

Reviews of Books

HENRY P. BEERS, *Editor*

National Archives

Franklin D. Roosevelt and Conservation, 1911-1945, compiled and edited by Edgar B. Nixon. (Hyde Park, N. Y., Franklin D. Roosevelt Library, 1957. 2 vols.; 614, 700 p. \$9.50.)

During the 20th century, as the office of the Presidency has expanded at an almost explosive rate, archivists and historians have been confronted with a proportionate tonnage of papers. Obviously to publish these as one would the papers of Jefferson, who managed his Presidential work almost singlehanded, would be an enormous and expensive undertaking. Herman Kahn, Director of the Roosevelt Library, estimates that the Roosevelt papers if thus published would fill more than 200 volumes.

The answer obviously is selective publication. The Roosevelt Library in these two volumes, skilfully edited by Edgar B. Nixon and his assistants, has produced a model pilot study. Dr. Nixon has narrowed the topic to exclude most mention of waterpower and all discussion of nonrenewable natural resources like minerals. He has also eliminated formal documents printed elsewhere, such as laws and Executive orders. Of what remains he has printed about a third — and that fills over 1,200 pages.

Dr. Nixon's approach has been that customary in editing Government archives like the Territorial papers. And indeed the Presidential papers have through their mass and largely institutional nature become rather similar to Government archives. Sometimes the personality of President Roosevelt does not break through for several pages. The exhaustive explanatory notes often carry information on the departmental or White House drafting of the letters and messages that the President signed. They carry symbols characteristic of the era of office equipment, such as "CT — carbon typescript, not signed," and "M — mimeographed." The excellent index has long lists of entries under such items as Civilian Conservation Corps, soil conservation, and wildlife.

Since President Roosevelt had a remarkably broad knowledge of conservation and an unflagging interest in it, this subject is an appropriate one with which to begin official publication of his papers. These volumes will aid many a scholar. Together with the recently microfilmed press conference transcripts they inaugurate a policy of making Roosevelt materials widely available in research libraries. In these days of the high cost of travel, historians of the New Deal have reason to be grateful to the Roosevelt Library.

Perhaps in some future publications it may be possible to free President Roosevelt somewhat from the institution now known as the Executive Office of the President. A series of no more than 8 or 10 volumes including only the more important and interesting letters that President Roosevelt himself wrote,

dictated, or revised between 1933 and 1945 could supplant the amateurish and unsatisfactory *Personal Letters* published several years ago. It would be a worthy and fascinating addition to the edited letters of Jefferson, Theodore Roosevelt, and others, on the shelves of thousands of libraries.

FRANK FREIDEL

Harvard University

Studies Presented to Sir Hilary Jenkinson, C. B. E., LL. D., F. S. A., edited by J. Conway Davies. (London, Oxford University Press, 1957. xxx, 494 p., illus. \$14.40.)

According to a news item in the *American Historical Review* for Jan. 1958, the "Sixth Anglo-American Conference of Historians was held July 8-13, 1957, at the Institute of Historical Research, University of London. . . . The first meeting was followed by a tribute to Sir Hilary Jenkinson and the presentation of a *festschrift*." It is indeed fitting that 25 "of Sir Hilary's old pupils and colleagues" (*Studies*, p. v) have thus honored an English gentleman and scholar who has contributed outstandingly to the theory and practice of archival administration.

Some 15 of the contributions are historical essays, and over half of these will be of interest primarily to medievalists. Another contribution is an edited document, of about 1514, concerning a Tudor Queen of France. Eight contributions will be of sufficient interest to archivists to justify their listing here: H. E. Bell, *Italian Archives*; J. Conway Davies, *The Memoranda Rolls of the Exchequer to 1307*; Charles Johnson, *The Public Record Office*; C. A. F. Meekings, *The Pipe Roll Order of 12 February, 1270*; J. H. P. Pafford, *University of London Library MS. 278, Robert of Gloucester's Chronicle*; R. B. Pugh, *The Early History of the Admiralty Record Office*; B. Schofield, *Wreck Rolls of Leiston Abbey*; and Robert Somerville, *the Preparation and Issue of Instruments under Seal in the Duchy of Lancaster*. This reviewer found the contributions by Messrs. Pugh and Johnson of particular interest. In 17 pages Mr. Johnson delightfully recounts some of his experiences as a staff member of the British Public Record Office from 1893 to 1930. Contribution number 25, by Roger Ellis and William Kellaway, is a bibliography of the writings of Sir Hilary. Arranged chronologically, it presents no fewer than 227 entries, including books, articles, edited items, official publications, reviews, and obituaries. An eloquent testimonial to Sir Hilary's interest in almost all, if not all, phases of archival administration, it will serve many purposes.

The only unsigned contribution is the 18-page *Memoir of Sir Hilary Jenkinson*. According to the editor, it was "written by a colleague of his of many years' standing." It recounts Sir Hilary's career at the British Public Record Office from his entrance on duty in 1906 to his retirement in 1954, his services as an educator in conducting courses in paleography and diplomatics, his connection with the Surrey Record Society, his role in organizing the British Records Association, his successful campaign for the National Register of Archives, and other notable activities. His accomplishments as reflected in

this memoir should be a source of pride and inspiration to archivists everywhere.

This *Festschrift* is an example of excellent bookmaking. The quality of the paper is good, the print is large, and the footnotes are where they should be. In a work of this character the absence of an index is not surprising.

W. NEIL FRANKLIN

National Archives

The Books of a New Nation; United States Government Publications, 1774-1814, by J[ohn] H[arvey] Powell. (Philadelphia, University of Pennsylvania Press, 1957. 170 p., illus. \$4.50.)

This attractive little book, consisting of three lectures that Dr. Powell delivered at the University of Pennsylvania as the A. S. W. Rosenbach fellow in bibliography for 1956, is the 25th volume in this yearly series of published lectures. Although the lectures are primarily aimed at collectors, bibliographers, and the general reader, they have many points of interest for historians, librarians, and archivists. Dr. Powell regrets that our Government publications are "books no collector esteems, and bibliographers have not studied," and he mentions a number that should be collectors' items, as perhaps they will be if his appeal sets a fashion. The first lecture deals with the publications of the First Continental Congress and of the Second through the Declaration of Independence. The second lecture takes a more summary view of the complex period from 1776 to 1800 and gives little attention to the later and migratory years of the Congress of the Confederation. The third describes the first 14 years of public printing in Washington, concluding with the British incursion, which brought it to a halt less than a month short of the 40th anniversary of the first imprint commissioned by the First Continental Congress.

Dr. Powell makes a sharp distinction, which some earlier bibliographers have ignored, between true Government publications, authorized and paid for by a public body, and subsequent reprintings of these as private ventures, usually but not always by other printers in other places. Thus there were 19 known broadside printings of the Declaration of Independence in the year of its issue, but only the one completed by John Dunlap on the night of July 4-5, of which 15 copies are known to survive, is a Government publication. By applying this touchstone to the publications of the First Continental Congress, which Paul L. and Worthington C. Ford put at 42, he is able to reduce the number to 10 — of which 4 exist in 2, 3, or 4 different printings or editions — or 17 variants altogether.

For the publications of the Old Congress after the Declaration, Dr. Powell has contented himself with such supplementary information from its papers as has been printed in the Library of Congress edition of the journals. Official printing continued to be almost wholly a concern of Congress after 1789, as it had been before; and Dr. Powell has searched the records of the House of Representatives and of the Senate in the National Archives for pertinent material. Those of the House have proved relatively barren, yielding only accounts of moneys paid out for printing, which only occasionally identify the items

printed, and a few quarterly accounts submitted by the printers, sometimes itemized and sometimes not. But the surviving records of the first Secretary of the Senate, Samuel A. Otis, who served for 25 years and died 4 days after the adjournment in April 1814, have proved "a cask of buried treasure." Dr. Powell is able to illustrate in detail a variety of practices in contracting, delivering copy and proof, furnishing stationer's supplies, payment, and relations in general with the printers of New York, Philadelphia, and Washington. His best story concerns Mr. Otis' dealings with his last printer, Roger C. Weightman, who in 1807, at the age of 20, bought out the business of William Duane and made it prosper.

While making honorable exceptions of Gen. Adolphus W. Greely and John G. Ames, the author is rather harsh toward his predecessors in the field. It is therefore fair to point out that his lament over the divided state of the papers of the Continental Congress is 5 years out of date, as the papers were reunited in the National Archives in 1952; and that the *Account of the Receipts and Expenditures of the United States*, which the British Admiral Cockburn purloined from the Capitol, was returned in 1940 by Dr. Rosenbach to the Library of Congress as the only surviving item of its first collection — although it is not exactly that. This reviewer is also entitled to deny that the papers of the Continental Congress were "not very much used" in the Library of Congress, for he spent a large part of his time in the 1930's in carrying their huge and well-worn volumes to avid readers.

DONALD H. MUGRIDGE

Library of Congress

The Conservation of Books and Documents, by W. H. Langwell. (London, Sir Isaac Pitman & Sons, Ltd., 1957. xxii, 114 p.)

This is a semitechnical book intended primarily for the professional archivist. It is compiled from a number of studies of the materials that go into the making of books and documents. Although it is chiefly concerned with the properties of paper — early to modern — and with bookbinding materials and techniques, it does not overlook parchment and inks.

Mr. Langwell discusses the chief causes of rapid deterioration of paper, such as acid gases, harmful chemicals used in the papermaking process, and adverse temperature and relative humidity. With the realization, of course, that some causes of deterioration cannot always be controlled, Mr. Langwell describes methods for the prevention of deterioration and some of the modern methods of restoring deteriorated documents.

The book gives a general description of the composition of writing inks, both early and modern; inks for ball-point pens; typewriter inks; and printing inks and adds general comments on the permanency of each. Modern binding materials, from sewing thread to covering materials, are adequately discussed, with a good description of modern binding procedures.

The work is well indexed and has a full bibliography. For the professional

archivist it contains much valuable information on the physical and chemical makeup of books and documents.

JAMES L. GEAR

National Archives

Illinois State Archives. *Illinois Moves Forward; A Summary Report of Installation of Integrated Paperwork Controls of Illinois*. ([Springfield, 1957]. 45 p., illus., appendixes.)

Records Holdings of the Illinois State Archives, comp. by Theodore J. Cassady. ([Springfield], Nov. 12, 1957. 12 p., bibliog. Processed.)

The integrated paperwork control program developed and installed in 1956 and 1957 for the Illinois State Government by Naremco Services, Inc., is summarized in the booklet *Illinois Moves Forward*. This booklet presents in interesting detail the basic components required for an integrated State paperwork program, the objectives of the record survey conducted by Naremco, and the recommendations made and reforms accomplished during and immediately after the installation of the program. Besides these operational details, the booklet includes a proposed State Records Act, which embodies the enabling legislation required to effectively organize and operate a paperwork control program. Although local conditions in other States may require an organizational structure different from that proposed for Illinois, this draft of an act can serve as a point of reference in considering legislation designed to achieve objectives like those achieved in Illinois. The most significant value of *Illinois Moves Forward* is its usefulness as a model for reporting record and paperwork management programs. Factual, well organized, well written, and attractively made up, it compels attention. Authors of reports on archival programs and record management activities can profitably emulate its style, format, and method of presentation.

In *Records Holdings of the Illinois State Archives* those record series that are considered to have greatest informational value for the public have been classified under six major headings: Secretary of State, General Assembly, Governor and Code Departments, Auditor of Public Accounts, State Treasurer, and County Records. In addition to the technical identification of the records, some explanation of their functional significance and usefulness is given. Also included is a select bibliography indicating other sources of information about some of the more significant record series. A publication of this kind will do much to remove the cause of the author's complaint that "writers of all kinds have yet to exploit to any extent the wealth of information in the Illinois State Archives."

VERNON B. SANTEN

Division of the Budget
New York State

Records Management and State Archives, prepared by the Research Staff, Legislative Research Commission, Commonwealth of Kentucky. (*Research Publication* no. 50; Frankfort, Dec. 1957. vi, 55 p., illus., appendixes. Processed.)

This timely publication considers the record field as the joint responsibility of archivists and record managers. Effective use is made of the existing literature on archives and record management, including such recent contributions as Schellenberg's *Modern Archives*, the address (Sept. 5, 1957) of Georgia's Secretary of State Fortson at the annual conference of secretaries of state, Louisiana's ambitious efforts toward archival progress, and Illinois' major record management survey.

The authors acknowledge aid from historians and management personnel and show an unusual perception of the total record situation. This reviewer believes that the interrelation and interdependence of archives and record management have been too long neglected. The archivist fears the direction in which the brash record manager may be heading, and the record manager is often too eager to emphasize the archivist's shortcomings. With social scientists preaching integration, members of the record profession should form a working alliance for cooperative effort. This publication offers a good blueprint for an organizationally separate but coordinated overall program for the two fields and lists alternative organization proposals.

The report looks first at the combined archives and record management picture and then considers the two functions separately. Since Kentucky's situation is not unique, it examines organizational patterns in other States. It then discusses preliminary surveys of Kentucky's records and makes recommendations for action.

The Legislative Research Commission recommends an adaptation of the definition of records in the Federal Records Act, legislation making public records State property, the creation of a record advisory commission, and the establishment by statute of the positions of archivist and record manager. Record scheduling, centralized microfilming, protection of confidential records, and review by the record manager of requests for office equipment and forms are also recommended. Those who believe that record management is more effective when "sold" to an agency will object to the suggestion of mandatory compliance with the program for record control.

LEROY DEPUY

Illinois State Archives

Preliminary Inventory of the War Department Collection of Confederate Records (Record Group 109), comp. by Elizabeth Bethel. (National Archives, *Preliminary Inventories*, no. 101; Washington, 1957. ix, 310 p. Processed. Free.)

Students of the Confederacy will welcome this preliminary inventory of the 5,739 cubic feet of Confederate records transferred from the War Department to the National Archives in 1938. It describes only the materials in Record

Group 109. Other Confederate documents may be found in other record groups — of the United States Treasury Department, the Office of Naval Records and Library, and the Commissary of Prisoners. Records of the Confederate State and Post Office Departments are in the Library of Congress. It would be a convenience to students, though possibly not practical from an administrative standpoint, if a consolidated inventory were available.

The records inventoried here "are chiefly those of the Confederate War Department and Army, but include smaller collections of records of the Confederate Congress and Executive, the Treasury, Navy, and Post Office Departments, and the Judiciary; and records relating to the various States of the Confederacy." Those from the Office of the Secretary of War, the Adjutant and Inspector General's Department, and the Quartermaster Department, are "fairly complete"; those from the Medical, Engineer, and Subsistence departments are more fragmentary, though even here one gets a clue to the great volume of paperwork that was done. Records made in the field, by the Engineer and Ordnance departments, for example, and those of medical officers and military hospitals, are to be found among the records of military commands.

The introductory notes covering the origin and duties of the record-creating agencies are excellent, and the descriptive notes of the different series are models of clarity and precision. The inventory covers printed military manuals, public documents, and State and Confederate laws — all available elsewhere. It should be said immediately, however, that it also covers ephemeral printed materials that are of great value. Many of the documents were used in the compilation of the *Official Records*, and in some instances (as in certain casualty lists) the documents themselves indicate where they are to be found in the *Official Records*. At present there is no simple way to determine which records have been printed.

The brief comments made here are entirely inadequate to suggest all that is in this compilation. It must be used to be appreciated.

ROBERT H. WOODY

Duke University

Preliminary Inventory of the Records of the Rationing Department of the Office of Price Administration (Record Group 188), comp. by Meyer H. Fishbein, Martha Chandler, Walter W. Weinstein, and Albert W. Winthrop. (National Archives, *Preliminary Inventory*, no. 102. Washington, 1958. viii, 175 p. Processed. Free.)

Today, when technology turns out documentary materials faster than scholars can digest them, it is encouraging to note the excellent work done at the National Archives to preserve and process the important holdings of the various agencies of the Federal Government. The research by Fishbein, Chandler, Weinstein, and Winthrop has now produced this superb inventory of the records of an important department of the Office of Price Administration.

The files described contain the full documentation of how the American

people, to win the Second World War, imposed on themselves a comprehensive program for limiting civilian consumption. The program began on December 10, 1941, with an embargo on the sale of rubber tires and ended on July 26, 1947, when sugar, the last of the rationed commodities, was officially released from control.

The bulky records listed fill 570 cubic feet of filing space. They include the materials originating in the national office of OPA as well as some of those created in the 73 district offices scattered through 8 geographical regions of the United States. The series are carefully described. The first 192 are records from the national office; the remaining 159 series came from the district offices. A valuable 72-page appendix provides a useful subject classification of the documents in the more important series, such as those pertaining to the rationing of automobiles, gasoline, clothes, tires, and processed food.

REYNOLD M. WIK

Mills College

Annual Report of the Keeper of the Archives of Scotland for the Calendar Year 1957. ([Edinburgh], Scottish Record Office, 1958. 14 p. Processed.)

Scotland was one of the first countries in Europe to erect a building for its national archives — in the 1780's. The title of Keeper of the Records of Scotland, however, is a modern creation under the Reorganisation of Offices (Scotland) Act of 1928. And the modern series of annual reports dates only from 1951. (The 18th annual report was for 1868, the 19th for 1935, and from 1936 to 1950 none was published.)

The 1957 report shows the universality of staffing and space problems in maintaining a central archival establishment. No information, however, is given on the quantity of the total holdings of the Scottish Record Office. This omission is regrettable from the point of view of the reader who might be interested in comparative statistics on national archival organizations. The report suggests that the Scottish Record Office, housing documents dating from the 12th century to 1956, must have special problems quite unlike those of government archives in younger nations such as Australia, Canada, and the United States.

If one's experience in North America has been with Federal, State, or provincial records, the two pages given over to a list of "miscellaneous presentations" or collections of family and estate papers that are the special concern of the Scottish Record Office may be of interest. The report assumes that the reader understands the legal background of "statutory submissions" of burgh records though it explains that "local authority transmissions" were made under the Public Records (Scotland) Act, 1937, section 5 (2) and (3). The reviewer was interested to read that the Office purchases documents and that it has documents on indefinite loan from private persons.

The publication shows that one disposal schedule covering certain records of the Department of Health for Scotland was approved under the above-mentioned 1937 act.

The reader learns that there is an active indexing, calendaring, binding, repair, and publication program covering records dating back to the 1500's. The report does not discuss the processes used in repairing public and private collections though such information would be of interest to archivists elsewhere. A parallel to the practice, familiar in the United States, of microfilming for preservation may be implied in a report of the Scottish Records Advisory Council, which refers to the "microfilming of older records." The reader, incidentally, learns too little about this Council or about the National Register of Archives (Scotland), which the report also mentions.

Lists of publications in progress or projected are included in the report, but they do not include publication on microfilm, an increasingly important activity in the National Archives of the United States.

The reference service section of the report mentions that 13 of the 22 searchers domiciled abroad were from the United States and that in the year there were 260 readers and 200 "postal enquiries." The Museum's exhibit program included an exhibition entitled "The Union of 1707," presumably in recognition — but not celebration — of the event 250 years ago that ended Scotland's existence as a separate nation and of course affected the character of its central archives.

This reader of the report decided that the archival profession could benefit from an international glossary of terms used in documenting ownership and use of land. One could then easily differentiate between a "sasine" and an "inhibition," two of several "foreign" terms used in the report.

LYLE J. HOLVERSTOTT

National Archives

Lincolnshire Archives Committee. *Archivists' Report 8. 22 March 1956–23 March 1957*, by Joan Varley and Dorothy M. Williamson (Lincoln, 1957. 71 p. 2s. 6d.)

The Lincolnshire Archives Committee comprises representatives of the constituent authorities; that is, the county councils of the administrative districts of Lincolnshire, Lindsey, Kesteven, and Holland and the Lincoln City Council. The introduction to this report is followed by sections devoted to full descriptions of recent deposits by the constituent authorities, other deposits and gifts, diocesan records, parish records, and documents in other custody. There are also sections on publications, lectures and exhibitions, use of the office, and further acknowledgments.

Progress has continued in the centralization of the records of the constituent authorities in the newly adapted cells of the old prison of Lincoln. The minutes of the council and other books of the City of Lincoln have been gathered there.

Of inestimable value to students of history or genealogy are the specific descriptions of deposits, which repeatedly mention material of political, economic, and social significance. Among innumerable papers listed are those of the families of Tennyson D'Eyncourt, Massingberd Mundy, Jarvis, Tyrwhitt-

Drake, Anderson, Ballett, and Thorold. There are also muniments of the Duke of St. Albans, the Lord Ancaster, and the Lord Boston. A report of letters in the Heathcote papers written from New York, 1710-33, kindles American interest. On page 57 Lady Hatton is mentioned incorrectly as the daughter of Robert Cecil. She was his niece and the daughter of Sir Thomas Cecil, Second Lord Burghley, first Earl of Exeter.

DOROTHY BRUCE WESKE

Brookeville, Maryland

"Archives — Techniques and Functions in a Modern Society," Proceedings at the Summer School in Archives Held at the University of Sydney, March, 1957. (Sydney, Australia, New Century Press, 1957. 84 p.)

This wide-ranging series of papers, presented at the first school of its kind to be held in Australia, discusses problems in the administration of public records, problems of business and institutional archives, and the archival role of photography, as they appear from the contemporary Australian point of view. The nine papers vary in quality and length, but all are well written and shed a good deal of light on the Australian archival scene. Similarities to American problems and American solutions are frequently in evidence, as is to be expected in a country with a history even shorter than our own. Australian business in particular, like its American counterpart, seems to be convinced of the value of record management and abreast of the latest methods and techniques in the field.

Contemporary records and their excessive rate of accumulation are the bugbear of Australian archivists, public and private, as they are of archivists in this country. Australian archivists are hampered, however, by the subordination of their archives to library organizations, at both the State and the Commonwealth levels. This connection is deplored by D. S. MacMillan, Archivist of the University of Sydney, in his address, as "the biggest retarding factor in Australian archives development to-day." Australian archivists are eager to stand on their own feet and demonstrate their usefulness as archivists rather than as members of a specialized branch of the library profession.

The collection is dominated by the address of Ian Maclean, Chief Archivist of the Commonwealth National Library, entitled, "Modern Public Records Administration and the Relations of Records Officers and Archivists." Mr. Maclean discusses, in broad perspective, the machinery now under development at Canberra for disposal planning. His objective is a record economy that is planned, not *laissez faire*. He envisages an uninterrupted system for the control of records through their current, intermediate, and archival stages; record management and archival management are a more or less continuous process, he believes, under modern conditions. To make this continuity of control successful, Mr. Maclean stresses the need for close integration of the work of the departmental record officer and the archivist. An understanding partnership between them is, he asserts, essential for public record administration in the future. He does not suggest that archivists must sacrifice their

objectivity and detachment but thinks that they will gain much by taking a serious interest in planning for current record control.

Mr. Maclean recognizes and gives full credit to the role of specialized record management staffs and facilities, which he thinks are here to stay, and which the Commonwealth plans to employ. He warns, however, that record management must be based on sound insight and preceded by adequate training, or it may in the long run do more harm than good.

The impressions left by Dr. Schellenberg's visit to Australia and by his *Modern Archives* are favorable and enduring, as the frequent references to both attest.

ROBERT KRAUSKOPF

National Archives

Zanzibar Protectorate. *Annual Report of the Government Archives and Museum for the Year 1956*. (Zanzibar, Government Printer, 1957. 25 p. 1½s.)

This is the first report of the newly combined Archives and Museum Department of the Zanzibar Protectorate. It attests the increasing concern about the preservation of government archives that has developed in Central and East Africa since the passage of the archives act of Southern Rhodesia in 1935 and the establishment of the Central African Archives in 1946. It is a well-written statement of the problems and plans of the protectorate's new archival organization authorized in 1955 and an account of the development of its museum unit established in 1925. The report was written by C. H. Thompson, Government Archivist and Curator, who supervised the establishment of the Government Archives of the Nyasaland Protectorate under the aegis of the Central African Archives.

The principal problems of the protectorate's archival agency are concisely but clearly stated. There is the task of arresting, for records of inferior physical quality, the deterioration caused by excessive heat and humidity of a tropical maritime climate and of rescuing from the attacks of insects and fungi records of better quality that may have escaped the ravages of the climate. There is the problem of arranging and describing some archival collections that have long since lost their original order and have never been put in any logical order. Moreover, even in this small African territory, the management of an ever-increasing volume of government records is a problem. It evokes from the Zanzibar Archivist this familiar, plaintive observation: "Something must be done to control the flood of paper and rescue the future research worker, whether historian, sociologist or administrator, from being submerged irretrievably in its depths."

To deal with the menace of insects and fungi, fumigation equipment is to be used. After fumigation the records will be rearranged to consolidate related material at least in a chronological sequence, and a brief indexed inventory of them will be compiled as an immediate reference tool and a basis for more detailed indexing and calendaring in the future. A system is being

devised for the retirement of all noncurrent records considered worthy of permanent preservation. In collaboration with responsible government officials, "Records Destruction Schedules" will be prepared for each government department as continuing instructions for the future systematic review and removal of ephemeral records.

This report concerning the archival problems confronting a small territory and the plans to deal with them shows a broad understanding of conditions that affect the creation, preservation, and use of records and a familiarity with many generally approved archival principles and practices. It also reveals an unusual grasp of the principles of good administration for a combined archival and museum agency. Archivists and curators everywhere can read the report with profit.

HAROLD T. PINKETT

National Archives

État Sommaire des Archives d'Entreprises Conservées aux Archives Nationales (Série AQ). Tome 1, by Bertrand Gille. (Paris, Ministère de l'Éducation Nationale, Direction des Archives de France, Archives Nationales, 1957. viii, 153 p.)

This volume provides summary inventories for 64 of the 85 collections of business records accessioned by the French National Archives before December 1956. In a foreword Charles Braibant, Director General of the Archives of France, traces developments in the areas of business archives, private archives, and microfilm; and he records how, in 1949, he set up a subsection of the National Archives to be responsible for these three kinds of material. Despite lack of space and shortage of personnel, such holdings increased between 1949 and 1956 from 4,200 to 40,000 volumes. The growth has been aided by decrees of 1938 and 1940, authorizing the National Archives to accept collections from private firms or individuals, and of 1949, relating to the treatment of the records of nationalized firms.

In his introduction, M. Gille, conservateur in the National Archives, also considers recent developments in the handling of business records and then devotes several pages to an analysis of such records, their usefulness to historians, and how they may best be cataloged. He starts with a brief general bibliography, listing further titles in his section, Accounting. His divisions, corresponding somewhat to those in use in this country, include: Incorporation, Meetings, Management (i.e., reports to), Property, Material, Supplies and Product, Finances, Accounting (here are the ledgers, journals, and cash books), Correspondence, Legal records, Personnel, Research materials, Commercial intelligence, and Special series. Although he states that a few series need not be kept, it is my impression that he would keep rather more than we do. His scheme seems to be adapted both to large accumulations of modern records and to earlier, more "classical" collections. His treatment of correspondence, however, seems to me to be more suitable for the latter, especially when he advises that it be arranged by correspondents under the cities in which they reside.

The collections themselves, listed as 1 AQ, 2 AQ, and so on, range in size from a few volumes to several thousand of, for example, the Compagnie des Chemins de Fer de L'Est. For each, there is a brief account of the firm, followed by information as to the date of accession, class marks previously used for the collection, the name of the donor, and the name of the person making the inventory. For many collections (curiously, even for one dating from 1766 to 1836) there is the notation, "restricted use." The contents are entered by series, numbered consecutively, with dates shown for each series. Where pertinent, a footnote cites publications relating to the collection; in one case, a listing of records still in the possession of the firm is transcribed.

The collections cover many fields: banking, railroads, foreign trade, and watchmaking, to name but a few. Many are public or semipublic in nature; for instance, several groups of records of insurance companies bear the notation, "nationalized in 1946." Records, sequestered in 1944, of subsidiaries of German firms are also listed. Many of the collections appear to exist at the National Archives only on microfilm; a few collections are of trade catalogs only. There is no index to this volume. The listing, however, should provide scholars with a useful introduction to the collections of business records in the French National Archives. The second volume will be awaited with interest.

ROBERT W. LOVETT

*Baker Library
Harvard University*

Mitteilungen für die Archivpflege in Bayern. 2. Jahrgang, Heft $\frac{3}{4}$; 3. Jahrgang, Heft $\frac{3}{4}$; herausgegeben von der Generaldirektion der staatlichen Archive Bayerns. (München, West Germany, 1956, 1957. 32, 48 p.)

The two numbers here listed are the first to be reviewed of a new series started in 1955 by the Hauptstaatsarchiv in Munich. The editor is Edgar Krausen.

The 1956 issue begins with an article by Gerhard Böhm about the archives of the Bavarian Military Order of Max Joseph, which were transferred to the Bavarian Hauptstaatsarchiv in 1951. Erwin Richter contributes the article "Archives in the Service of Ethnographic Research." In the address of Walter Scherzer of the Staatsarchiv at Würzburg before a conference of burgomasters, reprinted as "Care of Communal Archives," Dr. Scherzer tries to impress upon the mayors the importance of local records and urges them to take better care of their records. Another article describes the establishment and aims of the Wilhelm Heinrich Riehl — Dr. Christian Frank Memorial Foundation in Kaufbeuren. Dr. Frank, a noted priest and historian who died in 1942, provided the archival collection, funds, and other properties administered by the foundation; Dr. Riehl was Dr. Frank's most influential university professor. Heinrich Meyer writes about "Divided Archives; the Solution in Marktzeuln." The older records of Marktzeuln (deemed to have more than local interest) are with the Staatsarchiv in Bamberg, but the more recent rec-

ords are kept in Marktzeuln. Meyer proposes that other communities divide their records in a similar manner. In his article "The Slenderizing Cure for Documents; Wrong and Right Ways," Erich Stahleder of Würzburg criticizes, among other things, the poor quality of paper used for records and the retention of old records just because they are old. The final article contains a list of newspaper supplements dealing with the history and lore of the Frankish area that are in the Bavarian State Archives. A few pages of personal news notes complete the 1956 number.

Most of the 1957 issue is devoted to an obituary notice by Rudolf Fitz, about Alois Mitterwieser, former Staatsarchivdirektor at Munich, who died in November 1943. It lists no less than 483 publications (chiefly magazine articles) by Mitterwieser alone or with others. This issue also contains an article by Karlheinrich Dumrath concerning improvements in the management of church records outside the jurisdiction of State archival authorities. The last article, by Hans O. Schömann, is entitled "A Little Advice for the Archivpfleger" (that is, the custodian of local records, usually a schoolteacher who volunteers for this work, without reimbursement). Herr Schömann gives counsel on the ideal type of room for records, their physical arrangement, room temperature, and preservation and repair. This number ends with the usual news items.

PHILIP P. BROWER

National Archives

LIST OF PUBLICATIONS RECEIVED

- American Historical Association, Committee on War Documents. *Index of Micro-filmed Records of the German Foreign Ministry and the Reich's Chancellery covering the Weimar Period, deposited at the National Archives*. Prepared by Ernst Schwandt. Washington, National Archives, 1958. 95 p.
- Belgium. Archives de l'État a Arlon. *Inventaire des Archives de la Seigneurie de Rachamps*. Par E. Hélin. Bruxelles, 1957. 29 p.
- Belgium. Archives de l'État a Mons. *Inventaire des Archives de la Ville de Thuin (1475-1890)*. Par Andrée Scufflaire. Bruxelles, 1957. 35 p.
- Belgium. Archives de l'État a Mons. *Inventaire des Archives du Grand Bailliage de Hainaut*. Par Andrée Scufflaire. Bruxelles, 1957. 23 p.
- Belgium. Archives Générales du Royaume. *Inventaire des Archives des États Bel-giques Unis*. Par F. G. C. Beterams. Bruxelles, 1957. 31 p.
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- Belgium. Rijksarchief te Gent. *Inventarissen Land van de Woestijne en Heerlijkheid Woeste; Keure van Sleidinge; Daknam*. Door J. Buntinx. Brussel, 1957. 43 p.
- Ceylon. *Administration Report of the Government Archivist for 1956*. Colombo, Government Publications Bureau, 1957. 13 p.
- Connecticut State Library. *Selected Laws of Connecticut Relating to Retention and Reproduction of Public Records*. Compiled by Doris E. Cook. (Miscellaneous Publication No. 1). [Hartford], 1958. 18 p.

- Denmark. *Erhvervshistorisk Årbog. (Meddelelser fra Erhvervsarkivet, IV, 1957).* Universitetsforlaget I Aarhus, 1957. 96 p.
- Denmark. *Statsrådets Forhandlinger, 1848-1863.* III. Bind 3. September 1850-28. Januar 1852. Udgivet af Rigsarkivet ved Harald Jørgensen. København, I Kommission hos Ejnar Munksgaards Forlag, 1958. 664 p.
- Great Britain, Historical Manuscripts Commission. *Bulletin of the National Register of Archives*, no. 9. London, H. M. Stationery Office, 1957. 28 p.
- Great Britain, Historical Manuscripts Commission. *National Register of Archives; List of Accessions to Repositories.* London, H. M. Stationery Office, 1957. 49 p.
- Lutheran Church, Missouri Synod. *Minutes and Reports of the Fifth Archivists and Historians Conference of the Lutheran Church—Missouri Synod at Concordia Historical Institute, 801 De Mun, St. Louis 5, Missouri, October 8-9, 1957.* [St. Louis, 1958?]. 38 p.
- Maryland Hall of Records. *Twenty-Second Annual Report of the Archivist of the Hall of Records, State of Maryland For The Year July 1, 1956, Through June 30, 1957.* [Annapolis], 1958. 56 p.
- Netherlands. Rijksarchief in de Provincie Utrecht. *Repertorium op de Stichtse Leenprotocollen uit het Landsheerlijke Tijdvak I. de Nederstichtse Leenacten (1394-1581).* Door Dr. A. Johanna Maris. 'S-Gravenhage, Ministerie van Onderwijs, Kunsten en Wetenschappen, 1956. 607 p.
- New York Historical Society. *Annual Report of The New York Historical Society for the Year 1957.* New York, 1958. 120 p.
- New Zealand, National Archives. *Archives of the Provinces of Auckland and Taranaki (Preliminary Inventory No. 7).* Wellington, Department of Internal Affairs, January 1958. 15 p.
- New Zealand, National Archives. *Archives of the Provinces of Nelson and Marlborough and of the Nelson Trust Funds Board. (Preliminary Inventory No. 8).* Wellington, Department of Internal Affairs, January 1958. 27 p.
- The Society of American Archivists. *1957 State Records Committee Reports; The Society of American Archivists.* n.p., [1958?]. Unpaged. Contents: "1957 Comparative Study of State and U. S. Territorial Laws Governing Archives," comp. by Mrs. Mary Givens Bryan; "1957 Supplement to the 1956 Report on Records Disposal Policies in the States and Territories of the United States," comp. by Robert M. Brown; "Replevin of Public Records; Preliminary Report," comp. by Philip P. Mason.
- U. S. National Archives and Records Service. *Annual Report on the National Archives and Records Service From the Annual Report of the Administrator of General Services for the Year Ending June 30, 1957.* Washington, Government Printing Office, 1958. 17 p.
- U. S. National Archives. *List of World War I Signal Corps Films.* Compiled by K. Jack Bauer (*Special List no. 14*). Washington, 1957. 68 p. Processed.
- U. S. National Archives. *Records of the Office of the Postmaster General.* Compiled by Arthur Hecht (*Preliminary Inventory no. 99*). Washington, 1957. 16 p. Processed.
- U. S. National Archives. *Records of the War Trade Board.* Compiled by Alexander P. Mavro (*Preliminary Inventory no. 100*). Washington, 1957. 51 p. Processed.
- U. S. National Archives. *Cartographic Records of the Bureau of the Census (Record Group 29).* Compiled by James Berton Rhoads and Charlotte M. Ashby (*Preliminary Inventory no. 103*). Washington, 1958. 108 p.
- Utah, State Historical Society. *Report of Utah State Historical Society for the Bienium July 1, 1954, to June 30, 1956.* [Salt Lake City, 1956.] 17 p.