

MARY GIVENS BRYAN
President, Society of American Archivists
1959 — 1960

Announcing publication of . . .

INDEX TO THE *AMERICAN ARCHIVIST*

Volumes 1-20

A detailed subject and name index to the first twenty volumes (1938-57) of the *American Archivist*, compiled by Dorothy R. Swift under contract with the Society of American Archivists, will come off the press early in January 1960. The price of this index will be \$6.00 a copy to members of the Society and \$8.00 to subscribers and others. Orders with checks in the appropriate amount should be sent to Leon deValinger, Jr., Treasurer, Hall of Records, Box 710, Dover, Delaware.

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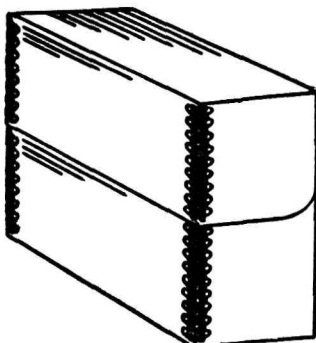
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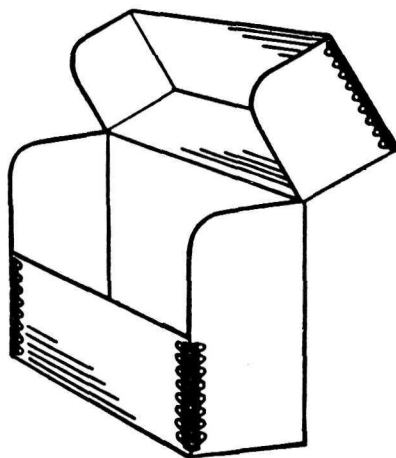
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News Notes

DOROTHY HILL GERSACK, *Editor*

National Archives

SOCIETY OF AMERICAN ARCHIVISTS

Since our last reporting, the following members have joined the Society:

Vincent J. Bosack, Bethesda, Md.; Wallace Bulpitt, Springfield, Ill.; James E. Cole, Jr., Palo Alto, Calif.; Cleveland E. Collier, Alexandria, Va.; Clyde M. Collier, Asheville, N. C.; Mrs. G. D. Crow, Tucson, Ariz.; Edith M. Fox, Cornell University Archives; Curtis W. Garrison, Brooklyn, N. Y.; D. Ruth Hartman, Hicksville, N. Y.; John V. Kelley, Omaha, Nebr.; Beatrice F. Lang, Atlanta, Ga.; Benjamin H. Pershing, Springfield, Ohio; and Mrs. Russell L. Smith, Grafton, Ohio. INSTITUTIONAL MEMBERS: American Association for State and Local History, Madison, Wis.; Drexel Institute Library, Philadelphia; Electronics Supply Office, U. S. N., Great Lakes, Ill.; Long Beach Public Library, Calif.; and South Carolina Baptist Historical Collection, Furman University, Greenville, S. C. FOREIGN MEMBERS: *Australia* — Attorney General Department, Melbourne; *Brazil* — Arquivo Nacional, Rio de Janeiro; *Canada* — R. B. Curry, Ottawa, Ontario, and William J. Gray, St. Laurent, Quebec; *Israel* — Hebrew University, Jerusalem; *Japan* — Hokugakiun-Daigaku-Toshokan, Tokyo; and *Mexico* — Enrique L. Morales, Mexico, D. F.

TWENTY-SECOND ANNUAL MEETING

The twenty-second annual meeting of the Society of American Archivists was held jointly with the American Association for State and Local History, October 7-9, 1959, at the Benjamin Franklin Hotel in Philadelphia. Local arrangements were in the capable hands of Charles E. Hughes, Jr., City Archivist of Philadelphia, who worked in close cooperation with R. Norris Williams, director of the Historical Society of Pennsylvania, local arrangements chairman for the association. Roy F. Nichols, University of Pennsylvania, and Fred Shelley, Library of Congress, were responsible for the joint program.

The events that directly concerned the Society began Wednesday morning when Lucile Kane (Minnesota Historical Society) presided over a session on "Archives of the Professions — Present State and Future Possibilities." Vaughn Bornet (RAND Corporation) discussed social welfare records. The potential research value of legal records was presented by Seymour V. Connor (Southwest Collection). Philip D. Jordan (University of Minnesota) demonstrated the need for careful selectivity in the preservation of records relating to the medical profession. Morton Goldberg (Greenbaum, Wolff, & Ernst, New York City) commented informally on the problems of access and privacy in personal records. Mr. Bornet's paper is printed in this issue of the *American Archivist*.

Dr. Nichols presided at the luncheon Wednesday and introduced the Hon. Richardson Dilworth, mayor of Philadelphia, who spoke eloquently on "The Restoration of Old Philadelphia."

In the afternoon Victor Gondos (National Archives) served as chairman of the session on "Archives Buildings — Current Trends and Developments." Everett O. Alldredge (National Archives and Records Service) gave an illustrated talk on records center construction, and Henry H. Eddy (Pennsylvania Historical and Museum Commission) read a paper on surveying for archives buildings. Expert comment was provided by William J. Barrow (Virginia State Library), John T. Grisdale (Pennsylvania Society of Architects), and Vernon D. Tate (U. S. Naval Academy). The program included also a demonstration by representatives of Pyrotronics, a division of Baker Industries, Inc. (P. O. Box 390, Newark, N. J.), of "Pyr-a-larm," a fire detection and alarm system. The participation by the audience was gratifying to all responsible for this workshop.

The hosts for a pleasant reception Wednesday evening were the American Philosophical Society, the Historical Society of Pennsylvania, the Library Company of Philadelphia, and the University of Pennsylvania. The speaker of that evening, following the annual dinner, was Oliver W. Holmes, retiring president of the Society, who was introduced by the incoming president, Mary G. Bryan (Georgia Department of Archives and History). Dr. Holmes' address, "Public Records — Who Knows What They Are?" appears elsewhere in this issue. The annual business meeting followed.

A delightful feature of the meeting was the breakfast Thursday morning, for which the Hon. Charles A. Baker, Commissioner of Records, Philadelphia, was the genial host.

At the opening of the morning session, Lester K. Born (Library of Congress) described briefly the scope and progress of the National Union Catalog of Manuscript Collections. The subject of this session was "Archives Custodians and Historical Editors: Common Problems and Mutual Cooperation." The chairman, Whitfield J. Bell, Jr. (Papers of Benjamin Franklin), and the panel — Dorothy S. Eaton (Library of Congress), Ralph L. Ketcham (Papers of James Madison), and Edwin Wolf, 2d (Library Company of Philadelphia) — led a lively discussion in which the audience participated enthusiastically.

At the luncheon the Archivist of the United States, Wayne C. Grover, introduced Ernst Posner (American University), who gave his "Impressions of an Itinerant Archivist in Europe."

Those in attendance had the opportunity of joining in a walking tour of Independence Historical Park in the afternoon and the pleasure of attending a reception sponsored by the personnel of the Park and of the Region V Office, National Park Service.

On Friday morning Philip P. Mason (Wayne State University) led a workshop on "The University Archives and the Role of the University Archivist." A give-and-take discussion, with keen audience participation, ensued among F. Clever Bald (University of Michigan), Jacqueline Bull (University of Kentucky), Helen Chatfield (American University), and Donald A. Sinclair (Rutgers University).

Olney W. Hill (Vermont Public Records Commission) served as chairman

of the concluding session, "Management of Municipal Archives — the Care and Preservation of Local Records." James Katsaros (New York City Municipal Archives and Records Center) and C. Frank Poole (Baltimore Department of Legislative Reference) explained the background and progress of records work in their cities. Mr. Hill read for Ray Smith (Portland, Oregon) a statement about the microfilming of significant city records. The paper of Allen Weinberg (Philadelphia Department of Records), showing how it was possible, in one instance, to administer court records properly despite the delays and conservatism of the legal profession, concluded this session. Expert comment was provided by Edward Johnson (Office of Civil and Defense Mobilization), H. G. Jones (North Carolina Department of Archives and History), and Thornton W. Mitchell (Records Management Associates, San Francisco).

FRED SHELLEY

FELLOWS OF THE SOCIETY OF AMERICAN ARCHIVISTS

At the business meeting of the Society on October 7, 1959, the names of the newly elected Fellows of the Society were formally announced, as follows:

Henry P. Beers	Lewis J. Darter, Jr.	Thad S. Page
Francis L. Berkeley, Jr.	Lola M. Homsher	James W. Patton
David L. Corbitt	David C. Mearns	Marcus W. Price
David C. Duniway	Kenneth W. Munden	Gust Skordas

WALDO GIFFORD LELAND PRIZE

At the annual dinner of the Society on October 7, 1959, Ernst Posner reported for the Committee on the Waldo Gifford Leland Prize. He referred to the recommendations of the Special Committee on the Waldo Gifford Leland Prize by which, according to the Society's resolution of August 19, 1958, the permanent committee was to be guided, and he explained that the award was to "be given for some publication of the previous calendar year" that was "an outstanding published contribution in the field of archival history, theory, or practice," "outstanding guides, other finding aids, and documentary publications and texts" also to be considered. The committee, he stated, had decided unanimously to confer the award on Theodore R. Schellenberg, author, and Manuel Carrera Stampa, translator, of the treatise *Archivos Modernos: Principios y Tecnicas*, published in Havana in 1958. While the main body of the work had been published in 1956, it contained important new chapters on the treatment of private papers and hence could qualify under the terms of the award. He added that this much-needed treatise made available to archivists in the Spanish-speaking countries the experience of the United States in archival administration and thus was bound to contribute significantly to the common culture of the Americas.

REPORT OF THE SECRETARY

The office of the Society's secretary is unique in that it serves as the "Broadway and 42nd Street" of the business transacted by and for our membership; it provides an avenue along which the traditional archivist and the records manager can move together toward greater understanding and effectiveness in archival administration in its broadest sense. It also provides the avenue for expression for the many who are interested in or closely identified with the profession without being practicing members. This intermingling communication of the professional and lay, of line and staff, of Federal and State and local archivist and scholar, of men and women from many special fields of endeavor, of archivists and administrators from all levels, from most States, and many countries, makes for a vital and challenging force in the execution of the duties of office. It is a mixture which should inspire the exchange of ideas, the development of broad insight, and the growth of the archival profession.

With servicing of those interested generally in archives as its basis and the membership of the Society as its clientele, the office of the secretary must progress along lines of balance in all its interests and activities. This maintenance of equilibrium is a continuing test of decision-making, setting of priorities, and participation in cooperative leadership. If a proper balance is to be maintained it cannot be a static thing. Sooner or later we should recognize that basically the Society must move toward three primary objectives which motivate the majority of individuals who affiliate with it: (1) a desire to be identified with higher professional standards, (2) greater administrative or management efficiency, and (3) better understanding of the archivist's role in public affairs.

As the result of several years' experience in the office of secretary, I am moved humbly to suggest that there are certain long-range plans which should be developed:

1. Greater consideration should be given to dealing with archives administration from various angles and with an overall concern rather than the specific, which tends to distort the Society's purpose. Central leadership and concern with the executive tasks of archives administration, for example, require attention to intergovernmental relations, administrative communication, program development, organization and systems, budgeting and finances, publication, legislation, dynamics of professional leadership, and training of personnel.

2. In order to serve best such an area of development and growth the Society must work wholeheartedly to provide a broad base for exchange of experience, research toward new insights, public presentation of the archivist's role, and proper analysis of issues pro and con, to the end that the Society may advance knowledge, skill, and satisfaction in the science of the archives profession.

3. The Society must endeavor to provide a program which will blend specific activities that are multiple but interrelated. Conferences, institutes and workshops, technical committees, the *American Archivist*, the International Relations Committee, the personnel register, educational pamphlets, and news releases — all serve the general cause of archives administration. Meetings, publications, committees, education and training, and information services are areas requiring much greater coordination and progressive development on a long-range basis.

4. In the area of finance there is a need for future consideration and planning if the Society hopes to develop and grow in stature. The current dues are so modest that our administrative services are on a hand-to-mouth basis. The administrative

offices of the secretary, treasurer, and editor are staffed and maintained through the benevolence of State or Federal agencies, with the dedicated support of individual members of the profession elected to these offices. There is a need for increase in the individual membership dues. In addition, the Society should look to financial balance through variety — reliance on several sources of support rather than dependence on one. Membership and subscription income — itself from hundreds of individuals and organizations — could be complemented by revenues from meetings, agency affiliation, foundation grants, and (where possible) the sale of services.

To effect such a broad basis of development will make strong demands on the Society's leadership. The very moderation which has been the Society's strength could easily become its weakness — manifested perhaps in a diffusion of energy, an emptiness of belief, a lack of enthusiasm, or a tendency to drift. We must strive to be general and balanced, yet purposeful and vigorous.

That the Society has met this challenge only to a degree is attested by the organization's record of membership. For the period October 1, 1958, through September 30, 1959, there were 93 new members and 110 were dropped — a *net loss* of 17 members. (One individual became a life member.) There were 61 new subscribers to the *American Archivist* with 32 dropped — a *net gain* of 29 new subscribers. As will be deduced, it is vital that each member of the Society make it a personal project to see that every interested or qualified person or institution is given the opportunity to participate in Society service. This is a field where special-area chairmen can do valiant service. If names are submitted to the secretary, prospective members will be promptly contacted.

Our committee activities were somewhat delayed in programing because a number of chairmen had to be replaced, and new members had to be assigned to some committees. However, there are always a number of special-area committees which are unusually productive so that their reports are deserving of special mention. These are the committees on church records, college records, Federal-State relations, State records, and records management. In each instance suggestions for exploitation or improvement were developed. It is the secretary's hope that the more significant reports can be published in the *American Archivist* as a supplement to her report.

It was the general consensus that committees could function more effectively if there were greater coordination among them; that certain committees as now operating could more effectively function as subsections of well established committees where there are allied interests. Also, it was generally thought that the Membership Committee could be abolished and function as a duty of the secretary's office; that, as presently constituted, it is a duplication of effort, with the final work of promotion and coordination required to be done by the secretary in any event. Every committee chairman felt the need for a directory of membership for internal use in committee work, and multiple requests were made that the secretary furnish each committee chairman, as well as officers and the Council, with an annual mimeographed directory, with quarterly change lists furnished for updating.

Without detailing too much of the administrative routine of the secretary's office, it might be well to give statistics of the correspondence involved. During the fiscal year 1958-59 approximately 2,500 communications were mailed

from the secretary's office in response to approximately 2,000 communications received. Such correspondence requires the burning of much midnight oil and a willingness to forego the normal freedom of weekends. The responsibility, however, is one that is shared by other officers and members of the Council and the committee chairmen. The close and amicable working relations between the secretary's and treasurer's offices is a matter of continuing satisfaction and makes for an equitable distribution of the heavy administrative detail involved in these offices.

The secretary has attended all Council and business meetings of the Society during the year and has participated in necessary arrangements for the annual meetings.

It has also been the secretary's responsibility to maintain and foster professional relationships and exchanges with the following organizations: American Council of Learned Societies, American Association for State and Local History, American Documentation Institute, American Historical Association, American Library Association, American Management Association, American Record Executives Association, American Standards Association, Association of Historic Sites Administrators, International Council on Archives, Manuscript Society, National Association of State Libraries, National Microfilm Association, National Records Management Council, Pan American Institute on Geography and History, and UNESCO. Worthy of special mention was the cooperative functioning with the National Microfilm Association. The secretary provided a list from which a number of our members were provided with financial grants-in-aid, thus enabling them to attend the meeting in Washington, D. C., in celebration of the hundredth anniversary of microfilming. Also, the secretary has handled the arrangements for the joint meeting of the Society and the American Historical Association, a matter which must be completed before August 1 of each year.

The numerous administrative committees have functioned adequately, with assistance on detail from the secretary and liaison with the officers and Council. In order to conserve time expended on these matters during the course of Council meetings, it has been suggested that an informal newsletter from the secretary's office could be sent to officers, the Council, and committee chairmen at appropriate intervals, perhaps quarterly, which would better disseminate pertinent information to those specifically concerned. This suggestion is favorably recommended for the coming year. In conclusion, the secretary wishes to express appreciation for the cooperation and loyal assistance rendered by so many of her associates and friends in the Society.

As always, it is a pleasure and an honor to serve my colleagues within the Society.

DOLores C. RENZE, *Secretary*

[*Editor's note:* The minutes of the business meeting on October 7 and of the Council meetings on October 6 and 8 will appear in the April 1960 issue of the *American Archivist*.]

REPORT OF THE TREASURER

The Society's cash assets for the fiscal year ending June 30, 1959, were \$20,270.53. An analysis of this figure discloses that \$4,686.00 was received from the several classes of membership; \$2,863.30 from subscriptions to the *American Archivist*; \$264.33 from the sale of back issues of the *American Archivist*; \$165.00 from the sale of microfilm copies and reprints; \$360.00 from the sale of advertising space in the *American Archivist*; \$13.25 as contribution in excess of dues; and \$32.00 from the sale of the *Directory*. Through the good management of the Local Arrangements Committee our annual meeting at Salt Lake City netted the Society \$32.20.

Our Society's expenditures during the past fiscal year were \$9,716.76. Of this total, \$1,280.94 was paid for administrative expenses; \$113.80 for the purchase of microfilm; \$6,522.02 to The Torch Press for printing and mailing the *American Archivist*; and \$1,800.00 for the preparation of an index to the *American Archivist*.

It is your treasurer's pleasure to report that the Society is solvent. Besides a good working bank balance, we have reserve funds in three savings accounts in addition to the separate account set up for the Waldo Gifford Leland Prize Fund. The total of these four funds now amounts to \$7,571.37, which realized interest in the amount of \$216.83.

After the payment of all bills submitted during the fiscal year ending June 30, 1959, the checking account contained a balance of \$2,982.40. A more detailed statement of receipts, expenditures, and cash on hand is being deposited with the secretary for inclusion in the records of the Society and another copy is being turned over to the editor for publication in the *American Archivist*.

LEON DEVALINGER, JR., *Treasurer*

STATEMENT OF RECEIPTS, EXPENDITURES, AND CASH ON HAND

For the Fiscal Year July 1, 1958 — June 30, 1959

<i>Revenues:</i> Bank Balance June 30, 1958		\$11,537.62
Annual meeting receipts 1958	\$ 132.20	
Annual dues	4,686.00	
Subscriptions	2,863.30	
Contributions in excess of dues	13.25	
Sale of back issues of the <i>American Archivist</i>	264.33	
Sale of microfilm and reprints	165.00	
Sale of advertising	360.00	
Interest on savings accounts	216.83	
Sale of <i>Directories</i>	32.00	8,732.91
Total Revenue		\$20,270.53
<i>Disbursements:</i>		
Advanced for annual meeting, 1958	\$ 100.00	
Administrative expenses:		
President — Postage		15.00
Secretary — Postage	\$ 118.40	
Stationery	100.51	

Printing	134.12	
Travel	258.46	
Communications	21.03	
Other	25.00	657.52
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Treasurer — Postage	89.90	
Stationery	10.50	
Travel	6.73	
Communications	6.70	
Clerical	172.00	
Other (bond)	25.00	310.83
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Editor — Postage		19.00
Committees		69.42
Indexing		1,800.00
<i>American Archivist</i> (printing and mailing)		6,522.02
Refunds		14.00
Purchase of microfilm and copies		113.80
Purchase of back issues		77.25
International Council dues		17.92
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<i>Balance on hand</i>		9,716.76
		<hr/>
<i>Reconciliation:</i>		
Bank balance June 30, 1958	\$11,537.62	
Receipts	8,732.91	
		<hr/>
Total Assets	\$20,270.53	
Less disbursements	9,716.76	10,553.77
		<hr/>
Cash in checking account June 30, 1959	\$ 2,982.40	
<i>Cash in savings accounts:</i>		
# 48025 — Evans Savings, Ohio	\$ 2,122.71	
# 183127 — Firestone Bank, Ohio	3,259.27	
# 30202 — Empire Savings, Denver	1,075.46	
# 30696 — Empire Savings, Denver	1,113.93	7,571.37
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		10,553.77
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REPORT OF THE AUDITING COMMITTEE

Mr. Leon deValinger, your treasurer, on August 14 last, made available to your auditing committee a very neat, typed statement covering in detail the fiscal operations of the Society for the year ending June 30, 1959.

The two members of your committee have each separately and independently gone over these accounts and can report that all receipts and expenditures have been accounted for, that each transaction has been clearly presented, and that everything has been very adequately documented in detail by items clearly arranged.

Your committee commends Mr. deValinger, your treasurer, for his methodical accounting procedures and clear presentation, which have combined to render our task of auditing very simple.

HENRY H. EDDY, *Chairman*

ABRIDGED COMMITTEE REPORTS

Committee on Archival Buildings and Equipment

In the 1958 report of this committee the chairman recounted his consulting trip to Puerto Rico in connection with a projected new building for the General Archives of the Commonwealth Government. Word has recently been received from the Puerto Rican Archives Director, Luis Rodríguez Morales, that the recommended site, the Bacardi Building, was at last deeded to the Commonwealth Government, so that the planning of the new archives can commence at once. South Carolina's new archives building in Columbia was slated to be opened for business in August 1959. Georgia's structure has not yet got under way as the Governor has not released the appropriated funds.

As usual, the chairman had considerable correspondence during the year, answering pertinent queries. Individual conferences were held with the following persons: Col. Arcy da Rocha Nobrega, Director of the Brazilian Army Archives, who had several sessions with the chairman in September 1958, relating to all aspects of a large archival building; Japanese librarian Shigamichi Kosugi, of Tokyo, on containers, shelving, and manufacturers; Elizabeth Duvall of the Smith College Library; and Mario O. Pariente, librarian, Santa Clara, Cuba. Information was also sent to Mario Briceno Perozo, Director of the Archives, Caracas, Venezuela. The chairman and Everett O. Alldredge, committee member, lectured on archival buildings and record centers, respectively, to the American University summer institutes on archival administration and on record management.

VICTOR GONDOS, JR., *Chairman*

Committee on Bibliography

Although no formal meetings were held during the year, the committee assisted in formulating opinions on several important matters. It urgently recommends that the "Writings on Archives" published annually in the *American Archivist* be reunited in a single list. The committee also urgently recommends that serious consideration be given to a cumulative bibliography, selected from the items of more than ephemeral interest.

The committee recommends also the preparation of a book of selected readings (in translation) from the classic books and articles on archival administration. In making this recommendation the committee is not unaware of the rapid development of the archival profession in the United States in the 20 years since the idea was first advanced.

Attention is called to the resolution, published in the *American Archivist*, 16:375 (Oct. 1953), prepared by the Committee on International Relations in 1953, endorsed by the Society, and presented by the American delegation to the Second International Congress on Archives at The Hague, pointing to the need for an international, selective, historical bibliography on archives and archival administration. This need has not yet been met.

The chairman represented the Society in liaison with the Committee on Bibliography of the American Library Association at its meeting in Washing-

ton, D. C., during June 1959, and the committee was represented otherwise during the midwinter meeting of the American Library Association. This liaison should be discontinued as unessential.

LESTER K. BORN, *Chairman*

Committee on Church Records

The program of this Committee has been outlined roughly as follows:

1. An intensive membership recruitment program among church archivist-historians. The initial deadline of October 1, 1959, was not met; but at least 75 invitations for SAA membership were extended to prospects.
2. The preliminary "Bibliography of Church Records" (see the *American Archivist*, July 1958) to be revised, supplemented, and brought up to date.
3. The compilation of a list of archival depositories for church records, including a paragraph or two giving the location and brief description of the depository and its resources. The 1958 *Directory* produced by the American Association for State and Local History might serve for initial information.
4. The publication of a Techniques Manual along the lines of the manuals on military history.

AUG. R. SUELFLOW, *Chairman*

Committee on College and University Archives

This committee has been concerned primarily with the workshop meeting, "The University Archives and the Role of the University Archivist," held during the annual meeting in Philadelphia, October 9, 1959. Other projects have been suggested as future activities of the committee, including the production of a booklet describing the steps in establishing college or university archives; the compilation of a bibliography of writings on the subject; and a followup of the questionnaire circulated six years ago to colleges and universities. The committee believes also that it should make a determined effort to attract university registrars and records officers to membership in the Society.

PHILIP P. MASON, *Chairman*

Committee on Federal-State Relations

This new committee held its first meeting December 28, 1959, in Washington. Throughout the year it has had an active correspondence among its members and with persons or agencies from whom it has sought information or advice, its chairman has been in continuous contact with the Society's president and secretary, it has represented the Society at two important conferences of professional groups held under the auspices of the Office of Civil and Defense Mobilization, and it has devoted many hours to at least one of the major areas of Federal-State archival or record-management relations selected for emphasis this year.

The committee has described all of this work and has discussed future activities in its "Report on Federal-State Relations in the Archival and Record-Management Fields," October 6, 1959, reproduced for distribution at the

Society's annual meeting at Philadelphia. Copies are available upon request.

Toward the end of the reporting year the present committee chairman has kept his successor, Sherrod E. East of the National Archives, informed of the committee's work and plans. The committee's files, consisting of its correspondence and other papers, are being turned over to the new chairman.

KEN MUNDEN, *Chairman*

Committee on International Relations

The chairman was appointed representative of the U. S. Government to the fourth consultation of the Commission on History of the Pan American Institute of Geography and History that met at Cuenca, Ecuador, in January 1959. While at this meeting he presented a number of proposals relating to archival matters to the Committee on Archives. One of these proposals pertains to the development of a policy regarding the alienation of records. The declaration of policy adopted is printed in the *American Archivist*, 22:260 (Apr. 1959).

Another matter handled by the committee during the past year was the development of a questionnaire on record preservation, designed to elicit information in regard to the practices of archival institutions in the Western Hemisphere. The acquired information is to be used by the Archivist of the United States in a report to be submitted at the next International Congress on Archives at the meeting in Stockholm, Sweden, in August 1960. The chairman developed the questionnaire and had it translated into Spanish. The Spanish version has been distributed among archivists of the Latin American countries.

T. R. SCHELLENBERG, *Chairman*

Committee on Records Management

This committee has taken stock of itself in trying to determine how it might best be of service. It believes that the Society does not now offer much to those particularly interested in the field of records management. The committee recommends that the Society take more active leadership in this field. Unless it does, it risks the loss of members to other associations which deal specifically with this subject. Archivists, through necessity, will eventually have to familiarize themselves with, and use, records management techniques. They therefore should welcome a more active program in records management. The archivist can be of great assistance to the records manager by helping him decide what kind of material he should preserve for long-range historical use.

Ideas furnished by the committee members suggest the following long-range objectives:

1. Sponsor publication of a textbook on records management.
2. Promote the introduction of records management courses in universities and colleges.
3. Sponsor a few records management scholarships.

4. Sponsor studies of various records management programs both here and abroad to keep abreast of developments.

Immediate objectives appear to be:

1. To continue to operate as a technical advisory committee, answering requests for records management information.

2. To conduct a poll of the membership on the aspects of records management in which they are interested and on which they would like further information. The information obtained would serve as the basis for special studies by the committee and articles in the *American Archivist* and in general would give us some idea of the interests of the members in records management. This could be accomplished at very little cost by a questionnaire which could be mailed to the membership. Such a questionnaire to be most effective would have to be carefully worded and possibly pre-tested.

3. To establish a clear-cut policy with respect to further activities of the records management committee.

W. H. TOPHAM, *Chairman*

State Records Committee

The committee reviewed a proposal suggested to the Council by David Duniway, Oregon State Archivist, for a study of State archival practices in State libraries, and recommended that it not be adopted in its present form.

The committee agreed that a 1959 directory of State Archivists should be prepared, and it was further suggested that such a directory or list of State Archivists or heads of appropriate agencies be an annual responsibility of the committee. A directory has been prepared and is available for distribution.

The committee also agreed that Mary Givens Bryan's 1957 "Comparative Study of United States and Territorial Laws Governing Archives" should be brought up to date and that salary ranges for professional personnel should be included. H. G. Jones, Archivist of North Carolina, accepted the assignment. Replies to a questionnaire circulated by Mr. Jones were not returned in time for him to complete and publish a full report for distribution in October, but the complete report will be assembled and distributed.

The committee members were contacted during the 1959 session of the New Mexico legislature and, at the request of the Society's secretary, were asked to write to a member of the New Mexico legislature urging that a State Archives be established. The New Mexico legislature did pass a public records act.

The chairman was privileged to serve as an ex-officio member of the newly established Federal-State Relations Committee.

ROBERT M. BROWN, *Chairman*

RESOLUTIONS

At its luncheon meeting of October 8, 1959, the Society adopted the following resolutions, recommended by the committee of which LeRoy DePuy was chairman:

Whereas, G. Philip Bauer has completed his service as editor of the *American Archivist* and has been succeeded by Kenneth W. Munden, be it

Resolved, that the Society commend Dr. Bauer for his excellent service as editor and offer its congratulations to Mr. Munden on his new position.

Whereas, the duties of officers, Council members, and committees are a continuing responsibility during the year, and

Whereas, the success of the annual meeting depends upon the work of these individuals and also the special efforts of various committees responsible for the annual meeting, be it

Resolved, that the Society through its secretary formally extend its appreciation for their untiring efforts to:

(1) All members of the Committee on Local Arrangements under the very able joint chairmanship of Charles E. Hughes, Jr., and R. Norris Williams, II, the latter assisted by Nicholas Wainright, for the excellent planning of the meetings, social events, and other arrangements for the comfort and enjoyment of members and guests;

(2) All members who assisted the Program Committee chairman, Fred Shelley, in the planning and execution of a stimulating program;

(3) The general manager and staff of the Hotel Benjamin Franklin for their co-operation in making available their facilities;

(4) The Honorable Charles A. Baker, Commissioner of Records, City of Philadelphia; and

(5) The American Philosophical Society, the Historical Society of Pennsylvania, the Library Company of Philadelphia, and the University of Pennsylvania for their hospitality.

Whereas, the late Dorothy Martin of the Burton Historical Collection, Detroit Public Library, served with distinction in various capacities in the archival profession, be it

Resolved, that the Society express deep sorrow to her family.

Whereas, the State of New Mexico has approved legislation relative to the establishment of a State archives program, be it

Resolved, that the Society formally congratulate the appropriate State officials of New Mexico.

Whereas, the National Microfilm Association, relative to its Washington meeting early in 1959, made available grants to archival personnel so that they might participate in the program, be it

Resolved, that the Society commend the Association for making these grants possible.

Whereas, the National Archives and Records Service has instituted training programs through regional workshops and made these available on a broad basis to archival and records personnel, be it

Resolved, that the Society commend the National Archives and Records Service for these contributions to the cause of professional betterment.

CIVIL WAR CENTENNIAL COMMISSION LIAISON COMMITTEE

President Mary Givens Bryan has announced the appointment of H. G. Jones, Archivist of North Carolina, as chairman of the Society's Liaison Committee with the Civil War Centennial Commission. The committee's other members are as follows:

Dallas D. Irvine, National Archives, Washington 25, D. C.

Robert T. Quarles, Jr., Archives Division, Tennessee Library and Archives, Nashville, Tenn.

Charlotte Capers, Director, Mississippi Department of Archives and History, Jackson, Miss.

Richard G. Wood, Director, Vermont Historical Society, Montpelier, Vt.

William J. Petersen, State Historical Society of Iowa, Iowa City, Iowa.

Nyle H. Miller, Memorial Building, Topeka, Kans.

Sidney Forman, Archivist and Historian, U. S. Military Academy, West Point, N. Y.

Clem M. Silvestro, Director, American Association for State and Local History, 816 State St., Madison, Wis.

FOURTH INTERNATIONAL CONGRESS ON ARCHIVES

The Fourth International Congress on Archives, to be held at Stockholm, Sweden, August 17-20, 1960, will be devoted to questions of (1) national archives; (2) new techniques, materials, and experimentation since 1950 in restoration of documents and seals, preservation of maps and plans, and photography; and (3) archives and modern economic and social research. Questionnaires, on the basis of which reports on two of these subjects are to be presented, have been distributed among the archival agencies and the professional associations of archivists of each member country by Ingvar Andersson, Director General of the Archives of Sweden and president of the Organization Committee for the Congress.

Since the three parts of the second topic are to be treated separately by three different reporters — one for Eastern Europe, one for Western Europe, and one for the Western Hemisphere — the questionnaires relating to that topic are being developed separately. Those distributed by Dr. Andersson ask, with respect to national archives, questions about their organization, administration, staffing, holdings, methods of selection and disposal, methods of arrangement, methods of disinfection and preservation, libraries, buildings and equipment, technical services, classification and indexing (including description), and reference services; and, with respect to archives and modern economic and social research, questions about the types of organizations concerned with the care of economic and social archives, the qualifications and training of the custodians, and the "results" in terms of finding aids produced, periodicals in the field, and use of records by research workers, students, businessmen, and others.

Members of the Society of American Archivists expecting to attend the Congress should write to: IV^e Congrès International des Archives, Riddargatan 11B, Stockholm Ö, Sweden, not later than January 31, 1960.

NATIONAL ARCHIVES AND RECORDS SERVICE

National Archives

Volume 24 of the *Territorial Papers of the United States*, just published, is the third volume relating to Florida Territory and contains papers for the period 1828-34. It may be purchased from the Superintendent of Documents for \$8. ¶ Two recently published leaflets, *Pension and Bounty-Land Warrant Files in the National Archives* and *Records in the National Archives Relating to Confederate Soldiers*, are of special interest for students of genealogy. ¶ The series of preliminary inventories has been extended by the publication of no. 116, *Records of the United States District Court for the Southern Dis-*

strict of New York; no. 117, *Records of the Commission on the Renovation of the Executive Mansion*; no. 118, *Records of the Farmers Home Administration*; no. 119, *Records of the Information Department of the Office of Price Administration*; no. 120, *Records of the Enforcement Department of the Office of Price Administration*; and no. 121, *Records of the Shipbuilding Stabilization Committee*. ¶A *Supplement*, prepared by Gerhard L. Weinberg of the American Historical Association's Committee for the Study of War Documents, has been issued to bring up to date the *Guide to Captured German Documents* published by the Air University in 1952. It describes German documents, both on paper and on microfilm, in the Hoover Institution, the Library of Congress, the National Archives, the Yivo Institute for Jewish Research, the University of Pennsylvania Library, and the Alderman Library of the University of Virginia. It also lists guides to German documents in these and other depositories. The Committee for the Study of War Documents has also prepared and the National Archives has published four additional guides to German records microfilmed at Alexandria, Va.: no. 10, *Records of the Reich Ministry for Armaments and War Production*; no. 11, *Fragmentary Records of Miscellaneous Reich Ministries and Offices*; no. 12, *Records of Headquarters of the German Army High Command (Part I)*; and no. 13, *Records of the Reich Air Ministry*. ¶Among the recently issued National Archives Microfilm Publications are Letters Received by the Office of Indian Affairs from the Idaho (17 rolls), Iowa (1 roll), Montana (31 rolls), Nevada (8 rolls), Northern (3 rolls), and Wyoming (6 rolls) Superintendencies, and from ten additional Agencies (39 rolls); Population Schedules of the 1820 Census for the States of Maryland (7 rolls) and New York (18 rolls); Passenger Lists of Vessels Arriving at Baltimore, 1888-91 (7 rolls), and at Boston, 1820-48 (25 rolls); the Official Records of the Union and Confederate Navies, 1861-65 (31 rolls); and Compiled Service Records of Confederate Soldiers Who Served in Organizations From the State of Georgia (607 rolls).

National Historical Publications Commission

The first volume of *The Papers of John C. Calhoun*, covering the years 1801-17, was released on October 18 at a special program in Columbia, S. C. The University South Caroliniana Society, the University of South Carolina, and the South Carolina Archives Commission are cosponsors of the project. The Calhoun Papers project was the first of a number of projects, modeled on Julian P. Boyd's Thomas Jefferson project at Princeton University, that were established throughout the country with encouragement from the National Historical Publications Commission. The papers are being published by the University of South Carolina Press, Columbia 1. Vol. I (xxi, 469 p., with index) sells for \$10.

Office of Records Management

Herbert E. Angel, Assistant Archivist of the United States for Records Management since 1956 and in charge of the Office of Records Management

since January 1950, was appointed on November 12, 1959, to succeed Roy W. Crawley as Director of Administration of the General Services Administration.

¶ The National Archives and Records Service has since its inception been moving toward developing in each Federal agency a well-rounded, effective paperwork management program. To assist in this aim, it has developed so far a series of six workshops, each designed to strengthen at least one aspect of the total agency program. Two workshops (Plain Letters, and Form and Guide Letters) are aimed specifically at the problems of correspondence. A Mail Management workshop trains all agency persons concerned with the flow of paperwork in the procedures for expediting it; the sessions show how, by getting mail to action points quickly, by properly delegating authority, and in other ways, an agency can reduce the handling of paperwork and realize sizable savings. A variation of the Mail Management workshop is one on Speeding Correspondence; those who attend it are obligated to return to their agencies and conduct a study. A Forms Improvement workshop proceeds from the recognition that forms constitute 85 percent of Federal files; the principal participants are the forms originators, and the benefits are less printing cost and less clerical processing cost. The last of the six, the Records Disposition workshop, trains files custodians at all levels; records managers serve as instructors, since the principles described are already well known to them. The benefits are greater coverage of records scheduled, clearer schedules, and shorter retention periods for records.

Office of the Federal Register

Four volumes of the new series of *Public Papers of the Presidents of the United States* have been published over an 18-month period. The release in October 1959 of the volume entitled *Dwight D. Eisenhower, 1955* completes the coverage of the years 1955-58. The series will continue with the publication of two volumes annually, one covering the current year, the other an earlier year. The National Historical Publications Commission has recommended unanimously that the series be extended to cover the Truman papers, and extension to cover 1945-52 has been formally authorized by the Administrative Committee of the Federal Register. The series is limited to papers that have been made public. These include messages to Congress, addresses and extemporaneous remarks, transcripts of press conferences, letters, messages to heads of state, and statements by the President on miscellaneous subjects. The indexed volumes contain lists of all reports to Congress, proclamations, and Executive orders issued. All volumes are sold by the Superintendent of Documents, Government Printing Office, Washington 25, D. C. ¶ Work has begun on a five-year consolidation of the "tables of laws affected" which were added to the United States Statutes at Large in 1956. These tables cover amendments and repeals of prior laws. They also include separate lists of all prior laws referred to in the text. It is expected that the consolidated tables covering 1956-60 will be published early in 1961.

Franklin D. Roosevelt Library

Among the more important recent manuscript acquisitions are (1) papers of U. S. Rep. James Roosevelt, son of Franklin D. Roosevelt, most of them for the years 1937-38, when Mr. Roosevelt was Administrative Assistant to his father; (2) papers of Emil E. Hurja, 1912-53, reflecting his long career in journalism, his work as executive secretary to the Democratic National Committee, 1932-37, and his connection with other public affairs; (3) papers of Judge Samuel I. Rosenman, chiefly speech drafts prepared by him as aide to President Franklin D. Roosevelt; and (4) papers of R. Walton Moore, chiefly correspondence and other records relating to his activities as Assistant Secretary of State and Counselor of the Department of State in the 1930's. The papers of Judge Rosenman and John M. Carmody are now open for research. ¶ The terms governing access to the Morgenthau papers in the Library have been altered by agreement between Henry Morgenthau, Jr., and the Administrator of General Services. Those papers that predate January 1, 1937, will be opened for general research by scholars on January 1, 1962; those of 1937-40 will be made available on January 1, 1966; and the rest will be opened on January 1, 1971.

Harry S. Truman Library

An active program to acquire personal papers of associates of President Harry S. Truman, such as former Cabinet Members, is under way, and a number of commitments have been received. ¶ Thirty-two research-room permits have been issued to professors and graduate students representing universities from coast to coast. The varied topics being worked on are largely domestic issues of the Truman Presidential Administration and Senatorial career. Nine researchers have received grants-in-aid from the Harry S. Truman Library Institute for National and International Affairs. ¶ More than 220,000 persons visited the museum of the Library in its first two years, ending in September. Of these, 32,000 were students. The painting of the mural "Independence and the Opening of the West," by Thomas Hart Benton, began in November.

Dwight D. Eisenhower Library

Ground-breaking ceremonies for the Eisenhower Library at Abilene, Kans., were held on October 13, the day before the President's sixty-ninth birthday. The Hon. Harry Darby, former Senator from Kansas and cochairman of the Governor's National Committee for the Eisenhower Library, acted as master of ceremonies. The Hon. George Docking, Governor of Kansas, introduced the President. An extract from the President's address on this occasion appears on p. 61 of this issue.

LIBRARY OF CONGRESS

The Manuscript Division now estimates its holdings at 16,264,000 pieces, in about 3,000 different collections. Two additions have been made to existing

manuscript collections in the Library. Nearly 4,000 items added to the papers of Robert W. Woolley (1871-1958) include correspondence with prominent Democrats and the manuscript of Woolley's unpublished autobiography, "Politics Is Hell." The John Barrett papers have been augmented by about 7,500 manuscripts, 1903-20, when Barrett was minister to Argentina, Panama, and Colombia, and finally Director General of the Pan American Union. ¶ Notable new groups of papers include those of Rudolph Evans, distinguished American sculptor who created the heroic statue of Jefferson for the Jefferson Memorial; more than 100 manuscripts of two British statesmen, Henry Dundas (1742-1811), first Viscount Melville, and his son Robert Saunders Dundas (1771-1851), second Viscount Melville; and an extensive collection of documents of the Arthur P. Schmidt Co. of Boston, relating to publishing the musical works of distinguished American composers of the so-called New England School. ¶ A register of the papers of Morrison R. Waite has been published and may be obtained from the Library's Card Division for 30¢. ¶ The second series of microfilm reproductions of Presidential papers, those of William Henry Harrison, may be purchased for \$20 from the Chief, Photoduplication Service; it is available also under interlibrary loan regulations.

OTHER FEDERAL NEWS

Interagency Records Administration Conference

Established in 1941 by the Civil Service Commission to promote training in filing practices, the Washington IRAC has grown in size and scope. Its interests now cover all aspects of records creation, maintenance, and disposition. Monthly meetings are held in the National Archives theater. This conference is administered by a steering committee, two members of which are designated by the National Archives and Records Service and the Bureau of the Budget, respectively. *Proceedings* of the Washington monthly meetings and *Time Saver Ideas*, sent without charge to members, are available to others on request to the Secretary, Interagency Records Administration Conference, National Archives, Washington 25, D. C. IRAC meetings are held several times a year in each of the cities outside of Washington where General Services Administration has its regional offices: Boston, New York, Atlanta, Chicago, Kansas City, Dallas-Fort Worth, Denver, San Francisco, and Seattle. In addition, meetings are held in Baltimore, St. Louis, St. Paul-Minneapolis, Los Angeles, and Portland, Oreg. Requests for notices of meetings should be addressed to the Secretary, Interagency Records Administration Conference of the nearest regional office, U. S. General Services Administration. Particular IRAC meetings are reported under State and local news.

Department of the Army

The U. S. Army Civil Affairs School, Fort Gordon, Ga., would appreciate receiving for its Civil Affairs Research Reference Library any published materials, screened from records or otherwise surplus, in the general area of the social and military sciences.

Department of the Navy

Rear Adm. E. W. Eller, Director of Naval History, Office of the Chief of Naval Operations, informs the *American Archivist* that the Department of the Navy is collecting for publication the naval and associated maritime documents of the American Revolution, covering the period from December 1, 1774, through 1783, with selected documents of later date that have important bearing on naval-maritime aspects of the Revolution. A large number of British, French, Dutch, Spanish, and other foreign documents, if appropriate, will be included. The chief editor, William Bell Clark, will welcome information about appropriate items not yet uncovered. ¶ The Department has adopted a single system for classifying directives, correspondence, forms, reports, and other documents by subject. The system is mandatory for all ships and stations by January 1, 1960.

Department of the Air Force

Col. J. L. Tarr of the Directorate of Administrative Services spoke on paperwork management at the annual dinner for Regional Directors of the National Archives and Records Service, held in Washington, D. C., September 24, 1959. He described correspondence simplifications that have resulted in greater efficiency. ¶ The Air Force has 164,000 cubic feet of non-current records in the Department of Defense Military Personnel Records Center in Overland, Mo., established July 1, 1957. Many procedural changes and a good incentive award program have resulted in a reduction in center personnel requirements from 246 to 195.

Post Office Department

Management officers with paperwork liaison responsibility have been appointed in each of the Post Office Department's 15 regional offices. Everett Sheats, Assistant Director for Paperwork Management, has been temporarily detailed to the Office of Civil and Defense Mobilization to assist it in establishing a paperwork program.

Department of the Interior

Sam Heller, Management Analyst, reports that a recently issued publication, *Improving Property and Records Management in Our Field Offices*, contains workshop proceedings and recommendations of Interior Department conferences held in Portland, Oreg., Omaha, Nebr., and Albuquerque, N. Mex. Copies may be obtained from the Division of Property Management, Department of the Interior, Washington 25, D. C. During 1959 the Department had 15 forms improvement workshops attended by 222 "middle line" officials from 8 bureaus, and 9 records disposition workshops attended by 150 files supervisors. ¶ The Records Improvement Project for Public Domain Records, undertaken in 1955 by the Bureau of Land Management, has envisioned the reconstruction of all public land status records and the microfilming of all

records that affected the title or availability of title to public land from May 20, 1785, when the rectangular system of surveying was established. The project covers 16 western States and the State of Alaska. New records have been installed for Utah, New Mexico, and Oklahoma; and work is currently under way for Arizona and Alaska. Eventually the work will be extended to Montana, North Dakota, South Dakota, California, Colorado, Nevada, Oregon, Wyoming, Kansas, Nebraska, Idaho, and Washington. Harold K. Johnson, Records Management Officer, describes the new records as (1) microfilm copies of original records arranged by State, township, and range, mounted in aperture cards and filed chronologically; and (2) status records, comprising historical (narrative) indexes and plats. Anyone interested may write to the Information Office, Bureau of Land Management, Department of the Interior, Washington 25, D. C., for a copy of *The Public Land Records . . . Footnotes to American History*, a brochure released on November 2, 1959.

Department of Commerce

As reported by Clyde M. Collier, archivist, the National Weather Records Center at Asheville, N. C., has become the national depository or archives of weather records of the U. S. Weather Bureau as well as of the Air Force, the Navy, and other cooperating agencies. Its holdings have increased very rapidly to a present total of 95,000 ft. of records, consisting of more than 200 groups and a microfilm library of more than 60,000 rolls. Two notable accessions in 1959 were the Cleveland Abbe collection from Johns Hopkins University and the Blue Hill Observatory Collection from Harvard University, the latter containing journals and diaries from 1735.

Office of Civil and Defense Mobilization

Two sample statutes on the preservation and management of State and local records have been drafted under legislative research contracts let in connection with OCDM's continuity of government program, one to Columbia University and the other to DePaul University of Chicago. The latter's sample "Records Management Act," providing for State and local records management programs, will be included in the 1960 suggested State legislation program of the Council of State Governments as a result of favorable action by the Committee of State Officials on Suggested State Legislation in September 1959. Printed copies of the act are available upon request from the Council of State Governments, 1313 East 60th St., Chicago 37, Ill., or from OCDM, Battle Creek, Mich. The sample "Preservation of Essential Records Act," drafted for OCDM by the Legislative Drafting Research Fund at Columbia University, assures availability in time of emergency of those records essential to the continuity of government and the protection of the rights and interests of individuals, establishes the basic principles for a records preservation program in State and local governments, and fixes the responsibility for preservation activities in a records preservation officer. The act also would remove legal obstacles to the preservation of essential records (such as prohibitions

against transfer of records from their customary location) and would provide legal recognition of photoduplicated copies. The act is being studied by a special committee of the Council of State Governments and will be considered for inclusion in the suggested State legislation program for 1961. Edward N. Johnson is director of OCDM's records preservation program.

Housing and Home Finance Agency

The workshop method is being used by HHFA to train file personnel in its regional offices, Rose McGrath reports. The result: more uniform procedures and better documentation of diversified housing programs that range from simple loans for college housing to more complex urban renewal programs.

Veterans Administration

The Central Office's centralized filing system, in operation for over 25 years, was replaced on February 1, 1959, by a centrally controlled decentralized system. At the same time the decimal classification system used for Central Office files was replaced by a subject-numeric system. A filmograph on file classification under the new system has been developed for use in beginner and refresher training. ¶ The Administration is currently testing several techniques for collecting statistics about records, with the object of providing a more useful statistical barometer of records fluctuations — information essential to planning and control. ¶ A recent issue of VA's *Management Notes* stressed the importance of legibility of vital administrative documents and veterans' records, since poor handwriting is a timewaster and a troublemaker, leading to misunderstandings and costly errors. Handwriting experts, authors, publishers, and educational organizations have been invited to submit suggestions and advice for the conduct of this program.

ACADEMIC TRAINING

American University

Continuing a program started in 1945, the American University in the summer of 1959 offered its well-established institutes in the preservation and administration of archives, records management, and genealogical research. They were sponsored by one or more of the following agencies and organizations: the National Archives and Records Service, the Library of Congress, the Maryland Hall of Records, and the American Society of Genealogists. A total of 81 students from all parts of the country and from abroad were enrolled. These institutes will be reoffered during the following periods:

Records Management	May 16-27, 1960
Preservation and Administration of Archives	June 6-July 1, 1960
Genealogical Research	July 11-29, 1960

A folder providing detailed information about these institutes may be obtained

from Ernst Posner, The American University, 1901 F Street, N. W., Washington 6, D. C.

University of Texas

T. R. Schellenberg, Assistant Archivist of the United States, National Archives, will conduct a course in archival management tentatively set for July 18-August 12, 1960, at the Graduate School of Library Science, University of Texas. Further information on plans for this course may be obtained from the University Archivist, Winnie Allen, Box 7767, University Station, Austin, Texas.

Massachusetts Institute of Technology

The winter semester of the fourth presentation of the Institute's "Introduction to Records Management" will begin on February 15, 1960. Classes will be held on Mondays from 7:45 to 9:30 p.m. Harold F. O'Neill, chief of the systems and procedures division of the GSA regional office at Boston, continues as instructor. This State University extension course is available free to veterans of World War I, World War II, and the Korean campaign who reside in Massachusetts; others may enroll at a cost of \$15 by applying to the Division of University Extension, Massachusetts Department of Education, 200 Newbury Street, Boston 16. A knowledge of basic principles of records management and some familiarity with records surveying are prerequisite to enrolment.

Radcliffe College

The seventh annual summer institute on historical and archival management will be offered by Radcliffe College, with the cosponsorship of the Department of History of Harvard University, during the period June 27-August 5, 1960. Lester J. Cappon, director of the Institute of Early American History and Culture at Williamsburg, archival consultant of Colonial Williamsburg, and lecturer in history at the College of William and Mary, will direct the course, which is designed for college graduates interested in careers in archival, museum, and historical society work. The course is open also to employees of institutions in these related fields. Students will study archival and historical resources and their relation to the interpretation of history; and they will visit representative manuscript and archival depositories, historical societies, museums, and historic sites and buildings in greater Boston. The staff will consist of 18 or more experts in these fields.

The class will be limited to 16, and will be conducted as a seminar. Those completing the course satisfactorily will receive a certificate signed by President Mary I. Bunting of Radcliffe (who will assume office February 1, 1960) and Dr. Cappon. Two full-tuition scholarships of \$200 each are available. Inquiries should be addressed to the Archival Institute, 10 Garden Street, Cambridge 38, Mass.

CONFERENCE ON SCIENCE MANUSCRIPTS

The National Science Foundation has given the organization committee for the Conference on Science Manuscripts a grant to support a conference in the spring of 1960 at which invited scientists, historians, and manuscript custodians will discuss documentation aspects of the history of science and recommend possible future projects concerning science manuscripts. The conference will concern itself also with the techniques of identifying and retrieving information in manuscripts, and with the policies and procedures to be followed by cooperating groups in locating manuscripts and depositing them in suitable institutions. A coordinated national program for this work is envisioned. The conference proceedings are to be printed and distributed. Further information may be obtained from the committee chairman, Nathan Reingold, Library of Congress, Washington 25, D. C.

TECHNICAL NEWS

Haloid Xerox, Inc., Rochester 3, N. Y., has a new device, the Xerox 914 copier, which uses electricity and light, not wet chemicals, and is designed for office copying. The "914" can copy any document up to 9 by 14 inches, including colored material. It can copy single sheets or pages of bound volumes interchangeably, at the rate of six a minute. Copies made on letterhead or ordinary paper are said to be dry, permanent, and clear. Supplies (powdered ink and paper) cost about 1¢ per copy. The monthly rental costs about 4¢ a copy for a 2,000-copy-a-month user. The user who requires 100 or more copies a day will find it more economical to purchase the machine. ¶ The Council on Library Resources has placed a contract not to exceed \$20,000 with the De Florez Co., Englewood Cliffs, N. J., for the construction of a working model of an automatic book-cradle/page-turner, a device to make it possible to present books, periodicals, etc., to the microfilm camera (or to other copying devices, such as television cameras and telefacsimile scanning devices) in a physical position in which the contents can most effectively be copied, and to turn the pages automatically during the copying process. Vernon D. Tate, Librarian of the U. S. Naval Academy, Annapolis, Md., has received a grant of \$3,000 from the council to prosecute an investigation centering about the construction of a working model of a device for producing microfiches. ¶ The American Standards Association, 70 East 45th St., New York City, offers for sale at 80¢ a copy the *American Standard Basic Criteria for Indexes*, 1959. ¶ The Superintendent of Documents, U. S. Government Printing Office, Washington 25, D. C., has for sale at 10¢ each *Simplified Practice Recommendation for Boxboard Thicknesses* (1959, 13 p., catalog no. C.41.20:44-59) and *Numbering and Coding of Engineering Drawings, Associated Lists and Documents, Military Standard 31* (Apr. 1, 1959, 4 p., catalog no. D.7.10:31). The former, a publication of the Business and Defense Services Administration of the Department of Commerce, directs attention to basic gauge lists of thicknesses of boxboard, the product from which boxes and folding cartons are manufactured. The latter is pertinent to engineering drawings prepared by or

for the Department of Defense. ¶ The Ohio legislature has enacted a measure permitting use of a punchcard ballot. The law provides for automatic examination and tabulation of the punched ballot cards at a central counting station. To ballot, voters would insert cards into an apparatus containing a magnifying lens and a punch for piercing the ballot. ¶ Colorado's "Rush to the Rockies" Centennial featured the IBM Ramac in the State Capitol in Denver, July 29-September 4, 1959. It could answer some 1,500 questions about Colorado. This was the first public exhibition of the Ramac in the United States. It was featured in the U. S. Pavilion at the Brussels World's Fair in 1958 and in the United States exhibition at Moscow's Soloniki Park in 1959. The machine has an input unit, a memory file, and processing and informational output units. The memory file consists of 50 magnetic metal disks, which resemble large-size phonograph records and have a capacity of 5,000,000 characters of information when both sides are used. The disks are arranged in a vertical stack and are rotated on a steel shaft at the rate of 1,200 r.p.m. Any unit of information may be written on or retrieved from any record in less than a second. Ramac contains about 2,000 vacuum tubes and weighs about 4½ tons. ¶ To combat excessive residual acidity in leather, a 1 — 2% solution of sodium benzoate (a buffer salt) has been tried in India. The solution is used on bound volumes to treat leather before leather preservatives are applied.

STATE AND LOCAL NEWS

Arizona

The University of Arizona (Tucson) has inaugurated the new historical quarterly *Arizona and the West*.

California

Thornton W. Mitchell was program chairman of the Bay Area Chapter of American Records Management Association's records management workshop and conference held in San Francisco, October 21-22, 1959. Emmett J. Leahy spoke on "Records Management Reappraised," Edward N. Johnson on "Continuity of Government, a Challenge for Records Management," and Joseph W. Lucas on "More Profit — Less Paper Through Work Simplification." Round-table discussion groups covered five areas of records management: developing a records retention program, protecting essential records, filing operations, controlling forms and reports, and controlling paperwork procedures. ¶ U. C. L. A. gave a two-week course in "Information Storage and Retrieval," September 29-October 9, 1959. ¶ The death of Anson Stiles Blake, fellow and former president of the California Historical Society, on August 17, 1959, has been reported. ¶ The Henry E. Huntington Library, San Marino, has received additional Jack London material. ¶ William E. Eastman, appointed NARS Director for GSA Region 9, assumed his San Francisco post on July 13, 1959. ¶ The Committee on Research Projects of

the American Society for Legal History is preparing a guide to needs and opportunities in the field of legal history. The committee is interested in knowing what work is in progress and in suggestions about sources and topics that might profitably be investigated. Information should be sent to Anthony H. Forbes, Department of History, University of California, Los Angeles 24.

Colorado

Dolores C. Renze, State Archivist of Colorado, and Emil Pubols, Chief, Federal Records Center, Denver, represented the Society of American Archivists at the Seventh National Conference sponsored by the U. S. National Commission for UNESCO, held September 29-October 2, 1959, in Denver. ¶The Denver Interagency Records Administration Conference held its first meeting of the 1959-60 season in the Denver Federal Center on September 16, 1959. The State Archives now sends three persons to this conference (Dolores C. Renze, George E. Warren, and Mark Amen). Emil Pubols, Chief, Federal Records Center, Denver, presented an introduction to record disposition workshops. Paul W. Ferguson, management analyst, Records Management Division, Region 8, reported on records management workshops in his region.

Connecticut

Yale University Library has opened to scholars Henry L. Stimson's personal papers, 1933-50. They include a 33-volume personal diary, official documents, correspondence, and memorabilia. ¶The State Records Center at Rocky Hill, a division of the State Library, will be extended by the addition of storage capacity for 12,000 cubic feet of records. The present building, with a capacity of 9,120 cubic feet, was opened in April 1958 and is already filled to 94 percent of its capacity. It is expected that the new addition will be in use before June 1, 1960. The General Assembly, in its 1959 session, allocated \$70,000 for this project.

Delaware

Walter David Lewis has been appointed coordinator of the fellowship program of the Eleutherian Mills-Hagley Foundation in Wilmington. He replaces Peter C. Welsh, who has resigned to accept a position with the Smithsonian Institution.

District of Columbia

Schedules of the 1860, 1870, and 1880 U. S. censuses in the National Archives were used by newsman Lowell K. Bridwell as the basis for an article in the Washington *Daily News*, September 3, 1959, which questioned whether, because of his age, Walter G. Williams of Houston, Texas, could have been a Civil War veteran. ¶The Interagency Records Administration Conference held its first meeting of the current season in the National Archives, October 16, 1959. William J. Reilly, Jr., Office of Records Management, NARS,

spoke on "Office Equipment and Supplies, Not Gadgets." ¶ The thirteenth annual meeting of the National Trust for Historic Preservation was held in Washington, October 8-10, 1959. About 500 members and delegates of member organizations attended. Besides visits to places not ordinarily open to the public there were business meetings and professional programs on such topics as "Historic Preservation in City Planning and Urban Renewal," "Stable Values in a Changing World," "Dividends From the Law" (tax abatements allowed preservation groups), and "Telling Your Story" (public relations). ¶ The Crinoline Brigade, organized in Washington, D. C., April 18, 1959, is the first unit of a nationwide network of women's luncheon clubs being organized primarily for the purpose of assisting local authorities in commemorating local participation in historical events, such as the Civil War, and to honor individuals who are making contributions to the general theme of "what life was like 100 years ago" through publications, teaching, historical research, and community services. The Washington unit has held two meetings. On June 20, 1959, Elizabeth H. Buck of the National Archives led a discussion, based on the census of 1860, on social and family life in the United States just before the Civil War. On October 17, Josephine Cobb, archivist in charge of the Still Picture Branch, National Archives, gave a talk on "Crinoline Costumes," illustrated with Godey fashionplates and daguerreotypes. A directory of the Crinoline Brigade is being compiled. Anyone interested in organizing a local club may obtain information by writing to the founder, Mrs. Dallas D. Irvine, 2029 Waterside Dr., N. W., Washington 9, D. C.

Georgia

The fall meeting of the Southeastern Interagency Records Administration Conference was held in the Life Insurance Co. of Georgia Auditorium in Atlanta on November 10. A panel session followed an address by Emmett J. Leahy on "The Executive View of Paperwork." Mr. Leahy, whose address in San Francisco in October is noted under "California," is president of Leahy & Co., management consultants, New York City. The Atlanta meeting was sponsored by NARS Region 4.

Idaho

H. J. Swinney, director, in the 1958-59 *Report* of the Idaho Historical Society, writes that although the legislature designated the society in 1947 as the official archives of the State, no appropriations for the work have been made. During 1957-59 the society received records of the State Treasurer's Office, 1863-1928, some early Territorial Militia records from the Office of the Adjutant General, and most of the records of the construction of the State Capitol. Other useful records in the State archives are those of mining districts, particularly the claim books from Yellow Pine. In the summer of 1958 an extensive investigation of the records management and archival problems was made, but no program has been undertaken. In the meantime, any proposed disposal of State records is worked out with the State Board of Exam-

iners, which in turn informs the society. ¶ The society has received the papers of the late Sen. William E. Borah for the years 1890-1907, when he was in Boise; papers of Maj. George Shearer, of the Mount Idaho Militia during the Nez Percé and Sheepeaters Wars, including two eyewitness accounts of military actions; papers of I. B. Cowen, early probate judge of Pierce; papers of R. Z. Johnson, second Territorial Attorney General; papers of John T. Morgan, Territorial Chief Justice; and records of Falk's Store and other Falk enterprises. Typescripts of the Shearer papers have been given to the Archives Committee of the University of Idaho. ¶ The microfilm program of the Historical Society was undertaken in the fall of 1957 with the publication on 16-mm. microfilm of a 30,000-entry index to the Territorial newspapers of Idaho, compiled by Merle Wells at the College of Idaho in 1944-46.

Illinois

The University of Illinois has received two unpublished letters of Abraham Lincoln, August 9, 1858, and August 19, 1859. Both were written from Springfield to Daniel Arnold Cheever at Tremont, Ill. The earlier letter tells of plans for the Lincoln-Douglas debates. The library has purchased the "Freedom of Expression" collection of the late Ewing C. Baskette of Springfield. This important collection consists of printed books, pamphlets, periodicals, newspapers, and manuscripts, dating from the sixteenth century to the present. ¶ The State Historical Library is searching for "papers, documents, records, pictures and anything else related to the farmers and the farm organizations of the State." The materials needed include membership rolls, minutes of meetings, treasurers' reports, letters, pictures, business records, and even farm-implement catalogs. ¶ Robertson Hall at Blackburn College, Carlinville, was destroyed by fire, says a dispatch printed in the *New York Times* (Nov. 11, 1959). "The brick building housed the biology, art and music departments, a library annex and the college archives."

Indiana

Eleanor Cammack in her annual report of the Archives of DePauw University and Indiana Methodism, reports that the archives were moved to the ground floor of the Roy O. West Library in February 1959. The installation has office, search-room, and stack space, and is open the year round.

Kansas

The Archives and Library of the United States Army Command and General Staff College, Fort Leavenworth, is the subject of an informative article entitled "Arsenal of Knowledge" in the *Military Review* (Oct. 1959). Ava D. Headley is Chief Archivist and Capt. Edwin A. Dayton is Library Officer. ¶ Prof. Donald McCoy, University of Kansas, has instituted a course in archival and manuscript management. ¶ The State Historical Society has microfilmed 57 letters from William Allen White to Dan Casement, 1927-43,

and 13 letters of Frederick Funston, 1892-1908. The Kansas Industrial Development Commission recently gave the society an excellent collection of aircraft industry photographs. Other gifts of pictures have been received from Lawrence, Hays, Abilene, Topeka, and Kansas City.

Louisiana

The Department of Archives and Manuscripts of the Louisiana State University, whose collection of about 2,000,000 manuscripts and archival documents is one of the largest in the South, is now housed on the second floor of the new library dedicated on October 23, 1959, as the initial event of the year-long observance of the university's centennial. Archivist V. L. Bedsol drew heavily upon the collection of university archives in editing *Louisiana State University; a Pictorial Record of the First Hundred Years*, published by the L. S. U. Press in October 1959. ¶ John C. L. Andreassen has been appointed chairman of the Louisiana State Library Association's Committee on State Planning. Mr. Andreassen is also secretary-treasurer of the Louisiana Historical Association, a member of the editorial board of this journal, and Director of the State Archives and Records Commission. The office and some work areas of the commission were transferred on July 20-21, 1959, from the subbasement of the State Capitol to quarters on the ground floor of the old Peabody Hall, 3rd St., Baton Rouge. The mailing address is P. O. Box 4222, Capitol Station, Baton Rouge. Dr. Andreassen's *Guide to the Microfilmed Records of the Department of Justice (Louisiana)*, completed in October 1958, was made available late in July 1959. ¶ On August 1, 1959, Kenneth Trist Urquhart became the first executive secretary of the Louisiana Historical Association and director of the Confederate Museum. ¶ The new *Louisiana Historical Review* is sponsored by Louisiana State University; its first issue will be that of Winter 1960.

Maryland

The Records Management Division of the Hall of Records now has two records centers in full operation, in Annapolis and in Baltimore. Both are in new State office buildings, in basement areas especially designed and equipped for the purpose with tiled floors, painted concrete walls and ceilings, steel shelving, and air-conditioning. The Annapolis center contains 4,560 sq. ft. of storage space and 1,140 sq. ft. of work space; the Baltimore center, 6,250 sq. ft. of storage space and 850 sq. ft. of work space. Shelving now in place will accommodate about 19,000 cu. ft. of records. Space for more shelving is available at the Baltimore center. Approximately 4,500 cu. ft. of records are now stored in the two centers, and it is estimated that space will be adequate for the next 20 years. ¶ Publications available include *Bulletin* 11, a descriptive "list of the index holdings" at the Hall of Records, released in September 1959. Copies are available at 5¢ each. The *Maryland Manual*, 1959-60, being compiled by the staff of the Hall of Records, should be in print by January 1, 1960. Distribution is handled by the Office of the Secretary of State,

to which requests for copies should be sent. The Hall of Records Commission *Publication* no. 12, *The County Courthouses and Records of Maryland*, is being issued in two parts. The first part, on the courthouses, was to appear in December 1959. It is well illustrated and will sell for \$5. The second part, on the records, will appear late in 1960. ¶ Historic Annapolis, Inc., has begun an index of the *Maryland Gazette* for the years before the American Revolution, particularly with regard to houses and commercial establishments as an aid in the restoration of the Annapolis waterfront. ¶ The Maryland Historical Society has received letters, documents, manuscript books, and scrapbooks, 1811-79, to be added to the Patterson-Bonaparte papers; 1,664 colored slides of historical houses and sites in the State; 44 volumes relating to genealogical source materials and family histories of Virginia; and 7 volumes (60,000 names, indexed) of Washington County, Md., cemetery records.

Massachusetts

Richard Dunstan Higgins, Archivist of the Commonwealth, reports that Secretary of State Joseph D. Ward has been designated chairman of a special commission to place in the new archives and records building a memorial to the late Secretary of State Edward J. Cronin. Other members of the commission are Archivist Higgins, State Sen. Harold W. Canavan, State Rep. Meyer Pressman, and Benjamin Schwalb. A report on the findings of this commission will be made to the Massachusetts legislature this month. The commission has asked the noted sculptor Emilius Ciampa to execute a rough drawing of a plan for a memorial honoring the late Mr. Cronin, who spent much of his ten years in office pleading the cause of a new archives building. The building is due to open in the spring of 1960. Members of the Society of American Archivists will have an opportunity to view the million-dollar edifice when they convene in Boston, October 4-7, 1960, for their twenty-third annual meeting. Archivist Higgins is chairman of the Committee on Local Arrangements. ¶ The records management training course offered in October 1959 by Harold F. O'Neil of GSA's Regional Office, Boston, had an enrollment of 106.

Michigan

Miriam L. Lesley administers the Archives of Modern Art, Detroit, established in 1954 by E. P. Richardson, director of the Detroit Institute of Arts. Documents are sought dealing with painters, graphic artists, sculptors, ceramists, glassmakers, metal workers, or wood carvers. Reports by Mrs. Lesley appear regularly in *Art Quarterly*.

Minnesota

The *Minnesota History News*, the first issue of which appeared in August 1959, is edited by Robert C. Wheeler. To be issued by the Historical Society six times a year, it will carry "news about exhibits, special programs, tours, projects, books, museum and historical society techniques, recently acquired items, and exciting discoveries."

Mississippi

Plans for the permanent exhibits in the State Historical Museum, Old Capitol, and the 1960-62 biennium budget request, as presented by Charlotte Capers, were accepted on August 14, 1959, by the board of trustees of the Department of Archives and History. ¶ During the summer of 1959 the Mississippi Historic Foundation of Vicksburg was organized. Mrs. Eva W. Davis is its president.

Missouri

Prof. Rudolph Yeager, Central Missouri State College, Warrensburg, is offering a graduate course on the Truman papers. The class, limited to ten members, spends Saturday morning at the Harry S. Truman Library. ¶ St. Louis is becoming the Lutheran research center in the United States. The Concordia Historical Institute, 801 DeMun Ave., St. Louis 5, established in 1927, has a collection of approximately 125,000 manuscripts and about 35,000 books and pamphlets relating to Lutheranism. Since 1956 the Lutheran Layman's League has supplied the institute with funds for an extensive microfilm program. Concordia Seminary plans to build a new library building nearby. The collection of the newly created Foundation for Reformation Research will be housed in the same area and will be a third source for the historians of Lutheranism. ¶ Floyd C. Shoemaker, secretary of the State Historical Society, Columbia, who has been with the society since 1910 and has served as its secretary-librarian since 1915, will retire on May 5, 1960. Dr. Shoemaker will continue as chairman of the State Civil War Centennial Commission. E. L. Dale, editor and publisher of the Carthage *Evening Press*, was elected president of the society at the annual meeting on September 25, 1959.

New Jersey

The library of Morristown National Historical Park, sponsored by the National Park Service, has letters of Washington, Hamilton, Jefferson, Adams, Madison, and other leaders of their generation among its manuscript holdings. Also there are orderly books and journals of British, French, Hessian, and American soldiers of the Revolutionary War, the manuscript of Thomas Hutchinson's *History of Massachusetts Bay*, and journals written during the French and Indian War. The 17,000 printed items have been classified and shelved, and most of the manuscript collections have been inventoried and indexed. Inquiries should be directed to Francis S. Ronald, Morristown National Historical Park, Morristown.

New Mexico

In November 1959 the Historical Society of New Mexico celebrated its hundredth anniversary at Santa Fe. New officers installed were: president, Calvin Horn of Albuquerque; vice president, Robert Utley of Santa Fe, his-

torian for the National Park Service; recording secretary, William Wallace of Las Vegas, archivist of New Mexico Highlands University; corresponding secretary, Bruce Ellis of Santa Fe, Museum of New Mexico; and treasurer, Tom Catron III of Santa Fe. ¶ The society passed a resolution urging the State Records Commission to "follow the spirit as well as the letter of the law in appointing a competent, experienced person, professionally trained as an archivist and records manager to be state records administrator." The commission was to meet on November 17 to consider an appointment to the \$10,000 post. ¶ Irregularities in the title to a building that the State had expected to purchase for a records center have led to the prospect of storing some State records in the old State penitentiary. It was hoped to remove records of the Insurance Commission and the Revenue Bureau from the basement and hallways of the State Capitol, where they were said to constitute a fire hazard.

New York

Columbia University has recently published a descriptive list of the manuscript collections in its libraries. ¶ The Buffalo Historical Society has received a grant of \$3,840 from the Western New York Foundation to launch a series of small books on western New York history for use in grades 6-8 in the public schools. Plans call for 12 titles to be published in 1959-60, ranging in subject matter from prehistoric Indians to the metropolitan area of Buffalo. An academic expert will be engaged to assemble the facts. Competent editors, experienced in children's literature, will prepare the final texts. ¶ Representatives of the American Association of Museums, the Society of American Archivists, the National Trust for Historic Preservation, the Historic Sites Public Officials, and the American Association for State and Local History met in Cooperstown, September 18-20, 1959, to explore areas of common interest and discuss mutual problems. ¶ The *New York Times* reports that Leslie C. Stratton, director of the Theodore Roosevelt Association, has announced the formation of a unique library devoted to works by and about Presidents of the United States. The library, expected to be ready for use in January or February 1960, will be housed in the Theodore Roosevelt House, 28 East Twentieth St., New York City, open daily except Monday. The project was undertaken in April 1959 "to establish source material for scholars, editors, publishers, writers, researchers, students and others who help to make American heritage living and dynamic." The collection will be broad in scope and "provide detailed and non-partisan source material" about all Presidents and the times in which they lived. Books, papers, and other items have been contributed to the collection by President Eisenhower and former Presidents Truman and Hoover, 52 publishers, 8 State governors, and 500 other individuals.

North Carolina

The Department of Archives and History, Raleigh, now has four divisions: Archives and Manuscripts, Historic Sites, Museums, and Publications. The

Division of Archives and Manuscripts, under H. G. Jones, State Archivist, includes sections for archives administration, county records, and State records. The Archives Administration Section is microfilming all North Carolina newspapers through the Civil War period. The County Records Section is responsible for records management in the 100 counties. Records will be repaired, arranged, inventoried, and scheduled, and when inactive will be transferred to the State Archives. Records of permanent value will be microfilmed for security. The State Records Section is converting its records center from filing cabinets to shelving and corrugated boxes to provide space for more records. ¶ The Dolly Madison Memorial Association has purchased a large number of items relating to Dolly Madison found a few months ago in Pennsylvania. Included are many manuscripts bearing the signatures of James Madison and other important men of the period. They are available in the Greensboro Historical Museum, Guilford County. ¶ The Tryon Palace Restoration at New Bern is administered by the Tryon Palace Commission, a State agency affiliated with the Department of Archives and History. Through an annual appropriation the State assists with the costs of maintenance and operation. ¶ The Department of Archives and History, in furtherance of its "living history" program and with a grant for the purpose from the Allstate Insurance Co., has recorded on tape interviews with some of the oldest citizens of the State. In August sets of the recordings, on 13 rolls of tape, were presented to the State of North Carolina, the State University, Duke University, and the Library of Congress.

Ohio

The 103d General Assembly, by enacting amended substitute House Bill 737, has revised Ohio's archival system, effective October 20, 1959. The act designates the Ohio Historical Society, Columbus, as the Archives Administration for the State and its political subdivisions. It makes the director of the society a member of the State Records Commission, the body that reviews the disposition of all State records, and makes the society's Archivist the commission's secretary. The law requires a trained archivist as head of the Archives Administration, to be responsible for the evaluation, preservation, arrangement, servicing, and repair of the records that come into its possession. The Archives Administration may transfer records to libraries and county historical societies and is authorized to preserve records and documents received from private sources. ¶ Benjamin H. Pershing has been appointed archivist of Wittenberg University, Springfield. A member of the Wittenberg faculty since 1926, he has headed the history department and served as dean of men for 19 years. ¶ William E. Bigglestone, formerly of the National Archives, has been appointed archivist at the Firestone Tire and Rubber Co., in Akron. ¶ Harlow M. Lindley died in Columbus, August 20, 1959, at the age of 84. An authority on midwestern Americana, Dr. Lindley was for 12 years secretary, editor, and librarian of the Ohio State Archaeological and Historical Society. ¶ *Ohio Town Names* is a handy new reference work giving the origin of the names of over 1,200 Ohio cities, towns, and villages. Names of early settlers, founders, and surveyors who played a major role in establishing

the communities are included. William D. Overman, the author, has served as treasurer and president of the Society of American Archivists. The book is available from the Atlantic Press, 1902 Manchester Rd., Akron 14, Ohio, at \$3 (paper) and \$4 (cloth). ¶ An international conference for standards on a common language for machine searching and translation was held in Cleveland, September 6-12, 1959, sponsored by Western Reserve University and the Rand Development Corp. Representatives from ten countries participated. Another conference will be held late in 1960 or in 1961. Brian Vickery of Imperial Chemical Industries, Ltd., Great Britain, and Allen Kent of the Center for Documentation and Communication Research, Western Reserve University, were named general chairman and secretary respectively. Areas of interest are research, nomenclature, exchange of materials and information, and exchange of personnel.

Oregon

"On the Use of Archives by Historians," by David C. Duniway, State Archivist and a member of the editorial board of the *American Archivist*, appeared in the August 1959 *Pacific Historical Review*. ¶ The State Department of Finance and Administration has recently inaugurated a records management program. As a first phase, records officers were appointed in most State agencies at the request of the Governor. They have liaison on records problems with the State Archivist in the State Library and with the Department of Finance and Administration, which has issued the first part of a manual outlining the process by which records are authorized for destruction. The heads of State departments were briefed on the program at a general meeting called by Gov. Mark Hatfield, at which Paul Kohl of the Federal Records Center at Seattle was keynote speaker. Four training sessions were held by the Department of Finance and Administration — one with budget examiners, one with records officers in Salem, one with records officers in Portland, and one with records officers of the institutions of higher education. Elmer G. Baldwin, head of the General Government Section of the department, directed all the meetings. Others from the department taking part in the presentation were David Williams, Rodney Land, and Donald Laws, management analysts. David Duniway, State Archivist, and Richard Dolph of his staff represented the archival part of the program. ¶ The State Archives has recently acquired 10,000 cubic feet of additional storage space in the State Capitol. Records formerly stored in five areas in three different buildings have been consolidated and rearranged. At the same time, as part of the records management program, the State Archivist has accepted more active recent records of potentially permanent value from various custodial institutions of the State, and he expects to centralize inactive personnel files of all State agencies. The office of the Archivist and the public reading room remain in the State library. The most important recent accession received by the State Archives is a group of miscellaneous records of the Indian wars, 1847-79, from the Office of the Adjutant General. ¶ As part of the observance of the Oregon State Centennial, the State Historical Society published in the June 1959 issue of the

Oregon Historical Quarterly documents of the Provisional Government of Oregon Territory, which record the beginnings of the first American government organized on the Pacific Coast, 1841-43. Edited as "The Oregon Archives," the texts of many documents have been reconstructed and made generally available to students for the first time. The editorial work was done by David Duniway and Neil Riggs, his assistant. ¶ Martin Schmitt, curator of special collections at the University of Oregon, has received the corporation books of the Loyal Legion of Loggers and Lumbermen.

Pennsylvania

A one-day session on "Plain Letters" was conducted at Harrisburg by Larry Carnevale and George Arnstein of the New York Regional Office of the General Services Administration. Almost all State government agencies were represented by the 35 persons in attendance. ¶ At a regular meeting of the Management Methods Council, held at the Federal Records Center, Mechanicsburg, William Port, Director, conducted a tour of the facilities. ¶ A projected six-months plan to weed large groups of inactive records in one division of the State Department of Labor and Industry was initiated in July 1959, using temporary clerical personnel under the guidance of an experienced supervisor. The plan will be extended to other units in the department. ¶ A recently issued *Preliminary Guide to the Research Materials of the Pennsylvania Historical and Museum Commission* (58 p.) lists holdings of the Division of Public Records, the Research and Publications Division, the Drake Museum, and Old Economy.

Puerto Rico

Luis M. Rodríguez Morales, Administrator of Records of the executive branch of the Puerto Rican Government, reports that the Legislative Assembly of the Commonwealth has authorized the purchase of a historic structure, built by the city of San Juan in 1876, to be the permanent home of the General Archives. Victor Gondos, National Archives, advised the architect, José Firpi, on the conversion of the building. Wayne C. Grover, Archivist of the United States, will inspect the installation before authorizing the transfer to it of valuable Puerto Rican material now in the National Archives. ¶ A records program, put into effect during the last fiscal year, accessioned approximately 1,600 ft. of documents and authorized the destruction of 18,468 ft.

South Carolina

The special program at Columbia marking the publication of the first volume of the papers of John C. Calhoun is reported under the National Historical Publications Commission.

Tennessee

Under the provision of a reorganization act passed in 1959, the State Library and Archives has been made part of the new Division of Public Libraries of the State Department of Education. Also in this division are the Tennessee

Historical Commission and the Office of State Historian. William T. Alderson was named Assistant State Librarian and Archivist, effective July 1, 1959. He will continue as executive secretary of the Tennessee Historical Commission and editor of the *Tennessee Historical Quarterly*. ¶ Belden Menkus reports the availability of a filing manual and a paper, *Evaluation of Record Materials to Determine Their Ultimate Disposal*, recently published by the Sunday School Board of the Southern Baptist Convention, 127 Ninth Ave. North, Nashville 3.

Texas

An Archives Division of the Texas Library Association has been organized by Winnie Allen, to take care of the needs of the "librarian-archivists." Abby Moran, Fort Worth Public Library, is editor of its publication, the *Librarian-Archivist*, and chairman of the division. ¶ *A Preliminary Guide to the Archives of Texas* by Seymour V. Connor and *Texas Indian Papers, 1825-1843*, a compilation of 219 documents, have been published by the Archives Division of the Texas State Library, Camp Hubbard, Austin 3; these sell respectively for \$3.50 and \$5.25, payable in advance as required by State law. The latter title was published to stop the wear and tear on the original materials; it includes maps, illustrations, and an index. ¶ C. George Younkin, an archivist in the Federal Records Center at Fort Worth, spoke on "Indian Records" at the August 31, 1959, meeting of the Fort Worth Genealogical Society in the auditorium of the public library. ¶ William Henry Bewie, archivist, historian, and representative of the Texas District for the Concordia Historical Institute, died on July 29, 1958. He was the author of *Missouri in Texas*, a history of the Lutheran Church in Texas. ¶ *The Journal of Southern History* is now sponsored by the Rice Institute, Houston, and edited by W. H. Masterson. This journal was formerly sponsored by the University of Kentucky.

Vermont

Richard G. Wood, director of the Historical Society and chairman of the State's Civil War Centennial Committee, has announced the appointment of Warren R. Austin, Jr., as a member of this committee. Dr. Wood is a member of the editorial board of the *American Archivist*. The new president of the Historical Society is John P. Clement of Rutland, who was the first Vermont State Supervisor of the Historical Records Survey. ¶ The Historical Sites Commission requests donations of agricultural implements and tools used by farmers before 1900, for the Farmer's Museum planned at Plymouth. ¶ A Calvin Coolidge memorial library at Plymouth, where Coolidge took his oath of office as President, has been proposed to house papers and personal effects now scattered among four libraries. The Vermont Historic Sites Commission is investigating the type and size of building needed. Gov. Robert T. Stafford has asked State Rep. Joseph W. Moore to make a formal proposal at the next regular session of the General Assembly in 1961.

Virginia

On September 25, 1959, Gen. Omar Bradley became president of the George C. Marshall Research Foundation, a center at the Virginia Military Institute, Lexington, devoted to collecting and preserving papers and mementos of the military leader and Nobel Peace Prize winner, who died on October 16, 1959. General Bradley succeeds John C. Hagan, Jr., Richmond investment banker, who becomes chairman of the board. Mr. Hagan has headed the foundation since its organization in 1953. Three new directors are Lt. Gen. Milton G. Baker, superintendent of the Valley Forge Military Academy and former chairman of the Defense Department's Reserve Forces Policy Board; Carter Lane Burgess, president of the American Machine and Foundry Co. and a former Assistant Secretary of Defense; and Fred Carrington Cole, president of Washington and Lee University. ¶ The manuscript division of the University of Virginia Library has received a number of manuscript items, 1448 1955, and, by loan from Princeton University Library for an exhibition, manuscripts and typescripts of William Faulkner's novels, short stories, and poems ca. 1919-56. ¶ At an auction at Thieves Market in Arlington last fall, Louis Robert of Alexandria bought for \$20 what he believes is the long-lost first draft (by Col. Charles Marshall) of Gen. Robert E. Lee's farewell address (General Order no. 9) to his troops after the surrender at Appomattox.

Washington

Richard C. Berner, curator of manuscripts at the University of Washington, Seattle, reports receiving new manuscript groups documenting both Democratic and Republican party politics in the State during the first half of the twentieth century; coastal and geodetic surveys of the Northern Pacific area, 1871-1920; frontier and academic life; and the lumber business. ¶ Seattle's Museum of History and Industry has a new maritime wing named for two still-living pioneers in Puget Sound's industrial and maritime development, Joshua Green, shipmaster and banker, and Dwight Merrill, lumberman and industrialist.

West Virginia

Charles Shetler has prepared a *Guide to Manuscripts and Archives in the West Virginia Collection* (West Virginia Library, Morgantown, 1958), in which over 700 collections of records are listed. The guide will be reviewed in an early issue of this journal.

Wisconsin

The Rockefeller Foundation has recently granted the State Historical Society funds to sponsor a conference to consider the possibilities of research in mass communications history and to determine the areas in which such research can and should be conducted. The society's Mass Communications History Center was founded in 1955. Two grants from the Ford Foundation's Fund for the Advancement of Education have made it possible for the society to survey resources available in the State for a pilot study of the history of

education in Wisconsin and its role in American life. The progress report of Richard A. Erney, in charge of the project, covers the first year's work. He expects in the second year to extend research to the local level and into private and parochial schools.

New acquisitions of the State Historical Society include letters and personal papers of William Dempster Hoard, 1836-1918, sixteenth Governor of the State, and more collections dealing with the Civil War period. ¶ The *Harvester World* for July 1959 has a picture story, "Paper Harvest," on the McCormick collection at the society. ¶ The society has inaugurated a new book publication series entitled *State Street Books*, a paper-back series printed on quality paper and selling for about \$4 a volume. The series will be devoted exclusively to local and regional history and will include original studies and reprints of enduring worth. ¶ The new Circus World Museum, operated by the society, was opened on July 1, 1959, in Baraboo, birthplace of the Ringling Brothers Circus and the Gollmer Circus and at one time winter quarters for the former. ¶ The Historymobile featured a "Meet Mr. Lincoln" exhibit at the State fair. Industrial organizations, private individuals, and the State's A.F.L.-C.I.O. have contributed to a fund for the purchase of Lincoln letters and other historical documents. ¶ Litta Bascom retired from the staff of the society on July 1, 1959, after 34 years as a cataloger of documents.

Wyoming

The proposed reorganization of archival and historical activities in the State, noted in our July 1959 issue, p. 328, has taken place. The Archives and Historical Department, under the direction of Lola Homsher, now has three divisions: Historical, Archives and Records, and Museum. Dorothy K. Taylor, administrator of the former Centralized Microfilm Department, is now chief of the Archives and Records Division, of which the microfilm activities have become a part. Louis C. Steege is chief of the Museum Division.

FOREIGN NEWS

Indian Ocean Conference

A. Toussaint, Chief Archivist of Mauritius, made a formal proposal in 1956 to the International Archives Council for a regional conference of archivists and historians of the Indian Ocean countries similar to those already held in Scandinavia and in Latin America. In November 1958 the International Archives Council warmly recommended this conference and the first consultative meeting, organized by the Académie Malgache, was held in Madagascar in April 1959. Renard Paulian, secretary general of the Pan Indian Ocean Science Association and permanent secretary of the Académie Malgache, has a keen interest in the project. During a short visit to Mauritius he worked out the final details of the proposed meeting with Dr. Toussaint.

Canada

The Archives Section of the Provincial Library of Manitoba at Winnipeg is developing a list of all political papers held in archival agencies in Canada, "a kind of union catalog," Provincial Archivist Hartwell Bowsfield reports, "which we hope will eventually be expanded to include other material."

Germany

Wilhelm Winkler, Director General of the Archives of Bavaria since 1948, died on October 5, 1958. Dr. Winkler had served as a member of the executive committee of the International Council on Archives since 1956. Georg Winter, Director of the Archives of the Federal Republic of Germany at Koblenz, has been nominated to succeed Dr. Winkler on the executive committee. ¶ The *Frankfurter Allgemeine Zeitung* (FAZ), July 8, 1959, carries a report dated July 7, from the Berlin office of the FAZ, that about 100 tons of archival material removed by Soviet officers between 1945 and 1947 from the archives of the Zone have recently been received in East Berlin. The report indicates that the administration of the Deutsche Zentralarchiv at Potsdam regards this attitude of the Soviet Government as ominous. It is feared that a similar application of Art. 42 of the Soviet draft of a Peace Treaty of January 10, 1959, will require a large part of the Preussische Geheime Staatsarchiv to be ceded to Poland. Such a cession would include a file recording in detail the ownership of all real estate in the whole of East Prussia. ¶ The Institut für den Wissenschaftlichen Film in Göttingen (Bunsenstrasse 10), a nonprofit organization of the *Länder* of the Federal Republic of Germany, is devoted to the scientific study of films. It has started to edit historical "film documents" and make them available for use in historical research and teaching. The approximately 45 "film documents" made available relate to the years 1895-1914, World War I, the Weimar Republic, National Socialism, technological history since 1900, and the history of the newsreel. An annotated list of the films published before January 1959 may be obtained on request.

United Kingdom

The new Somerset Records Office was officially opened on June 20, 1959, according to a *Report* (Sept. 16, 1959) of A. W. Vivian-Neal, chairman of the County Records Committee. ¶ E. H. Sargeant, Worcester County Archivist, Shirehall, Worcester, in his *Report* (Apr. 4, 1956), refers to his lectures to university students to encourage their use of records in research. He points, however, to the tendency of researchers to go direct to primary source material before exploring secondary sources, and he mentions that the Society of Archivists is considering the best method of meeting the problem — probably with the cooperation of educational authorities. (A similar problem in the United States is reported by Howard B. Gotlieb in his paper, "The Undergraduate and Historical Manuscripts," published in this issue of the *American Archivist*.)

