

Reviews of Books

RICHARD G. WOOD, *Editor*

National Archives

The Use of Photography for Clerical Routines; a Report to the American Council of Learned Societies, by Ralph R. Shaw. (Washington, D. C., American Council of Learned Societies, 1953. Pp. v, 85.)

This is a report on the use, application, and comparative cost of the Photoclerk — a new automatic photocopying machine designed especially for use in libraries — which does mechanically and photographically library operations normally done by manual means. The author, designer of the machine, hit upon the idea as a result of the need for such an instrument at the United States Department of Agriculture Library, of which he is librarian.

Several cooperating libraries in different sections of the country conducted practical tests with the Photoclerk to determine the cost of duplication with the machine as compared with doing the same thing manually. The report gives a list of the 130 different types of library operations in which the Photoclerk was employed, including the photographing of administrative records, reference and bibliography cards and indexes, circulation work, acquisitions, cataloging work, and bindery. Comments and complete cost data comparison of manual work and "photoclerking" as determined by the libraries are included for easy contrast. The comparative cost reports listed in the appendix were submitted on a standard reporting form by the 12 cooperating libraries and show the savings in labor, dollars, and percentage. Some comparison is made with other photocopying devices, but the savings made in such cases is not so great as it is when compared with manual operation. Emphasis has been placed on the utter simplicity of the machine. It seems to be nearly foolproof, permitting any clerk without previous photographic knowledge to operate it and secure successful results. Notes on some of the failures encountered in the operation of the machine, as well as suggestions for improving its usefulness and flexibility, were submitted by the experimenting libraries.

A good mechanical description of the apparatus for photocopying and for processing the roll of sensitized paper to produce a paper negative is given, and the necessity for maintaining constant temperatures of the solutions during the immersion of the sensitized paper while it is being processed is emphasized.

HARRY BAUDU

National Archives

United States Atlases; a Catalogue of National, State, County, City, and Regional Atlases in the Library of Congress and Cooperating Libraries. Vol. 2, compiled by Clara Egli LeGear. (Washington, Library of Congress, 1953. Pp. xiii, 301. \$2.50.)

The Map Division of the Library of Congress again has come to the rescue of those concerned in the cartographic development and records of America

by compiling a second volume of its *United States Atlases*. Further distinction is added to volume two by its being a union list, which records not only the additional National, State, county, city, and regional atlases received by the Library of Congress since 1949 but also all others held by 184 cooperating libraries throughout the United States and not listed in either volume as in the Library of Congress. These 3,500 added titles supplement the 3,600 previously recorded and published in 1950. Of the more than 7,000 titles, all but 2,173 are available in the Washington collection.

The arrangement is the same in the two volumes. The entries conform to the precise cataloging practice of the Library of Congress and uphold the compiler's known reputation for accuracy. Titles are numbered continuously, and the author index in volume two includes all entries. Fire insurance atlases generally and those relating to local traffic surveys and to city planning are excluded. Because of their large number, a third volume of the catalog may be called for. Most of the titles are of county atlases, the publication of which began during Civil War times. Some State atlases appeared as many as 40 years before. Knowledge of these is of importance to archival collections, and both volumes will be in demand. Fortunately, volume one is still available from the Superintendent of Documents at \$2.25.

CHARLES E. RUSH

University of North Carolina

Philadelphia Bibliographical Center and Union Library Catalogue. *Union List of Microfilms, Revised, Enlarged and Cumulated Edition. Supplement 1949-1952*. (Ann Arbor, Mich., J. W. Edwards, 1953. Pp. vi, 995 columns. \$10.)

This cumulated edition contains 14,080 entries representing microfilm accessions reported by 215 cooperating libraries in the United States and Canada from July 1, 1949, through July 31, 1952. The list notes the location of the master negative, of negative and positive microfilms, and of the original manuscript or document when known. These union lists are auxiliary tools to aid libraries and individuals to build up collections of specialized materials, to locate films, to guide libraries in their interlibrary loans, to prevent duplication of reproduction activities, and to shape the policy for further reproduction. The lists also give references to other tools.

The *Union List of Microfilms* was originated in 1941 by the Philadelphia Bibliographical Center and Union Library Catalogue and its committee on microphotography. The first list, issued in 1942, contains 5,221 entries. Supplements numbered 1-5, 1942-46, issued 1943-47, list 13,180 accessions; and the 1951 revised, enlarged, and cumulated edition contains 25,000 entries.

The *List of File Microcopies of the National Archives*, Washington, 1950, has been included in the list. Besides the National Archives, the Library of Congress, the United States Department of Agriculture, the Surgeon General's Office, and the Maryland Hall of Records have contributed to the list.

SARA D. JACKSON

National Archives

Georgia Laws Governing Archives, History; Records Disposition, Retention, Control and Management; Photostatic and Photographic Copies and Microphotography in State and Local Government, compiled by Mary Given Bryan. (Atlanta, Ga., Department of Archives and History, 1953. Pp. 47. Free.)

The Georgia Department of Archives and History combines the functions of the Archivist and State historian under the direction of the secretary of state. The department also issues the biennial official and statistical register of the State. Any State, county, or other official is authorized to transfer record and other materials to the Archives.

The Governor is authorized to order the destruction of obsolete State records more than 4 years old, subject to prior inspection and concurrence by the secretary of state and State librarian. Presumably, although the law does not so provide, the Archivist deputizes for the secretary of state in this matter.

The head of any State agency may destroy any of his records, "upon his own responsibility, provided he first causes microfilms of the same to be made, capable of development into photostatic copies." No provision is made for a review by anyone else as to the quality of such microfilms as adequate substitutes for the original records. An 1879 act, still in force, authorizes the secretary of state to destroy, quadrennially, election records of those officials whose term of office has expired.

A unique feature of Georgia law is the provision that the county ordinary is required "to receive, from any responsible citizen or citizens any data of a historical nature and place the same on file . . . for safe preservation and historical reference. The matter . . . must be of general interest and not of a personal nature, and may include records, proceedings or minutes of any religious body or organization, school records not otherwise preserved, records of civic, patriotic or fraternal organizations, records of purely community affairs when of such nature as to be of general interest and not otherwise recorded by court procedure." The ordinary and the county board of education are made the sole judges of the admissibility of any matter or document. This act, passed in 1935, becomes operative in any county by a majority vote of two successive regular grand juries.

MARGARET C. NORTON

*Archives Department
Illinois State Library*

Records Management in Pacific Telephone. (N. p., Pacific Telephone and Telegraph Company, Secretary and Treasury Department, 1953. Pp. 16, illus. Free.)

In this short pamphlet an excellent brief is made for a systematic records program. It outlines the overall objectives of disposition, destruction, and disposal of records. The requirements of a sound records program are succinctly stated along with the reasons for them. The last few pages of the main section summarize program accomplishments to date and developments planned

for the future. The final six pages discuss the emergency records protection program, to operate in the event of a catastrophe. Photographs and one map lighten the text.

This publication could serve as a model to other companies for the initial explanation of the introduction of a records management program. Simply and clearly, in words and pictures, it explains the how and why of a records program. Furthermore, it is published jointly by the company's departments of the secretary and treasury, the two departments most affected, and it represents sufficient authority to ensure compliance with the regulations relative to records. The careful study made before setting up the program is evident in the clear, simple procedures outlined and the recognition of the limitations of microfilming. Obviously, a more detailed manual is needed to give precise operating instructions for the record management program.

EDWIN T. COMAN, JR.

University of California, Riverside

Le problème des termites et autres agents destructeurs aux Archives de la Réunion, by Yves Pérotin. (Saint-Denis, Réunion, Mme. F. Cazal, 1953. Pp. 12.)

While the problem of destruction of archives by termites is relatively minor in this country it is at the same time universal and everpresent. We are able, therefore, to profit from the experiences of our colleagues in the tropics and to be grateful to them for their superior contributions to the study of this phase of archival administration.

In the opening pages of his study M. Pérotin reviews other hazards to archives but he concludes—as we would not—that all of these hazards together are not so destructive as are termites alone! The body of his study is divided into three parts (1) the life habits of the termite, (2) measures, architectural and chemical, to be taken against the insects, and (3) methods of repairing damage already suffered. The first part offers a useful summary of archival entomology. In the second part we ought to be concerned especially with architectural preventives—they are almost enough for protection in this country, but they are generally ignored in the construction of our libraries and archives. There is nothing new in the discussion of repair methods: M. Pérotin, who has sent some of his repair work to the Archives Nationales at Paris, is an enthusiastic supporter of the Barrow method of laminating.

MORRIS L. RADOFF

Maryland Hall of Records

Records Control Manual, compiled by C. C. Conner, assisted by D. L. Uplinger. (Pittsburgh, Pa., Aluminum Co. of America, 1953. Pp. 48.)

In July of 1949 Chester Conner, archivist of the Aluminum Co., came to American University to register for the fifth annual summer course in the preservation and administration of archives, given under the direction of Dr.

Ernst Posner. This reviewer received the applicant in the absence of Dr. Posner, who was in Europe on a special mission. Mr. Conner said that the president of the company had mentioned to him a number of times that it might be a good idea for him to look into this archives course and he thought it was about time he complied with the suggestion. Thus it was that, on Dr. Posner's return, he found Mr. Conner among the group of students ready to start the 4 weeks intensive training. It is always a pleasure, therefore, for this reviewer to hear, from time to time, of his progress in matters archival.

The *Records Control Manual* is his latest achievement, comprehensive in scope and clear and simple in exposition. It is the product of careful and systematic analysis extending over a period of time during which the records accumulating in all parts of the company were identified, evaluated, and scheduled for appropriate disposition. The manual includes a foreword by the president of the company, declaring it to be the expression of the company's policy for the destruction or retention of its records. Then follows a 2-page introduction by Mr. Conner, in which he explains that the records control program is under the general jurisdiction of the corporate secretary, is administered by the archivist, and is supervised by the office managers in the locations outside Pittsburgh and the department head in Pittsburgh. The introduction also includes all the information needed for the understanding and use of the 48-page schedule that completes the manual. The format is loose-leaf, and provision is made for the periodic reporting of additions and deletions of local plant forms so that the manual may be brought up to date from time to time.

The schedule, which comprises the bulk of the manual, is arranged in three columns — description of record, location and division, and retention period. The records are specifically described and arranged alphabetically by title, with cross-references. Most of the items are forms and include the form numbers. When a record exists in more than one copy, the location and division where each copy is kept is shown, and the retention period for each copy is given. An explanation of the bases of the retention periods is given in the introduction, and provision is made for the precedence of retention periods included in applicable Government regulations wherever the retention periods are longer than those set forth in the schedule. The definition of some of the terms used in the retention-period column is also included, together with a list of the periods covered by statutes of limitation in the various States. In some cases retention periods are given as a definite number of years; in others they are expressed as "until purpose served," "while processing," "statute of limitation," "audit to audit," "permanent," and "indeterminate." Records having an "indeterminate" retention period are subject to periodic review. Although it is assumed that plant and office records are to be kept at their location, it is provided that, in case of inadequate storage facilities, arrangement may be made with the archivist for their storage in the archives at New Kensington Works. Thus every contingency has been provided for.

Now, as many industrial companies are taking a critical look at their own provisions for controlling their records, the appearance of the *Records Control*

Manual is most timely, and may well serve as a guide for companies having problems similar to those of the Aluminum Co. of America.

HELEN L. CHATFIELD

The American University

Eye to Eye, nos. 1 and 2, June and September 1953. (Washington, D. C., Graphic History Society of America, Paul A. Vanderbilt, Editor, P. O. Box 4402.)

In September 1952 a small group met in New York to form the Graphic History Society of America. Its program is, to quote from its official publication, (a) to promote an understanding of ways in which pictures can be used to explore subjects, (b) to persuade the many custodians and owners of pictures to organize their resources, each according to his needs and interests, rather than neglect or destroy them, and (c) to circulate to potential users information on what has been collected, organized, or published. Among the founders of the society were Agnes Rogers Allen of the *Readers' Digest*, Marshall Davidson of the Metropolitan Museum of Art, John A. Kouwenhoven of Barnard College, and Paul A. Vanderbilt of the Library of Congress.

The society has now grown to a membership of 122 and has issued two numbers of a quarterly bulletin, happily named *Eye to Eye*, subscription to which is included in the membership fee of 10 dollars. It is immediately apparent that the work of such a society will be of the greatest interest to archivists, many of whom struggle with picture collections of various kinds, not always sure of the value or extent of their holdings nor of the location of related materials, to say nothing of their proper care and servicing. It is not surprising, therefore, that the first issue of the bulletin contains an article by an archivist, Hermine M. Baumhofer of Dayton, Ohio. Mrs. Baumhofer reviews, in "Picture Prospectors: General Surveys of Picture Collections," the attempts that have been made to compile lists of existing sources and collections, indicates what lists have been published and where unpublished data can be found, and asks for information about other surveys unknown to her.

The organizers felt that "the Society should not become exclusively oriented in the direction of early American history, the European phases of fine arts research, or modern photography, each of which already has outlets, but must maintain a balanced program, based on the common interest in subject documentation." This balance is admirably achieved in the contents of the first two bulletins. In addition to Mrs. Baumhofer's article the June issue contains "Steamboat Photo," a collector's and dealer's description of his collection of negatives; "Corporate Picture History," the account of the preparation of the picture history of the DuPont Co.'s one hundred and fiftieth anniversary volume; and an article on the society itself and 10 pages of news notes and queries.

The September issue offers a look at "The Missouri Historical Society's Photographic Collection," "Italian Renaissance Paintings With Musical Representations: Towards a Catalog of Such Pictures in American Collections,"

by the founder of the Archive of Music Representations in the Visual Arts (Duluth, Minn.), and "Ike: Photography and the President," by one of the editors of the pictorial biography *This Is Ike*. "A Survey of Picture Collections Relating to Individual States," a project sponsored jointly by the society, the American Historical Association, the American Association for State and Local History, the Society of American Historians, and the American Studies Association, should be examined by members of the Society of American Archivists who are not already aware of the program.

A valuable feature of the bulletin is the publication in each issue of notes on special collections in such a way that they can be clipped and kept in a 3 x 5 slip file. These notes will be covered also by the cumulative annual index to the bulletin. They add greatly to the usefulness of the bulletin as a reference tool.

The society is to be congratulated on launching such a publication in an era when established journals are having rough going. The editor has set a high standard and the articles are without exception highly readable as well as informative. *Eye to Eye* deserves our best wishes for the future.

MARY C. LETHBRIDGE

U. S. Information Agency

Cornell University. *Collection of Regional History, Fifth and Sixth Annual Reports of the Curator, 1948-1950*. ([Ithaca, Cornell University, 1953?]. Pp. 111.)

Annual Reports of the Treasurer and the Director of the Historical Society of York County for the Year 1952. (York, Pa., the Society, 1953. Pp. 26.)

As ease of travel and cheapness of photoduplication make the resources of small regional collections available to scholars, no matter how distant, the reports of their curators become of interest both to the historian in search of material and to the fellow laborer in search of guidance and encouragement. That it is difficult to maintain a delicate balance between these two classes of readers is evident in the reports, now lying before me, of two of the livelier of these collections. The report of the Cornell Collection has settled down to being a well-annotated, well-indexed accession list, of great value to the scholar. The briefest of forewords gives only a tantalizing glimpse of the activity that must go on in so swiftly growing an institution. The York County report, while including an accession list, much less detailed than the other and classified but not indexed, gives much more proportionate space to a report of activities, some of which might well inspire a "we could try that" mood in any similar group.

Noteworthy in the Cornell report is the curator's laudatory mention of the "swap type" of acquisition. She is correct in saying that it "should be common in the future," but human nature and the restrictions of donors being what they are, will it ever become so? It is also of interest to note that the university archives have now been definitely separated from the regional collection, thus avoiding the manifold temptations to allow one collection to devour the other.

One of the interesting features mentioned but not stressed in the York report is the present curator's habit of taking his treasures into the field. This reviewer, having been the beneficiary of two such neighborly excursions, when the curator appeared like a *deus ex machina* bearing treasures unknown to her and badly needed for research, can testify to what extent such a service both increases the usefulness and publicizes the resources of the York society.

ELIZABETH KIEFFER

Franklin and Marshall College

Gloucestershire. *Fourth Report of the Records Committee of the County Council 1945-1951*, [by Irvine E. Gray (?)]. (N. p., n. d. Pp. 24).

Lincolnshire Archives Committee. *Archivists' Report, 28 March 1952-24 March 1953*, by Joan Varley and Dorothy M. Williamson. (N. p., n. d. Pp. 78. 2s., 10d.).

Lincolnshire and Gloucestershire at their closest are probably no more than 75 miles apart, but even in their manner of record keeping, revealed in the characteristic reports under review, the fourth serial for each, the two counties differ in tradition and practice.

The beginnings of the Lincolnshire Record Office, traced in its first two annual reports, were reviewed in the July 1952 issue of this magazine. Now the biggest task of the industrious Lincoln archivists is to try to keep pace with the private records deposited with them, and about half of their latest report is given over to explanatory descriptions of such materials. Another segment of the report, very nearly as extensive, describes the muniments of the Dean and Chapter of Lincoln, the notable collection around which the Lincolnshire Record Office was so uniquely evolved. The booklet contains a few details about records deposited outside Lincoln with the constituent authorities of Lindsey, Holland, and Kesteven. It also includes effective evaluations of four collections of local records that remain in private custody around the county, a little about diocesan and parish records, and a little about the general work of the office.

The reports of the Gloucestershire Record Office, which was established in 1936, are not annual reports. Issued by the records committee of the county council rather than directly in the name of the records officer, the current report provides an introduction to the operations of the office and lists accessions from October 1945 to December 1951, which include materials from as early as the thirteenth century. The official records of Sir John Banks, an attorney general and then an important Chief Justice during the reign of Charles I, were turned up in Gloucestershire; but because of their national importance were deposited in the Bodleian Library of Oxford University, in an adjoining county.

Good will on the part of the public, the local records officers, and higher archival authorities in Great Britain is happily apparent in the pages of these publications. When Gloucestershire mentions inquiries from various other counties and some from overseas, and when Lincolnshire remarks the visits of no less than six students of at least postgraduate status from America, it is

also obvious that though their records may have been circumscribed by time and place of origin, the prospective exploitation is not potentially provincial. Befitting county pride, not to speak of future utility, the booklets were thoughtfully prepared and both are pleasingly bound in green. The Gloucestershire product is an inch wider, but the Lincolnshire item is decidedly thicker. In neither, unfortunately, is there provided any satisfactory identification as to the date and place of printing.

H. B. FANT

National Archives

Lancashire Record Office Report for 1952. ([Preston, Lancashire County Council, 1953.] Pp. 24.)

This is the second annual report of the Lancashire County Record Office. As in the previous report, the statistics reflecting the activities of the office are incorporated in the narrative report of the year's work. Again the accessions are listed in alphabetical order by the donor's name. There follows a description of the muniments of Sir Cuthbert De Houghton, Bart, J. P.; of the records of St. Mary's Presbytery at Hornby; of the records of the solicitor of Lancashire County; and of the records of William Farington of Worden. It is interesting to note that in this county record office both official and private records are maintained, while in the United States the counties maintain only official papers and private papers are deposited with historical societies. Another fact revealed by the statistics in the report is that these county records appear to be consulted more by scholars than are those in the United States.

VIVIAN WISER

National Archives

Tamworth Borough Records, Being a Catalogue of Civic Records, by Henry Wood. (Tamworth, England, 1952. Pp. iv, 74, appendixes. 7s 6d.)

This catalog is an outgrowth of the concern of the town clerk of Tamworth over the condition of the charters of the borough, stored in Tamworth Castle, where dampness, dust, and folds in the parchment were causing their decay. Having had them cleaned and repaired at the Public Record Office in London, Mr. Wood decided to provide for their better preservation and their accessibility for inspection. He furthermore determined to search for all documents bearing on the municipal history of the borough, so that the burgesses might be able to know what records they possessed and might take increased interest in their civic heritage.

Though the editor regrets that there are large gaps in the records of the borough, he is to be congratulated on having produced a catalog which lists items from the twelfth to the twentieth century and not only civic records accessible in Tamworth but also extracts (with documents cited), bearing upon the history of the borough, which have been culled elsewhere, obviously from records in the Public Record Office. Beyond its interest to those concerned primarily with Tamworth, the catalog, with its brief summaries from many

types of records, will serve as a guide to scholars investigating other English boroughs.

The book contains 17 sections. Among the topics covered are charters, letters patent, etc.; manorial searches; Courts Leet and Courts Baron; borough quarter sessions; Parliamentary elections; municipal elections; voters lists; old leases of corporate property; boundaries; and minute books. Appendixes contain extracts from the minutes of the common hall (now called the council) that throw light upon its orders and various other topics such as freemen, the watch, Thomas Guy, grammar school, festivities, and forms of oaths. These minute books date back to 1664.

In section 1 of the catalog are listed charters of incorporation for 1560, 1588, and 1663, the last being given in full translation in the appendixes. Among the most interesting records are those mentioned in section 3 of the Courts Leet for the Warwickshire and Staffordshire parts of the town, which go back to 1283. Mr. Wood hopes that in the near future the borough council will arrange for the translation and publication of these Courts Leet rolls.

This catalog illustrates how the painstaking and methodical listing of a series of records can show vividly the manifold steps in the evolution of an English borough during the course of nine centuries.

DOROTHY BRUCE WESKE

Hyattsville, Maryland

First Annual Report of the Commonwealth Archives Committee (Australia),
by C. E. W. Bean. (Canberra, the Committee, 1952. Pp. 5. Processed.)

This report is the first produced by the Commonwealth Archives Committee since its creation by the Australian Government in 1942. Its object is to "summarize the archival activities of the first ten years and to indicate the possibilities of future developments." The "historical background" outlines the development of the present, tentative archival system, control of which is being effected through the National Library. The granting of statutory authority is being withheld pending further study and final decisions on methods of control. It is evident from the report that the idea of an archives system as first conceived, that is, "to provide repositories and staff for the preservation of permanently valuable records," has been considerably modified in line with current American tendencies to regard an archives system as a management center for semicurrent records. The report indicates that this latter function, directed towards increasing the efficiency of departmental record keeping, has become dominant to such an extent that, for the time being, little or nothing is being done towards arranging and describing noncurrent records for the purpose of scholarly research. Some facts and figures on staff, disposal services, volume of records serviced for reference, and treatment of transferred material are included in this report. Improved methods of registries are planned to facilitate disposal and transfer programs, thus maintaining and improving on the space saving already effected.

This report will be especially interesting to those planning for, or attempting to cope with, newly established archives, and also to those in long estab-

lished manuscript archives who are faced for the first time with problems involved in the management of government records. A list of members of the Commonwealth Archives Committee is included.

ARCHIE F. FLUCKE

Archives of British Columbia

Canada. *Report of the Public Archives for the Year 1951*, by William Kaye Lamb. (Ottawa, Edmond Cloutier, Printer to the Queen's Most Excellent Majesty, 1952. Pp. 43. 25 cents.)

This report of the Public Archives of Canada reveals the progress during 1951 of plans announced by Dr. Lamb in the reports for 1949 and for 1950. His hope in 1949 of "transforming the department into a fullfledged public record office for Canada" is being fulfilled. The report itself is again a separate publication; the calendars of papers that were appended to the reports before 1950 have been replaced by the new series of preliminary inventories. The reorganization of the holdings of the manuscript division into record groups, "somewhat after the pattern adopted by the National Archives of the United States," and manuscript groups has facilitated the use of the descriptive inventory. Into manuscript groups have been brought private papers, transcripts in longhand and on microfilm, and other nonofficial items. The preliminary inventories published cover records of Indian affairs and of the Departments of Public Works and Transport.

In his effort to build up the collection of post-Confederation records (after 1867), Dr. Lamb has added important private political papers, including those of the former Prime Ministers Sir Wilfrid Laurier and Arthur Meighen. He notes that the acquisition of the papers of holders of so important an office has resolved "the virtual impossibility of drawing any valid distinction between 'official' and 'personal' documents in the files of a leading political figure" by bringing closely related private and public papers together under one roof. (In the United States no such happy solution has been found.) Owing to the lack of space, only a small quantity of official records was accessioned, although these include records of the Privy Council as late as 1929 and of the Department of Resources and Development as late as 1928.

Microfilming of records relating to Canada in British and French archives is well under way. Of note is the filming of the records of the Hudson's Bay Co. in the company's archives in London. Although access can be granted only through the secretary of the company in London and although notes taken must be submitted to the secretary for approval, this project will give local access to the largest and most valuable collection of records relating to the history of Canada outside the national collections of Great Britain, France, and Canada itself. At the Public Record Office in London the filming of records relating to Canada is being done with Canadian equipment, but from the Archives Nationales in Paris similar films are being purchased. Even the more valuable records of the Public Archives itself are being microfilmed to reduce the loss that would result from the destruction of, or serious damage to, the originals.

The collection of original and reproduced maps has grown rapidly. One goal is to acquire a facsimile of every important sixteenth-century map relating to the area now comprising Canada; another is to publish in several parts a catalog of the map collection. Photographs, books, numismatic pieces, museum items, and even a house came into the custody of the Dominion Archivist in 1951. The house is the Laurier house in Ottawa, home of Sir Wilfrid Laurier and later of W. L. Mackenzie King. It is to be used as a museum, place of study, and record depository.

To the historian the new-style report is a handy guide to recent accessions and publications, while the archivist will find here an interesting case study in archival management over the past 3 years.

FRANCIS J. HEPPNER

National Archives

Public Archives of Canada. *Preliminary Inventory, Record Group 7, Governor General's Office*. (Ottawa, Edmond Cloutier, Queen's Printer and Controller of Stationery, 1953. Pp. 20.)

Public Archives of Canada. *Preliminary Inventory, Record Group 11, Department of Public Works; Record Group 12, Department of Transport*. (Ottawa, Edmond Cloutier, Queen's Printer and Controller of Stationery, 1951. Pp. 30.)

These inventories are published as two booklets. One deals with Record Group 7, the records of the Governor General's Office; the other with the records of the Department of Public Works and of the Department of Transport. Each inventory has a short introduction, which sketches the history of the office or department concerned. This is followed by a list of the records and, in appendixes, lists of the governors general and of the chief officers of the department. The list of records is not a bald compilation but gives some descriptive details and by stating the lineal space occupied on the shelves enables one to form some idea of the bulk of the records.

The records of the Governor General's Office would appear to contain material of great value to the constitutional historian. It should be possible to obtain from these records considerable information as to the relations between the Colonial Office in London and the Governor General and between the latter and the lieutenant governors of the provinces. There are also departmental records, military and civil correspondence, and what are styled "miscellaneous records," which include such diverse items as addresses to governors, cholera returns, and material on the Olympic games.

The records of the Department of Public Works and of the Department of Transport are not so extensive as those of the Governor General's Office, nor have they such a general appeal. But the student of the economic history of Canada cannot afford to neglect them. From them can be traced the internal development of the country; there are numerous references to papers dealing with the construction of roads, canals, railways, harbors, and public buildings.

The Department of Archives is to be congratulated on the publication of these very useful booklets. The format and the layout are attractive.

E. HEATLY

Public Record Office, Northern Ireland

Public Archives of Canada, Manuscript Division. *Preliminary Inventory, Manuscript Group 11, Public Record Office, London, Colonial Office Papers*. (Ottawa, Queen's Printer and Controller of Stationery, 1952. Pp. 61.)

Archives Publiques du Canada, Division des Manuscrits. *Inventaire provisoire, fonds des manuscrits No. 1, Archives Nationales, Paris, Archives des Colonies*. (Ottawa, Imprimeur de la Reine et Contrôleur de la Papeterie, 1952. Pp. 21.)

Materials in the Manuscript Division of the Public Archives of Canada have been organized in two groups. Official public records, which have been continuously in the custody of some branch of government, have been arranged in record groups. Private papers, transcripts or photographic reproductions of papers in other depositories, documents purchased, and other nonofficial materials have been arranged in a parallel series of manuscript groups.

The first of the nonofficial records to be described in preliminary inventories are those copied from manuscripts in the Public Record Office in London and in the Archives Nationales in Paris. Transcripts of items of Canadian interest among original records in those depositories relating to colonial affairs were first prepared in 1882. In 1950 the Public Archives began microfilming pertinent documents. Each inventory is published in English or in French, according to the language of the original documents.

Introductions to each inventory provide brief administrative histories of the British and French agencies administering colonial possessions in North America and outline the work of the Public Archives in copying selected documents. Appendixes include lists of senior officials of the agencies administering colonial affairs.

Entries are arranged in series bearing numerical or alphabetical designations. Some of these series consist of papers relating to the colonies in general; others are confined to papers of a specific colony. Items in some of the series are listed in detail. In series where a calendar of the items was compiled and published in the *Report of the Public Archives*, a general description is given, and the extent of the papers for each governor or administrator of the colony and the title of any considerable body of papers dealing with a specific subject are stated. Measurements denote the linear space occupied on the shelves or, in the case of microfilm, the total length of the film copy. One important difference between the original documents and certain of the transcripts should be noted. For many years the copyists were not permitted to transcribe marginal notes or comments appearing on the records in the Public Records Office. This restriction was not lifted until some time after the copying of certain series was completed. The inventory indicates where this information is lacking.

From the standpoint of United States history the collection of colonial papers is important. Numerous items are concerned with the settlement of New England, the Revolutionary War and the War of 1812, boundary disputes, and other matters of interest. The inventories under review make it possible for researchers at a distance to know what significant materials are in the custody of the Public Archives of Canada.

HENRY T. ULASEK

National Archives

Inventaire des archives de la famille de Meldeman de Bouré, by Cécile Lefèvre. (Bruxelles, Archives generales du Royaume, 1953. Pp. xi, 33.)

The de Meldeman de Bouré family archives described in this inventory were deposited in the Namur provincial archives in December 1951. An inventory prepared at the beginning of the nineteenth century by a member of the family has been used by the author of the present work but could not be retained, as to do so was in contradiction with the principle of *respect des fonds*.

The papers have now been arranged according to the rules proposed by Mlle. E. Léjour of the General Archives of Belgium and accepted for the classification of family papers at the same Archives. Under the general heading *Archives personnelles* are placed all the documents in connection with familial or social activities of the different members of the family. First come the papers concerning the members of the de Meldeman de Bouré family itself and then those concerning the members of related families. Under the heading *Biens* are placed all the papers related to lands and other properties, according to topographical order. A special section is formed of charts and similar documents. A succinct though very accurate history of the de Meldeman de Bouré family, in the introduction, will be of valuable assistance to the searcher as will also be the list of all the names and places mentioned in the inventory.

These papers, now easily accessible, will be of great interest to those engaged in the social and economic history of the period between the fourteenth and the nineteenth century. The inventory itself gives to the archivist a good example of the method to be used in the arrangement of relatively small *fonds* of family papers.

EMILIEN LAMIRANDE

University of Ottawa

Causas de infidencia; documentos inéditos relativos a la Revolución de la Independencia. Vol. 2, edited by Hector García Chuecos. (Caracas, Venezuela, Imprenta Nacional, 1952. Pp. x, 287.)

This valuable collection of archival material, selected from the "Causas de Infidencia" section of the Archivo General de la Nación, Caracas, is published as a tribute to the founders of Venezuelan nationalism. With governmental sponsorship, Laureano Vallenilla Lanz published in 1917 a first volume dealing with this general topic; unfortunately this notable work is no longer in

print. Consequently the work reviewed here should be of much interest to archivists and historians of Latin America.

In selecting material for this second volume, Dr. García Chuecos has included data giving documentary evidence on some of the chief opponents of the old regime. At the same time, he has tried to include persons of this class from the various regions of the republic. Letters, court records, decrees, sworn statements, and other documents are used in almost every case to present essential facts on the cases under study. The summaries of court questioning add to the authenticity of these published documents and tend to round out the picture.

The revolutionary and patriotic activities of Juan Antonio Paredes, Juan José Camejo, Padre Fray Juan Agustín Ortíz, Dr. Antonio María Briceño, Vicente Almarza, Francisco Javier Briceño, Manuel Brus, and others are discussed in the documents which the editor has selected for publication. The letters from these patriots themselves, especially while they were in prison, are touching and powerful in their appeal; but the documents of most pathos are letters from wives of those who had been incarcerated and whose release was sought.

This publication will be of particular interest to archivists because the documents are well selected and their authenticity is often attested by notaries public. The general student of Latin American history will not find the work of particular value, but the research scholar concerned with the revolutionary period of Venezuelan history will see it as a storehouse of valuable information. In fact, the latter will agree with Dr. García Chuecos, who states in the preface that this is "una magnífica colección de documentos." Well edited and well printed, the volume has few typographical errors. It is a publication worthy of purchase by every library concerned with Venezuelan archives and history.

CLYDE H. CANTRELL

Alabama Polytechnic Institute

Third Report of the Ceylon Historical Manuscripts Commission. [Sessional Paper XIX.] (Colombo, Ceylon Government Press, 1951. Pp. 132, illus. RS. 2.75, postage 30 cents.)

This report was about to be published in 1939 when the Second World War broke out. War service superseded historical work for the majority of the commission's membership, and caused the delay in this report of investigations and findings made between July 1934 and April 1938. The actual report, pp. 6-8, merely includes a list of members of the commission, a record of 23 meetings, notices of methods of inquiry in uncovering, collecting, examining, and preserving historical documents, a list of the commission's publications, notice of an exhibition in the Colombo Museum, and the recommendations of the commission. The first of the 10 recommendations will be of greatest interest to archivists, since it requests that "the Government Archives be set up on a

proper basis" so that "they will . . . be equal to the Archives of the most civilized countries."

The rest of this publication, pp. 9-132, consists of 28 appendixes, most of which describe the visits of individual members of the commission, chiefly to Buddhist *Vihāras*, in search of historical records. The first appendix, however, addresses itself in detail to the need for a new location for the Ceylon Government archives, away from the sea and in a building of sufficient size, equipped with such appurtenances as adequate shelf room, a repair department and bindery, a library, a fumigation room, a segregation room (to isolate insects and the like), a reading room, a photographic dark room, an exhibition room, and office space. Parenthetically and understandably, the commission makes a plea for air-conditioning in its proposed plant. Appendix 1 also specifies the staff requirements to include one trained government archivist, two assistants (one for Dutch and one for British records), and various technical assistants to man the rooms mentioned above. Pending the erection of this building, the commission asks that immediate temporary measures be taken to preserve valuable historical manuscripts from imminent destruction owing to inadequate housing.

Two items not specified in the commission's proposal, namely microfilm and Contoura duplicating equipment, might, if used promptly, preserve the texts of all currently disintegrating palm-leaf and ola documents as well as some written on paper. One wonders also, in view of the many reports of Buddhist and native secular documents found in the Buddhist *Vihāras*, why the commission did not call for three assistant archivists rather than two. Somebody to be responsible for native Singhalese historical documents seems fully as necessary as personnel designated for the Dutch and British records. It is impossible in the space allotted to indicate the nature of the individual documents that are still available for study in the Singhalese *Vihāras*. A number of these have been calendared and some have been brought into the existing archives of the Government of Ceylon. Appendix 14 lists some 47 documents obtained from various sources. Appendix 15, after naming 14 points descriptive of the method of calendaring used, lists several hundred calendared documents and occupies nearly half the pages of the publication. An interesting study of vital statistics, baptisms, marriages, and funerals was made from the Kotte parish registers of the Church Missionary Society. The twenty-eighth and last of the appendixes reports on the progress made in cataloging British records in Ceylon. The entire report is worth the perusal of those planning to conduct research in any period of Singhalese history or in the history of Singhalese Buddhism.

ELMER H. CUTTS

Northeastern University

Atlas souvenir de l'Abbé de La Caille. [Mauritius Archives Publications.] (Port Louis, Mauritius Government Press, 1953. Pp. 6; 9 plates.)

The island of Mauritius, formerly called the Ile de France, is located in the Indian Ocean east of the larger island of Madagascar. During the sixteenth and early seventeenth centuries it was used as a stopping place for merchant

seamen sailing between Europe and the East Indies. In the seventeenth century it was occupied by the Dutch, who relinquished their rule in 1710. From 1710 to 1721 it served again as a stopping place for sailing vessels and also as a pirate's lair. In 1715 the French, seeking new colonies, claimed Mauritius, naming it the Ile de France. In 1721 the French occupied the island; they controlled it until 1810, when the British, during the Napoleonic Wars in Europe, attacked and occupied the island, renaming it by its old Dutch name, Mauritius.

The Archives of the island of Mauritius is the official repository of the records of the former French administration from 1721 to 1810 and of the British administration, which has lasted from 1810 to the present. This publication was designed by the Mauritian Archives to commemorate the bicentennial of the visit in 1753 of the Abbé de La Caille, a French scientist. The first part of the publication consists of a brief biographical sketch of La Caille's life written by Louis Arbey, astronomer of the Paris Observatory, where La Caille's notes and manuscripts are kept. The second part consists of nine photocopy reproductions of maps of Mauritius chosen to illustrate the cartography of Mauritius before and after La Caille's triangulation of the island.

Dr. Arbey describes La Caille as a scientist devoted to the truth, a conscientious and painstaking observer and researcher. In 1750 La Caille traveled to the Cape of Good Hope to pursue his scientific research in the field of astronomy and related sciences. While there he received an order from the King to go to the Ile de France to determine its exact geographic position, since it was not known yet in France that this had already been done by a marine officer. While at the Ile de France La Caille worked studiously in making trigonometrical observations and, as a true scientist would, in observing many other aspects of the island, including its climate, vegetation, geology, and meteorology. He made extensive notes on his observations and gave them to the French Academy on his return. His was the first triangulation made of Mauritius.

The nine maps reproduced in the publication consist of two Dutch maps without signature or date but made, it is believed, in the seventeenth century; a French map made during the administration of de Nyon (1721-25), also having neither signature nor date; a map by La Caille (1753) based on his geodetic observations; a French map (1763) made from La Caille's notes, which had been given to the Dépôt des Cartes et Plans de la Marine; another French map, prepared in 1807 and printed in London in 1814, also based on La Caille's notes; an 1854 map based on La Caille's notes and published by the Mauritian government; an 1881 map based on the triangulation made by Connal and compiled by the Public Works Department of Mauritius; and an ordnance map based on the triangulation of Harrison in 1903 and reproduced by the War Department, London, in 1948. These maps were well chosen as examples to show the sharp contrast between the pre-La Caille maps of the island and the more recent maps. While the La Caille maps are, in time, midway between the rudimentary Dutch and French maps and the more current maps of the island, they appear to be almost as recent as the last three maps described.

This is the first publication of the Archives of Mauritius; and, though the cartographic work of La Caille in Mauritius is undoubtedly a very historic subject for this little island, it appears that, with the exception of the last three maps reproduced, all the information incorporated in the publication was acquired from sources outside of Mauritius. This approach does not give interested archivists a look into the records in the Archives of Mauritius, which, though small, must have many valuable historical documents relating to the varied past of the island.

CHARLOTTE MUNCHMEYER

National Archives

Selections From Orme Manuscripts, edited by Diwan Bahadur C. S. Srinivasachariar [Indian Record Series.] (Annamalainagar, Annamalai University, 1952. Pp. xxv, 394. RS. 15.)

The basic rules of editorship are constant; certain broad patterns must be followed and time-tested formulas must be observed. The choice of material, order of documents, arrangement of footnotes, and appearance of the completed book, all of these are covered by fundamental tenets by which an edited collection of documents must be assayed. It is of interest to note that these constant rules are as steadfast in India as they are, for instance, in Indiana.

Professor Srinivasachariar, in editing the *Selections From Orme Manuscripts*, has followed these broad patterns in a satisfactory manner, generally, but with one major exception — the book is unindexed. This volume, however, is one of a series and it is possible that provisions have been made for a composite index. Distance precludes any critical analysis of the verity of the transcription. In such case an estimate of exactness must rely on the reputation of the persons engaged in the work.

Another phase of editorship concerns those less steadfast practices that are governed by individual preference. In the *Selections* a full measure space appears between the paragraphs within a letter, which is a bit disconcerting inasmuch as the individual documents themselves are separated by no other divider than a wider space. The placement of the footnotes at the end of each section is legitimate, although there is a school of thought that maintains that notes should appear on the same page as the reference (attributed by some to a scholarly reluctance to turn any more pages than absolutely necessary).

It is possible that annotation of original material in another country is at variance with the usage to which we are accustomed. It is preferable, therefore, to suggest the manner in which it would be done here and avoid criticism that may be unmerited. We would have set off editorial comment by brackets or by a change in type to ensure the ready recognition of such insertions. We consider it best to cite the authority for any explanations appearing in the footnotes. It may also be suggested that the notes should have included comments on the attitude and reactions of the civilian population of India during the events so amply covered, from the military standpoint, in the text.

Attention must be called to one more item in the footnotes. There are nu-

merous instances where an annotated word is repeated verbatim in the note with no other remark. The preface explains, however, that Professor Srinivasachariar died before the completion of the work; and these may have been his guide notes which were to be expanded later.

The editor's painstaking efforts are evident throughout the volume and it is regretted that he could not see it through to completeness. Credit should also be given to Mr. Thathachari who had the difficult and sad task of concluding his father's work.

HAROLD W. RYAN

National Archives

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