

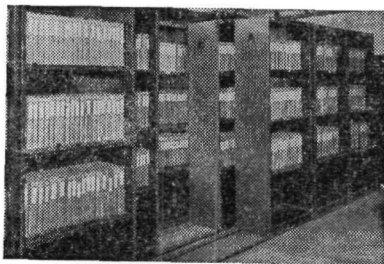
ADVERTISEMENT

Increasing Archives Without Adding Floor Space

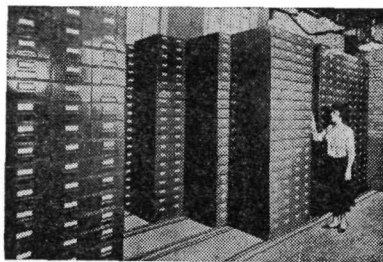
MOBILE STORAGE DIVISION

It is now possible to increase your archives capacity from 30-70% in existing storage areas. This wall stretching is accomplished by replacing wasteful aisles with new rows of storage equipment. Most storage areas in common use today require one aisle between every two rows of equipment, actually wasting about 50% of the area. Until now, there has been no system which could stop this continued waste of valuable space.

The DOLIN MOBILE STORAGE SYSTEM requires *only 1 aisle for 6, 7, 8 or more rows of storage equipment.* This reutilization of floor space makes possible a 30-70% increase in archives without adding floor space. The technique is to place several rows of rolling (mobile) storage units on $\frac{1}{2}$ " high steel tracks directly in front of a fixed (nonmobile) row of equipment. There is only three inches between rows. Each of the mobile rows contains one or two units less than the fixed row. Access to any rear unit is made by rolling the "dolly" mounted units sideways at any point along the mobile row.



Mobile units easily roll sideways along track at any point to provide access to any rear unit.



Any girl can easily move heavily loaded mobile units—15 lbs. of effort will move a 1 ton load.

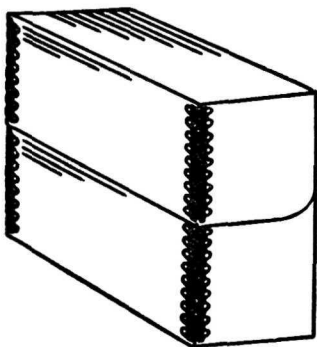
An important feature of this system is the adaptability of the existing equipment used. *Shelving, files, etc., can be converted to MOBILE STORAGE with the addition of the special mobile bases or "dollies."*

Because of the elimination of aisles, there is less walking required to reach the farthest storage units. All archives are more readily accessible and finding is generally speeded up.

As part of our service, we will gladly submit revised floor plans of your archives areas to show exactly the benefits of a DOLIN MOBILE STORAGE SYSTEM. Write for descriptive literature.

DOLIN METAL PRODUCTS, INC., Dept. RK
315 Lexington Avenue - Brooklyn 16, N. Y.

FIBREDEX



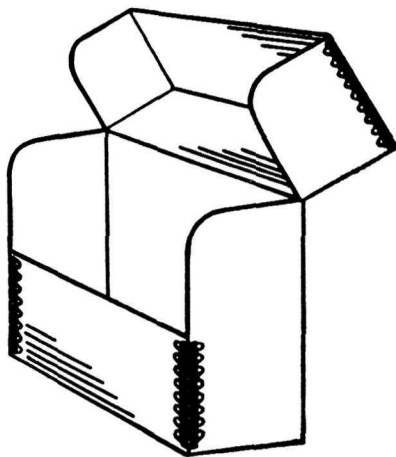
Better containers for
Display, Handling and
Storage of Library Materials

Unique Metal Edge Construction Strongest by any test.
Super Fibre Board Toughness and Durability unequalled.
No Paste or Glue to Attract Vermin

Document Case

Used extensively by the National Archives, the Library of Congress, State Archives, and Historical Societies.

ONE PIECE CONSTRUCTION
HINGED LID, REINFORCED BOTTOM,
SUPER FIBRE BOARD,
LIGHT GRAY.



Write for free circular illustrating other Fibredex cases

THE HOLLINGER CORP.

3834 S. Four Mile Run Drive
ARLINGTON, VIRGINIA

Writings on Archives, Current Records, and Historical Manuscripts, June 1957-May 1958: Part 1

By GRACE QUIMBY¹

National Archives

THIS annual bibliography is the sixteenth compiled under the auspices of the Committee on Bibliography of the Society of American Archivists. Again the list is being published in two parts. Part one, in this issue of the *American Archivist*, comprises titles published in the United States. Part two, scheduled to appear in the April issue, will list titles published in other countries. Certain titles, not yet examined and therefore omitted from this list, will be included in the bibliography next year.

The content and chronological scope are indicated in the title. A few publications omitted from last year's list are included here. Like its predecessors, this bibliography is a selected list of references to professional writings and does not include historical documentary publications, unpublished items, reports of libraries and historical institutions that give but a few lines to manuscript accessions, and items appearing in news notes, unless these are unusually important. Titles from the growing record management and pertinent office management literature are also listed selectively.

The bibliography is classified broadly by subject. An outline of the topics precedes the list. As formerly, titles relating to technical aspects of the use of photography and to the reproduction of research materials are entered in class VIII, while items relating primarily to the use of photographic techniques for purposes of original recording and record management are entered in class II A. Related titles in different classes are indicated by cross references at the end of each section.

The compiler is indebted to JoAnn C. Campbell for typing the manuscript.

- I. General Literature
- II. Filing Techniques and Management of Current Records
 - A. General Discussion
 - B. Machine Techniques in Office Operations and in Information Processing
- III. History, Organization, and Current Activities of Archival Agencies, Manuscript Depositories, and Related Organizations
 - A. United States in General and Federal Government
 - B. State and Local

¹ Miss Quimby is Librarian of the National Archives and a member of the Society's Committee on Bibliography.

- C. Foreign Countries
 - D. International Organizations
- IV. Buildings and Equipment for Archival and Manuscript Depositories
- V. Appraisal, Accessioning, and Disposal of Records and Historical Manuscripts
- VI. Physical Preservation and Rehabilitation of Records and Historical Manuscripts
- VII. Arrangement and Description of Records and Historical Manuscripts, Including Published Finding Aids
 - A. General Discussion
 - B. United States in General and Federal Government
 - C. State and Local
 - D. Foreign Countries
- VIII. Application of Photographic Processes to Work With Records and Historical Manuscripts
- IX. Service, Use, and Publication of Records and Historical Manuscripts
- X. Special Physical Types of Records and Historical Manuscripts
- XI. The Recruitment and Training of Archivists, Custodians of Manuscripts, and Record Officers

I. GENERAL LITERATURE

1. CAPPON, LESTER J. Tardy scholars among the archivists. *American archivist*, 21: 3-16 (Jan. 1958). Presidential address delivered at the annual meeting of the Society of American Archivists in Columbus, Ohio, Oct. 3, 1957.
2. CRITTENDEN, CHRISTOPHER. Public library and local historical sources. *North Carolina libraries*, 15: 63-66 (Mar.-May 1957).
3. GILB, CORINNE. Tape-recorded interviewing: some thoughts from California. *American archivist*, 20: 335-344 (Oct. 1957). Based in part on a paper read before a meeting, Dec. 29, 1955, of the Pacific Coast Branch of the American Historical Association and in part on a paper read at a meeting of the Northern California Chapter of the American Studies Association, Apr. 13, 1957. The writer is now in charge of the Institute of Industrial Relations oral history project.
4. GRUMAN, GERALD J. Saving our primary source materials. *Isis*, 48: 183-185 (June 1957). A plea for preserving the records of scientific work.
5. LEWIS and Clark I: a librarian's point of view. By Robert F. Metzendorf. *Manuscripts*, 9: 226-230 (Fall 1957). The first of a series of articles on the Lewis and Clark case.
6. LEWIS and Clark II: a legal analysis. By Burt Griffin. *Manuscripts*, 10: 64-67, 72-73 (Winter 1958).
7. LOVETT, ROBERT W. Business records in libraries. *American archivist*, 20: 253-261 (July 1957). A report by Mr. Lovett as chairman of the Committee on Business Records of the Society of American Archivists.
8. MANUSCRIPTA. v. 1, no. 1. Feb. 1957-. St. Louis, Mo., St. Louis University Library, 1957-. A small, scholarly magazine that publishes lists of the microfilmed Vatican codices in the Knights of Columbus Vatican Film Library at the university and articles based on them.
9. MANUSCRIPTS and archives. R. W. G. Vail, issue editor. *Library trends*, v. 5, no. 3 (Jan. 1957). Contents.—Historical manuscripts, including personal papers, by D. C. Mearns; Literary, artistic, and musical manuscripts, by R.

- W. Hill; Collecting manuscripts: by private collectors, by R. Maass; Collecting manuscripts: by libraries, by R. B. Downs; Physical care, repair, and protection of manuscripts, by A. E. Minogue; Arrangement and cataloging of manuscripts, by P. S. Dunkin; Policies regarding the use of manuscripts, by H. H. Peckham; Reference works and historical texts, by L. J. Cappon; Care and handling of non-governmental archives, by R. W. Lovett; Federal Government archives, by W. C. Grover; State and local government archives, by E. L. Jacobsen; Films and sound recordings, by J. B. Spear.
10. MASTERSON, JAMES R., ed. Writings on American history, 1952. Compiled for the National Historical Publications Commission. [Washington, 1958]. 573 p. (American Historical Association, *Annual report for the year 1954*, v. 2. Also published as 84th Cong., 1st sess., *H. Doc. 214*, v. 2). Items relating to historiography and allied disciplines are listed on p. 1-5; to descriptions and lists of historical materials on p. 10-26, including manuscripts, p. 12-15; and to repositories and custodians of historical materials on p. 27-38.
 11. SHAW, RALPH R. Documentation. *Library journal*, 83:1344-1345 (May 1, 1958). Concise differentiation of documentation from normal library service.
 12. SHAW, RALPH R. Documentation: complete cycle of information service. *College and research libraries*, 18:452-454 (Nov. 1957).
 13. SHERA, JESSE H. Research and developments in documentation. *Library trends*, 6:187-207 (Oct. 1957).
 14. SOCIETY of indexers founded in Britain. *Publishers weekly*, 173:49-50 (Feb. 3, 1958).
 15. WRITINGS on archives, current records, and historical manuscripts, June 1956-May 1957. Compiled by Lester W. Smith and Grace Quimby. *American archivist*, 21:76-94, 195-208 (Jan., Apr. 1958). Part I lists titles published in the United States; Part II lists those published in other countries.

II. FILING TECHNIQUES AND MANAGEMENT OF CURRENT RECORDS

A. General Discussion

16. AVAKIAN, EMIK A., and EUGENE GARFIELD. AMFIS—the automatic microfilm information system; a modern approach to the problems of space and accessibility. *Special libraries*, 48:145-148 (Apr. 1957). Designed to make quickly accessible one or more documents in large files—not a “searching” system.
17. BARCAN, ARTHUR. Scientific records management. Albany, State of New York Department of Commerce, 1958. 18 l.
18. BARCAN, ARTHUR. Scientific records management. *Systems and procedures*, 9:2-6 (Feb. 1958).
19. BENEDON, WILLIAM. Records management. *Journal of the American Association of Medical Record Librarians*, 28:145-148 (Aug. 1957). Reviews record management techniques with some reference to their usefulness for medical records.
20. CONFERENCE ON RECORDS MANAGEMENT, 4th, New York City, 1957. Proceedings of the fourth annual conference, “Paperwork—a liability or an asset?” Sept. 20, 1957, New York City, New York. Presented by National Records Management Council, Inc. New York, [National Records Management Council, n. d.] 59 p.
21. GALOCKIN, L. Filing for faster reference; time-saving system for engineering library. *Product engineering*, 28:82-83 (Dec. 9, 1957).
22. GIBSON, WILL. Portland, Oregon’s centralized microfilming program. *American city*, 72:157 (May 1957).
23. [ILLINOIS. SECRETARY OF STATE]. Report on storage and records filing, prepared for auditor of public accounts. [n. p., n. d.]. Submitted by John T. Caton and Maynard Brichford, Records Management Service.

24. KAISER, WALTER H. Time study of sorting marginal punched cards. *Library journal*, 82:2758-2759 (Nov. 1, 1957).
25. KAUFMAN, H. Spot carbonizing selectively transfers data to parts of a forms set. *Office*, v. 47, no. 3:86-94 (Mar. 1958).
26. LEHRER, ROBERT N. Work simplification: creative thinking about work problems. Englewood Cliffs, N. J., Prentice-Hall, Inc., 1957. 394 p. Emphasis on paper-work improvement.
27. MARIEN, R. How a functional file can aid in forms control. *Office management*, 19:26-27, 67 (Jan. 1958).
28. MICROFILM report system streamlines trouble-shooting; U. S. Navy Bureau of Aeronautics. *Industrial photography*, 7:69 (Feb. 1958).
29. MOAKLEY, GERTRUDE. Basic filing rules for medium-sized libraries: a compend filing code for catalogs of 120 to 2000 trays. New York, William-Frederick Press, 1957. 60 p. A revised and enlarged edition of the author's Introduction to a proposed filing code for medium-sized public libraries.
30. PAPERWORK management in government. *Your government*, Nov. 1956, p. 1-4.
31. REPORTS improvement. *Navy management review*, v. 2, no. 9:11-14 (Sept. 1957). Describes the project of the Ordnance Bureau's reports improvement group to develop an ideal or model coordinated reporting system.
32. ROACH, BEATRICE G. Functional responsibility of the records executive. *Office*, v. 47, no. 1:140, 143 (Jan. 1958). Outlines the control of paperwork from creation to final disposition.
33. STEWART, EDWARD J. Protecting your records against disaster. *Alabama business*, 28:1-3 (Dec. 15, 1957). Reprinted from the report: *Management aids for small manufacturers*, no. 75, issued by the U. S. Small Business Administration.
34. STRONG, LYDIA. Cutting the costs of paperwork: a survey of company practice. *Management review*, 45:1061-1071 (Dec. 1956).
35. SULLIVAN, W. D. Why your mailroom may be your most expensive department. *Office management*, 18:26-27, 64-70 (July 1957).
36. TAYLOR, K. A. Forms control; why; how to do it. *Supervisory management*, 3:34-39 (May 1958).
37. TERRY, GEORGE R. Office management and control. 3d ed. Homewood, Ill., R. D. Irwin, 1958. 769 p. Includes good material on mail management and report control.
38. TOBIN, BENJAMIN A. An auditor looks at municipal records. *Tennessee town and city*, Feb. 1957, p. 13-17.
39. U. S. FEDERAL CIVIL DEFENSE ADMINISTRATION. Preservation of records essential to continuity of State and local government (Technical manual). Preliminary draft only. [Battle Creek, Mich.], 1958. 128 l. Prepared by Kenneth W. Munden, whose services were made available to the FCDA by the U. S. National Archives.
40. U. S. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, *Washington, D. C.* Government spending; its documentation and accounting. Washington, 1957. 14 p. Meeting of Nov. 15, 1957. Speakers: Steve M. Brown, General Accounting Office, "Paperwork management as affected by basic accounting legislation"; Isadore Perlman, National Archives and Records Service, "Agency accounting practices and paperwork management."
41. U. S. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, *Washington, D. C.* Integrated paperwork systems. Washington, 1958. 13 p. Meeting of Feb. 21, 1958. Speaker: Wallace Velandar, Navy Management Office.
42. U. S. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, *Washington, D. C.* Mail management. Washington, 1957. 16 p. Meeting of Oct. 18, 1957. Arthur E. Young, presiding. Speakers: Wayne C. Grover, Archivist of the United States, "Mail management"; Thurman T. Beach, National Archives and Records Service, "The promptness factor"; Charles A. Sterman, National

Archives and Records Service, "The accuracy factor"; Thurman T. Beach, "The control factor"; Charles A. Sterman, "The economy factor."

43. U. S. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, *Washington, D. C.* Progress report in the management of printing and paperwork. Washington, 1958. 13 p. Meeting of Apr. 18, 1958. Speaker: J. H. McWhorter, technical advisor, House Subcommittee to Study Federal Printing and Paperwork, "A Congressional committee views Government paperwork management."
44. U. S. NATIONAL ARCHIVES AND RECORDS SERVICE. OFFICE OF RECORDS MANAGEMENT. Protecting vital operating records. [Washington, 1958]. 19 p. (*Records management handbook; managing current files*). Selection; security copies; relocation sites; record centers.
45. UTT, CHARLES T. A program for records survival; delineates an approach not only to records management but also their protection and efficient storage. *NAA bulletin*, 38: 1587-1594 (Aug. 1957).

See also: 13, 14, 85, 97, 99, 105, 114, 116, 118, 136, 157, 168, 179, 184, 185, 267, 272, 274, 276, 278, 279, 306, 307, 308, 312.

II. B. Machine Techniques in Office Operations and in Information Processing

46. AMERICAN MANAGEMENT ASSOCIATION. Electronics in action; the current practicality of electronic data processing. [Elizabeth Marting, *ed.*; Albert Newgarden, *asst. ed.*] New York [1957]. 156 p. Papers presented before the Electronics Conference and exhibit, Feb. 25-27, 1957.
47. AMERICAN UNIVERSITY, *Washington, D. C.* School of Government and Public Administration. Federal payroll processing on electronic computers. [n. p., 1957]. 38 p. A survey.
48. BEEMAN, ROBERT. Tools of the office. A review of current office equipment. *Office management*, v. 19, no. 3A: 59-90, 99-118 (Mar. 15, 1958). Includes: Duplicating and copying equipment; Filing equipment; Integrated data processing equipment; Microfilm equipment; Lists of manufacturers.
49. BENGSTON, R. J., and J. E. SMITH. Information storage devices; a key to automation. *Computers and automation*, 7: 11-13 (Apr. 1958). To be continued.
50. BROWN, RICHARD H. Office automation; integrated and electronic data processing. 2d rev. updated ed. New York, Automation Consultants, 1957. 1 vol. (loose-leaf).
51. CANNING, RICHARD G. Installing electronic data processing systems. New York, Wiley [1957]. 193 p.
52. CLEAVER, GOODRICH F. The audit of electronic data processing activities: an annotated selective bibliography. *Fort Worth business review*, 6: 3-15 (Jan. 1958).
53. DAUGHERTY, R. S. Importance of forms in an automated system. *Office*, v. 47, no. 1: 125-126, 128. (Jan. 1958).
54. GOTTLIEB, C. C., and J. N. P. HUME. High-speed data processing. New York, McGraw-Hill, 1958. 338 p.
55. GOTTESMAN, JEROME, and EDWARD GOTTESMAN. Machines, documentation, and automatic coding. *American documentation*, 8: 129-133 (Apr. 1957).
56. HATTERY, LOWELL H. Automatic character reading for data processing systems. *Public administration review*, 17: 159-163 (Summer 1957).
57. JAMES, P. Nine guideposts in selecting a business-data processor. *Control engineering*, 5: 108-109 (Jan. 1958).
58. LEADER, GEORGE M. Centralized data processing for Pennsylvania. *Systems magazine*, v. 22, no. 3: 6-7 (May-June 1958). A Univac data processing center will process the entire State payroll.

59. NATIONAL ASSOCIATION OF ACCOUNTANTS. Integrating data processing with electronic equipment. *NAA bulletin*, 39, no. 9, sec. 1 (May 1958). The whole issue is devoted to articles dealing with fundamentals of IDP and EDP, feasibility studies, problems, equipment applications. Bibliography: p. 94-95.
60. SCOTT, PETER. Developments in rapid-copying machines. *American archivist*, 20:239-251 (July 1957). Paper read at a meeting of the Special Libraries Association in Cambridge, Mass., Feb. 25, 1957.
61. SLOWINSKI, A. J. A survey and evaluation of company approaches to electronic data processing. Nov. 1957. Milwaukee, Wis., Marquette Univ. 74 p. (Marquette University, *Studies in business and economics*, series 4, monograph no. 2).
62. SOCIETY OF ACTUARIES. COMMITTEE ON NEW RECORDING MEANS AND COMPUTING DEVICES. Application of electronic data processing equipment to office operations. Oct. 1957. Report. [Chicago, 1957]. 91 p.
63. U. S. BUDGET BUREAU. Reduction of paperwork burden; staff report prepared by Office of Statistical Standards. [Washington], 1956. 160 p.
64. U. S. GENERAL ACCOUNTING OFFICE. Survey of progress and trend of development and use of automatic data processing in business and management control systems of the Federal Government as of December 1957. Washington, 1958. 170 p.
65. U. S. NATIONAL BUREAU OF STANDARDS. System design of digital computer at the National Bureau of Standards: methods for high-speed addition and multiplication. Washington, 1958. 22 p. (*Circular* 591, sec. 1).

See also: 180, 186, 305.

III. HISTORY, ORGANIZATION, AND CURRENT ACTIVITIES OF ARCHIVAL AGENCIES, MANUSCRIPT DEPOSITORIES, AND RELATED ORGANIZATIONS

A. United States in General and Federal Government

66. AMERICAN HISTORICAL ASSOCIATION. Annual report for the year 1956. v. 1. Proceedings. Washington [1957]. Of particular interest are the reports of the executive secretary and managing editor, Boyd C. Shafer, p. 8-13; the Committee on Documentary Reproduction, p. 33-35; the Committee on the Historian and the Federal Government, p. 36; the Committee on International Historical Activities, p. 37-41; the American Committee for the Study of War Documents, p. 41-43; the representative to the International Committee of Historical Sciences, p. 44-46; and the representative to the National Historical Publications Commission, p. 47. The report of the Pacific Coast Branch, Proceedings of the forty-ninth annual meeting, appears on p. 51-53.
67. BOURNE, FRANCES T. The overseas record program of the Department of State. *American archivist*, 20:215-230 (July 1957). Revised version of a paper read at a meeting of the Interagency Records Administration Conference at the National Archives, Feb. 17, 1956.
68. BOYD, JULIAN P. Preservation of our heritage. *Manuscripts*, v. 10, no. 2:48-50 (Spring 1958). On the importance of the work of the National Historical Publications Commission. Appended is a list: Editors of projects under NHPC program.
69. DYNAMIC depository. U. S. Naval Records Management Center, St. Louis, Mo. *Navy management review*, v. 2, no. 12:12-14 (Dec. 1957). Describes the Center, which, with the Army Records Center and the Air Force Records Center, is quartered in the Department of Defense Military Personnel Records Center.
70. FISHBEIN, MEYER H. Early business statistical operations of the Federal Government. *National Archives accessions*, no. 54:1-29 (June 1958).

71. GLENN, BESS. Search for efficiency in Federal record management: introduction. *American archivist*, 21:159-162 (Apr. 1958).
72. GROVER, WAYNE C. Federal Government archives. *Library trends*, 5:390-396 (Jan. 1957).
73. HARRY S. Truman Library. Missouri Library Association, *Quarterly*, 18:73-74 (Sept. 1957).
74. HARRY S. Truman Library, *Independence, Mo.* Dedication ceremony of the Harry S. Truman Library, Independence, Missouri, July 6, 1957. [n. p., 1957]. 21 l. Press information. Includes background fact sheet on the library.
75. HARRY S. Truman Library, Independence, Mo. [Washington, Government Printing Office, 1958. Folder, 8 l.].
76. THE INDEPENDENCE EXAMINER. Truman Library edition; vol. 53, no. 40 (Wed., July 3, 1957). Independence, Mo., 1957. 7 sections.
77. LAGERQUIST, PHILIP D. Harry S. Truman Library. *Library journal*, 83:144-147 (Jan. 15, 1958).
78. LELAND, WALDO G. Recollections of the man who rang the bell. *American archivist*, 21:55-57 (Jan. 1958). Address by Dr. Leland at the unveiling of his portrait in the conference room of the National Archives, Oct. 24, 1957.
79. PINKETT, HAROLD T. Investigations of Federal recordkeeping, 1887-1906. *American archivist*, 21:163-192 (Apr. 1958). Paper read at a staff seminar of the National Archives, Jan. 6, 1956.
80. SOCIETY OF AMERICAN ARCHIVISTS. Minutes of the Council, May 16, 1957. *American archivist*, 20:384-387 (Oct. 1957).
81. SOCIETY OF AMERICAN ARCHIVISTS. [21st annual meeting, Oct. 1957, Columbus, Ohio]. *American archivist*, 21:95-112 (Jan. 1958). Includes: Minutes of the Council, Oct. 2, Oct. 4, 1957; Minutes of the business meeting, Oct. 3, 1957; Annual report of the secretary, Oct. 3, 1957; Annual report of the treasurer, 1957; reports of the committees on membership, bibliography, manuscripts, record management, church records, archival buildings and equipment, and preservation methods.
82. U. S. CONGRESS. HOUSE. APPROPRIATIONS COMMITTEE. Independent offices appropriations for 1959. Hearings . . . 85-2. Pt. 1. Washington, 1958. 1335 p. Hearings on National Archives and Records Service appear on p. 3-4, 245-275.
83. U. S. CONGRESS. HOUSE. APPROPRIATIONS COMMITTEE. Supplemental appropriation bill, 1958. Washington, 1957. 55 p. (85-1, *H. Rept.* 1009). "The bill contains \$30,000, a reduction of \$5,000 in the budget estimate, for microfilming and transporting to the Republic of the Philippines certain records captured by the United States forces from Philippine insurgents in 1899-1903. Such transfer was recently authorized in Public Law 85-81."
84. U. S. CONGRESS. HOUSE. APPROPRIATIONS COMMITTEE. The supplemental appropriation bill, 1958. Hearings . . . 85-1 [Aug. 2, 1957]. Washington, 1957. 870 p. Testimony on the National Archives and Records Service, relating to funds for microfilming, packing, and shipping the records of the Philippine Insurrection, 1899-1903, appears on p. 839-843. Under *Public law* 85, 85th Congress, the originals are to be returned to the Philippine Republic, with the United States retaining microfilm copies.
85. U. S. CONGRESS. HOUSE. HOUSE ADMINISTRATION COMMITTEE. Paperwork management and printing facilities in the United States Government. Washington, 1956. 255 p. (84-2, *H. Rept.* 2945). Pt. 1: Forms management; Pt. 2: Publications management. Pt. 2 includes results of a questionnaire sent to agencies in lieu of holding hearings.
86. U. S. CONGRESS. HOUSE. POST OFFICE AND CIVIL SERVICE COMMITTEE. Transfer of certain archives and records from National Archives to the Commonwealth of Puerto Rico. Washington, 1957. 5 p. (85-1, *H. Rept.* 665) A favorable report.
87. U. S. CONGRESS. HOUSE. POST OFFICE AND CIVIL SERVICE COMMITTEE. Transfer of

- certain archives and records to Puerto Rico. Hearing . . . 85-1 on *H. J. Res.* 275, joint resolution transferring to the Commonwealth of Puerto Rico certain archives and records in possession of the National Archives. June 7, 1957. Washington, 1957. 5 p.
88. U. S. CONGRESS. SENATE. APPROPRIATIONS COMMITTEE. Independent offices appropriations, 1959. Hearings . . . 85-2. Washington, 1958. 623 p. Hearing on the National Archives and Records Service appears on p. 378-379, 390.
 89. U. S. CONGRESS. SENATE. APPROPRIATIONS COMMITTEE. The supplemental appropriation bill, 1958. Washington, 1957. 35 p. (85-1, *S. Rept.* 980) p. 13: "Committee agrees with the House allowance of \$30,000 for microfilming and transporting to the Republic of the Philippines certain records captured by the United States forces from Philippine insurgents in 1899-1903, as recently authorized."
 90. U. S. CONGRESS. SENATE. APPROPRIATIONS COMMITTEE. The supplemental appropriation bill, 1958. Hearings . . . 85-1 [Aug. 14, 1957] on *H. R.* 9131. Washington, 1957. 893 p. Funds for the National Archives and Records Service for microfilming, packing, and shipping the records of the Philippine Insurrection are discussed on p. 730-732.
 91. U. S. CONGRESS. SENATE. GOVERNMENT OPERATIONS COMMITTEE. Action by the Congress and the executive branch of the Government on the second Hoover Commission reports, 1955-1957; report. Washington, 1958. 98 p. (85-2, *H. Rept.* 1989).
 92. U. S. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, *Washington, D. C.* Presidential libraries: their growth and development. Washington, 1958. 16 p. Meeting of Jan. 17, 1958. Speakers: Robert H. Bahmer, Deputy Archivist, National Archives and Records Service, "Legislative background of Presidential libraries"; Herman Kahn, Director, Franklin D. Roosevelt Library, "A Presidential library."
 93. U. S. LAWS, STATUTES, ETC. An Act to amend Section 507 and Subsection 602 (a) of the Federal Property and Administrative Services Act of 1940, as amended. March 15, 1958. [Washington, 1958]. (*Pub. law* 85-341, 85th Cong.; 72 Stat. 34). Franklin D. Roosevelt Library to be considered a "Presidential archival depository."
 94. U. S. NATIONAL ARCHIVES. The National Archives, Washington, D. C. Washington, 1958. Folder.
 95. U. S. NATIONAL ARCHIVES AND RECORDS SERVICE. Annual report, from the annual report of the Administrator of General Services for the year ending June 30, 1957. Washington, 1958. 17 p.
 96. U. S. NATIONAL HISTORICAL PUBLICATIONS COMMISSION. Luncheon [meeting], Washington, 1958. Proceedings following a luncheon given by the National Historical Publications Commission in the Old Supreme Court Chamber, United States Capitol, June 17, 1958, the Honorable Franklin Floete, Administrator of General Services, presiding. [8] p. Reprinted from the *Congressional Record: Proceedings and debates of the 85th Congress, second session, v. 104, no. 128: A 6800-A 6803.*

See also: 5, 6, 40, 47, 119, 171, 172, 300, 301, 303, 304.

III. B. State and Local

97. AMELIA, THOMAS. Records management in New Jersey. *New Jersey municipalities*, Nov. 1956, p. 37-39.
98. ARIZONA. LAWS, STATUTES, ETC. Arizona laws pertaining to libraries and archives. Phoenix, Department of Library and Archives, 1957. 17 p.
99. BALTIMORE. CITY HEALTH DEPARTMENT. HOUSING BUREAU. A record control

- system for housing law enforcement activities. By Franz J. Vidor. Baltimore, 1956. 208 p.
100. THE BONHAM DAILY FAVORITE. The Sam Rayburn Library dedication edition; 66th year, no. 44 (Tues., Oct. 8, 1957). Bonham, Tex., 1957. 5 sections.
101. BROWN, ROBERT M., *comp.* State and Territorial archivists or heads of appropriate agencies. Aug. 1, 1958. St. Paul, Minn., [Minnesota] State Archives, [1958]. 8 l. Prepared for the Society of American Archivists.
102. BRYAN, MARY G., *comp.* 1957 comparative study of State and U. S. Territorial laws governing archives. This is the first report in: Society of American Archivists, State Records Committee, *Reports*, 1957. [Atlanta, Ga., State Department of Archives and History, 1957].
103. BRYAN, MARY G., *comp.* List of State archivists or heads of State archival agencies as of January 1, 1958. Atlanta, Ga., State Department of Archives and History, 1957. 7 l. Prepared for the Society of American Archivists.
104. BRYAN, MARY G. Trends of organization in State archives. *American archivist*, 21:31-42 (Jan. 1958). A report for the State Records Committee of the Society of American Archivists. Includes an "Archival chart, 1957," listing for each State its number of archival employees, budget and organizational setup.
105. CALIFORNIA. LEGISLATURE. JOINT BUDGET COMMITTEE. California's records — preservation and volume control; prepared by legislative auditor. Feb. 8, 1957. [Sacramento, 1957]. 44 p. Recommendations for legislative and administrative action and outline of record problems in selected agencies.
106. CUSTER, ARLINE. The Archives of American Art: a manuscript and microfilm collection requiring unusual techniques for control. *Library resources & technical services*, 2:197-209 (Summer 1958). Housed in the research library of the Detroit Institute of Arts but supported by private funds, the Archives collects original records of American painters, sculptors, and craftsmen and reproductions of such records from other collections.
107. DAVID, CHARLES W. Longwood Library. Bibliographical Society of America, *Papers*, v. 51, no. 3:183-202 (1957).
108. DEPAUW UNIVERSITY. Annual report, Archives of Depauw University and Indiana Methodism, 1957-1958. Greencastle, Ind., [1958]. 5 p.
109. DILLON, RICHARD H. Sutro Library: San Francisco's "hidden Huntington." *Library journal*, 82:1024-1026 (Apr. 15, 1957). The Sutro Library contains the Sir Joseph Banks collection of manuscripts, documents, and pamphlets, in addition to numerous incunabula.
110. DODSON, LEONIDAS. University archives. University of Pennsylvania, *Ivy leaf*, 6:51-52 (Mar. 1957).
111. ESSEX INSTITUTE, *Salem, Mass.* Annual report, 1957-58. [n. p., n. d.]. 31 p. Notes the current preparation of a guide to the manuscript collections, made possible by a grant from Harvard University.
112. GENEALOGICAL INSTITUTE, 1st, *Baton Rouge, La.*, 1958. Proceedings of the first annual genealogical institute, January 10 and 11, 1958. Sponsored by the Department of History and General Extension Division of Louisiana State University in cooperation with The Louisiana Genealogical and Historical Society. [Baton Rouge, 1958]. 91 l. Partial contents: The Mississippi Department of Archives and History, by Mrs. J. W. Melton; The movement to establish a State department of archives and history in Louisiana, by W. O. Martin, Jr.; Tax lists and census reports, by C. E. East; Materials in the Archives, by V. L. Bedsole.
113. GEORGIA. ARCHIVES AND HISTORY DEPARTMENT. Georgia's Department of Archives and History. Atlanta, Ga., [1956?]. Folder.
114. GREGORY, B. F. TVA's 25 years of records management. *Office*, 47:132, 134, 137-138, 141, 265-266 (May 1958). To be concluded in the June issue.
115. HISTORICAL SOCIETY OF YORK COUNTY, *Pa.* Annual reports of the treasurer and

- director for the year 1956. York, 1957. 31 p. (*Bulletin* 3). Manuscript accessions, p. 19-21.
116. HUGHES, CHARLES E., JR. The Philadelphia program. *American archivist*, 21: 131-142 (Apr. 1958). Paper read at the annual meeting of the Society of American Archivists, Columbus, Ohio, Oct. 4, 1957.
 117. ILLINOIS. LAWS, STATUTES, ETC. The State records act. [Springfield, n. d.]. 5 p. Reprinted from *Illinois libraries*, 39: 271-275 (Oct. 1957).
 118. ILLINOIS. SECRETARY OF STATE. Illinois moves forward. A summary report of the installation of integrated paperwork controls of Illinois. [Springfield, n. d.]. 45 p.
 119. KANSAS. LAWS, STATUTES, ETC. Eisenhower Presidential Library Commission. *G. S. 1955 Supp.*, Article 46. Topeka, 1956. p. 613. Act creating the commission and defining its powers and functions. Amended in *G. S. 1957 Supp.*, p. 825; and *Session laws*, 1957, chap. 432: An Act . . . prescribing additional powers for said commission.
 120. KANSAS HISTORICAL SOCIETY. Alfred M. Landon papers acquired by the society. *Historical society mirror*, v. 4, no. 4: [1] (July 1958).
 121. KENTUCKY. LEGISLATIVE RESEARCH COMMISSION. Records management and State archives. Frankfort, 1957. 54 p. (The commission's *Research publication* no. 50).
 122. LEGISLATORS' ORIENTATION CONFERENCE, 2d, *Sacramento*, 1957. [Papers of the] legislators' orientation conference held at Sacramento . . . 1957. [Sacramento, 1957]. 138 p. The State Archives and Central Record Depository, by William Davis, p. 55-62.
 123. LOUISIANA. LAWS, STATUTES, ETC. Act to create a State archives and records commission; to create and establish an archives and records service. (Act no. 337, *Acts*, 1956).
 124. MARYLAND. HALL OF RECORDS. Twenty-second annual report of the archivist, for the fiscal year July 1, 1956, through June 30, 1957. [n. p., n. d.]. 56 p.
 125. MASON, PHILIP P. Replevin of public records; preliminary report. This is the third report in: Society of American Archivists, State Records Committee, *Reports*, 1957. [Atlanta, Ga., State Department of Archives and History, 1957].
 126. MICHIGAN. UNIVERSITY. WILLIAM L. CLEMENTS LIBRARY. Report, 1956-57. Ann Arbor, [1957?]. 8 p. Preprinted from the president's report.
 127. MINNESOTA. STATE ARCHIVES COMMISSION. A report on public records in Minnesota. [by] Robert M. Brown, State Archivist. [St. Paul], 1954. 13, 3, 29 l.
 128. NATIONAL ASSOCIATION OF STATE LIBRARIES. The role of the State library. [n. p., 1956]. Folder, 6 p. Statement of principles, scope, and aims of State libraries, including their responsibility for State archives.
 129. NEVADA Historical Society quarterly. v. 1, no. 1. Sept. 1957- . Reno, 1957- .
 130. OKLAHOMA. STATE LIBRARY, *Oklahoma City*. PUBLIC DOCUMENTS DIVISION. Newsletter. v. 1. July 1, 1957- . [Oklahoma City].
 131. OREGON. STATE LIBRARY. STATE ARCHIVES DIVISION. Oregon's public records: their management for control, for use; a report of activities for 1955-1956, by David C. Duniway. [Portland], 1957. 6 p.
 132. PAYLORE, PATRICK. Wherein some questions are raised and some answers hoped for. *Arizona librarian*, 14: 11-14 (Winter 1957). The library and source materials for local history.
 133. PENNSYLVANIA public records law defined. *Editor & Publisher*, 91: 54 (Mar. 22, 1958).
 134. POLLARD, JAMES E., ed. Laws of the 48 States bearing on: I. Definition of "news-paper." II. "Open meetings" of public bodies. III. Definition of public records. Columbus, Ohio, Ohio State University Press, 1957. 24 p. (Ohio State University, *Journalism series* no. 18).
 135. [PUERTO RICO. LAWS, STATUTES, ETC.] An act to establish a program for the pres-

- ervation and disposal of public documents. [No. 5. Approved Dec. 8, 1955]. Puerto Rico, *Acts of the fifth, sixth, seventh, and eighth special sessions of the second legislature*. San Juan, 1956. p. 78-93.
136. RHODE ISLAND. DEPARTMENT OF ADMINISTRATION. Report of the Division of Methods, Research and Office Services, 1951-1956. Providence, 1956. 32 p. Report on record management appears on p. 8-10.
137. RICHARDSON, EDGAR P. Remnants, precious to antiquaries. *Antiques*, 73:264-265 (Mar. 1958). On the Archives of American Art.
138. RUCKERT, MARGARET. Archive preservation in New Orleans. *Library journal*, 83:2000-2002 (July 1958). The microfilming program for the city archives, which are in the custody of the New Orleans Public Library.
139. RUSSELL, MATTIE. Manuscript department of Duke University Library. *North Carolina libraries*, 15:86-87 (Mar.-May 1957).
140. RUTHERFORD B. HAYES LIBRARY. Annual report, 1956-1957. Fremont, Ohio, 1957. 33 p.
141. THE SAM Rayburn Library, Bonham, Texas. Bonham, [1957]. Folder, 6 p.
142. SANTEN, VERNON B. The New York State inventory project. *American archivist*, 20:357-367 (Oct. 1957). Paper read at the annual meeting of the Society of American Archivists in Washington, D. C., Oct. 1956.
143. SOCIETY OF AMERICAN ARCHIVISTS. STATE RECORDS COMMITTEE. Reports, 1957. [Atlanta, Ga., State Department of Archives and History, 1957]. 1 vol. (various pagings).
144. STEVENS, SYLVESTER K. States act to conserve their heritage. *State government*, 31:77-79 (Apr. 1958).
145. TEXAS. GENERAL LAND OFFICE. Report of the commissioner, 1954-1956. [Austin, 1956]. 63 p. Contains a section on the preservation of very old records, p. 11-14.
146. VERMONT HISTORIC SITES COMMISSION. Biennial report, 1955-1956. [n. p., n. d.]. 27 p. Notes on the President Coolidge home at Plymouth and the proposal for a Coolidge library and archives building appear on p. 8-11, 26-27.
147. VIRGINIA. STATE LIBRARY, *Richmond*. Annual report for the year ending June 30, 1957. (Fifty-second report under the Library Board). Richmond, 1958. 16 p. The report of the Archives Division appears on p. 8-10.
148. WALLACE, CAROLYN A. The University of North Carolina's Southern Historical Collection. *Manuscripts*, 9:140-142, 194 (Summer 1957).
149. WISCONSIN. STATE HISTORICAL SOCIETY. Proceedings, 1956-1957. Madison, 1957. 57 p. The report of the director, Clifford L. Lord, appears on p. 5-11, the Archives Division on p. 38-39, and the research division on p. 40-42.
150. THE WOMEN'S ARCHIVES AT RADCLIFFE COLLEGE. [Annual report], May 1957, May 1958. [n. p., 1957, 1958]. 2 folders.

See also: 23, 38, 39, 58, 76, 77, 86, 87, 162, 163, 164, 167, 169, 245, 278.

III. C. Foreign Countries

151. ARMSTRONG, JOHN. Clues to the Soviet political archives. *Russian review*, 16:47-52 (Apr. 1957). Bibliographical footnotes.
152. GAGLIARDO, JOHN. Archives in East Germany. *American archivist*, 20:209-213 (July 1957).
153. HILL, ROSCOE R. Joaquín Llaverías Martínez, 1875-1956. *Hispanic American historical review*, 37:346-355 (Aug. 1957). Includes: The writings of Joaquín Llaverías y Martínez; a select bibliography, p. 348-355. Also reprinted.
154. MITCHELL, HARVEY. Archives of Newfoundland. *American archivist*, 21:43-53 (Jan. 1958). The Memorial University of Newfoundland is collecting archival and historical records and copies of records in foreign institutions closely related to Newfoundland's history and government, toward the ultimate formation of a permanent Archives.

155. WOJCICKA, JANINA. The preservation of the State records in Poland. *American archivist*, 20:195-199 (July 1957). Paper read at the annual meeting of the Society of American Archivists in Washington, D. C., Oct. 11, 1956.

See also: 311.

III. D. International Organizations

156. UN HEADQUARTERS library report. *Library journal*, 82:2879-2883 (Nov. 15, 1957). Notes the accession of about 50 cubic feet of archival material and the deposit of a large collection of highly technical documents of the U. S. Atomic Energy Commission. The complete report, for the calendar year 1956, of which this is an abridgement, is UN Document St/Lib/3, 23 Apr. 1957.

See also: 311.

IV. BUILDINGS AND EQUIPMENT FOR ARCHIVAL AND MANUSCRIPT DEPOSITORIES

157. MICROFILM copied in ten seconds: 3M brand microfilm reader-printer. *Industrial laboratories*, 9:95 (May 1958).
158. NATIONAL RECORDS MANAGEMENT COUNCIL. Effects of a nuclear explosion on records and records storage equipment. April 1956. [Oak Ridge, Tenn., AEC, 1958]. 43 p. (Operation Teapot, Nevada Test Site, February-May 1955. Project 35.5. Civil effects test group. Issuance date: June 18, 1958). Report in cooperation with the Federal Civil Defense Administration and the Safe Manufacturers National Association. Technical associates: William J. Lloyd, James L. Gear.
159. NATIONAL RECORDS MANAGEMENT COUNCIL. Technical Information Service. Standards for filing equipment for engineering drawings. New York, [1956]. 20 l. (*Technical information service bulletin* no. 19).
160. NEGUS, A. G. Filing equipment standards for engineering drawings. *Product engineering*, 28:A8-10 (Mid-Oct. 1957).

See also: 44.

V. APPRAISAL, ACCESSIONING, AND DISPOSAL OF RECORDS AND HISTORICAL MANUSCRIPTS

161. BENEDON, WILLIAM. How to inventory records for disposition. *Office*, v. 46, no. 6: 8-12 (Nov. 1957).
162. BROWN, ROBERT M. 1957 supplement to the 1956 report on records disposal policies in the States and Territories of the United States. This is the second report in: Society of American Archivists, State Records Committee, *Reports*, 1957. [Atlanta, Ga., State Department of Archives and History, 1957].
163. CONNECTICUT. LAWS, STATUTES, ETC. Selected laws of Connecticut relating to retention and reproduction of public records. Compiled by Doris E. Cook, acting archivist. [Hartford], State Library, 1958. 18 p. (Connecticut State Library, *Miscellaneous publication* no. 1).
164. DESTRUCTION of obsolete records: 1955 law permits municipalities to dispose of old records under ordinance. *Municipality*, 51:235-236 (Sept. 1956). Discusses the Wisconsin law and includes a model ordinance.
165. FEDERAL POWER COMMISSION. Regulations to govern the preservation of records of public utilities and licensees. Apr. 1, 1957. Washington, 1957. 27 p.
166. LEWINSON, PAUL. Archival sampling. *American archivist*, 20:291-312 (Oct. 1957). Discusses National Archives practices, also applicable to other institutions that deal with large groups of records. T. R. Schellenberg, The appraisal of modern

records (National Archives, *Bulletin* no. 8, Oct. 1956) should be read in connection with this paper.

167. McMAHON, JOHN A. The disposal of public records; of "no further use or value." *Popular government*, v. 24, no. 4:8-9 (Dec. 1957). Discusses record disposal in North Carolina.
168. MOBERLEY, JEWEL. Case studies in records retention and control, prepared for Controllershship Foundation, Inc. [New York, Controllershship Foundation, 1957]. 455 p. (series 7, no. 1).
169. NEW JERSEY. BUREAU OF ARCHIVES AND HISTORY. State records inventory and appraisal manual. Trenton, 1956. 6 l.
170. RECORD CONTROLS, INC. Guide for the retention and preservation of records with destruction schedules, hospital edition. A joint project of Record Controls, Inc., and the American Association of Hospital Accountants. Chicago, A. A. H. A., 1958. 56 p.
171. U. S. CONGRESS. SENATE. GOVERNMENT OPERATIONS COMMITTEE. Federal property and records management. Hearing . . . 85-1 on S. 2231, S. 2283, S. 2224, S. 2177, S. 1540, S. 1754, and S. 2533. Washington, 1957. 76 p. Includes, p. 42-47, discussion of S. 2177, to authorize destruction of records outside the continental United States in time of war and of private records relating to war contracts.
172. U. S. NATIONAL ARCHIVES AND RECORDS SERVICE. Acquisition policy of the Harry S. Truman Library. [Washington, 1958]. 3 p.

See also: 125.

VI. PHYSICAL PRESERVATION AND REHABILITATION OF RECORDS AND HISTORICAL MANUSCRIPTS

173. MINOGUE, ADELAIDE E. Physical care, repair, and protection of manuscripts. *Library trends*, 5:344-351 (Jan. 1957).
174. TURNER, ROBERT W. S. To repair or despair? *American archivist*, 20:319-329 (Oct. 1957). Comments by James L. Gear, p. 329-334.

See also: 9.

VII. ARRANGEMENT AND DESCRIPTION OF RECORDS AND HISTORICAL MANUSCRIPTS, INCLUDING PUBLISHED FINDING AIDS

A. General Discussion

175. DUNKIN, PAUL S. Arrangement and cataloging of manuscripts. *Library trends*, 5:352-360 (Jan. 1957).
176. JACOBSTEIN, J. MYRON. Indexes and indexing: a selected bibliography of periodical articles. *Library journal*, 83:1357-1358 (May 1, 1958).
177. MACQUARRIE, Mrs. CATHERINE. IBM book catalog. *Library journal*, 82:630-634, 1706 (Mar. 1, July 1957). Catalogs for many Los Angeles County branch libraries prepared by IBM machines in book form rather than in card files.
178. MERRYMAN, JOHN H. Tactics and terminology in information retrieval; a summary of recent work. *College and research libraries*, 19:33-37 (Jan. 1958).
179. METCALFE, JOHN W. Information indexing and subject cataloging: alphabetical, classified; coordinate, mechanical. New York, Scarecrow Press, 1957. 338 p.
180. MICHIGAN. UNIVERSITY. ENGINEERING RESEARCH INSTITUTE. Final report: application of a telereference system to divisional library card catalogs. A feasibility analysis. Washington, Council on Library Resources, Inc., 1958. 91 p. The evaluation of a method of mechanizing library card catalogs.
181. PERRY, JAMES W., and KENT ALLEN. Documentation and information retrieval; an introduction to basic principles and cost analysis. [Cleveland], Press of Western Reserve University, [1957]. 156 p.

182. SCHUTZE, GERTRUDE. Review of documentation literature and activities, 1957. *Special libraries*, 49:70-84 (Feb. 1958).
183. SHERA, JESSE H., and MARGARET EGAN. Classified catalog, basic principles and practices. With a code for the construction and maintenance of the classified catalog, by Jeanette M. Lynn and Zola Hilton. Chicago, American Library Association, 1956. 130 p.
184. SHERA, JESSE H. Information resources; a challenge to American science and industry, by Jesse H. Shera, Allen Kent, and James W. Perry. Based on the [proceedings of a] special meeting of the Council on Documentation Research, February 3-4, 1958; sponsored by Western Reserve University. [Cleveland], Press of Western Reserve University, distributed by Interscience Publishers, New York, [1958]. 214 p.
185. STEINER-PRAG, ELEANOR F. Indexes and indexing: a selected bibliography of books and pamphlets. *Library journal*, 83:1356-1357 (May 1, 1958).
186. WARHEIT, I. A. Machines and systems for the modern library. *Special libraries*, 48:357-363 (Oct. 1957). Examines the fundamentals involved in the various existing machines and systems for indexing and searching.
187. WESTERN RESERVE UNIVERSITY, *Cleveland*. SCHOOL OF LIBRARY SCIENCE. Information systems in documentation; based on the symposium on systems for information retrieval, held at Western Reserve University, Cleveland, Ohio, in April 1957. Editors: J. H. Shera, A. Kent, and J. W. Perry. New York, Interscience Publishers, 1957. 639 p. (*Advances in documentation and library science*, v. 2).

See also: 9, 13, 14, 55, 188, 270.

VII. B. United States in General and Federal Government

188. BEERS, HENRY P. The American consulate in California; documents relating to its establishment. Reprinted from California Historical Society, *Quarterly*, 37:1-17 (Mar. 1958).
189. CAPPON, LESTER J. Reference works and historical texts. *Library trends*, 5:369-379 (Jan. 1957). Describes the more important guides to manuscripts and archives.
190. COMMITTEE ON THE HISTORY OF THE FEDERAL RESERVE SYSTEM. Registers of private papers which bear on the history of the Federal Reserve System. Material compiled 1954-1956. [New York, 1956]. 1 vol. (loose-leaf).
191. COMPLETED oral history interviews. *Forest history newsletter*, v. 1, no. 4:3-7 (Winter 1958). Annotated list of the Forest History Foundation's oral history interviews.
192. HILTON, RONALD, *ed.* Handbook of Hispanic source materials and research organizations in the United States. 2d ed. Stanford, Stanford University Press, 1956. 448 p.
193. HIRST, DAVID W. Preliminary survey of Woodrow Wilson manuscripts. Woodrow Wilson Centennial Celebration Commission, *Woodrow Wilson centennial: final report*, Washington, D. C., Government Printing Office, [1957]. p. 217-233. Includes "A guide to the geographical distribution, the volume and accessibility of Wilson materials," intended as an aid to the Commission in planning publication of the Wilson papers.
194. HOGAN, JOHN C. The wills of the Presidents; a photographic collection of the last wills and testaments, papers of administration, and other pertinent documents from the estates of the Presidents of the United States, edited by Ray Fielding. From the collection of John C. Hogan and Ray Fielding. New York, Oceana Publications, 1957. Microfilm 5322E.
195. LOKKE, CARL L. France in the National Archives. Washington, Institut Français de Washington, 1957. Reprinted from the *Bulletin de l'Institut Français de*

- Washington*, nouvelle série, no. 5 & 6, p. 16-27. Sources of French history and anecdote in the records of the U. S. National Archives.
196. U. S. ADJUTANT GENERAL'S OFFICE. DEPARTMENTAL RECORDS BRANCH. Detailed list of subjects contained in the administrative serial issuances of Allied Force Headquarters, 1942-1947. Washington, 1957. 90 p. (*Inventory* no. 940: part 2).
 197. U. S. CONGRESS. HOUSE. HOUSE ADMINISTRATION COMMITTEE. Microfilming Presidential papers. Hearing . . . 85-1, on H. R. 7813, to organize and microfilm the papers of Presidents of the United States in the collections of the Library of Congress. June 21, 1957. Washington, 1957. 28 p.
 198. U. S. CONGRESS. HOUSE. HOUSE ADMINISTRATION COMMITTEE. Organizing and microfilming papers of Presidents. [Washington, 1957]. 2 p. (85-1, H. Rept. 811). A favorable report, estimating the cost at \$720,000, including preparatory work, compilation of index, and photographing charges.
 199. U. S. CONGRESS. SENATE. RULES AND ADMINISTRATION COMMITTEE. Organizing and microfilming papers of the Presidents. Washington, 1957. 2 p. (85-1, S. Rept. 615). A favorable report.
 200. U. S. LAWS, STATUTES, ETC. An act to organize and microfilm the papers of Presidents of the United States in the collections of the Library of Congress. [Washington, 1957]. 1 p. (*Pub. law* 85-51, 85th Cong.; 71 Stat. 368).
 201. U. S. LIBRARY OF CONGRESS. Annual reports on acquisitions: manuscripts. *Quarterly journal of current acquisitions*, 14:111-130 (May 1957); 15:179-196 (May 1958).
 202. U. S. LIBRARY OF CONGRESS. Catalog of the Theodore Roosevelt centennial exhibit. *Quarterly journal of current acquisitions*, 15:106-164 (May 1958).
 203. U. S. LIBRARY OF CONGRESS. Image of America. Early photography, 1839-1900; a catalog. An exhibit held in the Library of Congress, Washington, D. C., opened on February 8, 1957. Washington, 1957. 88 p. Historic photographs from the Library's extensive collection.
 204. U. S. LIBRARY OF CONGRESS. Oklahoma, the semicentennial of statehood, 1907-1957. An exhibition in the Library of Congress, November 13, 1957 to February 15, 1958. Washington, 1957. 71 p. Catalog of the exhibition, which included items lent by the National Archives.
 205. U. S. LIBRARY OF CONGRESS. MANUSCRIPT DIVISION. Booker T. Washington; a register of his papers in the Library of Congress. Washington, 1958. 105 p.
 206. U. S. LIBRARY OF CONGRESS. MANUSCRIPT DIVISION. Charles Joseph Bonaparte; a register of his papers in the Library of Congress. Washington, 1958. 20 p.
 207. U. S. LIBRARY OF CONGRESS. MANUSCRIPT DIVISION. Emory Scott Land; a register of his papers in the Library of Congress. Washington, D. C., 1958. 7 l.
 208. U. S. LIBRARY OF CONGRESS. MANUSCRIPT DIVISION. Florence Jaffray Harriman; a register of her papers in the Library of Congress. Washington, 1958. 10 l.
 209. U. S. LIBRARY OF CONGRESS. MANUSCRIPT DIVISION. Henry T. Allen; a register of his papers in the Library of Congress. Washington, 1958. 10 p.
 210. U. S. LIBRARY OF CONGRESS. MANUSCRIPT DIVISION. Wendell Berge; a register of his papers in the Library of Congress. Washington, 1958. 12 p.
 211. U. S. NATIONAL ARCHIVES. National Archives accessions. Nos. 51-54. [Washington, 1954-1958]. Issued as supplements to the *Guide to the records in the National Archives* (Washington, 1948).
 212. U. S. NATIONAL ARCHIVES. Preliminary inventory of the cartographic records of the Bureau of the Census (Record group 29). Compiled by James Berton Rhoads and Charlotte M. Ashby. Washington, 1958. 108 p. (*Preliminary inventory* no. 103).
 213. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the House of Representatives Select Committee of Inquiry Into Operations of the United States Air Services, 1924-25 (Record group 223). Compiled by George P. Perros. Washington, 1958. 10 p. (*Preliminary inventory* no. 108).

214. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Appropriations Committee of the House of Representatives: Subcommittee on the Works Progress Administration, 1939-41 (Record group 233). Compiled by George P. Perros. Washington, 1958. 14 p. (*Preliminary inventory* no. 107).
215. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Bureau of Agricultural Economics (Record group 83). Compiled by Vivian Wiser. Washington, 1958. 212 p. (*Preliminary inventory* no. 104).
216. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Bureau of Animal Industry (Record group 17). Compiled by Harold T. Pinkett. Washington, 1958. 18 p. (*Preliminary inventory* no. 106).
217. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Bureau of Reclamation (Record group 115). Compiled by Edward E. Hill. Washington, 1958. 27 p. (*Preliminary inventory* no. 109).
218. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Coast and Geodetic Survey (Record group 23). Compiled by Nathan Reingold. Washington, 1958. 83 p. (*Preliminary inventory* no. 105).
219. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Public Building Service (Record group 121). Compiled by W. Lane Van Neste and Virgil E. Baugh. Washington, 1958. 108 p. (*Preliminary inventory* no. 110).
220. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Rationing Department of the Office of Price Administration (Record group 188). Compiled by Meyer H. Fishbein, Martha Chandler, Walter W. Weinstein, and Albert W. Winthrop. Washington, 1958. 175 p. (*Preliminary inventory* no. 102).
221. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the War Trade Board (Record group 182). Compiled by Alexander P. Mavro. Washington, 1957. 51 p. (*Preliminary inventory* no. 100).
222. U. S. NATIONAL ARCHIVES. Preliminary inventory of the War Department collection of Confederate records (Record group 109). Compiled by Elizabeth Bethel. Washington, 1957. 310 p. (*Preliminary inventory* no. 101).
223. U. S. NATIONAL ARCHIVES AND RECORDS SERVICE. Publications. Washington, 1958. 7 p.
224. U. S. PRESIDENT. Public papers of the Presidents. Dwight D. Eisenhower, 1957. Containing the public messages, speeches, and statements of the President, January 1 to December 31, 1957. [Washington, Federal Register Division, National Archives and Records Service, 1958]. 939 p. This compilation is the first of a series begun in response to a recommendation of the National Historical Publications Commission.
225. U. S. SECURITIES AND EXCHANGE COMMISSION. Compilation of documentary materials available in the S. E. C. Washington, 1957. 12 p. Lists that part of the large amount of financial information received for filing, or issued by the Commission "in connection with such filings," that is available to the public.
226. U. S. NAVAL ACADEMY. MUSEUM. Catalogue of manuscripts. Annapolis, Md., 1957. 1 vol. (unpaged). Lists all the important manuscripts owned by the Museum not included in the Zabriskie and Rosenbach collections, for each of which a separate catalog has been published.

See also: 255, 256, 259.

VII. C. State and Local

227. ARCHIVES of Maryland, v. 67. Proceedings of the Provincial Court of Maryland, 1677-1678. Edited by Elizabeth Merritt. Baltimore, Maryland Historical Society, 1956. 497 p.
228. ARNADE, CHARLES. A guide to Spanish Florida source material. *Florida historical quarterly*, 35: 320-325 (Apr. 1957).
229. BERNER, RICHARD C. Source materials for Pacific Northwest history; the Port

- Blakely Mill Company records. *Pacific Northwest quarterly*, 49:82-83 (Apr. 1958). Describes the company records, 1876-1923, recently added to the University of Washington Library's extensive collections of west coast business records.
230. BOWEN, RICHARD L. Massachusetts records; a handbook for genealogists, historians, lawyers, and other researchers. Rehoboth, Mass., 1957. 66 p.
 231. BRONNER, EDWIN B. Penn's Charter of Property of 1701. *Pennsylvania history*, 24:267-292 (Oct. 1957). A historical introduction precedes the text.
 232. CASSADY, THEODORE J. Records holdings of Illinois State Archives, Nov. 12, 1957. [n. p., n. d.]. 11 p.
 233. CUMMING, WILLIAM P. The Southeast in early maps; with an annotated checklist of printed and manuscript regional and local maps of southeastern North America during the colonial period. Princeton, Princeton University Press, 1958. 275 p.
 234. HARVARD UNIVERSITY. LIBRARY. The Harvard University Archives. Cambridge, 1957. 10 p. (*Guides to the Harvard libraries*, no. 4). Previous editions were issued in 1941, 1942, and 1947.
 235. ILLINOIS LIBRARIES, v. 40, no. 4, Manuscript issue (Apr. 1958). Dedicated to Margaret Cross Norton, this issue includes descriptions of 10 large collections, a "Survey of manuscript and local history collections in Illinois," including those of special libraries; also a name index to the survey material.
 236. KINCAID, ELBERT A. Inventory of the Carter Glass papers at the University of Virginia. Prepared for the Committee on the History of the Federal Reserve System and the Brookings Institution. Washington, D. C. [1958]. 614, 135 l. This reissue of the inventory of those materials in the collection that relate to the Federal Reserve System includes an index prepared under the supervision of Francis L. Berkeley.
 237. LOUISIANA. STATE DEPARTMENT. Guide to the records of the Corporation Department. Prepared by John C. L. Andreassen. [Baton Rouge], 1957. 87 p.
 238. LOVETT, ROBERT W. A bibliography of writings about the Harvard Business School, 1908-1958. [Cambridge, Mass.], Baker Library, Graduate School of Business Administration, Harvard University, 1958. 31 l. (*Archives bibliography* no. 2). A general and highly selective survey of materials, printed and manuscript, which have been collected by the Archives Division of the library.
 239. LOVETT, ROBERT W. The Japan Expedition press. *Harvard library bulletin*, 12:242-252 (Spring 1958). Also offprinted. Describes seven very rare broadsides recently acquired by the Baker Library, which were printed on board Commodore Perry's flagship in 1854. The National Archives has six broadsides from this press.
 240. MCINTOSH, LACHLAN. The papers of Lachlan McIntosh, 1774-1779. Edited by Lilla M. Hawes. Savannah, Ga., Georgia Historical Society, 1957. 176 p. (Georgia Historical Society, *Collections*, v. 12). This originally appeared in nine consecutive issues of the *Georgia historical quarterly*, June 1954 to June 1956.
 241. MARTÍNEZ, ANTONIO, d. 1823. The letters of Antonio Martínez, last Spanish governor of Texas, 1817-1822. Translated and edited by Virginia H. Taylor, assisted by Juanita Hammons, from original copies in the Texas State Archives. Austin, Texas State Library, 1957. 354 p. A calendar of these papers appeared in eight issues of the *Southwestern historical quarterly*, 1956-1957.
 242. MARYLAND. HALL OF RECORDS COMMISSION. Calendar of Maryland state papers, no. 5, Executive miscellanea. Annapolis, 1958. (*Publications*, no. 11). 198 p. This, the final volume of the series of calendars, includes items from 1684 to 1821.
 243. MICHIGAN. UNIVERSITY. MICHIGAN HISTORICAL COLLECTIONS. Report, [1956-57]. Ann Arbor [1957?]. 8 p. Preprinted from the president's report.

244. NEW MEXICO. UNIVERSITY LIBRARY. Manuscripts and records in the University of New Mexico Library, by Albert James Diaz. Albuquerque, 1957. 1 vol. (unpaged).
245. NEW-YORK HISTORICAL SOCIETY. Annual report for the year 1957. New York, 1958. 120 p. Manuscript accessions are listed on p. 30-31.
246. THE ORIGINAL Lecompton constitution returns to Kansas after 100 years. *Kansas historical quarterly*, 23:244-247 (Autumn 1957). The constitution was returned by the New Brunswick [N. J.] Historical Club, which had received it in 1875 from Alfred W. Jones, member of the Lecompton constitutional convention.
247. PAPERS from the Spanish Archives relating to Tennessee and the Old Southwest; translated and edited by D. C. Corbitt and Roberta Corbitt. East Tennessee Historical Society, *Publications*, no. 29. Knoxville, Tenn., 1957. p. 141-160. Continued from East Tennessee Historical Society, *Publications*, nos. 9-28.
248. PATTERSON, JERRY E. Spanish and Spanish American manuscripts in the Yale University Library. *Yale University Library gazette*, 31:110-133 (Jan. 1957).
249. PIERPONT MORGAN LIBRARY, *New York*. Central European manuscripts in the Pierpont Morgan Library. Compiled by Meta Harrsen. New York, 1958. 86 p. (*Medieval and Renaissance manuscripts in the Pierpont Morgan Library*).
250. SANTA FE, N. M. (*Archdiocese*). Archives, 1678-1900. [Comp. by] Angélico Chávez. Washington, Academy of American Franciscan History, 1957. 283 p. (*Publications of the Academy, Bibliographical series*, v. 3).
251. SHELLEY, FRED. A guide to the manuscript collection of the New Jersey Historical Society. Newark, N. J., the Society, 1957. 1 vol. (unpaged). (New Jersey Historical Society, *Collections*, no. 11).
252. TAYLOR, VIRGINIA, *tr.* and *ed.* Calendar of the letters of Antonio Martínez, last Spanish Governor of Texas, 1817-1822. *Southwestern historical quarterly*, 61:288-304 (Oct. 1957). The eighth and concluding part, preceding sections of which appeared in the quarterly from Jan. 1956 to July 1957. The editor's translation of the letters has been published in book form.
253. U[NIVERSITY] OF MISSISSIPPI Lumber Archives stimulates research and writing. *Forest history*, v. 2, no. 1: [2] (Spring 1958). Lists major collections of records of the lumber industry of the Midsouth in the university, which in cooperation with the Forest History Foundation began to collect them in 1956.
254. WENDEL, CAROLYNNE, and DOROTHY RIKER. County records in the genealogy division of the Indiana State Library. *Indiana magazine of history*, 53:181-196 (June 1957).

See also: 8, 9, 148, 177, 189, 261, 268, 290.

VII. D. Foreign Countries

255. AMERICAN HISTORICAL ASSOCIATION. WAR DOCUMENTS COMMITTEE. Guides to German records microfilmed at Alexandria, Va. Washington, National Archives, 1958. No. 1: Records of the Reich Ministry of Economics (Reichswirtschaftsministerium); no. 2: Records of the Office of the Reich Commissioner for the Strengthening of Germanism (Reichskommissar für die Festigung deutschen Volkstums); no. 3: Records of the National Socialist German Labor Party (Nationalsozialistische Deutsche Arbeiterpartei); no. 4: Records of the Organization Todt.
256. AMERICAN HISTORICAL ASSOCIATION. WAR DOCUMENTS COMMITTEE. Index of microfilmed records of the German Foreign Ministry and the Reich's Chancellery covering the Weimar period, deposited at the National Archives. Washington, National Archives, 1958. 95 p. Prepared by Ernst Schwandt under the direction of the committee.

257. BAKO, ELEMER. Past and present Hungarian archival collections. *American archivist*, 20:201-207 (July 1957).
 258. DJAPARIDZE, DAVID. Mediaeval Slavic manuscripts; a bibliography of printed catalogues. Foreword by Pierre Pascal. Cambridge, Mass., Mediaeval Academy of America, 1957. 134 p. (Mediaeval Academy of America, *Publication* no. 64).
 259. EPSTEIN, FRITZ T. German source materials in American libraries. Milwaukee, Marquette University Press, 1958. 14 p. Discusses the holdings and microfilming of German records in the Library of Congress, the National Archives, the Federal Records Center in Alexandria, Va., and the Hoover Institute at Stanford University.
 260. KRAFT, WALTER C. Codices Vindobonenses Hispanici; a catalog of the Spanish, Portuguese, and Catalan manuscripts in the Austrian National Library in Vienna. Corvallis, Oregon State College, 1957. 64 p. (Oregon State College, *Bibliographic series*, no. 4).
 261. MICHIGAN. UNIVERSITY. LIBRARY. A catalogue of German Foreign Ministry archives, 1867-1920, microfilmed at Whaddon Hall for the University of Michigan under the direction of Howard M. Ehrmann. [Ann Arbor], 1957. 73 l.
 262. PAIGE, GLENN D. Korean collection of the division of oriental manuscripts, Institute of oriental studies, Academy of Sciences of the U. S. S. R.: a bibliographical note. *Harvard journal of Asiatic studies*, 19:409-411 (Dec. 1956). First part of a contemplated three-part descriptive catalog.
 263. ROWE, DAVID N. Recent acquisitions of Chinese diplomatic archives. Institute of modern history, Academia Sinica, Taiwan, Republic of China. *Journal of Asian studies*, 16:489-494 (May 1957).
 264. SEVILLANO COLOM, FRANCISCO. Lista del contenido de los volúmenes microfilmados del Archivo nacional de Asunción. *Hispanic American historical review*, 38:60-120 (Feb. 1958).
 265. TOBIAS, HENRY J. Archives of the Jewish Bund: new materials on the revolutionary movement. *American Slavic and East European review*, 17:81-85 (Feb. 1958). Bibliographical footnotes.
 266. WEBB, JOHN L. Oldest medical document. Medical Library Association, *Bulletin*, 45:1-4 (Jan. 1957). A Sumerian record.
- See also: 8, 151, 153, 154, 195, 247, 248, 249, 284.

VIII. APPLICATION OF PHOTOGRAPHIC PROCESSES TO WORK WITH RECORDS AND HISTORICAL MANUSCRIPTS

267. BOBB, F. W. Procedure for microfilming records. *Office executive*, 33:28-32 (May 1958).
268. BOLGER, LEWIS T. Microfilm index preserves historical material. *Library journal*, 82:2906-2907 (Nov. 15, 1957). The preservation and indexing, by a Filmsort system, of all records from 1620 to date by the Plymouth County, Mass., registry of deeds.
269. BORN, LESTER K. The literature of microreproduction, 1950-1955. [New York], Interscience Publishers, 1956. 167-188 p. Reprinted from *American documentation*, v. 7, no. 3, July 1956.
270. EGGLESTON, ALMA. Reproducing photographs on index cards. *Special libraries*, 48:429 (Nov. 1957).
271. EXTREMELY fast print-out equipment. *Electronic engineering*, 77:193-194 (Feb. 1958). Xerography.
272. HAAS, W. DE. The microfiche. *American documentation*, 9:99-106 (Apr. 1958). Description, uses, and advantages of the microfiche and comparison with the microcard and microfilm. Well illustrated.
273. KINGERY, ROBERT E. Photo-processing at NYPL. *Library journal*, 83:1330-1334 (May 1, 1958).

274. McDONALD, JERRY. The case against microfilming. *American archivist*, 20:345-356 (Oct. 1957). The July 1958 issue will contain a "reply" by Leon deValinger, Jr.
275. MICROFILMING of important manuscripts. *Music Library Association notes*, 14:353-355 (June 1957).
276. MICRORECORDING. *Industrial photography*, v. 7, no. 4:31-59 (Apr. 1958). A special section of this issue, including seven short articles.
277. MICROTEXT libraries at IGY bases. *Library journal*, 83:703-705 (Mar. 1, 1958).
278. NEW indexes from old by photocopying. *Library journal*, 83:2024-2026 (July 1958). Describes the duplicating process by which the worn volumes of Suffolk County (N. Y.) real estate records are replaced.
279. RCA'S "ELECTROFAX" and its uses. *Publishers' weekly*, 172:68-72 (Aug. 5, 1957).
280. REPRODUCING library materials. *Special libraries*, v. 48, no. 9 (Nov. 1957). This special issue includes: General and special aspects of photoreproduction; Bibliography on reproduction of documentary information, 1955-September 1957; Directory of manufacturers and service centers, by L. J. Kiersky; Photocopying and copyright [articles], by R. S. Bray, A. S. Davis, Jr., and A. L. Kaminstein; Polaroid transparency system; and Reproducing photographs on index cards, by Alma Eggleston.
281. TAUBES, ERNEST P. The future of microfilming. *American archivist*, 21:153-158 (Apr. 1958). Paper read at the annual meeting of the Society of American Archivists in Columbus, Ohio, Oct. 4, 1957.
282. WRIGHT, LAWRENCE S. How to make and use a dry diazo developing unit. *Industrial arts and vocational education*, 46:226-228 (Sept. 1957).
283. WRIGHT, LAWRENCE S. Reproduction of shop drawings. *Industrial arts and vocational education*, 46:123-125, 151-152, 182, 218, 291, 316; 47:16 (Apr.-Sept., 1957; Nov. 1957-Jan. 1958).

See also: 16, 22, 28, 48, 60, 83, 84, 89, 90, 138, 157, 194, 197, 198, 199, 200, 286.

IX. SERVICE, USE, AND PUBLICATION OF RECORDS AND HISTORICAL MANUSCRIPTS

284. BAKER, WILLIAM A. Mayflower II and manuscripts. *Manuscripts*, 9:202-209 (Fall 1957). The designer tells of the search through 17th-, 16th-, and even 15th-century manuscripts for notes on ship designs and shipbuilding.
285. BOYD, JULIAN P. "God's altar needs not our pollings." *New York history*, 39:3-21 (Jan. 1958). A discussion of the importance of editing and publishing documentary sources of every variety.
286. BRAY, ROBERT S. Photocopying and copyright: a second report. *Special libraries*, 48:414-416 (Nov. 1957).
287. CALLCOTT, GEORGE H. Antiquarianism and documents in the age of literary history. *American archivist*, 21:17-29 (Jan. 1958). A condensation of part of the author's doctoral dissertation.
288. CAPPON, LESTER J. The historian as editor. A reprint from *In support of Clio; essays in memory of Herbert A. Kellar*. Madison, State Historical Society of Wisconsin, 1958. p. 173-193.
289. CONNOR, SEYMOUR V. The problem of literary property in archival depositories. *American archivist*, 21:143-152 (Apr. 1958). Paper read at the annual meeting of the Society of American Archivists, Columbus, Ohio, Oct. 3, 1957.
290. EVERTON, GEORGE B. Handy book for genealogist; State and county histories, maps, libraries, bibliographies of genealogical works, where to write for records, etc. 3d ed. Logan, Utah, Everton Publishers, 1957. 205 p.
291. GREENE, JACK P. The publication of the official records of the southern colonies. *William and Mary quarterly*, 14:268-280 (Apr. 1957). A review article describing the State programs for publishing colonial records, in South Carolina, North Carolina, Georgia, Maryland, Virginia.

292. HOPKINS, JAMES F. Editing the Henry Clay papers. *American archivist*, 20: 231-238 (July 1957). Paper read at the annual meeting of the Southern Historical Association at Durham, N. C., Nov. 1956.
293. KAMINSTEIN, ABRAHAM L. Copyright in photographs. *Special libraries*, 48: 422-426 (Nov. 1957).
294. LABAREE, LEONARD W., and WHITFIELD J. BELL, JR. The papers of Benjamin Franklin: a progress report. *Proceedings of the American Philosophical Society*, 101: [532]-534 (Dec. 1957). Also reprinted.
295. MORISON, ELTING E. Some thoughts on the Roosevelt papers. U. S. Library of Congress, *Quarterly journal of current acquisitions*, 15: 101-105 (May 1958). On the potential value of the Theodore Roosevelt and other Presidential papers used in conjunction with Federal records as evidence of the Government at work.
296. ROGERS, JOSEPH W. Problems of copyright law revision affecting libraries. *ALA bulletin*, 52: 245-248 (Apr. 1958).
297. RUNGE, WILLIAM H. The Madison papers. *American archivist*, 20: 313-317 (Oct. 1957). Paper read at the annual meeting of the Southern Historical Association at Durham, N. C., Nov. 1956, concerning the completed plans for publication of the Madison papers.
298. U. S. CONGRESS. HOUSE. GOVERNMENT OPERATIONS COMMITTEE. Amending section 161 of the Revised statutes with respect to the authority of Federal officers and the agencies to withhold information and limit the availability of records; report to accompany H. R. 2767. March 6, 1958. [Washington, 1958]. 63 p. (85-2, H. Rept. 1461, pt. 1-2).
299. U. S. CONGRESS. HOUSE. GOVERNMENT OPERATIONS COMMITTEE. Availability of information from Federal departments and agencies. Hearings . . . 84-1 to 85-1, 1955-1957. Washington, 1956-1957. 15 parts.
300. U. S. CONGRESS. HOUSE. HOUSE ADMINISTRATION COMMITTEE. Favoring the fulfillment of the program recommended by the National Historical Publications Commission for the publication of certain documents. Washington, 1957. 1 p. (85-1, H. Rept. 1227).
301. U. S. CONGRESS. HOUSE. HOUSE ADMINISTRATION COMMITTEE. National Historical Publications Commission. Hearing . . . 85-1, on H. J. Res. 233, to encourage and foster the cooperation of private and State historical commissions with the National Historical Publications Commission. June 5, 1957. Washington, 1957. 52 p.
302. U. S. CONGRESS. HOUSE. HOUSE ADMINISTRATION COMMITTEE. Sale and distribution of Government publications by the Superintendent of Documents. Hearing . . . 84-2 pursuant to H. Res. 262 . . . Aug. 7, 1956. Washington, 1956. 39 p.
303. U. S. CONGRESS. SENATE. RULES AND ADMINISTRATION COMMITTEE. National program for the publication of historical documents. Washington, 1957. 1 p. (85-1, S. Rept. 434). A favorable report, outlining the purpose and composition of the National Historical Publications Commission.
304. U. S. LAWS, STATUTES, ETC. National Historical Publications Commission. Aug. 22, 1957. [Washington, 1957]. (85-1, S. Con. Res. 31; 71 Stat. B41). "The Congress of the United States respectfully urges the governors and legislatures of the several States and the State historical commissions and archival agencies, as well as appropriate libraries, historical societies, colleges and universities, business corporations, foundations, civic and other non-profit organizations, and individuals to cooperate with the National Historical Publications Commission in the fulfillment of the said program."

See also: 9, 163, 191, 223, 280.

X. SPECIAL PHYSICAL TYPES OF RECORDS AND HISTORICAL MANUSCRIPTS

- 305. ARMED forces to mechanize storage of drawings. *Product engineering*, 29:19-20 (Mar. 17, 1958).
- 306. BARKEY, PATRICK T. Phono-record filing system. *Library journal*, 82:2514 (Oct. 15, 1957).
- 307. NEW filing system for tracings. *Purchasing*, 44:146 (Jan. 6, 1958).
- 308. RAGSDALE, ROBERT C. Topographic maps; file 'em & find 'em! *California librarian*, 18:163-165 (July 1957).

See also: 9, 21, 159, 160, 275, 283.

XI. THE RECRUITMENT AND TRAINING OF ARCHIVISTS, CUSTODIANS OF MANUSCRIPTS, AND RECORD OFFICERS

- 309. AMERICAN UNIVERSITY, *Washington, D. C.* The American University announces two institutes: Records management, June 2-13, 1958; Archives administration, June 16-July 11, 1958. [Washington, 1958]. Folder. The institutes were offered in cooperation with the Library of Congress, the Maryland Hall of Records, and the National Archives and Records Service.
- 310. AMERICAN UNIVERSITY, *Washington, D. C.* Bulletin, 1957-1958, Fall session. Washington [1957]. Includes courses in the history and administration of archives, under professorial lecturers on the U. S. National Archives staff.
- 311. DANIELS, MARIETTA. New Inter-American library school. *Library journal*, 82:2887-2889 (Nov. 15, 1957). This course at the University of Antioquia in Medellín, Colombia, will include, in a third year of specialized studies, work in archival management.
- 312. EXECUTIVE CONFERENCE ON ORGANIZING AND MANAGING INFORMATION, 2d, *Chicago*, 1958. Executive conference on organizing and managing information — 1958, and Conference for special librarians; a one-day conference for business and industry. March 14, 1958. Chicago, 1958. Folder.
- 313. RADCLIFFE COLLEGE. Institute on historical and archival management. 4th annual session . . . June 24-Aug. 2, 1957. [n. p., 1957]. Folder. Program of the institute, which is cosponsored by the department of history, Harvard University.

THE AMERICAN UNIVERSITY

in cooperation with
Library of Congress
Maryland Hall of Records
National Archives and Records Service
announces its

THIRTEENTH INSTITUTE IN THE PRESERVATION AND ADMINISTRATION OF ARCHIVES

June 15 - July 10, 1959

DIRECTORS: Theodore R. Schellenberg, Assistant Archivist of the United States, the National Archives, Professorial Lecturer, and Ernst Posner, Chairman, Department of History, The American University.

SIXTH INSTITUTE IN RECORDS MANAGEMENT

June 1 - 12, 1959

DIRECTOR: Herbert E. Angel, Assistant Archivist of the United States, Office of Records Management, Professorial Lecturer.

NINTH INSTITUTE OF GENEALOGICAL RESEARCH

July 13 - July 31, 1959

DIRECTOR: Meredith B. Colket, Jr., Director, The Western Reserve Historical Society.

For information write

ERNEST DIBBLE

Assistant to Directors The American University

1901 F Street, N.W.

WASHINGTON 6, D. C.

Introducing

Artol

the perfect leather conditioner and preservative, compounded
of the finest ingredients obtainable.

This smooth, easy to use cream penetrates thoroughly, leaving
a dry surface which may be polished to a soft lustre.

Made especially for fine leather bindings by

THE ARBEE COMPANY

95 Summit Avenue

SUMMIT, NEW JERSEY

Available in 2 ounce containers, a quantity sufficient to treat
approximately forty volumes, at \$2.50, ppd.

Producing

BOOKS : CATALOGUES : PUBLICATIONS

and other types of printing for over
fifty years

Serving some customers for over
thirty continuous years

THE TORCH PRESS

324 3d St., S.E.

CEDAR RAPIDS, IOWA

News Notes

H. B. FANT, *Editor*

National Archives

SOCIETY OF AMERICAN ARCHIVISTS

The Utah State Historical Society, the Genealogical Society of the Church of Jesus Christ of Latter-day Saints, the National Society of Daughters of Utah Pioneers, the National Society of Sons of Utah Pioneers, and the Nicholas G. Morgan, Sr., Foundation sponsored the Salt Lake City joint convention, Aug. 17-20, of the Society of American Archivists and the American Association for State and Local History. Everett L. Cooley, State Archivist, Utah State Archives, was chairman of the joint committee on local arrangements.

On Sunday, Aug. 17, the Utah State Historical Society gave an afternoon reception at its offices, 603 East South Temple St. In the evening a buffet dinner in the roof garden of the Hotel Utah, the convention hotel, completed the welcome. On Monday breakfast was served by the Daughters of Utah Pioneers before the concurrent sessions in the Pioneer Memorial Museum; the afternoon sessions and the annual dinner of the archivists took place at the Hotel Utah.

Tuesday, Aug. 19, was devoted to a field trip for registered members and their guests. Chartered buses carried the sightseers to Great Salt Lake, the Bingham copper mine pit, and Big Cottonwood Canyon in the Wasatch Mountains. Lunch was served at an alpine lodge about halfway to the top of the range. The buses then continued to Brighton, whence a ski lift ran up 2,000 ft. higher. Returning in the late afternoon, everyone was offered a full tour of the Pioneer Village Museum, a project of the Sons of Utah Pioneers. Then came a memorable "old-time Western supper under the stars."

The sessions of the final day, Wednesday, Aug. 20, were held at the Hotel Utah and ended with the annual dinner of the historians. A feature of the morning was a session on "Western Archival Resources," presided over by David C. Duniway of the Oregon State Archives, with the following panel: Ralph Burcham, Washington State Archives; Lola M. Homsher, Wyoming State Archives and Historical Department; Elmer W. Lindgard, Seattle Federal Records Center; and David E. Miller, University of Utah.

FELLOWS OF THE SOCIETY OF AMERICAN ARCHIVISTS

At the business meeting of the Society on Aug. 19 the names of the newly elected Fellows of the Society were formally announced, as follows:

Past Presidents:

Philip C. Brooks

Solon J. Buck

Lester J. Cappon

Christopher Crittenden

Wayne C. Grover

Waldo G. Leland

William D. McCain

Margaret C. Norton

William D. Overman

Ernst M. Posner

Morris Radoff

Fellows elected in 1958:

Everett Alldredge	Henry H. Eddy	Marguerite J. Pease
Herbert E. Angel	Victor Gondos, Jr.	Howard H. Peckham
Robert H. Bahmer	Philip M. Hamer	Dolores C. Renze
William J. Barrow	Robert W. Hill	Theodore R. Schellenberg
G. Philip Bauer	Roscoe R. Hill	Fred Shelley
Lester K. Born	Oliver W. Holmes	Clifford R. Shipton
Henry J. Browne	Herman Kahn	Alice E. Smith
Mary Givens Bryan	Lucile M. Kane	Lester W. Smith
Helen L. Chatfield	Paul Lewinson	Dorothy K. Taylor
Leon deValinger, Jr.	Carl L. Lokke	Karl L. Trever
Sherrod E. East	Robert W. Lovett	Richard G. Wood
James H. Easterby	Thornton W. Mitchell	

REPORTS FOR THE YEAR 1957-58

ANNUAL REPORT OF THE SECRETARY

Since it has been my pleasure and privilege to appear before you several times during this session in Salt Lake City, I shall make only a brief report now. Instead of abstracting the many useful committee reports that have been sent to me, I shall submit them for publication in the *American Archivist*. I hope they will be of interest to the members of the Society and to other readers of our journal. All but four committees have made reports.

In the conduct of the affairs of such an organization as ours, it is inevitable that the officers and Council, whose duty it is to handle the day-to-day business and to meet various problems as they arise, are kept better informed than the membership at large. The secretary and treasurer are in daily communication; and, with the happy and prosperous state of our present membership, this means that many hours each day and many weekends are devoted to the details of communication and recording. And there has been exceptionally good communication with our president, thanks to the Thermofax method.

The secretary has attended all Council meetings and has prepared for them well in advance so that the Council could have an opportunity to review matters pending or to bring up new matters for consideration. In many instances lengthy correspondence has been carried on with committee chairmen. Ordinarily there is no secret about any of the business transacted; it is simply a fact that somebody has to do the job and that the task naturally falls to the officers. Much of the routine is tedious, especially the work of the secretary and the treasurer, but it is made less burdensome by having such a considerate and cooperative group to share the responsibility. Although I sometimes find the work demanding, I have been glad to serve to the best of my ability.

There are many areas in which, I believe, more activity and development would benefit the Society. One such is public relations, especially making known the career opportunities in the archival field through articles in college placement magazines — perhaps even in a pamphlet somewhat like the splendid brochure published by the American Association for State and Local History. Another field is the exploiting (in the best connotation) of the various elements of interest that compose our society. Perhaps one of the most important projects I would recommend is that of bringing up to date the long-range planning

study made several years ago. I should also like to see a handbook for planning archives buildings and record centers — such a guide as is available in the July 1957 issue of *News Notes of California Libraries*.

Our membership has had a healthy growth. From July 1, 1957, through June 30, 1958, new members numbered 130, and 60 members were dropped, leaving a net gain in membership of 70. Every new member has been welcomed by a personal letter from the secretary. Our membership records are in excellent condition and are fully coordinated with the treasurer's record. The biographical records are almost complete; only a few of our members have failed to submit summaries of their careers.

We have been saddened by the loss of two members: Martin Schiller of the New York City Municipal Archives and our beloved friend Roger Thomas of the Hall of Records, Annapolis, Maryland. Their passing will be memorialized by a resolution offered later in the meeting.

Other milestones in the year will be recognized elsewhere in this program: the Waldo Gifford Leland Prize award and the election of Fellows of the Society. Several of our members who have been honored with grants or fellowships have written to the secretary about their sojourns abroad. We have especially missed Ernst Posner, Father Henry Browne, and Alice Smith; and we look forward to their return.

As has been true for many years, the Society owes a debt of gratitude to the National Archives for its contributions to the publication of our professional journal, the *American Archivist*. The Torch Press and Paul Strain also have our sincere appreciation for the excellent business relations that we enjoy with them from year to year.

The climax of each year's activity is the annual meeting, and its success results from the work of the Local Arrangements Committee and the Program Committee. It has been my privilege to work with Christopher Crittenden, program chairman, and Everett Cooley, local arrangements chairman, in planning this memorably stimulating meeting.

It would be a grievous oversight to omit mention of the valued assistance given me by other Denver area members of the Society: Evelyn Johnson, George Warren, Elleine Stones, Thelma Chisholm, members from the Regional Records Center, and others — all of whom made substantial contributions of time and assistance in the secretary's work.

DOLores C. RENZE, *Secretary*

ANNUAL REPORT OF THE TREASURER

The receipts of the Society for the year ending June 30, 1958, were \$11,192.68. Of this amount \$5,036.00 was received from the several classes of memberships; \$2,827.42 from subscriptions to the *American Archivist*; \$345.82 from the sale of advertising space in this publication; \$176.00 from the sale of back issues; \$90.00 from the sale of reprints and microfilms; and \$65.00 from the sale of the *Directory*, after free distribution to the membership. As announced at the December meeting in New York, the friends of Waldo Gifford Leland established a prize fund in his name, in the amount of

\$1,050.00. The Finance Committee deposited this in a savings account, at a good rate of interest. The Society realized \$109.83 from the annual meeting at Columbus, Ohio, through the courtesy of the Ohio Historical Society, Erwin C. Zepp, Director. As a Series "E" Savings Bond had matured and was no longer bearing interest, it was cashed; and the proceeds, in the amount of \$1,012.50 were deposited in a savings account.

The expenditures during the fiscal year were \$8,161.66. A recapitulation shows that \$1,937.56 was charged to administrative expenses and \$50.00 to the purchase of microfilm; \$6,200.49 was paid to the Torch Press for printing the *American Archivist* and the *Directory*. Other expenses incurred were refunds on subscriptions and postage for the editorial office, amounting to \$23.61. The budget for the fiscal year 1957-58 contained an item of \$800.00 appropriated toward the preparation of the index to the *American Archivist* being prepared under the supervision of the editor. As no payment was made during this fiscal year the full amount will undoubtedly be paid during the next fiscal year.

It is a pleasure to report to you that our Society is solvent. In addition to having a good working bank balance, we have reserve funds in three savings accounts, in addition to the Waldo Gifford Leland Prize Fund. The total deposits in these funds, amounting to \$7,132.60, drew a total interest of \$216.44.

All outstanding bills submitted have been paid and at the close of the fiscal year on June 30, 1958, the checking account contained a balance of \$4,188.08.

LEON DEVALINGER, JR., *Treasurer*

REPORT OF THE AUDITING COMMITTEE

The Auditing Committee has carefully checked the accounts of the treasurers, William D. Overman and Leon deValinger, Jr., for the past fiscal year. It has examined the bank statements and other documentation forwarded by Mr. deValinger and finds everything correct and in good order.

The Committee pays tribute to the devotion of the two successive treasurers during the past year. Their work has been done with a dispatch and accuracy for which the entire membership of the Society should be grateful.

FRED SHELLEY, *Chairman*

Aug. 12, 1958.

MINUTES OF THE COUNCIL

Aug. 17, 1958

The Council was called to order at 4:00 p. m. on Aug. 17, 1958, by President William D. Overman in his suite at the Hotel Utah, Salt Lake City. Also present were the secretary, the treasurer, and Council members David Duniway and Thornton Mitchell. A long distance telephone call from the vice president indicated that he was en route but would arrive too late for the meeting. The secretary notified the meeting that the editor and Council members Kane and Grover were unable to attend. Since a quorum was present, however, the meeting went forward on schedule.

The minutes of the May Council meeting were approved as read.

The president and the secretary announced some developments of interest: the separation, in Illinois, of archival and record management functions; the beginning of an archival program in Nevada; and projected building plans in Massachusetts. A report was read concerning representation of the Society on the Committee on Bibliography of the American Library Association's Reference Service Division. W. H. Topham represented the Society at a meeting in San Francisco on July 5 and made an excellent written report. The Council voted to defer naming a representative until after the new president should take office.

President Overman read messages of greeting from Ernst Posner and from Paul Strain of the Torch Press.

Reports of officers followed. The president reported on final arrangements made for announcement and recognition at the annual dinner of Fellows of the Society elected for 1958. In the absence of the chairman of the Committee on Professional Standards or other past presidents of the Society, President Overman designated Vice President Oliver W. Holmes to make the announcement. The treasurer gave an informal report on the Society's finances, and a current statement through Aug. 12 was filed with the secretary. The secretary reported that Dr. Beers (review editor of the *American Archivist*) had indicated that he would send his noncurrent records for incorporation in the Society's archives. On motion of Thornton Mitchell, seconded by David Duniway, the secretary was directed to express to Dr. Beers the Council's appreciation of his work on reviews. As directed by the Council in May, the secretary read the recommendations of the *ad hoc* committee to make plans for the Waldo Gifford Leland award (with slight modifications adopted by the Council in May), together with the resolution prepared for presentation at the annual business meeting concerning the Waldo Gifford Leland Prize Committee. The wording of the recommendations and the resolution were approved, and Mr. Mitchell was designated by President Overman to present them to the membership at the annual business meeting.

There followed serious discussion of nomenclature used in the July 1954 Resolution on Committees, Part III. It was the consensus that the term "General Promotional Committees" is not satisfactory and that some other terminology — perhaps "special or specialized area" committees — should be adopted. No action was taken, pending further discussion.

A letter from Charles E. Hughes, Jr., relating to plans for the 1959 annual meeting in Philadelphia, was read. The secretary was directed to send the customary specific instructions for operation and to inform Mr. Hughes that he is authorized to act for the Society in choosing a hotel and in coordinating all arrangements with the chairman of the committee on arrangements for the meeting of the American Association for State and Local History. This action was taken on motion of Thornton Mitchell, seconded by David Duniway.

Details of arrangements in progress for the Society's joint meeting with the American Historical Association in December 1958 at Washington, D. C., were reported by the secretary. The selection of a speaker was left to the

discretion of the 1958-59 president. Mrs. Renze urged that in the future this matter be settled earlier in the year in order to facilitate getting the information ready for incorporation in the Association's printed program, which goes to press in September of each year.

Under new business, several matters of policy relating to the *American Archivist* were discussed. Thornton Mitchell presented a motion, seconded by David Duniway and concurred in by the Council: (1) that the Editorial Board be instructed to take the necessary steps to copyright future issues of the *American Archivist*; (2) that requests for permission to reprint articles from the *American Archivist* be directed to the secretary; and (3) that the secretary shall consult with the editor and the contributor to clear release of material for reprints.

The hour then being 6:20 p. m., remaining business was deferred until the next Council meeting, on Wednesday, Aug. 20. The meeting adjourned at 6:30 p. m., on motion of Mr. deValinger, seconded by Mr. Mitchell.

DOLORES C. RENZE, *Secretary*

[*Editor's note:* The minutes of the business meeting on Aug. 19 and of the Council meeting on Aug. 20 will appear in the April issue of the *American Archivist*.]

NEW MEMBERS

The following members have joined the Society since our last reporting:

Paul L. Bishop, Federal Records Center, Alexandria, Va.; Hazel Bruce, Menninger Foundation, Topeka, Kans.; Thelma M. Chisolm, Denver; Helen L. Davidson, Lilly Research Laboratories, Indianapolis; Mary Roberts Davis, Atlanta; Picot B. Floyd, U. S. Coast Guard; Melvin Gingerich, Archives of the Mennonite Church, Goshen, Ind.; Alice B. Good, Arizona State Library and Archives, Phoenix; Alan E. Gorham, Boston; William S. Harris, Centreville, Va.; Evelyn J. Johnson, Colorado State Archives, Denver; the Rev. Arthur E. Leen, Norwood, Ohio; Robert F. Metzdorf, Yale University Library; Abby Moran, Fort Worth; Rear Adm. (Ret.) A. M. Patterson, North Carolina Department of Archives and History, Raleigh; Roland C. Rieder, Montebello, Calif.; Neil R. Riggs, Salem, Oreg.; Doris E. Weaver, California State Division of Highways, Sacramento; and Ida Welch, Brookfield, Wis.

OTHER INDIVIDUAL MEMBERS, all of the National Archives and Records Service, Washington: French M. Clevinger, Mark G. Eckhoff, Mary Jo Grotenrath, Chester L. Guthrie, Nancy L. Hansen, Ronald L. Heise, Henry Stephen Helton, Edward E. Hill, Harold E. Hufford, Clark W. Nelson, Elizabeth D. Secrest, William F. Sherman, Richard L. Thurm, and Edith Evelyn Wade.

INSTITUTIONAL MEMBERS: Abrahams Magazine Service, New York City; Flint Junior College, Flint, Mich.; the libraries of Florence State College (Florence, Ala.), Iowa State University (Ames), Kings College (Wilkesbarre, Pa.), and the University of Maine (Orono); the Historical Society of New Mexico (Santa Fe); the University of Toledo Library (Ohio); and the Washington State Library (Olympia).

FOREIGN MEMBERS: *Australia*—State Library of Tasmania; *Canada*—Legislative Library, Regina, Saskatchewan; *Fiji Islands*—Central Archives, Suva; *India*—Administrative Department, Assam State; *Italy*—Istituto di Studi Storici, Naples; *Rumania*—Biblioteca Cen. de Stat., Bucharest; and *U. S. S. R.*—Biblioteka Akademii, Leningrad, and Istorich Biblioteka, Moscow.

NATIONAL ARCHIVES AND RECORDS SERVICE

Records recently accessioned by the National Archives include two volumes of minutes, 1871-74, of the board appointed by President Grant that became known as the Grant Civil Service Commission and correspondence of the present Civil Service Commission, 1884-1906, some of it with the President; records of the National Park Service that complete the central files of that agency through 1949; and records of the United States Maritime Commission and the War Shipping Administration, 1921-48, documenting the organization and operations of these agencies at high policy levels during World War II as well as earlier operations of the Maritime Commission and its predecessors.

Among recently issued National Archives microfilm publications are the Letters Received by the Office of Indian Affairs, 1824-81. These letters were written from 5 superintendencies — California (21 rolls), Dakota (24 rolls), Minnesota (1 roll), Oregon (12 rolls), and Washington (14 rolls) — and from 15 agencies (52 rolls). Other recent microfilm publications are the Population Schedules for the 1820 Census for the State of Ohio (10 rolls); an Index to Passenger Lists of Vessels Arriving at New York, 1820-46 (103 rolls); and Records Relating to Confederate Naval and Marine Personnel (7 rolls).

The National Archives has issued the following preliminary inventories: no. 110, *Records of the Public Buildings Service*, compiled by W. Lane Van Neste and Virgil E. Baugh; and no. 111, *Records of the Select Committee of the House of Representatives on Foreign Aid, 1947-48*, compiled by George P. Perros. It has also issued a revised edition of its Special List no. 9, *List of Foreign Service Post Records in the National Archives*, compiled by Mark G. Eckhoff and Alexander P. Mavro.

Information about the microfilm and copies of the publications may be obtained from the Exhibits and Publications Branch, National Archives, Washington 25, D. C.

Facsimiles of the three great documents enshrined in the Exhibition Hall of the National Archives — the Declaration of Independence, the Constitution, and the Bill of Rights — have been published by the National Archives in a form suitable for framing. The facsimiles of the Declaration and the Bill of Rights are almost the size of the originals; the four pages of the Constitution have been reduced to fit a sheet of similar size. The facsimiles may be purchased from the Superintendent of Documents, Washington 25, D. C., for 45 cents each.

NATIONAL HISTORICAL PUBLICATIONS COMMISSION

Leonard A. Rapport, previously on the staff of the National Archives, has been appointed assistant editor of the Commission's projected documentary history of the ratification of the Constitution and the Bill of Rights. Joyce E. Eberly is the new assistant editor of the *Writings on American History*.

FEDERAL REGISTER DIVISION

David C. Eberhart, career attorney-editor and specialist in Federal administrative regulations, has been appointed Director of the Federal Register

Division by Franklin G. Floete, Administrator of General Services. He succeeds Bernard R. Kennedy, who retired in September 1958 after serving as Director of the Federal Register since 1935. In the early years the Federal Register Division published only current Presidential orders and regulations and notices of executive agencies. The Division now publishes the daily *Federal Register*, the currently revised *Code of Federal Regulations*, the annual *U. S. Government Organization Manual*, the annual volumes of *The Public Papers of the Presidents*, the current slip laws of the United States, and the annual volumes of the *U. S. Statutes at Large*.

Mr. Eberhart is a graduate of Washington and Lee University and received his law degree from Georgetown University. He has been on the staff of the Federal Register Division since 1937 except for a 2-year period (1951-52) with the Office of Price Stabilization. Since 1953 he has been Deputy Director of the Federal Register Division.

Another volume of *The Public Papers of the Presidents* is scheduled to appear in January. Subtitled "Dwight D. Eisenhower, 1956," the volume is similar in scope to the 1957 volume, although some 300 pages longer. All of the President's formal communications to Congress are included, as well as his public addresses, transcripts of press conferences, public letters, messages to heads of state, and selected statements on miscellaneous subjects. The volume may be ordered from the Superintendent of Documents, Washington 25, D. C., at \$7.25 per copy.

HARRY S. TRUMAN LIBRARY

The acquisition policy of the Harry S. Truman Library, Independence, is explained in a leaflet (Aug. 19, 1958; 3 p.) issued by the National Archives and Records Service.

OFFICE OF RECORDS MANAGEMENT

Each fiscal year Federal agencies report the volume of their record holdings. On June 30, 1958, the total volume of records on hand was 23.7 million cubic feet. This represented a slight increase during the year; 3.79 million cubic feet of records were accumulated during the year while only 3.64 million were disposed of.

On July 1, 1958, NARS began to administer the four Naval Records Management Centers at Mechanicsburg, Pa.; Alexandria, Va.; New Orleans, La.; and Clearfield, Utah. At the same time a large part of the personnel and records of the Army's former Departmental Records Branch were merged with the Region 3 center. These shifts brought the holdings of NARS record centers to 4.9 million cubic feet.

Recent training guides for record center personnel have been issued on Air Force pay records, records of the Home Owners Loan Corporation, claim files of the Bureau of Old Age and Survivors Insurance, Veterans Administration Insurance records, draft registration records of World War I, corporation income tax returns, and assessment lists of the Internal Revenue Service.

LIBRARY OF CONGRESS

In October 1958 Robert H. Land, assistant chief of the Manuscript Division since 1951, became assistant chief of the library's General Reference and Bibliography Division.

The national importance of the Manuscript Division's 23 collections of Presidential papers was recognized by Congress in its appropriation of \$100,000 to begin their indexing and microfilming. To carry out the work a Presidential Papers Section has been set up, with Fred Shelley as its head. The Library's collections of the papers of Presidents Chester A. Arthur and Warren G. Harding have been augmented. To the Arthur collection were added 500 family papers donated by Chester A. Arthur III and a dozen items contributed by Charles A. Feinberg, the Detroit collector. The Harding collection was strengthened by 17 letters, 1908-23, 12 written by Harding and 5 by his wife.

Other manuscript acquisitions are: 200 letters of the Civil War period written by J. Dexter Cotton, a physician of Marietta, Ohio, and his wife; 10,000 papers, including working notes, of the sculptor Paul Wayland Bartlett — together with a fund for processing them; and 3,000 papers of Gen. Everett S. Hughes, who retired in 1949 after an Army career of 46 years. Additions to existing collections include over 4,000 manuscript pages of papers of novelist Kenneth Roberts; and scrapbooks, 1936-37, speeches, and some correspondence of Lewis B. Schwellenbach, Secretary of Labor during the Truman administration.

Registers of papers of the following persons have recently been published and may be obtained from the Library's Card Division: Tom Connally (35¢); Whitelaw Reid (50¢); and Frederick Lewis Allen, Henry T. Allen, Wendell Berge, Charles Joseph Bonaparte, Florence Jaffray Harriman, and Henry Scott Land (30¢ each).

The Foreign Policy Institute of the University of Pennsylvania has given the Library of Congress a photographed collection of significant Guatemalan transcripts covering the period 1944-54: 60 rolls of microfilm of correspondence, minutes, and financial accounts of labor unions, political organizations, and government agencies; and 35,000 selected photo-prints made from the film.

CIVIL WAR CENTENNIAL COMMISSION

The Civil War Centennial Commission, created by joint resolution of Congress in 1957, was given authorization in 1958 for an annual budget not to exceed \$100,000.

The principal officers of the Commission are Maj. Gen. U. S. Grant, 3d, Chairman; Representative William M. Tuck of Virginia, Vice Chairman; and Karl S. Betts, Executive Director. From its headquarters at 700 Jackson Place, N. W., Washington 6, D. C., the Commission has issued, since last May, a series of monthly newsletters entitled "100 Years After." A feature of the publication, which is mainly devoted to detailing progress in the centennial activities, is a short chronology each month listing the principal events in the corresponding month a hundred years ago.

One of the chief concerns of the national Commission has been to encourage State governments to establish cooperating State commissions. By last autumn more than 30 States had appointed such commissions or were in the process of passing enabling legislation. To aid local groups in planning centennial observances the national Commission has prepared a guide for State commissions. The purpose of the national Commission is to serve as a clearinghouse for the overall program and to prevent costly conflicts of plan.

Many prominent Americans have accepted invitations to serve on the Advisory Council of the Civil War Centennial Commission. General Grant as Chairman has also named a Committee on Fine Arts and a Committee on Endorsements. The latter, headed by Vice Adm. S. H. Ingersoll, will pass on projects requiring the approval of the national Commission.

An assembly of interested organizations, called by the Commission a year ago, endorsed the idea of microfilming the important Civil War records in the National Archives and elsewhere. Rep. Fred Schwengel, chairman of the Commission's Legislative Committee, has introduced a bill in Congress that would authorize the appropriation of \$50,000 per year for this purpose. "For the first time," commented the Commission's Executive Director, "it will be possible, if this bill is passed, to study, without coming to Washington, the day-to-day and hour-to-hour business transacted by war officials on both sides."

LINCOLN SESQUICENTENNIAL COMMISSION

The Lincoln Sesquicentennial Commission, created by joint resolution of Congress in 1957 to plan and coordinate a national celebration of the 150th anniversary of Abraham Lincoln's birth, consists of 12 commissioners appointed by the President and 12 others chosen by the Vice President and the Speaker of the House. These members met in December 1957 and January 1958 and elected Sen. John Sherman Cooper of Kentucky as Chairman, and Rep. F. Jay Nimitz of Indiana as Vice Chairman. William E. Baringer of the University of Florida was appointed Executive Director of the Commission in May. John Eldridge Allen of Washington, D. C., is the assistant executive director; and C. Percy Powell of the Library of Congress is research director. The Commission offices are in the National Archives Building.

This year, 1959, is the sesquicentennial year. The Commission's program for stimulating States, cities, and private organizations to carry out commemorative activities during the year comprises a general school program emphasizing creative student activity, with school and individual awards for outstanding work; a schedule of awards for outstanding contributions in the field of mass media; an international program carried out by individual countries; provision of speakers for sesquicentennial observances; recommendations for the issuance of special Lincoln stamps and a redesigned Lincoln penny; encouragement of colleges, museums, and other institutions to install exhibits of Lincolniana; and a research and publication program to complete the "Lincoln Day-by-Day" project.

TECHNICAL DEVELOPMENTS

A copy of a study of telereference conducted in the central library and 17 divisional libraries in the University of Michigan may be had free from the Willow Run Laboratories, Operations Research Dept., P. O. Box 2008, Ann Arbor, Mich. The coined word telereference describes "a type of system whereby a card catalog might be consulted from a remote location." In the opinion of the Council on Library Resources, Inc., the equipment thus far tested is promising but not yet within a practicable cost range.

The American Standards Association, 70 East 45th St., New York City, offers for sale at 50¢ a copy the *American Standard Practice for Storage of Microfilm*, PH 5-1957.

In the *National Plan for Civil Defense and Defense Mobilization*, promulgated on Oct. 27, 1958, the safekeeping of essential records is dealt with as an aspect of continuity of government, which is grouped with other functions for the protection of life and property. Copies of the plan, and of its Annex 41 summarizing its other detailed annexes, may be obtained from the Office of Civil and Defense Mobilization, Battle Creek, Mich. OCDM has also issued a new leaflet, "Continuity of State and Local Government" (L-20), which is available for distribution in quantity through State civilian defense directors.

MISCELLANEOUS

Individual scholars and staffs of small offices will welcome the news that the American Council of Learned Societies in association with Charles Scribner's Sons, publishers of the *Dictionary of American Biography*, is planning a concise one-volume version of the entire *D. A. B.*, to be marketed in 1960 at a moderate price.

INTERNATIONAL COUNCIL ON ARCHIVES

The Executive Committee dispatched its circular letter no. 3 from Paris in June 1958. New members appointed to the Executive Committee to replace the late André Artonne, former editor in chief, who died in 1956, and Lester Born and Sir Hilary Jenkinson, resigned, were the following men, named from nations hitherto unrepresented on the committee: Otto Schottenloher, Director of Secret Archives in Bavaria; Henryk Altmann, Director of the Archives of Poland; and B. A. Saletore, Director of the Archives of India.

The annual dues to the International Council on Archives are: for national archival institutions or associations, 75 Swiss francs; for provincial, municipal, or other local archival institutions, 25 Swiss francs; and for individuals, 15 Swiss francs. Remittances should be sent to the Treasurer of the International Council on Archives, 2 place Fontenoy, Paris VII^e, France.

The membership fee includes a subscription to *Archivum*, of which annual volumes 6 (1956) and 7 (1957) are promised shortly. The most recent issue, vol. 5 (1955), is a directory of archival institutions throughout the world (253 p.). The proceedings of three round table conferences will be published in a separate volume as a supplement to *Archivum*.

FOREIGN NEWS

Africa

A possible source of support for the training of archivists in tropical and southern Africa has come to the attention of the editor. The Ford Foundation recently announced initial grants totaling \$350,000 to assist African countries south of the Sahara in training needed public administrators. Additional grants amounting to \$750,000 will be made in the next few months.

Australia

The Victorian Branch of the Business Archives Council of Australia (organized in August 1957) has sponsored the compilation of a bibliography of Victorian business records and history by I. McLaren, president of the Royal Historical Society. The Council's first national meeting for the discussion of business history in Australia was held at the University of Melbourne in October 1958.

Bolivia

Gunnar Mendoza, Director of the National Archives and National Library, Sucre, has been awarded a Rockefeller Foundation fellowship to study the organization of the national archives in the United States and in several Latin American countries and to collect information about materials pertinent to Bolivian history. En route to the United States he visited the archives in Cuzco, Lima, Bogotá, and Havana. After his arrival in Washington last June, he attended the 12th institute in the preservation and administration of archives. He subsequently searched in the National Archives for records concerning Bolivia and planned similar explorations at the Library of Congress and several other repositories in the United States. On his way back to Bolivia he will visit the national archives of Mexico, Guatemala, Costa Rica, and Venezuela. As fruits of this travel and study, Dr. Mendoza intends to prepare one work on the arrangement and description of manuscripts and another on sources for Bolivian history in American repositories.

Brazil

José Honório Rodriguez has left his post in the rare book division of the National Library to become Director of the Arquivo Nacional.

France

A Reuters despatch from London, Oct. 20, 1958, reported that a French dealer had acquired there, for £2,100 (\$5,880), the original autographed manuscript of King Louis XVI's speech of June 23, 1789, on the eve of the French Revolution. This document came from a collection owned by the late André de Coppet of New York.

Germany

The impact of World War II on some of the main archival repositories of Germany is detailed in "Archives under Attack," an article in the July 1958

Library Journal. The author, Leslie A. Poste, now with the University of the State of New York, served in 1945-46 as a specialist officer with Headquarters Seventh U. S. Army and Military Government Württemberg/Baden.

Bernhard Vollmer, who headed the Düsseldorf State Archives from 1929 to 1952, died on Mar. 1, 1958, at the age of 72. As founder of the journal *Der Archivar*, he was highly esteemed in the archival profession.

Great Britain

An act of Parliament known as the Public Records Bill of 1957 has put into effect the main principles recommended by the Committee on Departmental Methods in the so-called Grigg Report. The new law, a copy of which may be bought from H. M. Stationery Office for a shilling, is summarized as follows in *Archives* for Lady Day 1958:

... it transfers the direction of the Public Record Office to the Lord Chancellor, the Master of the Rolls being Chairman of an Advisory Council on Public Records; it requires the transfer to the Public Record Office of public records selected for permanent preservation before thirty years have elapsed from their creation, and simplifies the procedure under which records not thus selected may be destroyed; it enables the Lord Chancellor to arrange for the preservation of records locally, particularly of records of courts of quarter session or magistrates' courts and of coroners' courts; it provides that, as a general rule, public records shall be open to public inspection fifty years after their creation; it preserves the ancient responsibility of the Master of the Rolls for the Records of the Chancery of England.

The original of King George III's instructions of May 6, 1776, to Admiral Lord Howe, the British commander-in-chief in America, 1776-78, and to the admiral's brother, Sir William Howe, directing them to seek peace with American leaders, was sold at Christie's in London on Oct. 6 to a New York book dealer for £1,000 (\$2,800).

ARKANSAS

Until a few months ago the clerk's office of Pulaski County, in Little Rock, preserved tax receipts, 5½" x 8½", in binders. A 15-month program of storage space reduction resulted in the microfilming of 985,000 personal tax receipts, weighing 2½ tons, and 1,831,000 real estate tax receipts, weighing 4½ tons. David W. Bizzell, deputy county clerk and county historian, supervised the program.

CALIFORNIA

Roscoe R. Hill, formerly a member of the National Archives staff, spent a month last summer as consultant at the California Historical Society.

The trustees of the Henry E. Huntington Library have announced the award of grants-in-aid to John A. Hawkins of the University of Birmingham for an edition of Oliver Thomas Larkin letters and documents and to Ramon E. Ruiz of Smith College for an edition of the Mexican diaries of William Marshall Anderson.

COLORADO

The Mountain States of Colorado, New Mexico, Utah, and Wyoming are now served by a new Federal record center building in Denver. The first meeting of the Denver Interagency Records Administration Conference for the 1958-59 season was held in connection with the dedication of the new building, Sept. 17, 1958. Harold Mundell, regional NARS chief, officiated. Short talks were made by Emil Pubols, chief of the record center, and by the following members of his staff: Lester Hurlburt, Robert Adriance, and Charles Clark. Mimeographed proceedings of the dedication and other information about the Denver IRAC may be had from James R. McCabe, Bldg. 41, Denver Federal Records Center, Denver 2.

The key topic of the regional conference of the National Office Management Association, meeting at Denver, Oct. 6, 1958, was the control of record accumulations. A 3-day exposition of office machinery and equipment was scheduled during the conference.

CONNECTICUT

The *New Haven Register* on July 17 carried an article criticizing as vague certain language proposed by the 1958 Charter Revision Commission for the City of New Haven. The author of the article believed that a provision in the proposed new charter that all the city's public records, with certain exceptions, should be open to inspection by any citizen "at all reasonable times" might in fact serve as a barrier to public inspection of records.

DISTRICT OF COLUMBIA

The Interagency Records Administration Conference held its first meeting of the current season in the National Archives Auditorium on Oct. 17, 1958, and discussed "Paper Management Workshops." Arthur Carrick of the Federal Housing Administration presided. Everett O. Alldredge of NARS spoke on "The Workshop Approach," Otto Ireland of the Veterans Administration on "An Agency View of the Correspondence Workshop," and William Rice of the Department of the Navy on "An Agency View of the Mail Workshop."

GEORGIA

The story of an island is told by Mary Givens Bryan, Director of the Georgia Department of Archives and History, in "Historic Jekyll Island." This article and her tribute to "The Midway Settlement" in Liberty County appear in the Aug.-Sept. 1958 issue of *Georgia Magazine*.

A staff writer for the *Augusta Herald* announced in July that the Richmond County ordinary's office at Augusta, Ga., would soon be the first such office in Georgia to have all its records microfilmed. The wills, marriage licenses, and other records in the office date from the late 18th century.

ILLINOIS

Secretary of State Charles F. Carpentier, State Librarian and Archivist, announced on Oct. 14, 1958, the appointment of Theodore J. Cassady of

Springfield as Assistant State Archivist. Mr. Cassady has been a member of the Archives Division, Illinois State Library, for the past 12 years, 10 of them as assistant to Margaret C. Norton, now retired. In moving to strengthen the Illinois archival-record management program, Secretary Carpentier has given divisional status to both Archives and Records Management. The two divisions will continue to operate an integrated program with respect to the creation, quality control, selection, and appraisal of State records.

INDIANA

The Folklore Archives and the Archives of Folk and Primitive Music of Indiana University have begun to publish at Bloomington a quarterly bulletin, the *Folklore and Folk Music Archivist*.

KANSAS

In August 1958 the Archives Division of the Kansas State Historical Society received from the office of State Auditor George Robb a collection of plats, surveys, and records of land valuation that originated in the office of the U. S. Surveyor General for Kansas and Nebraska. The records, 1854-75, supplement other materials in the society's collections.

KENTUCKY

Mrs. W. H. Coffman of Louisville has presented to the Kentucky Historical Society the letters of her grandfather, Provisional Gov. George W. Johnson, who was fatally wounded in battle in 1862.

LOUISIANA

The Department of Archives and Manuscripts of Louisiana State University has moved some of its holdings (about 2,000,000 items) to the new library building on the university campus. Manuscript collections, selected university archives, and inventory and research materials of the Historical Records Survey and Survey of Federal Archives, together with other active materials, are in the new library, which opened in September 1958. Most of the public archives and business records and some other less used or semiactive materials are still in the Department's quarters in the neighboring old library building. The space in the old library gained by the transfer will permit the Department to accession more business and professional records.

Acquisitions during the fiscal year 1957-58 totaled some 81,000 items. Persons and families represented in these accessions include Charles M. Conrad, U. S. Senator, Secretary of War, and delegate to the Confederate Provisional Congress; James B. Aswell, U. S. Representative and Louisiana State superintendent of education; Confederate generals Joseph L. Brent, Samuel Wragg Ferguson, James Hagan, and Richard Taylor; Duncan F. Kenner, planter, member of the Confederate Congress, and Confederate minister to France; John A. Quitman, statesman and general in the Mexican War; Gen. Zachary

Taylor; and Lyle Saxon, Louisiana writer and State supervisor of the former Louisiana Writers' Project.

For 3 successive years the legislature has omitted its customary \$10,000 annual appropriation to the Louisiana Historical Society. The most recent legislature also cut out the usual \$7,500 annual appropriation for printing the *Louisiana Historical Quarterly*. In the face of this default a group of professional historians, representing most of the State's universities and colleges, gathered with other interested citizens at Louisiana College, Pineville, Mar. 29, 1958, to consider appropriate action. The majority decided to join and expand the Louisiana Historical Association, which was founded in 1889 and which has operated a museum in New Orleans since 1891. In July 1958 a printed pamphlet of about 30 pages was sent out to invite others to join the expanded Louisiana Historical Association. The organization's secretary-treasurer is John C. L. Andreassen, secretary of the State Archives and Records Commission, Baton Rouge, and director of Louisiana's archives and record service.

The New Orleans Public Library in 1946 received the New Orleans city archives. From 1952 to 1957 a systematic microfilming program for this material produced 2,845 rolls of film. Margaret Ruckert, head of the library's department of archives, writes about the operation in "Archive Preservation in New Orleans" in the July 1958 issue of the *Library Journal*.

MARYLAND

Guy Weatherly has been named senior archivist at the Hall of Records to succeed Roger Thomas, who died on June 16, 1958. Mr. Weatherly has been a member of the staff since 1953. Frank W. White was appointed junior archivist in September 1958. He was previously associated with Naremc Services, Inc., the Manuscript Division of the Library of Congress, and the Maryland Historical Society.

Last September the Hall of Records began to receive records in one of the two record centers that will be operated under its record management program. The center occupies an area of 5,700 square feet in the basement of the new State Office Building in Annapolis and includes an office, microfilm room, search room, and stack area. Air-conditioning, asphalt tile floors, fluorescent and pendant lights, and a smoke-detector and fire warning system add to the utility and convenience of this fire-resistant area. The center has a staff of four. The second center of similar design is expected to be ready for occupancy in the new State Office Building in Baltimore in the spring of 1959.

The Maryland Historical Society has acquired the papers of William Wirt: 4,000 letters from Wirt, 2,000 to him, and 2,000 other items. Although the papers are dated from 1786 to 1860 — Wirt died in 1834 — most of the material falls in the years 1820-34.

As Attorney General of the United States, 1817-29, Wirt was the first in that office to preserve its official records. On the flyleaf of what is now the oldest record book of the Department of Justice, Wirt wrote on Nov. 13, 1817:

Finding on my appointment, this day, no book, documents, or papers of any kind to

inform me of what has been done by any one of my predecessors, since the establishment of the Federal Government, and feeling very strongly the inconvenience, both to the nation and myself, from this omission, I have determined to remedy it, so far as depends on myself, and to keep a regular record of every official opinion which I shall give while I hold this office, for the use of my successor.

MASSACHUSETTS

For the second successive year, the Massachusetts Department of Education has engaged Harold F. O'Neil of the General Services Administration, Region 1, Boston, to conduct a university extension course, Introduction to Records Management, I. The recent course was begun at Harvard University on Sept. 29, 1958. With an enrollment drawn from personnel of the Federal, State, and municipal governments and from employees of industrial concerns, the course is scheduled to continue through the semester 1958-59.

During the week starting Oct. 6, Mr. O'Neil conducted a workshop on plain letters, for the Welfare Department of the City of Boston. About 60 of the department's letterwriters attended the 2½-hour daily sessions.

A 10-page pamphlet, *The Harvard University Archives*, dated 1957, explains that the term "Harvard College Archives" was used more than two centuries ago to describe the collection of papers relating to the college.

MICHIGAN

On Oct. 17 and 18 the Historical Society of Michigan held its annual meeting at the Kellogg Center on the East Lansing campus of Michigan State University. The second day offered a tour of the Michigan Historical Commission's museum and an inspection of the commission's archives.

The Detroit Historical Society, the Department of History of Wayne State University, and the Burton Historical Collection of the Detroit Public Library sponsored a conference on Nov. 7 and 8, 1958, on "Michigan in Perspective," emphasizing participation in activities relating to local history. The first day, devoted to archival problems, included a tour of Wayne State University Archives and these other features: a luncheon at which Lewis G. Vander Velde of the University of Michigan described "The University of Michigan Historical Collections after Twenty Years"; a panel discussion of "Michigan Resources on the Civil War," at which the speakers were James M. Babcock of the Burton Collection, Robert Spiro of the Detroit public schools, and Robert Warner of the Michigan Historical Collections; an exhibit of local history resources of the Burton Collection at the Detroit Public Library; a tea at the Detroit Historical Society; and a dinner at which Henry P. Beers of the National Archives spoke on "French Records of the Old Northwest."

MISSISSIPPI

The national Civil War Centennial Commission has announced that Mississippi has authorized its State Department of Archives and History to mark the centennial by publishing a commemorative work, *Mississippi in the Con-*

federacy. This will consist of two volumes of 400 pages each, one of contemporary documents and one of writings since 1865.

MONTANA

The Blackfeet Agency records, dating from the 1870's, are housed in the Museum of the Plains Indian, operated by the U. S. Bureau of Indian Affairs. The museum, at Browning, Mont., on the Blackfeet Indian Reservation just east of Glacier National Park, is open to the public during the tourist season, June 1-Sept. 15.

NEVADA

Last summer Governor Russell called a meeting in the Assembly Chamber of the State Capitol to consider disaster planning. Representatives of 34 of Nevada's executive and administrative offices attended. Members of the State's survival plan project staff discussed, among other things, the importance of preserving essential State records in bombproof shelters away from target areas.

NEW JERSEY

The seventh conference on early American history met at Princeton University on Nov. 15, 1958, under the auspices of the university's department of history. As one of the events of the day, P. J. Van Winter of the University of Groningen discussed his research for a revision of his study of Amsterdam bankers during the American Revolution and Confederation. Lyman H. Butterfield, editor of the Adams Papers, and Richard B. Morris of Columbia University made special comments.

NEW YORK

A member of the National Archives staff since 1941 and librarian of the Archives since 1946, Lester W. Smith has returned to his native Buffalo to serve the Buffalo Historical Society. Mr. Smith is well known to our readers for his annual bibliography, "Writings on Archives, Current Records, and Historical Manuscripts."

Martin K. Tytell, a document examiner who has his office at 123 Fulton St., New York, was the subject of the "About New York" column in the *New York Times* on Sept. 3, 1958. Mr. Tytell teaches a course entitled "Problems and Techniques in Document Examination" in New York University's Graduate School of Public Administration.

The Association of Records Executives and Administrators (AREA) resumed meetings on Sept. 17 after a summer recess. Arthur Barcan, executive director of the Records Management Institute, was guest speaker. Abstracts of his talk may be obtained from AREA's research and training chairman, William L. Rofes, Olin Mathieson Chemical Corp., 460 Park Ave., New York. Other autumn meetings were scheduled for Oct. 15 and Nov. 19.

The finding of a rare first-edition printing of the U. S. Constitution in a

bundle of charred papers in the New York State Education Building at Albany has dramatized the fact that the State had bought the George Clinton papers from his descendants and was in the process of having them indexed when the 1911 fire struck the State Capitol.

The collecting of historical manuscripts was discussed at the second annual local history workshop, Sept. 12-14, 1958, held at Union College, Schenectady, under the auspices of the New York State Historical Association.

R. K. Webb, Hamilton Hall, Columbia University, New York 27, will accept contributions to or furnish information about a fund to establish in the university's library a collection of research materials in honor of the late John Bartlet Brebner, Gouverneur Morris professor of history at Columbia.

Louis M. Starr, director of the oral history research office of Columbia University, described the first decade of oral history at Columbia to a session of the recent Nashville, Tenn., meeting of the Southern Historical Association.

NORTH CAROLINA

On June 23, 1958, Christopher Crittenden, Director of the Department of Archives and History, spoke at a meeting of the North Carolina Registers of Deeds Association on the preservation, reproduction, and disposal of public records. On July 3 he lectured in Cambridge, Mass., at the fifth summer institute on historical and archival management; a few days later he participated in the Cooperstown, N. Y., seminars on American culture.

H. G. Jones, State Archivist, addressed the annual convention of the North Carolina Association of County Commissioners on June 23 on "A State Program for Microfilming County Records." Later that day he talked on the same subject to the Registers of Deeds Association, meeting in a different part of the State. Both organizations endorsed the adoption of the proposed program by the 1959 General Assembly.

The Department of Archives and History has engaged Rear Adm. Alexander M. Patterson, U. S. N. (Ret.) as an examiner of public records. He will work chiefly with county officials on their record problems.

The Department's Division of Publication has mimeographed a compilation entitled *Local Historical Societies in North Carolina* (64 p.) and has reprinted in facsimile *The Journal of the House of Burgesses of the Province of North-Carolina, 1749* (33 p.). The former publication is distributed free; the latter sells for \$1. Application for either should be addressed to D. L. Corbitt, Box 1881, Raleigh.

OHIO

The Atlantic Press, 1902 Manchester Rd., Akron 14, has published William D. Overman's *Ohio Town Names* (\$3.00, paper; \$4.00, cloth), a volume giving the origin of the names of more than 1,200 Ohio cities, towns, and villages. The Archivist of the Firestone Tire & Rubber Co., Dr. Overman was recently president of the Society of American Archivists. An article about his achievements appeared on the "Biography in Brief" page of the *Akron Beacon Journal*, Sept. 7, 1958.

PENNSYLVANIA

LeRoy DePuy joined the staff of the Pennsylvania Historical and Museum Commission on Aug. 14, 1958, as administrative officer for record management. Cooperating with the Governor's Office of Administration, he will study the need for a record management program and is expected to make recommendations for a comprehensive statewide program. He will work closely with Henry Howard Eddy's archival program, the disposition phase of which has been considerably accelerated during the last 2 years. Mr. DePuy was previously associated with the Office of Secretary of State of Illinois. He served in Springfield first as record management liaison representative, attached to the National Records Management Council's survey; and after Jan. 1, 1957, he directed the combined archival and record management program of Illinois.

Daniel R. Porter, formerly of the State Historical Society of Wisconsin, has become director of the Historical Society of York County.

SOUTH CAROLINA

Robert Lee Meriwether, editor of the papers of John C. Calhoun, died on Aug. 24. Dr. Meriwether had been a member of the history faculty of the University of South Carolina since 1919, and since 1941 he had directed the South Caroliniana Library there.

TENNESSEE

Belden Menkus, record officer of the Sunday School Board of the Southern Baptists Convention, Nashville, reports the unearthing of the papers of J. Marion Frost and T. P. Bell, the board's first two corresponding secretaries. Most of the collection consists of records of Dr. Frost, who was the board's corresponding secretary from its founding in 1891 to his death in 1916. The more than 40,000 documents in the new collections will be microfilmed and then deposited with the Dargan-Carver Library in Nashville.

The Tennessee Historical Commission has issued the hitherto unpublished official journal, 1861-62, of the House of Representatives of Tennessee's first General Assembly during the Civil War. Among other documentary publications of the Commission are William Blount's territorial journal, 1790-96, the commission book of Gov. John Sevier, 1796-1801, the autobiography and letters of Dr. J. G. M. Ramsay, and 4 volumes, 1796-1857, of a projected 10-volume series of messages of the governors of Tennessee.

TEXAS

In conformity with plans of the State Division of Defense and Disaster Relief for the preservation of copies of State records, 900 rolls of the microfilmed records of the General Land Office of Texas have been transferred from Austin to the security vaults of the Republic National Bank, Dallas.

VIRGINIA

Living persons as historical sources were the topic for one of the sessions of the recent annual meeting of the Southern Historical Association in Nash-

ville, Tenn. As part of this program Forest C. Pogue, director of the George C. Marshall Research Center, Lexington, Va., gave a paper on "History While It's Hot."

The national Civil War Centennial Commission reports that the publication of the wartime papers of Gen. Robert E. Lee has been selected as the first project of the Virginia Civil War Commission. State Sen. Charles T. Moses, chairman of the Virginia commission, expects that the correspondence will be assembled, if possible in a single volume, and published in 1961.

The University of North Carolina Press has published for the Institute of Early American History and Culture, Williamsburg, Evelyn M. Acomb's edition of *The Revolutionary Journal of Baron Ludwig von Closen, 1780-1783*. Closen was aide-de-camp to Rochambeau. During 1959 the institute will publish a 15-year index to the William and Mary Quarterly, 3d series (1944-58).

The University of Virginia Library has received a large collection — 20,000 items, 1800-1950 — of papers of the Peyton family of Staunton.

WISCONSIN

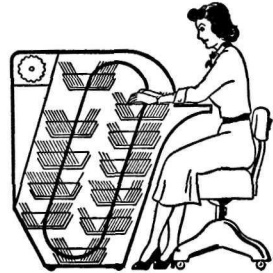
Donald R. McNeil, formerly associate director, has succeeded Clifford L. Lord as director of the State Historical Society of Wisconsin. Dr. Lord has returned to his native State, New York, to become dean of the College of General Studies at Columbia University. At Salt Lake City in August, Dr. Lord was reelected president of the American Association for State and Local History.

PUSH-BUTTON Filing and Finding at its best . . . brings

- * *production up***
- * *costs down***
- * *faster service***

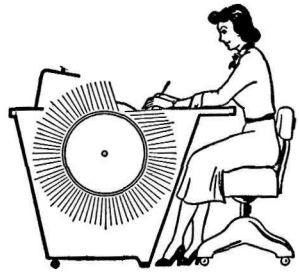
SIMPLAFIND

Fully automatic maximum capacity record finding machines. The ultimate in compactness, comfort and speed. No other automatic file can give you so many cards in so little space. More than 50 standard production models with specials readily available. Simplafind the original and world-wide leader in mechanized filing and finding offers you the most for your money—"Measure and Know".



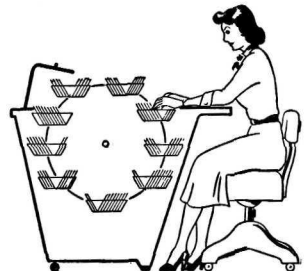
WHEELDEX

The only wheel file which provides comfortable direct posting without removal of cards. The only full line of portable and motorized or manually operated cabinet wheels for reference and posting applications in any volume. For high activity files Wheeldex provides more speed, comfort and production in less space than is otherwise possible. Only the Wheeldex principle in wheel file design has stood the tests of more than 25 years of industry-wide use.



SIMPLAWHEEL

Fully or semi-automatic moderate capacity record finding machines. The ideal for highly concentrated activity or for economy mechanization of the moderately active record. Provides all the advantages of electrically operated files at minimum cost. More than 25 standard production models are ready for your selection. Unequaled in its class for silent speedy comfort.



write today for descriptive material . . .

WHEELDEX & SIMPLA PRODUCTS INC.

1000 N. DIVISION ST., PEEKSKILL, N. Y. PHONE PEEKSKILL 7-6800

