to women in member repositories. A format for the survey is being developed, and repositories will be contacted in the near future.

The planning committee will also develop a proposal for the symposium to be submitted to the Mississippi Humanities Council. The symposium is projected for 1991. Calls for papers will be published in the appropriate journals over the next few months. Martha Wilkins of MDAH is project coordinator. SMA representatives to the planning committee are Hank Holmes, Mickey Hennen, and Suzanne Steel.

SOUTHERN ARCHIVISTS' CONFERENCE (SAC) PLANNING MEETING

Representatives of the Society of Mississippi Archivists, Society of Alabama Archivists, and Tennessee Archivists held a SAC planning meeting on July 24, 1989. The meeting was hosted by Jim Dawson at the Lauderdale County Department of Archives and History, Inc. in Meridian.

A tentative schedule for the biennial meeting of SAC includes an all-day workshop on either collection development or arrangement and description; sessions regarding photographic collections, other regional organizations, and use of local records; a planning/discussion session about SAC; working groups; and state organization meetings. Lake Gunterville Resort near Huntsville, Alabama, will probably be the site for this regional meeting on May 23-25, 1990. Even though this is the week before Memorial Day, the meeting should be concluded early enough on Friday not to conflict with weekend plans.

SAA FINDING AIDS FAIR

The Description Section is again sponsoring a Finding Aids Fair at the annual meeting of the Society of American Archivists. This year will mark a departure from the past as the Fair will have a theme, "Describing the Documentation of Natural and Physical Science." Archival repositories may submit finding aids which demonstrate how papers of scientists, scientific organizations, research institutions, and teaching departments in colleges and universities are organized for retrieval. The JCAST report, "Understanding Progress and Process," addresses the problems of acquisition and appraisal. A selection of finding aids will illustrate the recommendations of the report. The Fair will be successful if a large number of registers, inventories and other items are on display. Please contribute this fall, especially if you have finding aids which fall within the theme.

Bring your finding aids to SAA or mail to the address below:

Penelope Krosch
U of Minnesota Archives
10 Walter Library
117 Pleasant St. S.E.
Minneapolis, MN 55455
612-634-0562

GRANTS RECEIVED/AWARDED

Auburn University Library, Montgomery, Alabama, received an Office of Education Title II-C grant of \$112,577 to support cataloging of 6,188 titles published in the Confederacy during the Civil War, and 7,000 works published in France during the French Revolution. Cataloging these collections will make them accessible for state wide research. (C & RL News, June 1989)

Louisiana State University Libraries, Baton Rouge, received a grant of \$66,140 from the National Historical Publications and Records Commission (NHPRC) to partially support a University Records Survey project. The two-year project allows an archivist to survey existing university records, prepare a record group and series structure for them, devise retention and disposition schedules, and prepare a records management manual for the campus. (C & RL News, June 1989)

Knox County Government, Knoxville, Tennessee, received a grant of \$79,400 for a two-year project to develop the county's records management and archives program. Project objectives include a survey and inventory of county records, transfer of records from county offices to the county's records center and to the county's archives in the Knox County Public Library System, and the development of an access system for the records. (NARA/NHPRC Press Release, July 1989)

Historic Rugby, Rugby, Tennessee, was awarded a grant of \$16,865 (\$5,265 matching) to organize, arrange, and describe its archival collections and to make them available in its newly renovated Archive and Research Centre. (NARA/NHPRC Press Release, July 1989)

University of Florida, Gainesville, received a grant of \$22,654 to preserve, arrange, and describe over 350 cubic feet of records and 400 microfilm reels related to the university's agricultural program at the Institute of Food and Agricultural Sciences and its predecessors. (NARA/NHPRC Press Release, July 1989)

Shorter College, Rome, Georgia, was awarded a grant of up to \$3,000 for a consultant to assist with planning for an inventory of non-governmental records located throughout northwest Georgia. (NARA/NHPRC Press Release, July 1989)

University of Southwestern Louisiana, Lafayette, received a grant of up to \$2,500 to hire a consultant for planning the computerization of its manuscript collections. (NARA/NHPRC Press Release, July 1989)

GRANTING AGENCIES AND CYCLES

NATIONAL HISTORICAL PUBLICATIONS AND
RECORDS COMMISSION

October Meeting (Application Deadline: June 1) National, Regional, and Statewide Projects. State Board Regrant Proposals.

February Meeting (Application Deadline: October 1) National, Regional, and Statewide Projects. Archival Programs: Colleges and Universities; Archival Programs: Local Governments. Proposals Addressing Native American Initiative.

June Meeting (Application Deadline: February 1) Archival Programs: Local Governments; Archival Programs: Museums, Service Organizations, Religious Institutions, and Similar Applicants. Historical Photographs, Motion Pictures, and Sound Recordings. Collections Projects: Arrangement and Description, Preservation, etc.

Applications and Grants information may be requested by phone or by mail: Dr. Nancy Sahli, Director of the Records Program, NHPRC-NPR, National Archives Building Washington, D.C. 20408. Call 202-523-5386.

MISSISSIPPI HUMANITIES COUNCIL

Regular Grants: more than \$1,000.
Cycle:

February 1 - for projects beginning after 3/31;

July 1 - for projects beginning after 8/31;

November 1 - for projects beginning after 12/31.

Mini Grants: \$1,000 or less
Proposals accepted anytime but six weeks in advance of proposed programs.

NATIONAL ENDOWMENT FOR THE HUMANITIES

Humanities Projects in Libraries and Archives.

Planning Grants: Deadlines - 2/3, 5/5, 8/4, and 11/3

Implementation Grants: Deadlines - 3/17 and 9/15. For information, call 202-786-0271.

INSTITUTE OF MUSEUM SERVICES

General Operating Support Program
One year grants to museums ranging from \$5,000-75,000.

Deadline: November 3, 1989.

THE PHIL HARDIN FOUNDATION

Funds projects that facilitate the acquisition of basic skills and basic knowledge, facilitate the acquisition of humane values, develop leadership, especially educational leadership, in Mississippi, and improve education policy in Mississippi. For information concerning proposal format and submission, call C. Thompson Wacaster, Vice President for Educational Programs and Research, in Meridian, Mississippi, at 601-483-4282 or write The Phil Hardin Foundation, P.O. Box 3429, Meridian, MS 39303.

MISSISSIPPI NEWS

AWARD GIVEN TO CARNEGIE LIBRARY

Carnegie Library, Clarksdale, was cited recently by American Library Association as one of the leading public libraries in America. Sid Graves, library director, accepted the John Cotton Dana Award during ceremonies at the ALA convention in Dallas, Texas. Specifically noted by the award were the library's activities to gain national attention for development of the Delta Blues Museum, which is a part of Carnegie Library. (Mississippi History Newsletter, August 1989)

GRANT TO UNIVERSITY PRESS

A challenge grant of \$75,000 from the National Endowment for the Humanities (NEH) to the University Press of Mississippi will help to establish an endowment for humanities book publishing. Director Richard Able stated that the University Press was one of two presses so honored. The Press will have to raise matching funds of \$225,000. For information, contact 601-982-6205. (Focus on the Humanities, July 1989)

LAUREN ROGERS REFINES GENEALOGY COLLECTION

After a thorough survey of its library collection and a deliberate consideration of library usage, many of the materials in the Lauren Rogers Museum of Art Genealogy Collection have been transferred to the Laurel-Jones County Library as a gift. These materials include: most genealogical information and records and publications which are not specific to Laurel or Jones County or which are appropriate to other Museum collections. Genealogical materials contained in the library will operate as part of the Local History and Biography Collections. Genealogical materials added to the collections will concentrate on the history of Laurel and Jones County. The Museum's Mississippiana Collection will concentrate on biography, arts and letters, cultural history and other supportive materials. The LRMA will continue to make a special effort to develop the library's collection of books and other materials on art, art history, and individual artists in support of the museum's object collections.

The LRMA will continue to collect, catalog and preserve books, photographs, manuscripts, memorabilia, magazines, and newspapers for all these special collections, as well as for the general reference collection which includes literature and American History. This refinement in the collection and in collecting guidelines will not only improve the quality and usefulness of the library collections, but will allow for expansion and improvement of the Local History and Biography Collections as well as other special subject areas of art and Mississippiana.

MISSISSIPPI CHILDREN'S BOOK AWARD (MCBA) BEGINS

A new award will be announced at the Mississippi Library Association Convention this fall. Cosponsored by the de Grummond Children's Literature Research Collection and the School of Library Science, University of Southern Mississippi, the MCBA has as its purpose to promote reading and cultural literacy, encourage young Mississippi readers to become acquainted with good literature, and present reading as a joyful and meaningful experience. A master list of 20-25 titles will be selected each year by

the MCBA Committee. Local libraries and schools are encouraged to become sponsors of the award. For more details contact Dr. Vandelia VanMeter at Southern Station Box 8218, Hattiesburg, MS 39406.

STAFF NEWS FROM MISSISSIPPI REPOSITORIES

Mississippi State University

On September 1 Mattie Sink assumed the position of manuscript librarian formerly held by Anne Wells. Ms. Sink is a native of Arkansas. She received her B.A. in English at California State University at Los Angeles, her M.L.S. at California State at Fullerton, and her M.L.I.S. at the University of Texas at Austin. She has had general library experience at the Glendale, California, Public Library and the Charlotte/Mecklenberg County, North Carolina public library system and archival experience as registrar and processor in the Barker Texas History Center, UT-Austin.

Mississippi Department of Archives and History

Joe Brent is now Project Archivist for the Mississippi Newspaper Project. Deborah Allen and Victor Bailey joined the project on September 1 as Archivists I. Joining the Official Records section at MDAH on September 1 as Archivist I was Beverly Minyard.

Lauren Rogers Museum of Art

Evelyn Jones is the new Communications Coordinator for the museum. She is responsible for museum publicity.

INSTITUTIONAL SPOTLIGHTS

TOUGALOO COLLEGE ARCHIVES/SPECIAL COLLECTIONS

Tougaloo College is a liberal arts institution near Jackson, Mississippi, which was founded as Tougaloo University in 1869.

Address: L. Zenobia Coleman Library
Tougaloo College
Tougaloo, MS 39174

Phone: (601) 956-4941 ext. 301

Hours: Daily 8:00 - 5:00

Contact Person: Jo Ann Blissard-Bomar

Services Provided: Copying, interlibrary loan, fax service.

Holdings: The Lillian Pierce Benbow Room of Special Collections in the basement of Coleman Library contains original manuscript materials in the areas of Civil Rights, Black arts and literature, and Black sociological research. The Delta Ministry, Aaron Henry, Annie C. Rankin, Fannie Lou Hamer, and Lance Jeffers are only a few of the individuals and organizations represented in the special collections materials.

INSTITUTIONAL SPOTLIGHTS

AMORY REGIONAL MUSEUM

The Amory Regional Museum was founded in 1976.

Address: 3rd Street & 8th Avenue South
Amory, MS 38821

Phone: (601) 256-2761

Hours: Monday - Friday 9:00-5:00
Saturday - Sunday 1:00-5:00

Contact Person: Gene Pierce, Director

Holdings: The Amory Regional Museum has the following types of collections: railroad and hospital memorabilia; antique furniture and clothing; and Indian artifacts. The museum also has a railroad coach and an Indian canoe.

LAURENCE C. JONES MUSEUM/GRACE JONES LOG CABIN MUSEUM/ PINEY WOODS ARCHIVES

The museums and archives at the Piney Woods Country Life School were founded in 1986 to preserve the unique history of the private thirteen grade boarding school for predominantly black youth which was founded in 1909.

Address: Laurence C. Jones Museum/Piney Woods Archives
Piney Woods Country Life School
Piney Woods, MS 39148

Phone: (601) 845-2214 ext. 32

Hours: Monday - Friday 9:00-4:00
Saturday 10:00-4:00, Sunday 1:00-4:00

Services Provided: Photocopying; theatre for viewing films; card files and subject index to photographs.

Holdings: The Piney Woods Archives holds manuscripts, photographs, and tapes which document the history of the Piney Woods Country Life School and the life and activities of its founder Laurence C. Jones and his family. Records of former students and staff members are also available. Documents in the collection date from 1913, photographs from 1909; tapes and films record musical groups which have gone out on school fund raising trips, the Ralph Edwards This is Your Life program for Dr. Jones in 1954, and history of the school.

BOOK REVIEWS

Skupsky, Donald S. Recordkeeping Requirements. Denver: Information Requirements Clearinghouse, 1988.

Businesses have long wrestled with problems associated with the accumulation of records. Owners of smaller businesses and managers in larger businesses must decide which records can be thrown away and which records must be retained. If they call upon government agencies for guidelines in making their decision scores of regulatory agencies make it difficult, if not impossible, to determine the length of time specific records series must be retained. Common sense has often been the only resource from which to make disposal decisions. When there was no more room to put one more box in a closet or file room, or one more file in a cabinet, a "clean up weekend" was held. Space was cleared and the problems went to the dump. In a few years, after accumulating more files, the problems suddenly reappeared and it was time for another "clean up weekend."

Thanks to Donald S. Skupsky, businesses and other organizations now have available the guidelines for records retention that government has been unable to provide. With Recordkeeping Requirements as a guide, businesses and organizations should no longer have to rely on "clean up weekends" as their only records management tool.

Directed primarily toward business records, Recordkeeping Requirements provides an outline for the foundations of a sound records management program. For those who are not convinced of the value of formal records management, examples throughout the text cite horror stories of corporations that took their records management lightly and, if they survived, came out much worse for the wear. Complementing the horror stories are those in which, despite potentially devastating consequences, sound records management programs save the day.

But much more valuable than convincing stories for the use of records management is the outline of practical tools for establishing a records management program in an organization. Skupsky informs the reader of ways to determine the legal retention period for records, the basis of a legally acceptable records retention program, and how to conduct legal research. In addition, Skupsky addresses in detail and provides information on media requirements from microfilm to computer and optical disk.

Recordkeeping Requirements is an outstanding resource for all businesses and organizations, no matter how large or small, and, as one reviewer noted, it should be required reading in business schools. Rarely does one find a publication on records that not only presents the problems but also the answers. Recordkeeping Requirements does just that.

Bill Hanna
State Records Center

(Book Reviews continue on page 23)

SOUTHERN ARCHIVES
CONFERENCE

BREAKFAST MEETING

THURSDAY, OCTOBER 26
7:30 - 8:45 A.M.

SOCIETY OF AMERICAN
ARCHIVISTS
ANNUAL MEETING

ST. LOUIS, MISSOURI

CALENDAR OF
EVENTS

September 21-22, 1989

Society of Georgia
Archivists Fall Meeting.
Roswell, GA
Contact: Chris Paton or
Peter Roberts, at the
Library-Special
Collections, Georgia
State University
100 Decatur St., S.E.
Atlanta, GA 30303-3081.

September 21-23, 1989

Mid Atlantic Regional
Archives Conference Fall
Meeting.
Philadelphia, PA
Contact: Peter Parker
215-732-6200

September 20-30, 1989

Midwest Archives
Conference Fall Meeting.
Lansing, Michigan.
Contact: Fred Honhart
517-355-2330

PUBLICATIONS

Appraisal of Department of Justice Litigation Case Files: Final Report by National Archives and Records Administration. A report of NARA's project determining the disposition of Department of Justice litigative case files. Order from: Records Administration Information Center, National Archives and Records Administration, Washington, D.C. 20408.

Archives Assessment and Planning Workbook edited by Paul H. McCarthy. (86 pages, 1989) Ten section workbook designed to organize, evaluate, and improve an archival repository through exercises and statistical information on other repositories. Order from: SAA, 600 S. Federal St., Suite 504, Chicago, IL 60605. Price: \$19 members, \$24 non-members.

Biographical Directory of the United States Congress 1774-1989, Bicentennial Edition. (2,115 pages, 1989) The most comprehensive biographical directory ever published, including authoritative biographies, rosters of State congressional delegations, and other new features. Order from: Superintendent of Documents, Government Printing Office, Washington, D.C. 20402-9325. Price: \$82 (until 9/89) Order No: S/N 052-071-00699-1.

Brittle Books Programs (SPEC Kit #152). (121 pages, 1989) Survey results from ARL libraries for procedures in handling brittle books. The kit also contains charts, forms, guidelines, descriptions, and a reading list. Order from: SPEC, Office of Management Services, 1527 New Hampshire Ave., N.W. Washington, D.C. 20036. Price: \$20 prepayment.

The Care and Duplication of Historical Negative Collections by Steven T. Puglia (64 pages). A book directed to archivists, curators, and technical photographers or concerns about the permanence of historical photographs. Order from: AASLH. Price: \$7.85 for AASLH members; \$8.75 for nonmembers.

Disaster Preparedness Planning Resource Packet. A resource packet from the Conservation/Preservation Program office at the New York State Library designed to assist in preparing disaster plans for libraries and archival collections. Order from: Roxane McPeters, The New York State Library, 10-C-47 Cultural Education Center, Albany, NY 12230. Price: \$5.

PUBLICATIONS

Generations Past compiled by Sandra M. Lawson. (101 pages) A bibliography of selected sources useful in African-American genealogical research. Order from: Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Price: \$4.50. Order No.: 030-001-00129-6.

Keeping Your Past: A Basic Guide to the Care and Preservation of Personal Papers by the Kansas City Area Archivists. (25 pages, 1987) A guide intended to introduce the general public to the basic "do's and don'ts" of archival preservation. Recommended for archivists who deal regularly with the public. Order from: KCAA c/o Western Historical Manuscript Collection-Kansas City, University of Missouri-Kansas City, Newcomb Hall, Room 302, 5100 Rockhill Rd., Kansas City, MO 64110-2499. Price: \$2 for KCAA members; \$5 for nonmembers.

Modern First Ladies: Their Documentary Legacy edited by Nancy Kegan Smith and Mary C. Ryan. (192 pages) A collection of essays which explore the impact of these women on their time and the evolution of the role of the first lady. Order from: The National Archives Trust Fund, P.O. Box 100793, Atlanta, GA 30384. Price: \$12 + shipping.

The New Orleans Guide to Collections on Women compiled by Susan Tucker. A guide listing primary sources on women in a broad spectrum of New Orleans repositories. Order from: Newcomb College Center for Research on Women, Tulane University, New Orleans, LA 70118. Price: \$6.00. See Book Reviews on page 23.

Preservation and Conservation in Small Libraries by Marcia D. Lowry. (47 pages) Order from: ALA Publishing Services, 50 E. Huron St., Chicago, IL 60611. Price: \$5.00.

Special Collections in College and University Libraries compiled by Modoc Press, Inc. with an introduction by Leona Rostenberg and Madeleine B. Stern. (636 pages, 1989) A comprehensive directory of the holdings of 1,800 colleges and universities, the book features descriptions of the collections, lists authors collected and titles of notable works, and gives essential information on each library, including telephone number. Order from: Macmillan Publishing Company, Attention Robert Oppedisano, 866 Third Avenue, New York, N.Y. 10022. Price: \$90.00.

CALENDAR OF EVENTS

October 2-5, 1989

Association of Records Managers and Administrators 34th Annual Conference.

New Orleans, LA

Contact: ARMA International 1989 Annual Conference, 4200 Somerset Dr., Ste. 215, Prairie Village, KS 66208

October 5-6, 1989

Fall meeting of the Society of Alabama Archivists.

Mobile, Alabama

Contact: Rickey Best Archives and Special Collections, AUM Library, 7300 University Dr., Montgomery, AL 36117-3596

October 11-15, 1989

43rd National Preservation Conference.

Philadelphia, PA

Contact: NTHP Annual Conference, 1785 Massachusetts Ave., N.W., Washington, D.C. 20036

October 18-21, 1989

Southeastern Museums Conference 1989.

Atlanta, GA

Contact: SEMC Registration, P.O. Box 3494, Baton Rouge, LA 70821

October 25-29, 1989

Society of American Archivists 53rd Annual Meeting. St. Louis, MO

Contact: Georgeann Palmer, SAA, 600 S. Federal, Suite 504, Chicago, IL 60605

CALENDAR OF EVENTS

October 25-27, 1989

Mississippi Library
Association Conference.
Natchez, MS
Contact: June Breland,
Mississippi State
University, 325-3432.

November 2-4, 1989

Conference on Forged
Documents, University of
Houston.
Contact: Pat Bozeman,
Special Collections,
University of Houston
Libraries, Houston, TX
77204-2091
Call 713-749-2727.

November 16-17, 1989

Tennessee Archivists
Fall Meeting.
Nashville, TN
Contact: Connie
Burkhalter, Tennessee
State Library and
Archives, 403 7th Ave.
N., Nashville, TN 37219.

December 8-9, 1989

"World War I and the
Human Condition"
sponsored by Herbert
Hoover Presidential
Library and the Liberty
Memorial Museum and
Archives.
Contact: Dan Holt,
Director, Liberty
Memorial Museum and
Archives, 100 W. 26th
St., Kansas City, MO
64108

NATIONAL & REGIONAL NEWS

RARE BOOKS MISSING

The discovery that approximately 80 rare books were missing from the University of Texas Moody Medical Library in Galveston has resulted in a call to the Federal Bureau of Investigation for assistance in investigating the disappearance. The director of the institution, Emil F. Frey, resigned with no explanation shortly after the books were discovered missing, but the FBI has not identified Frey as a suspect in the case. (Chronicle of Higher Education, July 19, 1989)

NHPRC BEGINS STUDY OF DOCUMENTARY SOURCES

A major study of America's documentary sources is being undertaken by The National Historical Publications and Records Commission (NHPRC). Facets of the study, entitled "America's Documents - America's History: Teaching, Research, and Documentary Sources," include current direction of historical research; preservation and availability of documentary materials; and the extent of use of these materials in research and teaching. SAA representative to the advisory committee for the study is Philip Mason of Wayne State University. (SAA Newsletter, July 1989)

ARCHIVES II PLANNING CONTINUES

A decision has been reached on the transfer of records to Archives II following months of discussion among archives staff and consultation with user advisory groups as well as historical and genealogical researchers. Following a concept supported by Archivist of the United States Don Wilson, the National Archives Building on Pennsylvania Avenue will become a Family History Research Center. Textual records of genealogical interest, including land patent application files and records of the War Relocation Authority, will remain in the National Archives Building, along with records of the legislative and judicial branches of the Federal Government, American Indian-related records, old Army records (prior to World War I), and all Navy records. Modern military and other civilian records, including those of the State Department, and non-textual records will be located in Archives II. (OAH Newsletter, August 1989)

NATIONAL & REGIONAL NEWS

HEMINGWAY WESTERN STUDIES CENTER SPONSORS NEW PROJECT

At Boise State University (BSU), Boise, Idaho, a project on Idaho writers is underway. Plans call for compiling a database of the state's writers, collecting their works, and cataloging the works so that they will be available for literary research. Called the Idaho Writers' Archive in the Hemingway Western Studies Center of BSU, the archives already has received donations of works of ten Idaho writers and poets. (C & RL News, July/August 1989)

THURMOND PAPERS OPEN FOR RESEARCH

The papers of South Carolina senator and former governor Strom Thurmond have been opened for research, according to an announcement by the Clemson University Libraries, Clemson, South Carolina. Seven series of the 2,000+ cubic feet collection are currently available for research along with scrapbooks, photographs, cartoons, and certificates. Other series will be opened as processing is completed. (C & RL News, June 1989)

INFORMATION AVAILABLE ON ELECTRONIC RECORDS

The Center for Electronic Records (NNX) in the Office of the National Archives (NN) was established in October 1988 as the successor organization to the Machine-readable Branch of the Special Archives Division. Staff members are responsible for accessioning, describing, preserving and providing reference services for permanently valuable electronic records transferred to the National Archives. Only a fraction of these records created by all Federal agencies since about 1960 have been transferred, but the Center currently oversees more than 7000 unique datasets representing almost 70 Record Groups. Information on these holdings can be obtained in "Partial and Preliminary List of the Datasets in the Custody of the Center for Electronic Records." Copies of the publication are available upon request to the National Archives. (OAHP Newsletter, August 1989)

ATLANTA WILL HOST NORTH AMERICAN PRINT CONFERENCE

The prestigious North American Print Conference (NAPC) will hold its 20th annual conference in Atlanta, March 15-17, 1990. Host institutions will be the High Museum of Art, the Atlanta Historical Society, and Emory University. Historians, art historians, librarians, curators, collectors, and dealers will hear papers on the conference theme "Graphic Arts and the South;" the conference will focus on prints, photographs, illustrations and drawings related to southern history. For more information, contact Judy L. Larson, curator of American Art, High Museum of Art, 1280 Peachtree St. NE, Atlanta, GA 30309, (404) 881-0452.

TEXAS AND SOUTHWEST HISTORY MATERIALS DONATED

A collection of historical materials on Texas and the Southwest valued at \$140,000 was donated to the University of Texas at Arlington Libraries by Ted W. Mayborn of Granbury, Texas. Assembled over more than 50 years, the collection included original maps, newspapers, pamphlets, biographies, diaries, early county histories, 19th century lithographs, and research files. (C & RL News, May 1989)

NATIONAL & REGIONAL NEWS

CALIFORNIA ARCHIVES PROJECT USES UNIQUE APPROACH

Not unlike judges in the Old West who were forced to "ride a circuit" because no single location could afford a full-time jurist, the California State Archives Foundation, with the support of an NHPRC grant, has begun a circuit riding archivist program. Project Archivist Verl Ann Slay, who began work in September 1988, divides her time evenly between four jurisdictions in three locations; Yolo County, Placer County, Napa County and Napa City. According to Project Director Chuck Wilson, the grant has provided administrative coordination for the four governments with what should be a minimum of time and effort, once the initial structure of the program has been established. Within each local community, there are plans to develop or expand support through volunteer programs. It is hoped that this "circuit riding" project will serve as a model for other cooperative or networking systems throughout the country. (California Originals, Vol. 4, 1989)

PATENT MICROFILM STOLEN FROM UNIVERSITY LIBRARIES

In late June reels of microfilm containing patents issued between 1968-1969 were discovered missing in 13 university libraries across the country. The FBI is investigating the theft of approximately 1000 reels from libraries at such universities as Georgia Tech, Ohio State, Texas A & M, Virginia Commonwealth, Rice, and the Universities of Texas and Maryland. Because there was little duplication in the stolen reels, a coordinated theft ring is suspected; speculation is that the thieves want to duplicate the patented products without calling attention to their activities. (The Student Printz, August 31, 1989, and Library Journal, August 1989)

NHPRC AWARDS TWO ARCHIVAL FELLOWSHIPS

The National Historical Publications and Records Commission (NHPRC) has awarded archival fellowship grants of \$25,700 to each of two historical records institutions. The fellowships support advanced administrative training for archivists who already have work experience and graduate education in their field. The host institutions and their fellows for 1989-90 are:

The Carl Albert Congressional Research and Studies Center at the University of Oklahoma at Norman - Daniel J. Linke, from the Western Reserve Historical Society, Cleveland, OH. While at the Carl Albert Center, Mr. Linke will be responsible for overseeing the processing of one of the Congressional collections. In addition, Mr. Linke will be involved with exhibition and conference planning. For his technical project, Mr. Linke will develop guidelines and procedures for the initiation of an oral history program at the center.

New York State Archives and Records Administration - Nanci A. Young, from Yale University Libraries, New Haven, CT. During her fellowship, Ms. Young will be actively involved in developing and carrying out user studies at both the statewide and institutional levels. For both studies, Ms. Young will conduct appropriate literature searches, design a research structure for collecting and interpreting information, and analyze the information and provide written recommendations regarding the projected use and uses of a statewide database and of the records of the New York State Archives. Ms. Young will also be involved with the development of policy and procedures on access to confidential state government records.

NATIONAL & REGIONAL NEWS

NEW YORK STATE SUPPORTS LOCAL GOVERNMENT RECORDS FUNDING

The quiet revolution begun with passage of the 1987 New York Local Government Records Law has reached a new stage. Additional legislation adopted in 1989 will create a fund expected to generate \$5-\$10 million per year to improve archives and records administration in local governments statewide. The agenda of local government needs, and recommendations for how they should be met, are contained in The Quiet Revolution: Managing New York's Local Government Records in the Information Age, the December 1987 report of the New York Local Government Records Advisory Council.

The new fund will be used to address these needs and will support two basic programs. A portion of it will be used to create nine regional offices, each staffed to provide advice and technical assistance to local governments in the region. One office will be created for each judicial district with a single larger office serving eligible local governments in the four judicial districts within New York City. Most of the fund will be used for grants to local governments for individual or cooperative projects to improve their management of records, including their archival records. The combination of a clear statewide agenda, regional technical assistance, and substantial grant support promise important progress in records administration among New York's 4,000 units of local government during the next several years.

State Archives and Records Administration programs operating from the new fund will be administered by the Local Government Records Bureau which is headed by Robert W. Arnold III. The Bureau is part of the External Programs Division directed by Bruce Dearstyne.

A copy of the legislation creating the fund as well as the 1987 report, The Quiet Revolution, are available from SARA, Room 10A46, Cultural Education Center, Albany, NY 12230. (New York State Newsnote)

CERTIFICATION UPDATE

Petitions from more than 250 archivists have been submitted and about 150 of them have been approved, thus ensuring the creation of the Academy of Certified Archivists (ACA). Petitions for certification must be submitted and postmarked no later than midnight, September 30, 1989.

Certification by examination will begin with the administration of the first certification examination on Thursday, October 26, from 8:00-12:00, during the SAA Annual Meeting in St. Louis. Applications for the examination postmarked between September 10 and September 20 must be accompanied by the \$25 application fee plus a non-refundable \$25 late fee. No applications postmarked after September 20 will be accepted.

A candidate handbook is still available from the SAA office. It addresses such matters as eligibility, types of questions on the exam, and procedures for applying to take the exam. (SAA Newsletter, September 1989)

COLONIAL DAMES
SCHOLARSHIP
AVAILABLE

A scholarship to the National Archives' Modern Archives Institute, January 29 - February 8, 1990, is available from the Society of American Archivists. 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 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 and two letters of recommendation from persons with definite knowledge of the applicant's qualifications should be submitted to Philip N. Cronenwett, Special Collections, Dartmouth College Library, Hanover, NH, 03755 by December 1, 1989. For information call: 603-646-2037.

CONSERVATION NEWS

MELLON GRANT AWARDED TO MAPS

A grant of \$750,000 from the Andrew W. Mellon Foundation will assist the Mid-Atlantic Preservation Service (MAPS) in its research and development efforts. Projects which MAPS is pursuing include changes in the way in which density data is collected; development of ways to produce more desirable products from 35mm film; development of an affordable digital output system from scanned 35mm film; and evaluation of new products and services. Also in MAPS plans is the development of a camera which produces archival quality film. Current plans involve using a very high resolution digitizing camera to produce a database capable of creating images of equivalent densities in each frame. The image on the database would be transferred to archival film via a very high quality computer output microfilm camera. A major problem being confronted is the very slow scan rate of the highest resolution camera. The Mellon grant will allow continuing work on the most promising of these preservation projects. (MAPS Newsletter, Spring 1989)

ARL PUBLICATION ON BRITTLE BOOKS

ARL libraries have recently been surveyed about their handling of brittle books. Sixty-four libraries responded, and results of that survey have been published as ARL SPEC Kit #152. The kit contains planning documents and guidelines, selection and search procedures and forms, and microfilming and photocopying procedures. See Publications column for ordering information.

DISASTER PREPAREDNESS KIT AVAILABLE IN NEW YORK

A Disaster Preparedness Planning Resource Packet is available from the Conservation/Preservation Programs Office of the New York State Library. Of general interest are the following items included in the packet: a guide for writing a disaster plan, procedures for salvaging wet library and archival materials, and a bibliography on disaster planning. See Publications column for ordering information.

CONSERVATION NEWS

REPORT ON POLYESTER FILM

An article by Ann McFerrin in the April 1989 issue of The Dusty Shelf describes problems she encountered when trying to buy polyester film for document encapsulation. She wanted polyester which conformed to the standards set by the Library of Congress and the National Archives. The films considered acceptable belong to the polyethylene terephthalate group and are available as Mylar Type D, ICI Melinex 516 and Scotchpar Industrial Grade Polyester Film among others. The author tried to determine which of these name brands were available in Kansas City and if other brands also conformed to the specifications. She found two others, Rhone Poulenc and PETG Co-Polyester, and had them tested in Washington, where it was decided that both products were polyethylene terephthalate. (No tests were performed to check for other additives) She had also talked to Bill Minter who pointed out that archivists can demand a certificate from the manufacturer in order to be sure that they have been sold the correct type of film.

Addresses and prices:

Cartolith Company
316 Coit St., Irvington, N.J. 07111
(201) 374-1500
Contact: Judy Santor

Orders to the Cartolith Company require a \$25.00 minimum. Sheets of polyester film are also available, but the cost for ICI Melinex 516 rolls is as follows:

.003	40" x 100'	30.00
.004	40" x 100'	39.00
.005	40" x 100'	45.00

The Pilcher Hamilton Corporation
1850 S. 25th Ave. Broadview, IL 60153
(312) 343-6660
Contact: Maria Krzeckowski

This company is a convertor/distributor of polyester film and supplies Melinex 516 polyester in range of thicknesses. Pilcher Hamilton provides both split-to-width rolls and cut-to-size sheets to customer specifications. For further information about the product as well as price quotations, contact Maria Krzeckowski. (The Dusty Shelf: A Newsletter for the Kansas City Area Archivists, April 1989)

VOLUNTEERS NEEDED

The Conservation Committee of SMA is working to form a state-wide disaster recovery team and is looking for volunteers who would be willing to answer questions and give advice or referrals in case of a disaster. Expertise is welcome, but not indispensable; willingness to read some of the literature on disaster recovery would make up for any lack of experience! If you would like to help, please get in touch with Irmi Wolfe at Cook Library, University of Southern Mississippi, Southern Station Box 5053, Hattiesburg, MS 39406-5053, Tel. 601 266-4246 (Home: 268-3136).

ATTENTION

REPUBLICAN PARTY
SUPPORTERS/COLLECTORS

WHO:

MISSISSIPPI ORAL HISTORY
PROGRAM
AND
MCCAIN LIBRARY & ARCHIVES

WHAT:

ARE SEARCHING FOR
"CONSERVATIVE CHALLENGES"
(ALL EDITIONS)
AND
REPUBLICAN PARTY "EAGLE"
VOLUMES 1-7, 11-13, AND
VOLUME 18 TO THE PRESENT

FOR INFORMATION:

CALL
MCCAIN LIBRARY & ARCHIVES
266-4348

OR

MISSISSIPPI ORAL HISTORY
266-4575

HOURS:

8:00 - 5:00
MONDAY - FRIDAY

ANY INFORMATION AND/OR
DONATIONS WOULD BE
WELCOME

NEH GRANTS FOR PRESERVATION INCREASED

A series of grants for the preservation of library books was announced by the National Endowment for the Humanities (NEH) in August. Unusually large for the Endowment, the grants are part of efforts to prevent the deterioration of books and other scholarly materials. Among the recipients were The New York Public Library, which received a grant of \$2.5m for its collections in American history and culture, Columbia University with a \$2m grant, and Harvard University with a \$1.8m grant. Total NEH funding for preservation was more than 15 million dollars. (The Chronicle of Higher Education, August 9, 1989)

VIRGINIA CONSERVATION PROJECT BEGINS

The Virginia State Library and Archives and the State Historical Records Advisory Board (SHRAB) have begun a major conservation project for 1989-1990. The first phase of the project is the survey of twenty institutions in the state to determine conservation needs. Three sites were selected on the basis of evidence of significant holdings, need, commitment, and how the institution would use information for the survey; in addition, the sites represent a balance in types and sizes, including historical societies, circuit court clerk's offices, municipal offices, colleges, public libraries, and museums. Twenty additional sites will be surveyed in 1990. Coordinated by the Virginia Archives and Manuscripts Preservation Planning Panel (VAMPPP), the project is funded by the Virginia General Assembly, the National Historic Publications and Records Commission (NHPRC), and the Virginia State Library and Archives. For additional information, contact Louis H. Menarin, State Archivist and Project Director, Virginia State Library and Archives, 11th Street at Capital Square, Richmond, VA 23219-3491, or phone (804) 786-5597. (MAC Newsletter, Summer 1989)

CONSERVATION SERIES AVAILABLE FROM GETTY

J. Paul Getty Trust Publications is offering a conservation series for \$8 annually to subscribers, and \$16 each if purchased individually. Some of the topics included are: No. 2 "Cellulose nitrate in consevation," and No. 4 "Evaluation of procedures used in accelerated photochemical aging testing of museum and archival materials." For additional titles in the series, contact: J. Paul Getty Trust Publications, Book Warehouse, J. Paul Getty Museum, P.O. Box 2112, Santa Monica, CA 90406. (SGA Newsletter, Summer 1989)

ACCESSIONS

Mississippi State University - Special Collections

Archives Division

BENJAMIN FRANKLIN HILBUN COLLECTION ADDITION. (5 c.f.)

Personal files, photographs and memorabilia of MSU's eleventh president. Gift of Ben Hilbun, Jr. Closed pending processing.

CHARLES LINDLEY FILES. (30 c.f.)

Files of the retiring dean of MSU's College of Agriculture and Home Economics. Open.

STUDENT GOVERNMENT ASSOCIATION RECORDS. 1970's-1980's. (10 c.f.)

Open.

Manuscripts Division

WILLIAM C. KEADY COLLECTION ADDITION. 1970's-1980's. (81 c.f.)

Case files of the late Federal judge. Closed.

Mississippi Department of Archives and History - Special Collections Section

Manuscript Collection

ANONYMOUS WORLD WAR II LETTER. 1945. (.10 c.f.)

Uncensored World War II letter that was written by an anonymous soldier stationed in the Philippine Islands. The letter was hand-carried to the soldier's mother by Luther Flowers of Jackson, Mississippi. It primarily describes the activities of the Japanese Army in the Philippines. Purchased from Margaret Cox, Jackson, Mississippi.

BAXTER (LIONEL) COLLECTION ACCRETION. ca. 1890s-1910s. (.66 c.f.)

Correspondence, scrapbook, and other records of William Henry Maybin, a Biloxi, Mississippi, attorney and political supporter of James K. Vardaman. Presented by Lionel F. Baxter, Jacksonville, Florida.

BOSTON AND MISSISSIPPI COTTON LAND COMPANY RECORDS. ca. 1830s-1850s. (.33 c.f.)

Correspondence and other records documenting the sale of Chickasaw Cession lands in DeSoto and Pontotoc counties by agents of the Boston and Mississippi Cotton Land Company, a Massachusetts firm, from the 1830s to the 1850s. Purchased from Charles Apfelbaum, Valley Stream, New York.

BUTLER (WILLIAM ERNEST) WORLD WAR I LETTERS. 1918-1919; n.d. (.33 c.f.) World War I correspondence and telegrams of Sergeant William Ernest Butler of Greenville, Mississippi, who was stationed in France. The letters were written to various members of his family. Presented by Beverly McWilliams, Cleveland, Mississippi.

COLLINS (J. F.) CIVIL WAR POEM. 1893. (.10 c.f.)

Poem entitled "The Vicksburg Soldier" composed by J. F. Collins on April 30, 1893. Presented by Gladys R. Casano, Leesburg, Florida.

DIXON (HARRIETTE SHIELDS) SCRAPBOOKS. ca. 1930s-1940s. (.66 c.f.)

Two scrapbooks kept by Harriette Shields Dixon, a member of the Natchez Garden Club. The scrapbooks pertain to the Natchez Garden Club and the Natchez Pilgrimage. Presented by Katherine B. Blankenstein, Natchez, Mississippi.

EAST (CHARLES E.) COLLECTION. ca. 1900s-1980s. (1 c.f.)

Open-ended collection of archival materials created or collected by Charles E. East, a native of Shelby, Mississippi, author of Where the Music Was (1965), and former director of the Louisiana State University Press (1970-1975). Presented by Charles E. East, Baton Rouge, Louisiana.

JONES-ARBUTHNOT (MYRTLE) POETRY MANUSCRIPTS. ca. 1970s-1980s. (.10 c.f.) Typescript anthology of poems entitled The American Salute composed by Myrtle Jones-Arbuthnot, a black writer from Jackson, Mississippi. The American Salute has recently been published by the American Poetry Association. Presented by Myrtle Jones-Arbuthnot, Jackson, Mississippi.

LAMAR LIFE INSURANCE COMPANY RECORDS. ca. 1906-1980s. (16 c.f.)

Includes annual reports, financial statements, correspondence, photographs, insurance rate books, stockholder registers, printed material, and other records of the Lamar Life Insurance Company that was founded in 1906 and named in honor of L. Q. C. Lamar. Presented by Jack P. Dean, Jackson, Mississippi.

MOTTLEY (ELVIRA JETER) PAPERS. ca. 1850s-1860s. (.33 c.f.)

Includes correspondence, essays, poetry, a short story, and a play written by Elvira Jeter Mottley of Tunica County, Mississippi, who published a volume of poetry entitled The Inca's Bride in 1855 under the pseudonym Elizabeth Lawrence. The collection contains the manuscript of The Inca's Bride and a review of Harriet Beecher Stowe's Uncle Tom's Cabin. Presented by Paul F. Smith, Yazoo City, Mississippi.

MURPHREE (DENNIS) MANUSCRIPT. 1939. (.10 c.f.)

Typescript biography entitled Thomas Martin Murphree: Confederate Soldier written by his son Dennis Murphree. Presented by Mary Frances Ford, Jackson, Mississippi.

ROBINSON (W. B.) LETTER. 1836. (.10 c.f.)

Letter written by W. B. Robinson, Philadelphia, [Pennsylvania], to Colonel Alfred C. Downs, Mont Alban, Mississippi, concerning Robinson's trip to Baltimore, Maryland. In his letter, Robinson referred to current price ranges for male and female slaves in Baltimore and the purchase of a pianoforte in the Cincinnati area. Presented by William R. Palmer, Canton, Mississippi.

SPENCER (HORATIO NELSON) PAPERS ACCRETION. 1838; 1876; 1940; 1943; 1970; 1976-1977; 1984; n.d. (.10 c.f.) Included are two letters written by Horatio Nelson Spencer and miscellaneous correspondence and genealogical material pertaining to Spencer and his family. Presented by Preston C. Cummings, St. Petersburg, Florida.

ULLMAN (M. M.) AND COMPANY MERCANTILE RECORDS. ca. 1890s-1950s. (13.66 c.f.) Financial records of M. M. Ullman and Company, formerly a Natchez, Mississippi, clothing store. Presented by Robert J. Lehmann, Natchez, Mississippi.

Graphic Records Collection

CALEDONIA, MISSISSIPPI AND WESTERN RAILROAD PHOTOGRAPH. 1870s. 3 items. (.75 l.i.) Three 3.5"x7" black and white stereo-views which show construction of the Caledonia, Mississippi and Western Railroad. Purchased from Macdonald Collectibles, Portland, Oregon.

Cartographic Records Collection

CHART OF THE SOURCES OF THE MOBILE & YAZOO RIVERS: including a part of the course of the Mississippi from the River Margot to the Natches. 1826. 1 item. (.25 l.i.) From the English edition of Victor Collot's A Journey in North America, Paris, 1824-26, this ca. 1796 chart shows interior detail on the Yazoo and Tombigbee Rivers. Purchased from High Ridge Books, Rye, New York.

NORTH AMERICA FROM THE FRENCH OF MR. D'ANVILLE: improved with the English Surveys made since the Peace / by Thomas Jefferys. 1775. 1 item. (.25 l.i.) This map shows the English colonies without the Western boundaries; horizontal boundaries are drawn only into the mountains. Purchased from the Old Print Gallery Showcase, Washington, D.C.

TOWN AND FORT OF NATCHEZ. 1826. 1 item. (.25 l.i.) From the English edition of Victor Collot's A Journey in North America, Paris 1824-26, this detailed map shows both the town and the fort about 1796. Purchased from High Ridge Books, Rye, New York.

BOOK REVIEWS

Tucker, Susan, compiler. The New Orleans Guide to Collections on Women. New Orleans: Newcomb College, Tulane University, 1989.

Susan Tucker of the Newcomb College Center for Research on Women has provided a valuable resource for researchers, archivists, and others by producing a guide to collections by and about women held in repositories in New Orleans. Her descriptive listing includes materials about New Orleans, Louisiana, and other Southern women contained in collections of women, men, families, and organizations. An index of related materials in other collections and a list of repositories in New Orleans, including basic information needed by users, increase the usefulness of the guide.

Tucker hopes the guide will serve as a link between researchers working on related topics; will bring to light topics which are not well covered by collections in the city, encouraging archivists and scholars to search out additional materials; and will motivate users to report other sources on women which they have found.

The thankless part of such a project is that it is so quickly outdated. Plans for periodic updating of this resource are most encouraging.

Joanne V. Hawks
University of Mississippi

EMPLOYMENT OPPORTUNITIES

LIBRARY DIRECTOR

Daughters of the Republic of Texas

RESPONSIBILITIES: Provides direction and administration for Texas History Research Library at the Alamo. Responsible for collection development and its security, physical maintenance, and preservation. Oversees accessioning, cataloging, processing, preparation of finding aids, reference services, and financial records. Supervises staff of six professionals and technicians. Responsible for budget development and use of automated archival systems. Reports to the Library Committee of the Daughters of the Republic of Texas. **QUALIFICATIONS:** Archival training, experience, and thorough knowledge of archival practice; ALA-accredited MLS degree with minimum five years library work including successful administrative experience; knowledge of Texas history and historical research methods; ability to work well with colleagues and volunteers; must meet public and represent Daughter of the Republic of Texas at professional meetings; mature judgement and genuine respect for historical materials essential. Computer experience useful. **SALARY:** Beginning salary in high twenties. Group health and life insurance and retirement annuity. No state or local income taxes. Send letter of application, resume, and names of references to Mrs. Jack D. Robbins, Chairman, D.R.T. Library Committee, 3127 Candlewood Lane, San Antonio, TX 78217.

UNIVERSITY ARCHIVIST

Louisiana State University, Baton Rouge

RESPONSIBILITIES: Reports to the head of the Louisiana and Lower Mississippi Valley Collections and heads of the newly formed University Archives unit; carries out the activities of a two-year grant-funded University Records Project, specifically: surveying the records of the University; constructing appropriate record group and series structure for university records; revising retention and disposition schedules in cooperation with the

State Division of Archives, Records Management, and History; and preparing a records management manual for the campus. At conclusion of project, will have responsibility for direction and coordination of university archives program. Supervise a staff of a paraprofessional and student assistants. **QUALIFICATIONS:** Masters degree in librarianship, history or related discipline with graduate course work in archives and/or records management; strong interpersonal skills and effectiveness in both oral and written communication. Prefer ALA-accredited MLS with specialization in archives and records management; a minimum of three years experience in archives or records management, especially in a college and university setting; supervisory experience; experience with MARC/AMC records; a record of active professional involvement. NHPRC funded for two years; position will be continued by the University after the initial project is concluded. **SALARY:** \$23,000. Apply to Robert S. Martin, LSU Libraries, Louisiana State University, Baton Rouge, LA 70803-3300. Preferences will be given to applications received by October 31, 1989.

**CHIEF OF MANUSCRIPTS DIVISION/
LIBRARY**

The Historic New Orleans Collection

RESPONSIBILITIES: To coordinate activities and supervise operations of the manuscripts division and the research library; to promote collection development through donation and purchase and oversee collection management and preservation; to work with other department heads on publications, collecting, educational programs, and computerization; to attend appropriate professional meetings at the local, regional, and national levels; reports to the Director. **QUALIFICATIONS:** Advanced degree in American/southern history, experience in archival and library procedures (desirable: MLS from ALA accredited program and/or certified archivist or archivist eligible for

certification), at least five years administrative experience, strong communication skills, ability to work well with staff, prospective donors, and other members of the professional and local community. **SALARY:** Commensurate with qualifications. Excellent health plan, pension plan, life insurance. Consideration will be given to applications beginning September 15, 1989. Position open until filled. Send resume and contact information to Personnel, The Historic New Orleans Collection, 533 Royal Street, New Orleans, LA 70130-2179.

MANUSCRIPT LIBRARIAN

University of North Carolina at Chapel Hill

RESPONSIBILITIES: Help execute a three-year project supported by the Office of Preservation of the National Endowment for the Humanities. Duties will include: supervising the replacement with alkaline folders and boxes of the acidic housing of 5,400 linear feet of the collection; collecting bibliographic and preservation backlog data on the materials that are rehoused; revising selected collection inventories; and assisting in selecting and preparing collections for microfilming. **QUALIFICATIONS:** Requires a masters degree in library science, American history or a related field; experience processing manuscript materials; organizational and supervisory skills. Prefer formal archival training; experience in archival preservation; knowledge of Southern history; experience supervising student workers; and basic computer literacy. **SALARY:** Minimum \$21,000 for 12 month academic appointment with standard State benefits of annual and sick leave. Apply by September 29, 1989; review of candidates will continue until the position is filled. Position available January 1, 1990. Send letter of application, resume, and names of three references to Barbara DeLon, Library Personnel Office, Campus Box #3900, Davis Library, The University of North Carolina at Chapel Hill, Chapel Hill, NC 27599.

The Society of Mississippi Archivists' yearly membership renewal is due during May 1989. Please complete the membership renewal application below, enclose with the membership dues, and mail to:

Membership Chair
Society of Mississippi Archivists
P.O. Box 1151
Jackson, MS 39205

RENEWAL APPLICATION

NAME _____

ADDRESS _____

PHONE _____

Membership Categories

STUDENT.....	\$3.00
INDIVIDUAL.....	\$7.50
INSTITUTIONAL.....	\$15.00
PATRON.....	\$25.00
	AND MORE