



ROBERT H. BAHMER
President, Society of American Archivists
1961-1962

School principal and college instructor in history in Minnesota, North Dakota, and Michigan, 1924-34; staff member, National Archives, 1936-43; Deputy Chief, Records Management Branch, Office of the Adjutant General, War Department, 1943-48; Assistant Archivist of the United States, 1948-56; Deputy Archivist of the United States and secretary general, International Council on Archives, since 1956. Vice president, Society of American Archivists, 1960-61; president since October 6, 1961.

THE WHITE HOUSE

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October 2, 1961

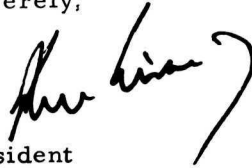
Dear Dr. Hamer:

It gives me great pleasure to send congratulations to the Society of American Archivists on its 25th anniversary.

Each day makes us more aware of the need for unharried scholarship. The freedom to search out and use the knowledge of the past is a great source of strength for our democratic institutions. Archivists serve our society by preserving and making available the detailed and accurate records which form our documentary heritage. From these records, we learn our history, evaluate our present, and plan for our future.

I wish your society a productive 25th Anniversary Meeting and continuing success in its important work.

Sincerely,

A handwritten signature in dark ink, appearing to read "Lyndon B. Johnson", with a large, sweeping flourish at the end.

Dr. Philip M. Hamer, President
The Society of American Archivists
The Continental Hotel
Kansas City, Missouri

Not Caring to Exchange Them for My Head

The third year of Bunkyu (1863) was a most troubled year in the development of foreign relations. On our side, all Japan was swept by the anti-foreign movement, and on the side of the Westerners, England had pressed her demands after the death of Richardson. . . . As I was working in the translation bureau of the foreign department, I had opportunity to see most of the official letters. In other words, I had access to the most secret diplomatic transactions. Of course I could not remove the documents, but whenever I translated them at the office or at the residence of the minister of foreign affairs, I memorized the contents of each letter and transcribed them as soon as I reached home. I secured, for instance, the contents of the letters dealing with the Richardson affair: the first statement from the British minister, the outline of our government's reply, and all subsequent documents.

Naturally, these transcripts were not to be passed around freely. I made them the subject of conversation with my most intimate friends. They were interesting documents. But one day I gathered and threw them all into the fire. I had an urgent reason for doing so.

There was in Kanagawa a certain Wakiya Usaburo who served somewhat in the capacity of assistant magistrate. . . . One day, it is told, he wrote a letter to a relative in Choshu, and the letter was intercepted by a detective. Although it was personal throughout with no reference to a definite matter of state, one passage in it was interpreted as treasonous . . .

When I realized Wakiya's sentence, I was frightened. For if he was condemned to die for the simple statement in his letter . . . what might not my transcripts of the secret dispatches of the country bring upon me? I saw myself in the Tenmachi prison and my head being struck off! No sooner did I reach my home . . . than I collected these papers and burned them.

Thus the telltale documents were out of existence. But I was still anxious, for I remembered giving a copy of part of the papers to a relative of mine; on another occasion I had lent these to a certain man of the Hosokawa clan. I now thought that the latter might have made a copy of them for himself. I really suffered agonies of suspense. . . .

I continued to worry and hope that nothing might come to light. Then, fortunately, the Imperial Restoration came, and I felt relieved of my liability. Now I can talk quite freely . . .

. . . If I had those transcripts now, I could work out an account of conditions in the third year of Bunkyu; also they would be valuable sources of Japanese diplomatic history. But not caring to exchange them for my head, I made away with them. However, should anyone have a copy of those documents, I would like to look at them again.

— *The Autobiography of Fukuzawa Yukichi*, tr. by Eiichi Kiyooka, p. 169-172 (Tokyo, Hokuseido Press, 1948).

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in the United States and Canada

EDITED BY

Richard W. Hale, Jr.

Archivist of the Commonwealth of Massachusetts



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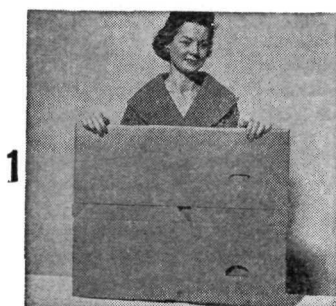
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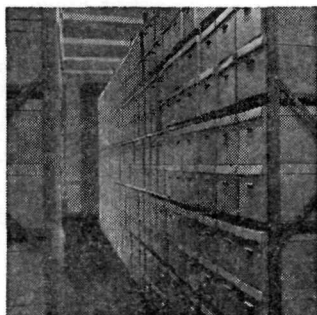
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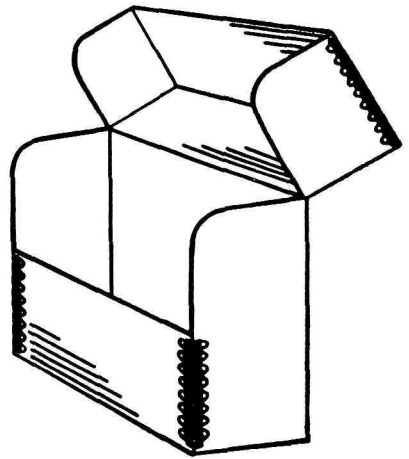
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Bibliography

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WRITINGS ON ARCHIVES, CURRENT RECORDS, AND HISTORICAL MANUSCRIPTS

JULY 1960—JUNE 1961

This annual bibliography is the nineteenth compiled for and published by the Society of American Archivists. It comprises titles issued in the United States and certain other countries within the period indicated. Some titles, not yet examined and therefore omitted here, will be included in the next list. Like its predecessors, this bibliography is a list of selected references to professional writings and does not include, unless unusually important, historical documentary publications, unpublished items, reports of institutions that give but a few lines to manuscript accessions, and items appearing in news notes. Still more selective is the listing of foreign archival publications, in view of the international bibliography being published in *Archivum*. The inclusion of more foreign titles than in earlier lists is due in part to current publishing activity and in part to the availability of abstracts in the *American Archivist*.

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

The compiler is indebted to JoAnn C. Campbell for assistance in compilation and for typing the manuscript.

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- XI. The Recruitment and Training of Archivists, Custodians of Manuscripts, and Record Officers

I. GENERAL LITERATURE

1. AMERICAN HISTORICAL ASSOCIATION. Guide to historical literature. New York, Macmillan, 1961. 962 p.
2. ANNUAIRE INTERNATIONAL des archives, supplément no. 1. Publié en annexe au vol. 9, 1959, d'*Archivum*. 20 p.
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- See also:* 14, 47, 48, 105, 107-109, 112, 126, 216, 219, 220, 223, 225, 227, 233.

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86. ———. Forms, FOSDIC [Film Optical Sensing Device for Input to Computers], and the 1960 census. Washington, [1961]. 15 p. Meeting of Feb. 17, 1961. Speaker: Morton A. Meyer, Census Bureau. Mr. Meyer substituted for the scheduled speaker, Conrad Taeuber.

See also: 74, 239, 242, 243, 247, 248, 253, 254, 257, 260, 262.

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

A. United States in General and Federal Government

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III. D. International Organizations

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IV. BUILDINGS AND EQUIPMENT FOR ARCHIVAL AND MANUSCRIPT DEPOSITORIES

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See also: 100, 302.

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See also: 16, 102, 103, 110, 112, 123.

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See also: 31, 38, 42, 125, 127, 128, 133, 137, 138, 140, 145, 153, 158, 159, 161, 166, 168-170, 178, 180, 182, 187, 188, 241, 255, 256, 261, 276, 280, 286, 311, 338, 379, 387, 399.

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

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- See also: 22, 25, 58, 88, 140, 187, 219, 228, 232, 236, 274, 276, 291, 309, 315, 331, 332, 350, 372, 373, 377, 397.

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

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See also: 43, 100, 103, 129, 180, 319, 328, 366.

X. SPECIAL PHYSICAL TYPES OF RECORDS AND HISTORICAL MANUSCRIPTS

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See also: 252, 256, 325, 337, 382.

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

400. AMERICAN UNIVERSITY, *Washington, D. C.* The School of Government and Public Administration announces two institutes: Records management, May 15-26, 1961, [and] Archives administration, June 5-30, 1961. [Washington, 1961]. Folder, [8 p.]. Offered in cooperation with Library of Congress, Maryland Hall of Records, National Archives and Records Service.
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402. VERSLAG OVER DE CURSUSSEN archiefverzorging C. A. georganiseerd door de Studiedekring voor Overheidsdocumentatie (S.O.D.), 1958. *Nederlands archievenblad*, 63:13-15 (1958/59). Report on the courses for archival care organized by the Institute for the Study of Documentation and Administrative Organization of the Government. Abstract in *American archivist*, 24:195 (Apr. 1961).

See also: 30.

The University of Denver

DENVER 10, COLORADO

Announces its SUMMER INSTITUTE — JULY 23—AUGUST 23, 1962

Coordinator: PROFESSOR ALLEN D. BRECK, *Chairman, Department of History,*
University of Denver.

Sponsored jointly by the Department of History, the School of Librarianship and the
Colorado Division of State Archives and Public Records.

Summer Institute in the History, Theory and Practice of Archival organization, administration, techniques and methodology with emphasis on regional, state, and local history documentary source materials in the areas of public records, business, church, university, organization and institutional archives and manuscripts.

Appropriate Laboratory Assignments and Field Trips included.

Directors: Allen D. Breck, Department of History; Stuart Baillie, School of Librarianship;
Dolores C. Renze, State Archivist of Colorado.

Other specialists, staff members and lecturers in history, archives, library science and museum techniques will assist in conduct of course work.

For information write: ALLEN D. BRECK, University of Denver
Department of History
Denver 10, Colorado

Happy New Year, 1876

TREASURY DEPARTMENT,
Office of Internal Revenue,
Washington, December 29, 1875

TO HEADS OF DIVISIONS:

I am directed by the Commissioner of Internal Revenue to inform you that, beginning with the new year, you will indicate by a cipher placed under your initials or those of your chiefs of sections, all letters written in your division which, in your opinion, need not be recorded in the press-copy record books of this office.

It is suggested, for your guidance, that among those which might be omitted are the following:

- All letters calling for amended returns.
- Those referring to errors or informalities in returns.
- Those merely acknowledging the receipt of letters.
- Those in answer to letters calling for information for which the writers have been referred to the local officers.
- Those replying to letters of inquiry relative to claims addressed to collectors.
- Letters addressed to collectors enclosing claims for amendment.
- Letters addressed to other persons containing information as to the condition of their claims or their right to present claims.
- Statements of well-known rules of the office.

Respectfully,

A. H. HOLT, *Chief Clerk*

We Have Our Sources

One of the Assistant Postmasters General telephoned one day, directly to our reference staff, and asked whether we could possibly provide him with information on the number of letters mailed domestically in the Soviet Union . . . He was going to make a trip over there, and he would like to use this information as conversation material. The reference officer who took the question said, "Just a moment, sir," and twenty seconds later she was back, saying, "Sir, do you have a pencil?" She dictated the data for the domestic mail for the Soviet Union for the years prescribed. Well, of course he was flabbergasted, since getting this information while he waited on the telephone was almost more than he had ever hoped for, so he said to her, "How in the world did you get that information that quickly?" "I looked it up in the *World Almanac*," she replied. When she told me this story, I said, "That will be enough of that! From now on, if somebody calls you, and you get the answer from the *World Almanac*, and they want to know where it came from, say, 'We have our sources.'"

— Paul W. Howerton, Office of Central Reference, CIA, in response to a question asked at the Mar. 17, 1961, meeting of the Interagency Records Administration Conference, Washington, D. C., as reported in the conference proceedings, *Document Systems; To Automate or Not To Automate*, p. 13.

News Notes

DOROTHY HILL GERSACK, *Editor*

National Archives

SOCIETY OF AMERICAN ARCHIVISTS

SPECIAL ANNOUNCEMENTS

1961-62 Officers

In accordance with the Society's constitution, Robert H. Bahmer (Deputy Archivist of the United States), 1960-61 vice president, succeeds to the 1961-62 presidency. At the annual business meeting of the Society on October 6, 1961, Leon deValinger, Jr. (State Archivist of Delaware), was elected vice president for 1961-62; Houston G. ("H. G.") Jones (State Archivist of North Carolina) was elected treasurer for 1961-62; and Seymour V. Connor (Archivist of the Southwest Collection, Texas Technological College, Lubbock) was elected Council member for 1961-66. Mr. Connor succeeds outgoing Council member Lucile Kane; other Council members continue for their terms of office. Dolores C. Renze (State Archivist of Colorado) was reelected secretary for 1961-62.

Since Mr. deValinger, the Society's new vice president, relinquishes the position of treasurer after serving in that capacity since 1957, it is important that our members and subscribers note the address of the new treasurer: Mr. H. G. Jones, Treasurer, Society of American Archivists, P. O. Box 548, Raleigh, N. C.

25th Anniversary Photograph

A photograph made at the Society's dinner meeting on October 6, 1961, is available from the photographer, Warner Studio, 517 Delaware, Kansas City, Mo., at \$2 a print, postpaid. Warner Studio can supply also, at \$2 a print, copies of the photograph made at the Society's dinner of June 18, 1937, in Washington, D. C., during the first annual meeting; and both photographs may be had for \$3.50.

The 1961 photograph measures 7"×17" and the 1937 one 9"×18". Both show the assembled delegates at dinner—in the Continental Room of the Continental Hotel, Kansas City, 1961; and in the Chinese Room of the Mayflower Hotel, Washington, 1937. The 1937 picture was made by Schutz of Washington, D. C., who informs us that the original negative was destroyed with other records when the studio was moved some years ago. Schutz very generously, however, has raised no objection to Warner's making and selling copies from a copy negative.

Asia Foundation Grant

On August 17, 1961, the Asia Foundation informed the then president of the Society, Dr. Hamer, that it had granted the request of the Society "for an

allocation of \$2,500 in support of a program to increase professional relations between Asian and American archivists." The purpose of this program is two-fold:

1. To subsidize memberships in the Society for Asian archivists either in the United States or Asia; two-year subscriptions to the *American Archivist* will be included in the awards of membership.

2. To enable the Society to award travel assistance to distinguished or promising Asian archivists in the United States for study or professional reasons who have been invited to attend annual or special meetings of the Society of American Archivists. Travel awards may also be made to enable Asians to visit places of archival interest in America in situations where the Society is assured that such a trip would serve an important academic purpose. However, support for attendance at professional meetings will have priority.

This grant will be administered by the Council of the Society, and proposals for its use, to include memberships for Asian archivists, may be submitted by any member of the Society to Secretary Dolores C. Renze. Areas whose nationals would be eligible for awards under this program are Afghanistan, Borneo, Burma, Cambodia, Ceylon, Hong Kong, Indonesia, Japan, Korea, Laos, Malaya, Nepal, Pakistan, the Philippines, the Republic of China (Taiwan), Singapore, Thailand, and Vietnam. Travel grants will be given only to those who plan to return to their homelands upon completion of the courses of study or temporary assignments that bring them to the United States.

1961 Society Directory

The Society distributed to members attending the annual meeting in Kansas City a 25th anniversary list of individual and institutional memberships and subscriptions to the *American Archivist* as of June 30, 1961, entitled *The Society of American Archivists' Roster* (xi, 150 p.). Priced at \$5 (\$2.50 for Society members), the directory was compiled by Secretary Dolores C. Renze, 332 State Services Building, Denver 3, Colo., from whom it may be ordered.

COMMITTEES, 1961-62

President Bahmer announces appointments to the committees of the Society as follows:

Administrative Committees

AUDITING: LeRoy DePuy, *chairman*; Richard G. Wood.

LOCAL ARRANGEMENTS: John M. Flory, *chairman*; other members will be named later.
WALDO GIFFORD LELAND PRIZE: Philip C. Brooks, *chairman*; Julian P. Boyd and Morris L. Radoff.

NOMINATIONS: Thornton W. Mitchell, *chairman*; Sherrod E. East and Frank B. Evans.

PROFESSIONAL STANDARDS: Philip M. Hamer, *chairman*; Mary Givens Bryan, Solon J. Buck, Lester J. Cappon, Christopher Crittenden, Wayne C. Grover, Oliver W. Holmes, Waldo Gifford Leland, William D. McCain, Margaret C. Norton, William D. Overman, Ernst Posner, and Morris L. Radoff.

PROGRAM: Gust Skordas, *chairman*; John T. Caton, Edith M. Fox, Seymour J. Pomrenze, and Lester W. Smith.

PUBLICITY: Edward N. Johnson, *chairman*; Elizabeth E. Hamer; one additional member will be named later.

RESOLUTIONS: A. M. Willms, *chairman*; Charles F. Hinds.

Ad Hoc Committees

LONG RANGE PLANNING: Philip C. Brooks, *chairman*; Herbert E. Angel, Julian P. Boyd, Christopher Crittenden, Oliver W. Holmes, William D. Overman, Ernst Posner, and Morris L. Radoff.

CIVIL WAR CENTENNIAL: Fred Shelley, *chairman*; Charlotte Capers, Sidney Forman, Dallas Irvine, Nyle H. Miller, William J. Petersen, Robert T. Quarles, Jr., Clement M. Silvestro, and Richard G. Wood.

J. HAROLD EASTERBY MEMORIAL FUND: Lyman H. Butterfield, *chairman*; Julian P. Boyd, Lester J. Cappon, Charles Lee, Helen G. McCormack, and Walter M. Whitehill.

Technical Advisory Committees

AUDIO-VISUAL: John M. Flory, *chairman*; Hermine Baumhofer and Forest L. Williams.
BUILDINGS AND EQUIPMENT: Victor Gondos, Jr., *chairman*; Everett O. Alldredge, Leon deValinger, Jr., and Kenneth Richards.

MANUSCRIPTS (JOINT): Lyman H. Butterfield, *chairman*; Richard C. Berner, Lester J. Cappon, Watt P. Marchman, Howard H. Peckham, and Alice E. Smith.

MICROFILMING: Richard W. Hale, Jr., *chairman*; Joseph Backers, T. Harold Jacobsen, Albert H. Leisinger, Jr., and Dorothy K. Taylor.

PRESERVATION METHODS: James L. Gear, *chairman*; Dale Fields.

RECORDS MANAGEMENT: William L. Rofes, *chairman*; Everett O. Alldredge, Rex Beach, William Benedon, John T. Caton, A. H. Cranbury, Belden Menkus, and Thomas M. Wilds.

Special Area Committees

BUSINESS RECORDS: Robert W. Lovett, *chairman*; Hazel Bruce and Helen L. Davidson, *asst. chairmen*; Henry E. Edmunds, Elwood R. Maunder, Alice O. Riley, William L. Rofes, and William D. Overman (advisory member).

CHURCH RECORDS: The Rev. August R. Suelflow, *chairman*; Virginia Nelle Bellamy, Allen Breck, Mabel Deutrich, Melvin Gingerich, Earle E. Olson, the Rev. Pascal M. Varieur, the Rev. E. B. Vollmar, and Davis C. Woolley.

COLLEGE AND UNIVERSITY ARCHIVES: Philip P. Mason, *chairman*; Helen L. Chatfield, May Dornin, Edith M. Fox, Dorothy G. Harris, and Ralph Hansen.

FEDERAL-STATE RELATIONS: Lewis J. Darter, *chairman*; William Cassady, Sherrod E. East, Olney W. Hill, Morris L. Radoff, Robert L. Treanor, and William T. Alderson (*ex officio*, as chairman of State and Local Records Committee).

INTERNATIONAL RELATIONS: Ernst Posner, *chairman*; Lester K. Born, Philip P. Brower, Robert Claus, and David C. Duniway.

LABOR RECORDS: Paul Lewinson, *chairman*; the Rev. Henry J. Browne and Morris Rieger.

STATE AND LOCAL RECORDS: William T. Alderson, *chairman*; Howard W. Crocker and Charles E. Hughes, Jr., *asst. chairmen*; Robert M. Brown, Ralph Burcham, Agnes C. Conrad, Bruce C. Harding, Gust Skordas, George E. Warren, and Mary Givens Bryan (advisory member).

By Council action on October 7, 1961, the Bibliography Committee was discontinued, and its function will hereafter fall within the editorial responsibility for the *American Archivist*. The State Records Committee and the Municipal Records Committee have been merged to become the State and Local Records Committee.

NEW MEMBERS

INDIVIDUAL: Ruth B. Bordin, Ann Arbor, Mich.; Allen D. Breck, Denver, Colo.; Peter J. Doyle, Hyattsville, Md.; Vietta A. Fitzgerald, Catonsville, Md.; James L. Gear, Annandale, Va.; Willie L. Harriford, Jr., Kansas City, Mo.; Kenneth R. Hop-

kins, Bethlehem, Pa.; Walter G. Inman, Omaha, Nebr.; Charles E. Lee, Columbia, S. C.; William E. Lind, Washington, D. C.; John H. Marley, Arlington, Va.; Norman Moore, Silver Spring, Md.; W. G. Ormsby, Ottawa, Canada; Emelie L. Paky, Fair Lawn, N. J.; Mrs. R. W. Riedel, Houston, Tex.; Blanche Mercer Taylor, Topeka, Kans.; Stephen G. Weber, Edison, N. J.

DEATHS OF MEMBERS

THOMAS O. AMELIA, head, Bureau of Archives and History of the New Jersey State Department of Education; in Trenton, N. J., November 30, 1961, at the age of 60. An obituary will appear in our April issue.

THE REV. WORTH MARION TIPPY, founder of the joint archives of DePauw University and Indiana Methodism; in Laurel, Miss., October 2, 1961, at the age of 94. An obituary appears elsewhere in this issue.

25TH ANNUAL MEETING

The chairman of the Program Committee for the Society's 1961 meeting, Karl L. Trever, suggests that we reprint, instead of the report that otherwise he would have prepared, the excellent account of the meeting published in the Library of Congress *Information Bulletin* (20:614-617; Oct. 16, 1961). The editor of the *Information Bulletin* has graciously consented to this proposal. The *Bulletin's* report follows:

The Society of American Archivists, which was organized in 1936 at the annual conference of the American Historical Association in Providence, R. I., held its 25th anniversary meeting in Kansas City and Independence, Mo., October 4-7. The Harry S. Truman Library was host for the occasion and the Jackson County Historical Society was cosponsor. All the sessions were held at the Continental Hotel in Kansas City except for those on October 7, which were held at various places in Independence.

A preconference buffet-dinner on October 4 was followed by a number of committee meetings. The Council met on Thursday evening, October 5, and on Saturday morning, October 7.

The first day of the SAA meeting, October 5, was devoted to a series of workshops relating to records management. Isadore Perlman of the National Archives, Leon deValinger, Archivist of Delaware, and William Benedon, Corporate Records Management Adviser of the Lockheed Aircraft Corporation, discussed "Records Disposition: Goals vs. Performance" at one of the morning sessions, and Ken Munden of the National Archives described the inventorying of the records of the Allied Military Government of Genoa Province at the other, which was devoted to a practical demonstration of inventorying in an archival institution. Carl Frasure, Dean of the College of Arts and Sciences at the University of West Virginia, was unable to attend, but his paper on "Records and the Public Administrator" was read at the luncheon on Thursday. One of the afternoon workshops dealt with goals and performance in records centers, with Matson Holbrook, head of the Chicago Office of Leahy and Company, Don White, Chief of the Federal Records Center in Kansas City, and A. M. Willms, Chief of the Dominion Records Center in Ottawa, reviewing experience in local and national public archives and in private companies. At the second afternoon workshop Mrs. Lea M. Bohnert, Chief, Information Retrieval Section, Federal Aviation Agency, James L. McPherson, Machine Development Officer, Bureau of the Census, Robert A. Schiff, President, NAREMCO Services, Inc., and Richard A. Jacobs, Program Analyst, National Archives, analyzed progress to date on data processing in reference to records management.

W. Howard Adams, past president of the Jackson County Historical Society, was host to the visiting archivists at a reception at the Kansas City Club on Thursday afternoon. Former President Harry S. Truman and Mrs. Truman joined with Mr. Adams in greeting the guests.

The two sessions on Friday morning were concerned with archives work at the State and local levels. The first, on "Current and Projected Archives and Records Programs of the Central Missouri Valley States," was presided over by Theodore J. Cassady, Assistant Archivist, Illinois State Archives. Four persons described briefly the current programs and plans for the States: William J. Petersen, Superintendent, State Historical Society of Iowa; Robert W. Richmond, State Archivist, Kansas State Historical Society; Ben F. Cutcliffe, Regional Director, National Archives and Records Service, Kansas City, Mo.; and John B. White, Director of Library and Archives, Nebraska State Historical Society. It was reported that, of the four States, only Kansas has a well organized program underway with bright prospects for the future, but the outlook in Nebraska is encouraging, with a program soon to be instituted and a new staff to be appointed.

H. G. Jones, State Archivist, North Carolina Department of Archives and History, presided at the second Friday morning session, which presented "The Case For a State-Supervised County Records Program." Gust Skordas, Assistant Archivist, Maryland Hall of Records, told how county records received in the Maryland Hall of Records are handled. Mrs. Dolores C. Renze, State Archivist of Colorado, described the manner in which she and her staff seek the cooperation of local officials in her State. J. Alexander McMahon, General Counsel, North Carolina Association of County Commissioners, who is also a county official, commented on these two papers and supplied information drawn from his experience in North Carolina. At the conclusion of the session many felt that whether the approach was called "eclectic," the word Mr. Skordas used, or "syncretic," the word preferred by Mrs. Renze, there was little basic difference in the two approaches. Both called for the exercise of good sense and restraint, a desire to offer help and assistance when needed by local officials, and the encouragement of voluntary cooperation from county officials.

The luncheon on Friday was in observance of the 25th anniversary of the Society. Unfortunately, Waldo G. Leland, one of the "fathers" of the archival profession in the United States, who had been scheduled to speak on "Looking Backward," could not attend. A message from him was read by Wayne C. Grover, Archivist of the United States, who presided, and each of the past presidents of the Society who were present spoke briefly on the Society's accomplishments and aims. [The proceedings of this luncheon will be published in our April issue.—Ed.]

On Friday afternoon the Society heard three speakers on "Exhibit Planning and Presentation." They were Albert Leisinger, Jr., National Archives; Stanley Sohl, Kansas State Historical Society; and Milton F. Perry, Truman Library. The chairman of the session was Russell Camp, University of Kansas and chairman of the Museums Council of Mid-America. The three papers contained practical advice on such subjects as the use of color, lighting, and three-dimensional objects to enhance the display of documents.

In his presidential address at the annual dinner of the Society on Friday night, Philip M. Barbour, Executive Director of the Society, said that the Society's

and Mrs. Truman joined with the Director of the Truman Library and Chairman of the Local Arrangements Committee, Philip C. Brooks, and Mrs. Brooks in receiving members of the Society at a coffee hour held in the main search room. The luncheon on Saturday, which the Trumans also attended, was at the Laurel Club; Howard Adams spoke on "The Presence of the Past."

"Manuscripts: Three Programs of Current Interest to Archivists and Scholars" was the topic for the final meeting. Lewis Atherton, Director of the Western Historical Manuscripts Collection at the University of Missouri, used the experiences of his organization as "A Case Study in Planning and Conducting a Successful Manuscripts Collecting Program." Fred Shelley of [the] L[ibrary of] C[ongress] discussed the Library's Presidential papers indexing and microfilming program. (Earlier in the day he had informally presented a copy of the Index to the John Tyler papers to Mr. Truman.) Karl Trever of NARS, who served ably as chairman of the Program Committee for the conference, read, as the concluding paper, "Public Papers of the Presidents: A New Program for the Publication of Presidential Papers," by Warren R. Reid of the Office of the Federal Register.

For the final event of the conference, everyone went to jail—the Jackson County Jail Museum in Independence. Once the home away from home of such noted outlaws as Frank James and Quantrill, the jail has been restored by the Jackson County Historical Society, which was host at a reception and tour for SAA members.

RESOLUTIONS

At its annual business meeting of October 6, 1961, the Society adopted the following resolutions, recommended by the committee of which Ralph Burcham was chairman:

Whereas, the success of the Society's 25th annual meeting is due largely to the untiring efforts of the officers, Council members, and committees during the past year, be it

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

1. All members of the Committee on Local Arrangements under the chairmanship of Philip C. Brooks, all members of the Program Committee under the guidance of Karl L. Trever as chairman, and all participants of the stimulating sessions during our pleasant visit in Kansas City.
2. The manager and staff of the Hotel Continental for their cooperation in making facilities available.
3. The Truman Library and the Jackson County Historical Society for their hospitality.
4. Mr. and Mrs. W. Howard Adams for their reception at the Kansas City Club.
5. President and Mrs. Harry S. Truman for the enhancement of the meeting by their presence at the reception of the Jackson County Historical Society and the Truman Library.

Whereas, the Society of American Archivists, having sustained a severe loss during the past year by the death of the following members—Harold Easterby, South Carolina Department of Archives; W. M. Tippy, DePauw University; and Roscoe R. Hill, [formerly of the] National Archives—be it

Resolved, that the sympathy of the Society be extended to their respective families.

For an additional resolution of appreciation to Waldo G. Leland, see below.

WALDO GIFFORD LELAND PRIZE

For his notable contribution to the literature of the archival profession—"Public Records"—Who Knows What They Are?"—Oliver W. Holmes of the National Archives was awarded the Society's Waldo Gifford Leland Prize at the annual dinner on October 6, 1961. Dr. Holmes' paper was read

as his presidential address before the Society on October 7, 1959, at Philadelphia (see *American Archivist*, 23: 3-26). The award took the form of a handsomely bound reprint of the paper. The Waldo Gifford Leland Prize Committee announced also its selection for honorable mention of Lucile Kane's *A Guide to the Care and Administration of Manuscripts*, published by the American Association for State and Local History in 1960 (for review, see *American Archivist*, 24: 356).

Following the presentation of the award, Society President Hamer read the following telegram received from Dr. Leland:

In admiration of the strong leadership in all matters relating to archives which our Society has achieved during its first quarter century and of the high standards of excellence maintained by its journal I beg to offer my grateful congratulations and an addition of \$1,000 to the prize fund bearing my name.

In recognition of Dr. Leland's beneficence, the following resolution, proposed by Thornton W. Mitchell, was unanimously adopted:

Whereas, the friends of Waldo Gifford Leland have established in the Society a special fund to support an award for significant contributions to the literature in our field; and

Whereas, Waldo Gifford Leland has made a substantial gift to the Society to be added to the fund; now therefore be it

Resolved, that the Society assembled in its 25th annual meeting does hereby express to Waldo Gifford Leland its sincere appreciation for his generosity; and be it further

Resolved, that a copy of this resolution be transmitted to Waldo Gifford Leland.

FELLOWS

As announced at the annual dinner on October 6, 1961, the five newly elected Fellows of the Society of American Archivists are Lyman H. Butterfield, editor in chief of *The Adams Papers*; Edith M. Fox, Archivist and Curator of Regional History, Cornell University; George P. Hammond, Director of the Bancroft Library, University of California; H. G. Jones, State Archivist of North Carolina; and W. Kaye Lamb, Dominion Archivist, Public Archives of Canada. This election brings the number of Fellows to a total of 70. A complete list as of January 1, 1962, appears inside the front cover of this issue.

RÉSUMÉ OF COUNCIL MINUTES

Washington, D. C., April 10, 1961

The Council convened at 9:15 a.m. in the National Archives conference room with the following in attendance: Philip M. Hamer, president; Robert H. Bahmer, vice president; Dolores C. Renze, secretary; Leon deValinger, Jr., treasurer (arrived at 10:00 a.m.); Ken Munden, editor; W. Kaye Lamb and Herman Kahn, Council members. Lucile Kane, Thornton Mitchell, and William Overman were unable to attend.

Pending formal call to order, Karl L. Trever, program chairman for the 1961 annual meeting, briefed the Council on the plans in progress; and informal discussion ensued as to a special luncheon commemorating the Society's founding. At the conclusion of his report Mr. Trever withdrew.

The meeting was formally called to order at 10:00 a.m. by President

Hamer. Minutes of the December 1960 Council meeting were approved without reading since they had been circulated and approved by mail and were printed in the April issue of the *American Archivist*. The current status of the proposal for a State records survey grant was brought up to date since the report by the president in December. It was indicated that as a result of the president's and secretary's visit in October 1960 to the Council on Library Resources headquarters, to explore the possibilities for a grant, there appeared to be interest but that until an appropriate director should be named to head the survey it would not be advisable to submit a formal application. The Council discussed at some length names of archivists who might be both eligible and willing to undertake the assignment. A motion of Robert Bahmer, seconded by Herman Kahn, was carried: that President Hamer be authorized to approach Ernst Posner concerning the director's position and, if he should be willing to serve, then to negotiate for a grant.

The president next reported that he had designated Ernst Posner chairman of the International Relations Committee of the Society, to represent the archival profession of the United States at the forthcoming Sixth International Conference of the Round Table on Archives in Warsaw, Poland, May 16-20, and that a generous grant had been made by the American Council of Learned Societies to pay his travel costs. A report will be submitted by Dr. Posner upon his return. [This report is printed as an article in this issue.—ED.]

President Hamer announced completion of his committee appointments and publication of the list in the April 1961 issue of the *American Archivist*. He also made known to the Council the 1961 Waldo Gifford Leland Prize winner, with the committee's recommendation as to the form the prize was to take. The secretary was authorized to handle necessary details. The 1961 committee is composed of G. Philip Bauer, chairman, Philip C. Brooks, and Julian P. Boyd. Dr. Brooks becomes the 1962 chairman, and the incoming president will appoint a new member as Dr. Bauer leaves the committee.

The vice president reported that he had selected the speaker for the December joint luncheon (A.H.A.—S.A.A.) for 1961. He named W. Kaye Lamb, who will have as his topic "The Archivist and the Historian." The date and place of the meeting will soon be announced. A featured announcement was directed to be made in the October *American Archivist*, thus obviating necessity for special mailing in November. Dr. Bahmer announced that he expected to have his committees for the 1961-62 term selected by November 1, 1961, or as soon after the annual meeting as feasible.

The secretary gave a brief report on projects and objectives of the Business Records and Church Records Committees. No comments were offered by the Council but favorable expressions were voiced concerning the activity, interest, and enthusiasm of the respective chairmen and committee members.

The question of presenting President Hoover's certificate of honorary membership, which has not yet been delivered, resulted in a suggestion that formal presentation might take place at ceremonies in Iowa in August, or whenever the Hoover Presidential Library is dedicated.

Materials relating to a seal and motto for the Society, which had been

circulated by the secretary to the Council, were directed to be held over until the October Council meeting.

In connection with the annual meeting plans the secretary was instructed to send out information on the program in the August mailing from her office.

The secretary read a cable handed her by President Hamer, which announced the sad news of the death of Sir Hilary Jenkinson, distinguished English archivist and honorary member of the Society of American Archivists. He died peacefully in a London nursing home on March 5.

Mr. deValinger next presented the budget proposal for the year ending December 31, 1961 (interim period of six months, July 1–December 31), to establish the new fiscal year on a calendar basis as directed by the Council. The budget was adopted as proposed, signed by the Finance Committee, and filed with the secretary. The treasurer also reviewed and reported on needs for a modern system of accounts and membership records, which he and the secretary had been exploring by direction of the Council for the past year. The number of members and subscribers is now so great that proper operation requires consolidation and coordination of records, elimination of duplication and burdensome clerical detail, and a revision of procedures. The Council gave approval for the treasurer and secretary to put into effect the system and procedures developed by their joint efforts, with conversion to be effected by October, the conversion having been provided for in the current budget.

The question of the life membership dues investment fund was presented by Mr. deValinger. There are at present 19 life members, requiring a total investment of \$2,800. The treasurer was authorized to set up \$1,000 in a life membership fund at this time for deposit in a reputable bank at a favorable interest rate (estimated at $4\frac{1}{2}$ percent) with two authorized signatures for withdrawal, future earned *income* therefrom to go into the Society's current operating funds to support the annual expense of life memberships. All future life membership payments are to be deposited directly in the investment fund set up for this purpose. The balance of the amount needed to make up the total on life membership obligations was remanded to the Finance Committee for handling as funds become available for investment.

The Council recessed at 12:30 p.m. for luncheon and reconvened at 2:50 p.m.

The Council next heard a plan proposed by T. R. Schellenberg relating to the U. S. contribution to the guide to sources of Latin American history. The Council approved the members of the planning committee he recommended and the plan of operation he proposed. The Council also confirmed Dr. Schellenberg's function both as American Specialist on the International Technical Committee and as head of the United States National Commission for this guide. Although the details of financing and operation were not delineated since sufficient information is not available to the Society at this point, the Council recommended program development and planning as proposed in Dr. Schellenberg's letter, with the suggestion that he report at the October meeting on the project's progress, with an outline of methods for obtaining financial assistance. This action of Council was formalized by motion of Dr. Bahmer,

seconded by Mr. Kahn, unanimously passed. The editor was directed to announce in the *American Archivist* Dr. Schellenberg's appointment; the secretary was directed to reserve a place on the agenda of the annual business meeting for Dr. Schellenberg to present his plan and report. The Council also confirmed that Dr. Schellenberg's proposal for the Society's endorsement of a resolution concerning alienation of cultural papers will be considered at the Society's annual business meeting, October 6, 1961, at Kansas City.

In accordance with information circulated to the Council prior to the meeting, a plan to establish during the Society's 25th anniversary year a memorial fund account was approved. The treasurer is to administer the memorial fund. President Hamer appointed an *ad hoc* committee (L. H. Butterfield, chairman, Walter M. Whitehill, and Julian P. Boyd) to develop a suitable memorial to the late James H. Easterby within the purpose of the fund. The secretary was instructed to forward pertinent suggestions to the committee.

A proposal was made by Mr. Munden, seconded by Mr. Kahn, and adopted by the Council that archivists be recommended as component members of President Kennedy's Peace Corps. President Hamer was authorized to appoint a committee to formalize a proposal and draft recommendations on which the Council can act in October.

Tentative invitations for the 1964 annual meeting from New Jersey and Texas were reported to the Council. No action was taken at this time. Announcements were made of the 1962 archives course at the French National Archives; of the appointment of Richard W. Hale, Jr., as Archivist of the Commonwealth of Massachusetts; and of the Society's representation by Robert M. Brown, State Archivist of Minnesota, at the inauguration of O. Meredith Wilson as president of the University of Minnesota.

There being no further business, the meeting adjourned at 5:30 p.m.

DOLORES C. RENZE, *Secretary*

Kansas City, Mo., October 5, 1961

The Council convened at 8:45 p.m. on October 5 in President Hamer's suite, Hotel Continental, Kansas City, Mo. Present were: Philip M. Hamer, Robert H. Bahmer, Leon deValinger, Jr., Dolores C. Renze, Ken Munden, Herman Kahn, Thornton W. Mitchell, and Lucile Kane. William D. Overman and W. Kaye Lamb were unable to be present.

Minutes of the April 1961 Council meeting were approved as circulated. The Council voted that henceforward a résumé only of Council minutes be published in the *American Archivist*; complete minutes will be maintained by the secretary in the official minute record book. Annual business meeting minutes will be published in full.

Reports were made by the president on appointments and assignments. Consideration was given to recommendation of Ernst Posner and David Duniway of the International Relations Committee for simultaneous translation services at I. C. A. sessions and to Mexico's related request. This matter was referred to Robert Bahmer to prepare a letter to Unesco.

The Council voted to confer honorary life membership on former President Dwight D. Eisenhower, with presentation to take place on some appropriate occasion.

Mr. deValinger gave the quarterly treasurer's report and filed a detailed copy with the secretary. He also reported the investment of \$1,000 in the life membership endowment fund.

Reports of committees were presented by the secretary and were recommended for publication in the *American Archivist*. Mrs. Renze then reported on completion of the conversion to the new records system and on constitutional-study progress. Her request that two Council members be designated to serve with her on the constitutional revision was deferred for the new Council's consideration. She also reported the approval of a grant to the Society of American Archivists by the Asia Foundation in the amount of \$2,500 and the formal designation of the Society by the I. C. A. as an approved cooperating professional association.

The secretary advised that proposed constitutional amendments concerning the size of the Council had been circulated to the membership as required. The Council concurred they would go before the annual business meeting for membership vote without specific recommendation.

The editor announced that the Torch Press will no longer publish the *American Archivist*. A new publisher must be selected for the January 1962 issue. Four publication bids have been received. The president appointed a committee (Mr. deValinger, chairman, Mrs. Renze, and Messrs. Bahmer, Munden, and Duniway) to review the bids and to report its recommendations at the October 7 Council meeting.

No final action was reported on the request for a grant to conduct a State records survey. President Hamer announced a revised proposal with a reduction of amount requested and Ernst Posner designated as director. He advised that a report would be made in December. No further details were made available to the Council at this time.

The proposed "Memorial Fund" recommended by the Council in April will not be implemented at this time. However, President Hamer reported that a special James H. Easterby Memorial Fund was placed in the hands of his appointed committee (Lyman H. Butterfield, chairman, Julian P. Boyd, Walter M. Whitehill, Lester J. Cappon, Charles Lee, and Helen McCormick). The Council voted that funds collected should be deposited with the treasurer and that disbursement should be made in accordance with recommendations of the committee.

In view of President Hamer's report that the committee to consider the participation by archivists in the Peace Corps—authorized by the Council at its meeting of April 10, 1961—had not been appointed, the Council agreed, after reconsideration of the merits of the proposal, that this matter should not be pursued.

In closing, announcement was made that an additional gift of money will be made by Dr. Leland for the Waldo Gifford Leland Prize. A resolution of

acknowledgment and appreciation was ordered prepared for presentation at the annual business meeting.

The meeting was declared adjourned at 12:20 a.m.

DOLORES C. RENZE, *Secretary*

[The minutes of the Council meeting of October 7, 1961, and of the annual business meeting of October 6, will be printed in our April issue.—ED.]

REPORT OF THE SECRETARY, 1960-61

In contemplating the areas on which a secretary should report at the Society's milestone of 25 years I have turned many thoughts over in my mind. There are always the obvious statistics and chronological events that can be emphasized, there are certain historic events that can be chronicled, and there are the names that can be listed. All of these have been given at least a token reporting in the 25th anniversary edition of the *Society Directory*, which you have by now had opportunity to read superficially.

The directory itself is an interesting document in that it was assembled by a modern device that we, as archivists, find very much with us, something which can become either a Frankenstein monster or an ally—data processing. Like most new things it didn't turn out to be quite the sophisticated, all-embracing, flawless product that the prophets promised, but I think with a little patience, a little more refinement and development, it may measure up to expectations in the not too distant future. It is the byproduct of a whole new system of operation for the Society's administrative processes under which your *American Archivist* will come to you in a new mailer, your annual dues billings will appear in modern accounting format, and the annual directory will be forthcoming regularly without too much travail.

The transition to a punchcard system had been a lengthy and detailed task, which the secretary and treasurer with Council approval have achieved after many months of study on system and coordination. We hope it will serve the best interests of the Society and enable these officers to cope with a membership list 7 times the length of that of 25 years ago.

But without further dwelling on details essential to daily business activities but not conducive to lively reporting I would, even if but briefly, comment on the measurement of our growth as a Society in terms of whether 25 years have witnessed fulfillment of one of the primary goals to spark the founding of a Society separate and apart from the historical profession in which we had origin. Surely there was thought that sufficient homogeneity of purpose, discipline, and training existed to warrant the beginnings of a profession, whether or not it was intended that the Society should be comprised of "professionals." We seem never to have quite made up our minds as to what are the tangible earmarks of being a "professional" in the archival field and we still, at this late date, have difficulty in evaluating them even to our own satisfaction.

Whatever the intrinsic qualities contributing to the establishment of any given discipline as a bona fide profession, its status is not assured until those outside the field consider it to be a profession. I wonder if we enjoy this

esteem? Unlike qualifications for engaging in such recognized professions as medicine, law, teaching, public accountancy, and engineering, the college degrees considered applicable for archival practice are varied. Success in archival practice is typically achieved by advancement and responsibility in a single agency. One of the unfortunate attributes of the status of an emerging profession is the compensation the members command as compared to members of the recognized professions. Archivists, with few exceptions, command very modest wages.

In the years since the Society's founding the role of the practicing archivist has been greatly enhanced by the success and achievements of many of our members. Although there are those among us who resist the aspirations toward professionalism, what one of these can conscientiously condemn the young vocational aspirants to professionalization who seek but to emulate the mature achievements of their models? Or, are there those who have achieved professional status as archivists by virtue of qualification in another field of specialization? Perhaps the greatest achievement of the first 25 years of our Society is that we have set a pattern of conduct that has become a prototype.

To the extent to which the Society has elevated the standards of training and practice (even by indirection), strengthened service to the membership and the public it serves, supported organizations that represent its interests effectively, and enhanced the reputation of its members and increased the value of its work—to that extent does the Society of American Archivists possess tangible professional qualities. None will take issue with the Society's purpose to provide leadership toward all of these goals. The level of aspiration of the practicing members is high, and, because of this, professional behavior may precede membership in a profession.

The question of whether archivists should be called professionals, however, raises another issue. The word *professional* usually describes an activity that requires (1) college graduation as a minimum for effective performance; (2) an extended body of knowledge that can be taught only to people with college training; (3) a code of ethics covering the conduct of its members; and (4) a system of examinations, or qualifying factors administered by qualified representatives, for entrance into the practice of the profession.

Obviously, serious questions can be raised as to whether the field of archival administration qualifies on all these counts. The body of formalized knowledge is growing and will continue to grow as we gain in experience and mature, but it is clearly not so broad or so deep as that required in the established professions. There are ethical standards that should certainly be followed by every practicing archivist, but there is nothing comparable to the doctor's Hippocratic oath even though one area of the membership does subscribe to the "Archivist's Code."

On the average, we recognize that the college-trained person will do a more adequate job than one not so trained, but it is possible, as we all know, to be an excellent archivist without having ever achieved that A. B. degree. It would probably be in the public interest if all "archivists" had to be certified before

they could practice their activity, but none of us can seriously claim at this time that such a requirement is yet feasible.

In approaching the years ahead the problem of securing higher standards should greatly concern the Society but we should avoid making the mistake that at least one other "profession" has made—namely, claiming that we are a profession simply because we say we are.

If we are dedicated to the advancement of sound archival practices it is imperative that as an organization we forthrightly (1) recommend and support high but reasonable qualification standards that can be used in job specifications to be adopted by public jurisdictions for archival and related positions; (2) establish a broader base and higher quality of conferences and publications in the field; (3) give real recognition through *as many devices as possible* for good work done in archival administration; (4) recognize, since knowledge is a prerequisite of professional activity, that even greater than the need for knowledge in the professional is the thirst for knowledge; and (5) create opportunities for our members to fulfill themselves within our field of endeavor.

Our program *ahead* must be forward-looking and clearly defined. (We cannot afford to wait until the 50th anniversary to look back!) The individual's task must be clearly delineated. Adequate opportunities for the use of various skills and for creativeness must be provided.

Finally, every opportunity should be taken to encourage active participation in the Society's work, whether within the organization or outside—and if outside at local, regional, national, and international levels. Our membership is worldwide in scope. Can we justify excluding from proportionate participation those members outside our continental limits? If so, then we should establish such memberships on an associate basis.

Most important of all, continuation of unselfish guidance and counsel must be forthcoming from those of our members who are recognized as successful leaders. But no matter what name or status we may ascribe to our occupation or calling, in the final analysis the measure of its success will be the public judgment made of our capacity and effectiveness that will label us "professional" or otherwise. Because of this, from the greatest to the least of us, we can dedicate our endeavor for the years ahead.

Your secretary is now completing five years in this office. While the tasks of administrative detail are often burdensome, I would be less than honest did I not acknowledge the rewards in terms of the opportunity offered to know so many of you and to share your interests and problems through correspondence and personal acquaintance. The horizons of friendships made yield dividends for all the years ahead. The officers and Council members with whom I have served have provided support and inspiration. My gratitude and thanks for permitting me the opportunity to make this contribution to the goals we are dedicated to attain.

DOLORIS C. RENZE, *Secretary*

REPORT OF THE TREASURER, JULY 1, 1960—JUNE 30, 1961

Our Society's cash assets for the year ending June 30, 1961, were \$12,786.25. Of this amount \$6,056.00 was the receipts from the different classes of

membership; subscriptions to the *American Archivist* amounted to \$4,536.00; sale of back issues of the *American Archivist* netted \$663.02; \$87.00 was received from the sale of microfilm copies; the sale of advertising space in the *American Archivist* netted \$568.90; the sale of the *General Index* to the *American Archivist*, vols. 1-20, reimbursed us in the amount of \$2,088.00; and the proceeds from the sale of the *Directory* were \$263.50. We are pleased to tell you that through good management at our annual meeting in Boston we gained receipts for the treasury in the amount of \$1,014.02.

As our Society continues to grow, so do its operating expenses increase. During the year ending June 30, 1961, the total amount of our expenses was \$12,476.12. A distribution of these expenditures discloses that \$2,410.63 was the cost of administrative expenses, that is, for the offices of president, secretary, and treasurer; \$7,744.49 for printing and mailing the *American Archivist*; mailing the *General Index* to the *American Archivist* cost \$58.20; \$89.47 represents the expenses of the midwinter meeting; \$75.00 was paid for the purchase of microfilm copies of the *American Archivist* for resale; and \$116.22 was paid for the purchase of back issues of the *American Archivist*.

This time last year we brought to your attention the status of our diminishing treasury, together with a recommendation that, as the Society was growing and operating expenses were rising, there should be a corresponding increase in membership dues and subscription charges. The membership approved this recommendation and it is a pleasure to tell you that very few members dropped out for this cause. At the close of business on June 30th we had, in addition to our cash operating balance, reserves in two savings accounts amounting to \$4,627.64. There is also the special Waldo G. Leland Prize Fund account, in the amount of \$1,302.99. These three savings accounts now amount to \$5,930.63, upon which we received earned interest during the past year of \$202.76.

Through Council action earlier this year \$1,000, representing a portion of the paid-up life memberships, was withdrawn from the general account and deposited in a special account. The interest from this account will be withdrawn annually to be used for administrative expenses.

After the payment of all bills submitted during the period ending June 30, there remained in the checking account a balance of \$5,855.62. This is a more wholesome financial situation than existed a year ago and your officers can plan better for the future and committee work can be expanded now that funds are available for this purpose. An itemized statement giving details of receipts, expenditures and cash on hand is being deposited with the secretary for the permanent records of the Society.

LEON deVALINGER, JR., *Treasurer*

REPORT OF THE AUDITING COMMITTEE

The treasurer, Leon deValinger, Jr., has made available to the Auditing Committee statements covering in detail the fiscal operations of the Society of American Archivists for the period beginning July 1, 1960, and ending June 30, 1961.

Mr. deValinger tells us that the fiscal year is being changed to correspond with the

calendar year, and that the next report of the treasurer will be an interim report covering the period from July 1, 1961, to December 31, 1961.

Mr. Lester Smith and I, who together comprise the Auditing Committee, have each independently reviewed and analyzed the statement and schedules submitted by the treasurer.

It is our opinion that each transaction has been adequately documented and that the balances are in proof.

We wish to express our sincere appreciation to Mr. deValinger for having made this committee's job so much easier through his methodical and clearly presented report, and in his willingness to answer all our questions.

DE LAFAYETTE REID, *Chairman*

ABRIDGED COMMITTEE REPORTS, 1960-61

Committee on Archival Buildings and Equipment

The committee chairman completed a manual on the programing and planning of archives buildings, which was translated into Spanish for distribution to Latin American archivists attending a seminar in the National Archives in October 1961. Among those conferring with the chairman in the course of the year were a delegation from Utah gathering data for the new records building for the Church of Jesus Christ of Latter-day Saints; architects interested in design data for the new Georgia Archives building; public works architect Adolfo E. Storni of Buenos Aires in connection with a large new university library; and Kentucky Archivist Charles F. Hinds on data for a possible new archives and record center building.

Both committee member Everett O. Alldredge and the chairman participated in several lectures on record centers and archival buildings and equipment to the summer institutes on records administration and archives under the auspices of the American University, Washington, D. C.

VICTOR GONDOS, JR., *Chairman*

Committee on Church Records

The Society's meetings at Salt Lake City, Philadelphia, and Boston stimulated participation in the area of church records. The committee now conceives its objectives as follows:

1. To serve as an advisory committee in the total area of church records in America.
2. To discover, discuss, and share mutual problems, developments, and prospects in the field of church records.
3. To continuously survey and study materials and resources issued on church records.

4. To cause various groups and individuals to become interested in the general movement for preservation and administration of church archives.

5. To compile and maintain lists of archival depositories for church records. These objectives have been pursued during the past months and have been accomplished to the extent possible. Members of the committee were engaged in special assignments, advanced studies, and a tour outside the country.

The chairman had several opportunities to render advice to newly established denominational archives. Because of the great variety in church archival depositories the correlation provided by the committee has been most helpful and useful. Many denominational archives are still attached to major theological libraries (or their seminaries) or are operating museums and museum collections. The Committee on Church Records of the American Theological Library Association is preparing a preliminary list of denominational record depositories in conjunction with theological seminaries. Since our committee is engaged in a similar but much more extensive and exhaustive project, there has been a constant sharing of information and materials.

Church records depositories find themselves in a rather peculiar position. Their interest is being solicited by any number of national societies and organizations, and with a limited budget they have a tendency to become selective. It has been the pur-

pose of the committee to interest these various individuals involved in church record-keeping in becoming members of the Society of American Archivists.

AUGUST R. SUELFLOW, *Chairman*

Committee on College and University Archives

The committee has been in correspondence with scores of college and university officials regarding the establishment of new archives programs. The chairman has conferred with officials seeking such advice, and several new archival programs are being set up in institutions of higher learning. The committee is now circulating a questionnaire to over 400 colleges and universities in the United States to ascertain the number and types of archival programs. The results will supplement information gathered from a similar survey conducted by the committee in 1949 and will indicate progress being made. A concomitant of the survey will be a compilation by the committee of a directory of college and university archives.

Committee member Helen Chatfield has prepared a bibliography of writings on college and university archives. The chairman served as the Society's representative on the executive committee of the National Conference of Science Manuscripts during 1960-61.

PHILIP P. MASON, *Chairman*

Committee on Federal-State Relations

The general records schedules previously furnished the States by the Archivist of the United States at the committee's suggestion were supplemented this year by schedules for the disposition of Federal records relating to research and development activities and to security and protective services. Work is now in progress by the National Archives and Records Service on a disposition guide for records of nondefense Government contractors. This will be furnished to State archivists and records managers when completed.

Some progress has been made on the codification of information on records selected for special protection under the Federal program for continuity of government operations. OCDM agreed to finance, with the National Archives and Records Service supervising, at least one study on a specific class of records—those essential for the identification of individuals. The first phase of this study has been completed. The second phase, which will be completed this year, will develop recommendations for (1) establishment of responsibilities of Federal, State, and local governments for the maintenance, preservation, and protection of essential identification records; (2) establishment of a system for the exchange of essential data among Federal, State, and local governments, with particular emphasis on the availability of such data for reconstruction of destroyed or unavailable records; and (3) proposed changes in present records systems that may be necessary to assure the availability of essential data to the various levels of government. As in the first phase of the study, State archivists and records managers will be contacted for their assistance and advice.

Action along another line was taken by an individual committee member to interest a Federal agency with close State ties to embark on a program for the development of retention and disposal standards for large bodies of records of interest to both State and Federal agencies. No progress on this can be reported at this time.

LEWIS J. DARTER, JR., *Chairman*

Labor Records Committee

[For report of this committee, see p. 39-57, above, in this issue.—ED.]

Committee on Microfilming

The committee has prepared a manual and will have it ready for discussion by the members of the committee at the annual meeting in Kansas City. The manual is coordinated with the work of other groups in this technical area, such as the American Library Association's Committee on Standards for Microfilm, the photographic committees of the American Standards Association, the Microfilm Committee of the

Canadian Library Association, and the Bibliographical Control of Microforms Project of the Association of Research Libraries.

RICHARD W. HALE, JR., *Chairman*

Committee on Records Management

Messrs. Beach and Caton completed their survey of records management in State governments. A preliminary presentation of the material was made at the annual meeting in Boston, October 1960. The project resulted in an article in the July 1961 issue of the *American Archivist*. The scope of the project was expanded to include information on governmental programs below the level of State organizations.

Mr. Menkus has completed the mailing to 446 colleges and universities of a questionnaire on records management education at the undergraduate and postgraduate levels. First responses indicate a surprisingly large number of schools desiring help in increasing the quantity and improving the quality of their offerings in our field.

Messrs. Porter and Wilds are working out a proposed curriculum for students aiming at a career in records management.

Mr. Mitchell has been working on standard position or function descriptions for records management.

WILLIAM L. ROFES, *Chairman*

State Records Committee

Traditionally, odd-numbered years have been the productive years for the committee. This year was no exception. The productivity, however, was largely limited to the Committee's two publications—the *Guide to State and Provincial Archival Agencies 1961* and the *Directory of State and Provincial Archivists and Records Administrators 1961*. The *Directory*, containing the name and address of State (U. S.) and Provincial (Canada) archival and records management heads was released at the 25th annual meeting in Kansas City. An advance copy of the *Guide* was presented to the president of the Society at the same meeting, and copies were mailed to heads of the respective State programs and to interested libraries and archival officials the following week. The *Guide* contains such information as the name of the State agency having jurisdiction over the archival and records management functions, its head, laws relating to it, types of records dealt with, means of acquiring archives, photoduplication and rehabilitation services, number of employees, annual budget, personnel salaries, and additional data as available. Its usefulness has been demonstrated, and the State Records Committee should continue to issue the *Guide* at least every two years and the *Directory* every year. [Mr. Jones has informed us that he has a limited number of copies of both the *Guide* and the *Directory* for distribution to libraries and archival offices and that any remaining copies may be had by individual Society members; requests for these should be addressed to him at the Department of Archives and History, P. O. Box 1881, Raleigh, N. C.—Ed.]

The chairman corresponded with numerous individuals and institutions seeking information and assistance. The person heading the committee each year is in a position to be of immediate help because of the availability of data on programs.

The committee should be strengthened and given broader responsibility within the Society so that it can bring together all persons connected with and interested in State archival and records management programs. The undersigned strongly recommends that a full day (or at minimum a half day) be devoted to State Records Committee functions at each annual meeting. This day should precede the Society's normal program, and it should be announced in the advance literature and included in the printed program. The open meeting of the committee on October 4, 1961, lasted for more than three hours because of the freedom and enthusiasm felt by all attending that this was one spot on the program where each could "sound off." This meeting was, the committee feels, one of the best ever held.

In short, the outgoing chairman feels that the State Records Committee is destined to, and should, play a more important role in the activities of the Society in the years to come.

H. G. JONES, *Chairman*

During the 25th annual meeting the committee sponsored an exhibit illustrative of the archival programs of 12 states and of the Province of Nova Scotia. The States represented were California, Colorado, Delaware, Georgia, Maryland, Massachusetts, Nebraska, New Jersey, New Mexico, North Carolina, Oregon, and Washington. The exhibit included (1) *photographs* of buildings (archival and/or records centers), equipment, personnel engaged in various activities and operations, significant documents, and agency vaults (before and after); (2) *publications*, including finding aids, brochures depicting archives-records administration programs, annual reports, special studies, training aids, etc.; (3) *forms* utilized in operation of archives-records administration programs; (4) organizational, functional, and statistical charts; (5) *samples* of documentation labels, targets, and layouts; (6) *scrapbooks*; and (7) *plans and architectural sketches* for archival-records centers installations.

The subcommittee on exhibits takes this opportunity to thank all participating State and Provincial archives and Chairman Jones for their interest and support in making the exhibit a success.

GEORGE E. WARREN, *Exhibits Subcommittee*

OTHER PROFESSIONAL ASSOCIATIONS

Society of Archivists (Great Britain)

W. Kaye Lamb, Dominion Archivist of Canada and member of the Council of the Society of American Archivists, was elected president of the Society of Archivists in the place of the late Sir Hilary Jenkinson on December 1, 1961, at the society's annual general meeting.

American Association for State and Local History

The 1961 edition of the *Directory of Historical Societies and Agencies in the United States and Canada* may be ordered from the Association, 816 State St., Madison 6, Wis., for \$1.50. ¶ Director Clement L. Silvestro, in his annual report for 1961 (*History News*, 16: 149-152), gives the following picture of the association's records:

The Association's archives and library have expanded rapidly since the establishment of a central office. Gradually we have gathered in Madison the Association archives from past officials who had been holding materials for safekeeping.

We are also accumulating at Madison the country's largest collection of ephemeral material on all historical agencies in the United States. This material includes news releases, descriptive brochures, publications of local historical societies, and books and pamphlets pertaining to historical agencies. Some of this material finds its way into special libraries, but the Association now has the most complete collection of this type of material. We have arranged the material in fiber-dex boxes and have devised for it a simple cataloging system. As it grows, this collection will become an extremely valuable one for anyone doing research in the state and local history movement.

American Library Association

Gerald D. McDonald (chief of the American History Division of the New York Public Library) is chairman of the newly organized history section of the Reference Services Division of the association. It will represent librarians, archivists, bibliographers, documentalists, and others interested in reference and research in the history field; and it will be concerned with the problems of history departments of large municipal and university libraries, archives and history departments of State agencies, historical societies and special historical collections, and the local history interests of small public, school, and business libraries.

First Conference on the History of Western America

Several members of the Society of American Archivists participated in this conference, held in Santa Fe, October 12-14, under the auspices of the Museum of New Mexico. The next conference will be held in Denver.

International Visual Communications Congress

The fifth annual congress, held in Los Angeles, December 2-5, was expected to attract an audience of 8,000 representing every State of the Union and many foreign countries. The paperwork seminar, "Tomorrow's Programing in Paperwork" (chaired by Walter H. Lacey of the Title & Trust Co.), included discussions on paper specifications (Larry Hardy of Zellerbach Paper); area planning (Howard W. Knapp of General Fire Proofing); forms design (H. E. Moelker of Moore Corp.); and internal paperwork (W. K. Wilson of Diebold).

American Records Management Association

A southeastern chapter of the association has been formed at Nashville, Tenn. Belden Menkus was elected president and William Alderson treasurer. C. E. Irvine, director of public relations of the Boston chapter of the association, reports that the regular bimonthly meeting of September 26, held in the offices of the Graphic Microfilm Co., was addressed by the company's president, J. Curtin, and vice president, C. Larson, on current and future microfilming applications. Secretary of State Kevin H. White and Graphic Microfilm Co. President Joseph Curtin have been granted honorary memberships by this chapter. New officers are Frederick J. Edmonds, 1st National Bank of Boston, president; Harold F. O'Neil, General Services Administration, vice president; and Barbara Adams of Lybrand, Ross Bros., and Montgomery, treasurer-clerk. Former association president James E. Barrett, Raytheon Co., has been elected regional vice president.

GRANTS AND AWARDS

Economic and Business History

The Harvard Graduate School of Business Administration announces the availability of funds to aid archivists, librarians, and researchers interested in investigating topics in economic and business history or in studying the acquisition and handling of archival material, manuscripts, and books in this field. The school's unique resources in these areas will be available to such persons during the summer of 1962. Members of the Business History Group and the staff of Baker Library will be available for consultation and guidance, but applicants who receive assistance will be free to pursue their projects as they think best. The criterion for awarding financial aid will be primarily the extent to which the use of the school's resources can be expected to advance proposed projects. This decision will be made by a committee of faculty members at the Harvard Business School. The amount of aid will be adjusted to the requirements of the individuals who are selected. Inquiries may be addressed to Prof. Ralph W. Hidy, Morgan 304, Harvard Graduate School of Business Administration, Soldiers Field, Boston 63, Mass.

Historical Information on John Rolfe

In connection with the 350th anniversary of the tobacco industry in the United States the Jamestown Foundation of the Commonwealth of Virginia has offered a \$500 research award, open to persons for the best historical information on John Rolfe. Little is known about his personal appearance and mannerisms. He planted and harvested the first commercially successful tobacco crop in this country when the Jamestown Colony was on the brink of economic collapse. Further information on the award may be had from Parke Rouse, Jr., executive director of the foundation, which is interested in finding drawings, diaries, historical writings, clothing, or other possessions of Rolfe. Entries should be sent to the Jamestown Foundation, P. O. Box 1835, Williamsburg, Va., by March 1, 1962.

Storage Boxes for Archival Material

The Council on Library Resources, Inc., announced on September 17, 1961, a \$25,194 grant "for development of archival boxes which will provide safer storage for valuable papers in libraries, archives and historical societies."

The project is cosponsored by the American Library Association, the Library Technology Project of which will administer the project, and the Public Archives Commission, State of Delaware.

Leon deValinger, Jr., Delaware State Archivist, who first proposed the project, will serve as chairman of a six-man advisory committee.

The Institute of Paper Chemistry, Appleton, Wisconsin, will do the research involved, investigating boxes now in use and seeking to develop a box which will have in some degree the following characteristics: fire resistance, moisture resistance, reduced acidity (to retard deterioration of the papers stored in the boxes), and insect repellancy.

As planned, the project in a second phase will involve the manufacture and evaluation of a large number of containers under conditions of actual use.

The project is especially pertinent in view of the increasing flow of manuscript material—both personal papers and public records—to institutions and the growing use of archival containers (boxes) to store these records. Despite the uniqueness of manuscript material, frequently of priceless value to historians and other researchers, little attention has been paid to the properties, other than durability, characterizing the stock of which these containers are made.

"Localized History"

The American Association for State and Local History is awarding annually \$1,000 to the author of the unpublished book-length manuscript in "localized history" that makes the most distinguished contribution to United States or Canadian historiography. There is also a grant-in-aid program, established in conjunction with the annual prize. Further information about either the award or the grant-in-aid program may be had from the association's director, Clement M. Silvestro, 816 State Street, Madison 6, Wis.

ACADEMIC INSTRUCTION

American University

We invite attention to the advertisement elsewhere in this issue of the university's 1962 summer institutes. Ernst Posner, professor of history and archives administration, head of the history department, and formerly dean of

the graduate school of the university, retired on June 30, 1961. He and Solon J. Buck had established in 1939 the first course offered in the Nation's capital in the history and administration of archives. He broadened this and related courses into one of the recognized fields of study in the university's School of Government and Public Administration, and he added the very successful summer institutes on the preservation and administration of archives, records management, and genealogy. Dr. Posner plans to complete his projected history of archives and archives administration and for that purpose left in October for a period of travel and research in Europe. One or more chapters of Dr. Posner's history have been promised the editor for advance publication in the *American Archivist*. The university's course in the history and administration of archives is being continued by Oliver W. Holmes.

University of Denver

As part of the regular academic program, an advanced curriculum in archival management and administration, with special emphasis on administrative history source materials in State and local government and in institutional and corporate jurisdictions, has been announced by the Department of History of the University of Denver. Since 1952 limited courses have been offered in cooperation with the Colorado Division of State Archives and Public Records. There are weekly lectures at the University Park Campus with intern work at the State Archives. Projects are under the direction of Colorado State Archivist Dolores C. Renze and members of her professional staff. The courses cover the history and administration of archives and manuscripts as well as archival principles, techniques, and methodology. The university's 1961 summer institute in the same field is announced in an advertisement appearing elsewhere in this issue. The institute will be staffed by faculty members and specialists in the archival and related fields. Suitable projects and field trips will be included in the program.

NATIONAL ARCHIVES AND RECORDS SERVICE

National Archives

An Inter-American Archival Seminar, sponsored by the National Archives in cooperation with the Rockefeller Foundation, the Pan American Union, and the U. S. Department of State, met in Washington from October 9 to 27, 1961. It was attended by 40 leading archivists from 17 Latin American countries. The work of the seminar was organized by T. R. Schellenberg, Assistant Archivist for the National Archives, and funds to defray the costs were made available by the Rockefeller Foundation. The sessions were the first of their kind to be held in the Western Hemisphere. They provided Latin American archivists with an opportunity to discuss their own professional problems and to obtain firsthand information on archival principles and techniques used in the National Archives of the United States and in other Latin American archives. Through several working groups the participating archivists developed standards on such phases of their work as the preservation, arrangement, and description of archives; microfilming; the publication of documents; and the training of archivists. A report on the seminar is being prepared for the *Amer-*

ican Archivist by Gunnar Mendoza L., Director of the Biblioteca Nacional y Archivo Nacional, Sucre, Bolivia. ¶ In connection with the opening of the seminar the National Archives published volume 1 of the *Guide to Materials on Latin America in the National Archives* (246 p.). The manuscript was written by John P. Harrison when he was the Latin American specialist in the National Archives—a position he left for one with the Rockefeller Foundation. Although the *Guide* was begun independently by the National Archives, it has been constituted by agreement as a unit in the extensive series of guides projected by the International Council on Archives to cover materials relating to Latin America throughout the world (see *American Archivist*, 23: 363–366; July 1960). Volume 1 covers the records of the State, Treasury, War, and Navy Departments and the “general” records of the Government. The second volume will cover the records of the rest of the Government and will contain the index. Volume 1 may be purchased from the Superintendent of Documents, Washington 25, D. C., for \$1.25.

Among microfilm publications recently completed by the National Archives are Reports to Congress From the Secretary of War, 1803–70 (5 rolls); Schedules of the Nebraska State Census of 1885 (56 rolls); two series of the War Department Collection of Confederate Records, the Records of the Louisiana State Government (24 rolls) and the “Union Provost Marshal’s File” of One-Name Papers Relating to Citizens (300 rolls); Despatches Received by the Department of State From United States Consuls in Mexico City, 1822–1906 (15 rolls); and other records of the Department of State relating to the following: Internal Affairs of Turkey, 1910–29 (89 rolls); Internal Affairs of Serbia and Political Relations Between the United States and Serbia, 1910–29 (3 rolls); Internal Affairs of Yugoslavia, 1910–29 (28 rolls); Political Relations Between the United States and Russia and the Soviet Union, 1910–29 (7 rolls); Political Relations Between the United States and Yugoslavia, 1910–29 (1 roll); and Political Relations Between Yugoslavia and Other States, 1910–29 (9 rolls). ¶ The American Historical Association’s Committee for the Study of War Documents has prepared and the National Archives has published these additional guides to German records microfilmed at Alexandria, Virginia: no. 30, Records of Headquarters, German Army High Command (part III); no. 31, Records of the Office of the Reich Commissioner for the Baltic States, 1941–45; and nos. 32 and 33, Records of the Reich Leader of the SS and Chief of the German Police (parts I and II).

Leon dePonce Poyner, chief of archival services in the Archives Handling Branch, Clarence Edwin Carter, chief of the Territorial Papers Branch, and Paul Patton Winkel of the Exhibits and Publications Branch died on August 18, September 11, and November 5, 1961, respectively. An obituary of Dr. Carter appears elsewhere in this issue. Mr. Poyner, although not himself an archivist, ably supported professional needs in 25 years of devoted service that very nearly coincided with the National Archives’ first quarter-century. Mr. Winkel, a retired officer of the U. S. Army, had been on the Archives staff since 1957 and in exhibits work since 1959.

National Historical Publications Commission

Philip M. Hamer, since 1951 the Commission's Executive Director, retired on November 30 and Oliver W. Holmes became Executive Director on December 1. Dr. Holmes, a past president of the Society of American Archivists (1958-59), has been for 25 years a member of the staff of the National Archives—most recently as Chief Archivist of the Social and Economic Records Division.

Harry S. Truman Library

The Library has received additional papers of Judge Samuel I. Rosenman, covering his service as Special Counsel to President Truman; the White House Bill File, consisting of recommendations by the Bureau of the Budget to the President on pending legislation; more than 200 disks recording Truman speeches and events, donated by KCMO Broadcasting Corporation, a division of the Meredith Publishing Co., Kansas City; and some 300 photographs of Mr. Truman and persons and events related to him.

Dwight D. Eisenhower Library

The Library is expected to be dedicated on May 1, 1962. General Eisenhower will take part in the ceremony.

Office of the Federal Register

The first five-year cumulation of tables designed to enable users of the U. S. Statutes at Large to find the relation between new and old Federal laws without time-consuming research is now available. Entitled *United States Statutes at Large, Tables of Laws Affected in Volumes 70-74*, the publication lists all earlier laws and other Federal instruments that were amended, repealed, or otherwise patently affected by the provisions of public laws enacted during the years 1956-60. It may be purchased from the Superintendent of Documents, Washington 25, D. C., for \$1.50. ¶The first Truman volume of the *Public Papers of the Presidents of the United States*, covering the period April 12-December 31, 1945, has been published and may be ordered from the Superintendent of Documents, Washington 25, D. C., at a price of \$5.50. ¶The 1954-58 compilation of Presidential documents published under Title 3 of the Code of Federal Regulations is scheduled for release in December 1961. This is the third five-year cumulation of Presidential documents. The new volume includes the full text of all proclamations, Executive orders, reorganization plans, and other Presidential documents issued during the 5-year period, together with index and ancillary tables.

Office of Records Management

The Federal Records Center at St. Louis has moved into its new building at 111 Winnebago St. This Center maintains and services personnel records of former Federal employees. ¶Isadore Perlman has been named Chief of the Records Retirement Branch, Records Center Division, succeeding Elizabeth Drewry, recently appointed Director of the Franklin D. Roosevelt Library, Hyde Park, N. Y. ¶During the year ending June 30, 1961, the Federal Rec-

ords Centers received from Government agencies 743,600 cubic feet of records. These transfers made it possible for the agencies to clear 505,000 square feet of office space and 161,800 square feet of storage space; 64,900 file cabinets and 396,500 linear feet of shelving were emptied. At the same time the centers disposed of 586,700 cubic feet of their holdings that had outlived their usefulness. The centers rendered 4,814,200 reference services during the year. ¶As the result of a survey in the Visa Office, Department of State, visa procedures were streamlined and updated in several important respects, with savings in operating costs. In addition to the surveys in progress in the Washington area, 19 agencies are receiving assistance in their various regional offices.

LIBRARY OF CONGRESS

As noted in the Library of Congress *Information Bulletin* (20: 529; Sept. 5, 1961) the Librarian's advisory committee on photocopying European manuscript sources for American history held its first meeting on August 22 in the Manuscript Division. At this meeting the committee began work on the drafting of a plan for a central agency under the administration of the Library of Congress by which exchange of information and acquisition of photocopies may be effected (see *American Archivist*, 24: 370; July 1961). The committee consists of Waldo G. Leland (chairman), Lyman H. Butterfield, Philip M. Hamer, Ernst Posner, Francis L. Berkeley, Walter M. Whitehill, and Daniel J. Reed (secretary). All but Messrs. Berkeley and Whitehill attended the first meeting. ¶The Library's current major display, "The American Civil War: A Centennial Exhibition," was opened formally on the evening of October 25, in a ceremony featuring Carl Sandburg as speaker and the U. S. Army Chorus in a number of songs contemporary with the Civil War period. The exhibit will be continued throughout the Centennial years. Its 250 items include papers of the political and military leaders of the Union and the Confederacy, fine prints, photographs, original maps, drawings, sheet music, books and pamphlets (including rare Confederate imprints), and many broadsides, recruiting posters, newspaper extras, and printed general orders. The catalog of the exhibit is for sale at \$1.50 by the Superintendent of Documents, Government Printing Office, Washington 25, D. C.; it serves as a companion to the catalog issued in 1959, *Abraham Lincoln: An Exhibition at the Library of Congress in Honor of the 150th Anniversary of his Birth*. Also recently issued by the Library is *The Civil War in Pictures, 1861-1961: A Chronological List of Selected Pictorial Works*, compiled by Donald H. Mugridge and for sale by the Government Printing Office at 15c.

Manuscript Division

The 1961 annual report of the Division (summarized in the Library of Congress *Information Bulletin*, 20: 461; July 31, 1961) recounts a period of "extensive and fundamental reconstruction." Routines and procedures were changed and the Division acquired two new responsibilities—the arrangement, transliteration, indexing, and microfilming of certain records of the Russian Orthodox Greek Catholic Church of Alaska (see *American Archivist*, 24: 488;

Oct. 1961); and preparations to resume large-scale photocopying of European manuscript sources for American history (see above). ¶ Dr. Selman A. Waksman, microbiologist and discover of streptomycin, recently presented some 1,200 of his personal papers, 1916-59, including letters from Dr. Jacques Loeb (whose papers are also in the Library), George W. Merck, Sir Alexander Fleming, Albert Einstein, Paul R. Burkholder, and René Jules Dubos. Also in the papers are typewritten transcripts of Dr. Waksman's unpublished lectures and addresses. ¶ The Naval Historical Foundation has added to its collection in the Library approximately 4,600 more papers of Capt. Washington Irving Chambers, pioneer of naval aviation. This additional material, chiefly 1911-13, contains correspondence with inventors, manufacturers, leading figures in aviation, and others; like the rest of the Chambers papers, it also contains reports, airplane logbooks, sketches, photographs, and related printed material. ¶ Older manuscripts received include an orderly book kept by a member of the 6th Connecticut Regiment at Cambridge, June 3-August 25, 1775, and nine letters of James Monroe. ¶ C. Carroll Hollis, professor of American literature at the University of Detroit, has been appointed to the new position of manuscripts specialist in American cultural history. Paul E. Edlund, formerly head of the Library's East European accessions index project, has been appointed to the new position of head of the Division's Preparations Section.

STATE AND LOCAL NEWS

Arizona

Personal reasons made it necessary for George E. Warren to withdraw from his appointment as Archivist of Arizona, announced in our October 1961 issue. Mr. Warren will remain with the Colorado Division of State Archives and Public Records as Assistant State Archivist.

Arkansas

Valuable official records soaked with water during a flood in the town of Harrison were salvaged by Max W. Ulery and Burton K. Jennings, specialists in the National Archives and Records Service, who were called in by Civil Defense officials.

California

The Hoover Institution on War, Revolution, and Peace, at Stanford, has 21 rolls of microfilm reproducing important documents pertaining to the history of Chinese Communism that are now in Taiwan in the private library of Vice President Chen Cheng of the Republic of China. The microfilm includes a checklist of the 1,107 documents reproduced—chiefly sources relating to the Kiangsi Soviet Republic from 1931 to 1934, one of the most crucial periods of the history of the Chinese Communist movement. Positive copies of these films may be ordered from the institution for \$300 a set, plus postage, insurance, and the cost of rolls and boxes. ¶ Records of the Redwood Region Logging Conference, 1926-58, have been given to the Bancroft Library of the Uni-

Colorado

The Secretary of State has transferred to the State Archives the records of the Constitutional Convention of Colorado, the first State census, the index to Territorial and county officials, 1861-75, and portraits of the auditors of the State, 1876-1927. The Land Acquisition Commission files for the U. S. Air Force Academy, Colorado Springs, have been accessioned by the State Archives. ¶ The records of the State Forestry Association, organized in 1884, have been given to the State historian by the Colorado Forestry and Agriculture Association. They supplement the forest service records of Will C. Barnes and Frederick Winn.

Delaware

The Hall of Records has received nearly 500 letters and other papers of the Hayes and related families of Kent County, 1816-1910. This and other accessions are listed in the *Accessions List* (now in its 11th volume) published quarterly by the Public Archives Commission. ¶ Leonard A. Rapport of the National Historical Publications Commission represented the Society of American Archivists at the dedication of the Eleutherian Mills Historical Library at Greenville (Wilmington 7) on October 7. The library contains over a million manuscripts, many of them concerned with the economic history of the Delaware River Valley. They include records of business and manufacturers in nearby areas as well as the archives of the Du Pont Co., 1802-1902, and papers of the Du Pont family, 1780-1954. Other records comprise the Henry Francis du Pont Winterthur collection of manuscripts, 1588-1926. According to its new brochure the library "plans to publish guides to manuscript collections and textual editions of significant series of its documents."

District of Columbia

The Folger Library announces in its *Report* (Apr. 22, 1961) that readable texts of sixteenth- and seventeenth-century documents that illuminate these centuries are being planned. A conference of historians and literary scholars, held in Washington March 18-19, discussed the practical problems of selecting books and manuscripts, of methods of editing, and of format. The historians requested that Elizabethan spelling and punctuation be modernized and that each work be equipped with a scholarly introduction giving an authoritative statement of its significance. Annotations will be kept to the minimum needed to explain matters that might otherwise be incomprehensible. For scholars who need the original spelling, the library will supply microfilm copies. The "Folger Documents of Tudor and Stuart Civilization" will begin to appear in 1962. Among the first will be an edition of unpublished manuscripts of William Lambarde, Tudor jurist and antiquarian, edited by the late Conyers Read. ¶ According to the *New York Times* (May 8) the National Academy of Television Arts and Sciences has collected 200 prints of telecasts from the major networks as the nucleus of a permanent archives to be established in Washington. The collection will include kinescopes, tapes, films, clips, and other TV items. Besides the archives in Washington, working libraries in

New York and Los Angeles will be established. ¶ The May 19 Interagency Records Administration Conference considered the new Civil Service standards for management positions. Everett O. Alldredge was guest speaker at the final meeting of the 1960-61 season on June 23. His subject was "Another Look at Records Management." Meetings of the conference in September and October 1961 presented the Navy's Supervisory Development Training Program; projected six 15-minute animated color training films of the Navy on paperwork; and discussed the "work ratio system" used by the Sandia Corp. at Albuquerque, N. Mex., to measure the efficiency of clerical personnel. ¶ The Rev. Peter J. Rahill, archivist and historian of the Archdiocese of St. Louis, has become editor of the Catholic University of America Press. Father Rahill continues as historian for the archdiocese. In April Father Rahill's *The Catholics in America* was released by the Franciscan Herald Press, Chicago 9, Ill.

Georgia

Mary Givens Bryan, Director of the Department of Archives and History and head of Georgia's Civil War Centennial Commission; Ben W. Fortson, Jr., Secretary of State; Gov. S. Ernest Vandiver; and U. S. Representatives Robert G. Stephens, Jr., and John J. Flynt, Jr., participated in the dedication of commemorative monuments to Georgia's Confederate dead at the Antietam National Battlefield, September 20, and at Gettysburg National Military Park, September 21. Faye Geeslin of the National Archives represented the Archivist of the United State at Antietam. Members of the Society of American Archivists at the Antietam ceremony were Gust Skordas and Rex Beach of the Maryland Hall of Records and Victor Gondos, Jr., Henry P. Beers, and H. B. Fant of the National Archives. ¶ In November ground was broken for Georgia's new archives building in Atlanta.

Illinois

Secretary of State and State Archivist Charles F. Carpentier has announced the transfer of Ralph Havener from the Records Management Division to the Archives Division, where he will have charge of the local records program and act as liaison officer between the two divisions. Mr. Havener has had considerable experience in local records and the use of regional depositories in Wisconsin. ¶ Virginia Lake, methods and procedures adviser for the Illinois Department of Public Welfare, has received a state-local scholarship grant from the Ford Foundation. She represented the department at a management institute, cosponsored by the University of Chicago and the Society for Public Administration, in Chicago, Apr. 16-21, 1961. ¶ The archives of the western division of the American Philosophical Association have been deposited in the University of Illinois Library, Urbana. ¶ The annual conference and workshop on records management, sponsored by Records Controls, Inc., in Chicago, September 28-29, considered filing and service standards as well as office automation and its effect on office personnel. ¶ Harry J. Brown has established American Records Centers, Inc. For less than \$5 a square foot he stores old records in

sealed, specially designed boxes in downtown Chicago (Mandel-Lear Building). He promises delivery of stored records to the participating banks, law and insurance firms, and advertising agencies in 3 to 15 minutes.

Kansas

Robert W. Richmond, State Archivist, who also is lecturer in American history at Washburn University, has been elected secretary-treasurer of the Kansas Association of Teachers of History. ¶ Eugene D. Decker, assistant archivist, is the author of *A Selected, Annotated Bibliography of Sources in the Kansas State Historical Society Pertaining to Kansas in the Civil War*, published as one of the Emporia State Research Studies. ¶ The State Historical Society has acquired additional photographs of interurban and street railways, of scenes along the Union Pacific Railroad in the 1870's, of Kansas University in the early 1900's, and of Coffeyville and Humboldt in the early days.

Kentucky

According to the *Paducah Sun Democrat* (Oct. 9, 1961) the State Archives and Records Service, headed by Charles F. Hinds, has appraised for disposal 6,000 feet of inactive records of the highway department, the largest of the State's agencies. Approval to destroy records of the State must be given by the agency involved, the auditor of public accounts, the attorney general, and a special ten-man commission headed by Thomas D. Clark of the University of Kentucky.

Louisiana

A continuous record of Louisiana documents from 1803 to date has become available with the recent appearance of volume 3 (223 p.) of the *State of Louisiana Official Publications* for the period 1954-60. The new volume was prepared by Margaret T. Lane, recorder of documents. ¶ Secretary of State Wade O. Martin, Jr., chairman of the State Archives and Records Commission, announces the receipt of colonial, Territorial, and later records of the parishes of Avoyelles and St. Landry. Winston De Ville, recently appointed research consultant to the commission, has prepared the first volume of a calendar of Louisiana colonial documents, pertaining to Avoyelles Parish; this is available from the commission, P. O. Box 4222, Capitol Station, Baton Rouge, at \$1.75. A calendar of the colonial papers of St. Landry Parish is also planned. As additional records are received they will be rehabilitated, indexed, and made available to researchers.

Maryland

State Archivist Morris L. Radoff is one of 15 members of the Maryland Historical Trust, created by the 1961 general assembly to acquire and handle properties of historical, esthetic, and cultural interest in the State. Dr. Radoff has just become a member of the editorial board of the *American Archivist*. ¶ The State Historical Society, Baltimore, has received 20 letters (1812-17) of U. S. Senator Alexander Contee Hanson and the papers of U. S. Senator Arthur P. Gorman, including a few letters from President Cleveland, Andrew Carnegie,

William Jennings Bryan, Theodore Roosevelt, and Cardinal Gibbons. ¶ The Maryland Historical Society has acquired some of John Crawford's letters, some papers of the William Goldsborough family of Frederick County, and the minute book (1871-90) of the Baltimore and Jerusalem Turnpike Co. The society plans to move its manuscripts division into the new Thomas and Hugg Memorial Building to be built on society-owned land adjacent to the present headquarters within five years after the death (on June 28, 1961) of John L. Thomas, brother of William S. Thomas, benefactor of the society. ¶ The library of the University of Maryland has received the political and personal papers of U. S. Senator Millard E. Tydings, 1925-50.

Massachusetts

An edition limited to 500 copies (not for sale) of *Butterfield in Holland; a Record of L. H. Butterfield's Pursuit of the Adamses Abroad in 1959* has been privately printed for distribution to some of the friends of Dr. Butterfield and the Belknap Press of Harvard University Press. An article by Dr. Butterfield describing the microfilm publication of the papers of John Adams, John Quincy Adams, and other members of the Adams family appeared in the Library of Congress *Quarterly Journal of Current Acquisitions* (Feb. 1961). *The Diary and Autobiography of John Adams* (4 vols.), edited by Dr. Butterfield, was published on September 22 by Harvard University Press, at \$30 a set. Publication of these first volumes of *The Adams Papers* was marked by ceremonies at the Massachusetts Historical Society on that date and at the Statler Hotel in Washington, D. C., on October 3. Thomas Boylston Adams, president of the Massachusetts Historical Society, presided at the Boston ceremony and Samuel Flagg Bemis gave the principal address, "The Adams Family and Their Manuscripts." At the Washington ceremony (a *Washington Post* book-luncheon over which Editor James Russell Wiggins presided) the President of the United States was the principal speaker, following Julian P. Boyd, Thomas Boylston Adams, and Dr. Butterfield. "I have no doubt," President Kennedy said, "that Lyman Butterfield and Thomas Adams are breathing heavy sighs of relief—4 volumes out, and only 80 or a hundred more to go. Obviously the worst is over." The President's participation in this assemblage of historical editors, archivists, historians, and others working in the interests of the preservation of the documentation of American history was a thrilling and inspirational experience for all who attended, and few who heard or later read the President's address will disagree with David C. Mearns' observation in the Library of Congress *Information Bulletin* (20: 598; Oct. 9, 1961) that "for the six hundred men and women who had listened there was a glowing, a persistent, and a grateful assurance that the American testament is in hands wise and good."

Secretary of the Commonwealth Kevin H. White formally opened the new Archives Building under the west wing of the State House on September 14. The dedication ceremonies were attended by Gov. John Anthony Volpe and other officials including Clifton K. Shipton, director of the American Antiquarian Society and head of the newly appointed archives advisory committee. Richard W. Hale, State Archivist, presided. Earlier, on July 18 (the 181st

anniversary of the document), the 1780 Constitution of Massachusetts was moved from the office of the Secretary of the Commonwealth to the new building. ¶ The collected research papers of the late Percy W. Bridgman, leading authority on the physics of high pressure, are to be published in a seven-volume set through the joint efforts of Harvard University Press and the National Science Foundation. The 200 papers cover about 40 years of experimental work important to chemistry, biology, geology, and physics. Additional information may be obtained from the Harvard University Press, 79 Garden Street, Cambridge 38. ¶ A brochure, *The Women's Archives, Radcliffe College, 1961*, addressed to friends of the Women's Archives, describes the collection areas and some of the records acquired.

Michigan

Robert M. Warner, assistant director, Michigan Historical Collections, University of Michigan, reports the receipt of the first installment (22 ft.) of the papers of Wilber M. Brucker, Governor of the State, 1931-32, and U. S. Secretary of the Army, 1955-61; and the papers (106 ft.) of Neil Staebler, Democratic State chairman, 1950-61. ¶ The museum of Michigan State University has prepared a selective guide to its major manuscript collections, relating to pioneer settlement and agricultural development, early industries, the Civil War, and phases of the State's political history. According to Marvin R. Cain, curator of history, the museum has, among its 250,000 items, many smaller collections, which are described on card indexes. ¶ Two Michigan Historical Commission *Information Leaflets* of interest to our readers are no. 4, the State Records Center's "List of Permanent Records of All Units of Michigan Government, 1797-1961," issued June 30, 1961; and no. 99, a "Directory of Major Michigan History Research Collections," compiled by Alan S. Brown, archivist, Western Michigan University, Kalamazoo, issued October 1, 1961. The directory is arranged alphabetically by name of town in which the collection is located. In the past the commission has published similar directories relating to Michigan museums and historical societies.

Minnesota

The third regional conference on forest history, sponsored by the Forest History Society, met on June 9 at the Minnesota Historical Society. Monsignor James P. Shannon, president of St. Thomas College, spoke at luncheon on the topic "Is History Bunk or Good Business?" The afternoon seminar, concerned with preserving documentary sources of business and professional history, was moderated by Theodore C. Blegen. Copies of Monsignor Shannon's speech are available from the Forest History Society, 2706 West 7th Blvd., St. Paul 16. ¶ Clark Nelson, formerly with the National Archives, has become archivist of the Mayo Clinic at Rochester.

Mississippi

The Department of Archives and History has acquired the Robert Lowry collection of about 75 items, 1886-1908. Included are letters of James L. Alcorn, J. F. H. Claiborne, Jefferson and Varina Davis, Louis Dent, J. Z.

George, and L. Q. C. Lamar. In October Charlotte Capers, director of the department, conducted a short seminar on museum methods and programs.

Missouri

An article, "Manuscripts in Microfilm," by Lowrie J. Daly, S. J., describing the indexes to and the contents of the Knights of Columbus Vatican Film Library (over 11 million pages) and the Jesuit documents (over 1 million pages), at the St. Louis University, appears in the *Library Journal* (Sept. 1, 1961). ¶ Mrs. Roma S. Gregory, chief of acquisitions, Washington University Libraries, St. Louis 5, wishes to develop a cooperative project to microfilm the Booker T. Washington papers in the Library of Congress. She asks that interested institutions communicate with her. ¶ Over 800 marriage records of Clay County (1822-42) have been listed and published by Darlene R. Appell and Julia Carey Luke. The well-indexed book includes the names of some parents and guardians. Copies may be had from the authors, 1310 Bryson St., Independence, at \$2.50 each. Mrs. Appell is editor of the *Kansas City Genealogist*. ¶ The Jackson County Historical Society is housed in the restored jail in Independence; its collections occupy vaults, formerly the stone cells of the old jail.

New Hampshire

Gov. Wesley Powell has approved the construction of a \$143,500 State records center building on South Fruit St. in Concord. The records center is an economy project of the Governor. The legislature established a starting budget of \$39,000 to finance a survey and the training of personnel for a new Division of Archives and Records before the new building is opened on part of the State hospital grounds.

New Jersey

Records retention schedules for municipal and county officers (58 items), police departments (138 items), and the highway authority (89 items) have been approved by the State Records Committee. For copies one should write to the Bureau of Archives and History, Trenton 25. ¶ The New Jersey Tercentenary Historymobile went into service on September 16, 1961. This 16-ton "museum on wheels" will be on the road April 1 to November 30 each year.

New Mexico

An illustrated booklet, *New Mexico State Records Center and Archives*, and the processed "First Annual Report of New Mexico Commission of Public Records, 1960-1961," are available from Joseph F. Halpin, State Records Administrator, Santa Fe. ¶ Moises Sandoval reported in the *Albuquerque Tribune* (Oct. 10, 1961) the unlawful destruction, in the absence of the city clerk, of assessment plats for 26 paving districts required by law to be in the clerk's office. The city manager has directed that no record be destroyed without authorization by the Records Control Committee. Consulting engineers were authorized to reproduce the plats from their complete set, on file "upstairs" in the city engineer's office.

New York

Columbia University Archives has made public the previously confidential documents tracing the development of the U. S. Government's first contract with Columbia, in November 1940, for atomic energy research (the Manhattan Project) after the papers were declassified by an AEC officer. ¶ The papers of two pioneers in American forestry, Bernhard Eduard Fernow and Ralph Sheldon Hosmer, are now in the Cornell Archives at Ithaca. ¶ Columbia University Press published in November 1961 the first 2 of about 18 volumes of Alexander Hamilton's extant papers (over 17,000). The two volumes cover the years 1768-81. The price to subscribers to all 18 volumes, to be published over the next five years, is \$10 each. Single volumes are \$12.50. Orders should be sent to the press, 2960 Broadway, New York 27. ¶ Archivist James K. Owens, Syracuse University, reports that the records of the New York House of Refuge (see *American Archivist*, 24: 381) are now being arranged and described in the Archives Division of the university library. The "Refuge," established in New York City in 1824 by the Society for the Reformation of Juvenile Delinquents, was the first reformatory for the treatment of juvenile delinquents in the United States. It was eventually taken over by the State of New York but was closed in 1935, when its records were sent to its successor, the New York State Vocational Institution at West Coxsackie. These records (approximately 540 volumes) are at Syracuse University on indefinite loan from the State. They may be used for research by serious scholars, but permission first must be obtained from the Syracuse University Youth Development Center.

North Carolina

A new roster of North Carolina Civil War troops is being prepared at the direction of the North Carolina Confederate Centennial Commission. It will list 185,000 names in ten volumes and may require four years to complete. John W. Moore's four-volume *Roster*, published in 1882, contains about 125,000 names. The new roster will include Union and Confederate troops, home guards, and all other units. ¶ Christopher Crittenden, Director of the Department of Archives and History, received an honorary LL.D. degree, June 5, 1961, from the University of North Carolina. ¶ Memory F. Blackwelder has been appointed head of the Division of Publications in the Department of Archives and History. She succeeds D. L. Corbitt, whose retirement on June 30 was announced in our October issue. The Division of Publications has for sale back issues of *The North Carolina Historical Review*, 1924-61, 38 volumes, \$25 a set, express collect. ¶ Thornton W. Mitchell has been appointed records management consultant and assistant State archivist (State records management) in the Division of Archives and Manuscripts of the Department of Archives and History. Mr. Mitchell will plan and direct the state-wide records management program, authorized by the legislature in its recent session (G. S. 132-8.1 of 1961). ¶ According to an Associated Press dispatch of November 4, Duke University at Durham has acquired both Frank Baker and his collection of Wesleyana and British Methodism (17,500 items). The

manuscripts and documents include writings of John and Charles Wesley. There are 1,500 items of the Wesleyana collection, 8,000 items relating to Methodistica, and 8,000 manuscripts and background items. Dr. Baker, a native of Hull, England, began to collect religious items when still a youth. He is now associate professor of church history in the Duke Divinity School and of religion in the university's department of religion. ¶ William Sumner Jenkins, director of the University of North Carolina's Bureau of Public Records Collection and Research, spent part of the summer of 1960 visiting archives and libraries in all the west European countries. In 1961 he issued *A Preliminary Report on a Research Trip to Western Europe*. The purpose of the trip was to survey the existence, condition, and present use of public records and "to demonstrate the usefulness of RECORDS OF THE STATES OF THE UNITED STATES as a worthwhile pattern for all countries to follow in the preservation and the making available of their own records." A short attachment to the *Preliminary Report* has now been issued, telling of a similar trip to Mexico and Central America in the summer of 1961 and a projected trip in 1962 to countries of the West Indies and South America.

Ohio

A calendar of some of the letters of Gen. Braxton Bragg, part of the Samuel Richey Confederate collection of the Miami University Library, Oxford, has been compiled by F. B. Joyner, professor of history at the university. There are 16 letters written by General Bragg, July 17, 1864-Mar. 17, 1875, and 33 letters to Bragg. ¶ The Center for Documentation and Communication Research of the School of Library Science, Western Reserve University, will sponsor a conference, "Information Retrieval in Action," April 18-20, 1962. For details, address the center at 10831 Magnolia Drive, Cleveland 6. ¶ James F. Gill has succeeded Thornton W. Mitchell as records management consultant of the State Department of Mental Hygiene and Correction. Retention and disposal schedules covering the records of mental hygiene and of correctional adult and juvenile institutions administered by the department are available from Mr. Gill, 12th Floor, State Office Building, Columbus 16.

Pennsylvania

LeRoy DePuy, Records Management Specialist, reports that the Governor's Office of Administration has approved the State's first general records retention schedule, covering accounting records common to about 35 State agencies. The Executive Board (the Governor and certain cabinet members) has approved the disposal of such records. According to the State's administrative code, only records four years old and older require disposal authorization by the Executive Board. The second such general schedule will cover personnel records. ¶ Philadelphia is the headquarters of the Aero Service Corp., founded in 1919. The company archives, a part of the librarian's responsibility, are described in an article in *Special Libraries* (Jan. 1961).

Tennessee

The Sunday School Board of the Southern Baptist Convention has moved

its records storage center to new and larger quarters. Storage capacity has been increased by some 50 percent.

Texas

According to an Associated Press story from Houston (Oct. 7, 1961), a large number of official papers of Maj. Gen. Don Carlos Buell, in the possession of a nephew and niece, have been brought to the attention of Frank Vandiver and Rice Institute officials. The records are being examined in the basement of Rice's Fondren Library. Included with the hundreds of personal letters are official letters from Grant, Lincoln, McClellan, and Sherman and a 200-page transcript of Buell's hearing before an Army board of inquiry, regarding his leadership in the campaign against Gen. Braxton Bragg in Kentucky in 1862. Rice Institute officials are negotiating for the purchase of rights to microfilm the papers, and they hope to keep the papers in the library on loan. ¶ The Texas State Archives moved into the new Texas State Archives and Library Building last summer. ¶ The University of Texas Archives has received the papers of Paul J. Kilday, U. S. Representative for 22 years; papers of Harbart Davenport, Texas historian; and "ranch records of the Texas Land and Mortgage Company." ¶ Dorman H. Winfrey, University of Texas archivist, has received an award of merit from the American Association for State and Local History for his *History of Rusk County, Texas*. ¶ On October 21, 1961, the Fort Belknap Archives was formally dedicated. The fort, restored in 1936, was erected in 1851 and was one of the most important military posts in northern Texas before the Civil War.

Utah

A. Russell Mortensen, director of the State Historical Society for the last 11 years, has recently become director of the University of Utah Press. Everett L. Cooley, State Archivist for six years, has succeeded Mr. Mortensen as director of the State Historical Society.

Vermont

Olney W. Hill, the Public Records Director, in his *Information Bulletins* of July 15 and September 15, last year, emphasized records preservation, particularly avoiding damage from humidity and fire, and stressed the State statutory requirement for binding and indexing vital and land records (maintained by the town clerks) at least once in five years. ¶ Richard G. Wood, director of the Vermont Historical Society, addressed the bicentennial of "The Middle Grants" on "The Early Days," at Hanover, N. H., July 2. On July 8 his subject at the bicentennial of Hartland was "Background of New Hampshire Grants." ¶ A feature story by Frank Follett, describing the function of the State's new records center, appeared in the Barre-Montpelier *Times-Argus* (Oct. 19, 1961).

Virginia

The Manuscript Division of the University of Virginia Library has received seven Thomas Jefferson letters (including one containing details regarding the building of Monticello), five James Madison letters, two Dolly Madi-

son items, two Lafayette notes, four James Monroe letters, ten items relating to William Augustine Washington, papers (ca. 75,000 items) of Gov. Westmoreland Davis, 1859–1942, correspondence (ca. 1,880 items) of Alfred Kreymborg with contemporary authors, 1921–56, a typescript copy of a journal, 1783–84, kept by Mrs. Nicholas Trist on a journey from Philadelphia to Louisiana, and records of 15 Presbyterian churches in Virginia, 1826–1961. ¶ William J. Van Schreeven, State Archivist, represented the Society of American Archivists at the inauguration of David Young Paschall as president of the College of William and Mary, October 13, in Williamsburg.

West Virginia

The West Virginia Collection of the university library at Morgantown has accessioned the 1865–1956 archives (162 boxes and 14 vols.) of Storer College, Harpers Ferry. Among other new accessions are the records, 1894–1914, of Local 142 of the American Federation of Musicians, Wheeling.

Wisconsin

The public and private papers of the late Senator Joseph R. McCarthy have been presented by his widow to Marquette University, where McCarthy took his law degree in 1935. ¶ Glenn E. Thompson, assistant director of the State Historical Society, 816 State St., Madison 6, announces new acquisitions—over 500 file boxes of American Federation of Labor papers, 1881–1953, arranged in 11 series; papers of the AFL–CIO Committee on Political Education (COPE), including a file relating to congressional elections, chiefly 1948–54, and clippings and reports, 1946–57, concerning the senatorial career of Joseph R. McCarthy; papers, 1937–60, of the Wisconsin State Industrial Union Council, which merged with the Wisconsin State Federation of Labor in 1958; the Ernest E. Schwarztrauber papers, 1894–1953, relating to his work at the University of Wisconsin School for Workers and the Portland Labor College, Portland, Oreg.; papers, 1871–1939, of William English Walling, noted author and lecturer; papers, 1917–38, of Charles P. Howard, president of the International Typographical Union; and papers, 1917–23, of Elizabeth Gurley Flynn, author and organizer for the Workers Defense Union, including papers relating to arrests and trials of anarchists, labor agitators, I. W. W. members, Socialists, and others whom the Workers Defense Union believed were deprived of their civil rights. ¶ The Archives Division of the State Historical Society has received from the State adjutant general regimental descriptive rolls (59 vols.) containing service records of Wisconsin men in the Civil War. These records, which include both personal and military information about each service man, were compiled in 1885 from records of the Civil War period, many of which are no longer extant.

Wyoming

Among the recipients of the 1961 awards of merit of the American Association for State and Local History was the Wyoming State Archives and Historical Department and State Museum, “under the leadership of Lola M. Homsher . . . for the quiet and competent construction, in a period of a decade,

of a carefully thought-out historical and archival agency that serves the people of Wyoming in a broad variety of ways."

CANADA

Ralph Westington, Public Archives of Canada, write us as follows:

A Royal Commission on Governmental Organization was appointed through a Canadian Order-in-Council issued 16 October 1960 to "inquire into and report upon the organization and methods of operation of the departments and agencies of the government of Canada and to recommend the changes therein which they consider would best promote efficiency, economy and improved service in the dispatch of public business."

As in so many other fields of endeavour, sensible boundaries provide the key to success. Accordingly, limitations were imposed on the Commission's sweep of activity both to meet a proposed two-year time limit and to avoid the morass which would inevitably result were the range too broad. Queries were to centre on the structure and practices of the Government rather than on issues of public policy, except where policy directly implicated the structure and practices. . . . A signal indication of the Commission's complex, yet well-defined scope of action was its subdivision into eighteen project groups, each entrusted with a specific area of investigation. Of these fields, those which most directly concern us in records management are entitled Paperwork and Office Systems, Public Information Services and Services to the Public.

At the head of the operation's personnel scale are three Commissioners: Messrs. J. Grant Glassco (for whom the Commission has been informally named), R. Watson Sellar and F. Eugene Therrien. These gentlemen are ably supported by a competent staff, both in the active sphere and in an advisory capacity, composed of many outstanding professional men, both within and without the public service, each of whom is renowned for his intimate knowledge of one or more facets of the inquiry. Throughout its first stages, the investigation has received incalculable aid from Mr. Neil McNeil, the sagacious and skilled former Editorial Director of the Hoover Commissions of 1947-49 and 1953-55, the present Commission's most recent American parallels. Of especial interest to all those in the United States records field was the selection of Mr. Paul Kohl, recently North-Western Pacific Regional Director of the National Archives [and] Records Service, in Seattle, Washington, whose keen insight into records management problems, backed by a solid fund of knowledge, is bound to prove a great asset.

From the operational angle, the Glassco Commission's objects encompass the elimination of duplication, overlapping services, and unnecessary and uneconomic operations. . . . From the administrative side, departmental and agency management will be scrupulously reviewed with a view to improving organization, work and training methods, clarification of defined authorities and financial measures. Since any government, to run smoothly, depends greatly both on a practical degree of decentralization in operation and administration and on sensible relations between separate departments, on the one hand, and central control or service agencies on the other, these aspects of the state apparatus are considered equally important challenges to the mental equipage of Glassco's staff. . . .

Bernard Weilbrenner, writing for the Archives Committee of the Canadian Historical Association, reports that in May the committee issued its *Report on Canadian Archives*, a survey of political papers in the main archival depositories, chiefly the provincial archives and university libraries. Copies of the report (15, 37, 5 p.) are no longer available but scholars may consult copies in the institutions surveyed. The *Report* had only limited distribution because a more complete survey of all documents or collections relating to the humanities in practically all depositories in Canada is planned. This survey will be made

under the auspices of the Humanities Research Council, with assistance from the Canada Arts Council and the cooperation of the Public Archives of Canada. ¶ The Public Archives of Canada sponsored its first training course in public records management, June 5–July 7, 1961, in Ottawa. The course, covering the field from mail management to disposal scheduling, was coordinated by A. M. Willms, Chief of the Public Archives Records Centre. One of the lecturers was S. A. A. member Seymour J. Pomrenze, records management specialist in the Office of the Adjutant General, U. S. Department of the Army, and professorial lecturer, American University. The students, 27 from Canadian Government departments and agencies and one Colombo Plan student from Ghana, attended lectures, did practice work, and wrote essays.

Do Not Write in This Space

Here's something that's bothered me for a long time. Every time I have to fill out one of the numerous forms we are given these days—income tax, school registration, license applications, and so forth—there is always at least one and often more little boxes where it says, "Do Not Write in This Space."

Why do they say that? First, do people have an unconquerable urge to write in spaces that there is no earthly reason to write in? It seems to me the notice should also be put on the backs of the applications, where the largest empty space always is. Or don't they care if you write on the back space?

Second, isn't it more likely that, if they call attention to the fact that you are being *forbidden* to write in the space, you will want more than ever to write in it?

Third, there is already writing, or printing, in the space. The notice that says "Do Not Write in This Space" is written *in* the space; otherwise, if the notice were *outside* the space, it would have to read, "Do Not Write in That Space."

Fourth, is it therefore all right to write in spaces where it does not say not to write in them?

Fifth, supposing for some reason you got an application and there was a spot where it said, "Write in This Space," *what would you write?*

See what a nation of helpless, aimless sheep you are? You can't even think of anything to write in a space in case you had permission to do so. Someone has to tell you everything. This is not my last word on ridiculous application forms. My next comments will be directed to sections headed "Remarks." I am trying to think of some remarks. Printable ones. If I think of any I shall write them right here, in this space:



—Jerome Beatty, "Trade Winds," in *Saturday Review*, vol. 44, no. 22, p. 10 (June 3, 1961). Quoted by permission of *Saturday Review*.

Editor's Forum

Ave atque Vale!

This is the first issue of the *American Archivist* to be brought out by our new publisher, the Allen Press of Lawrence, Kans. Although we have every reason to believe that our typographical standards will be maintained by our new press, and that our expansion and improvement will continue, we cannot but regret the end of a most satisfying relationship, lasting 14 years, with the Torch Press of Cedar Rapids, Iowa. All but the first of the five successive editors of the *American Archivist* were afforded the opportunity, indeed the privilege, of working in the atmosphere of infectious enthusiasm for his craft that Paul Strain of Torch exemplifies. He initiated us successively into the art and mystery of his guild.

The Literature of the Profession

Our readers will find in this issue not only the usual abstracts department but the annual bibliography. The latter, as previously announced, we propose to publish hereafter in the first number of each volume, with a content cutoff of the previous June 30. The favorable reception of these efforts to improve our coverage of the current literature of our profession has gratified us, and we are pleased to announce an enlargement of our abstracting service. Harold Larson of the University of Maryland, Cleveland E. Collier of the National Archives, and LeRoy DePuy of the Governor's Office of the Commonwealth of Pennsylvania have agreed to contribute abstracts of journals published abroad in the Scandinavian languages, German, and English, respectively. Foreign subscribers could help our efforts by arranging to exchange or to send us gratuitously archival journals that are not being abstracted in these pages. For our reviews department we need to receive, from both domestic and foreign sources, considerably more reviewable materials than we do now; and we ask our readers to forward to our reviews editor, immediately upon publication, copies of their reports, finding aids, documentary publications, and procedural manuals.

Jenkinson Memorial Volume

We call attention to the leaflet inserted in this issue of the *American Archivist*, announcing the publication of a memorial volume to Sir Hilary Jenkinson, "the late doyen of the archival profession in Great Britain and the Commonwealth." It is our privilege thus to participate with the Society of Archivists of Great Britain in promoting this most suitable memorial to our own Society's late honorary member.

Editorial Board

The Society's constitution requires the Council to appoint each year, for a four-year term, one of the four members of the editorial board, but these

appointments have not, in recent years, been so made. In order to provide hereafter for strict adherence to the constitution the Council has fixed the terms of board members David C. Duniway, Richard G. Wood, and John C. L. Andreassen, in order of their acceptance of appointment, to terminate at the end of the calendar years 1962, 1963, and 1964, respectively. Simultaneously the Council has appointed Morris L. Radoff to the editorial board for the period 1962-65. Dr. Radoff succeeds outgoing board member Florence E. Nichol, whose invaluable assistance the editor gratefully acknowledges for himself and on behalf of the two previous editors.

Our Recent Issues

TO THE EDITOR:

The July number of the *American Archivist* is excellent. You have set a new standard of quality in the literature of records management. The papers were uniformly interesting, distinctively creative, and stimulatingly varied. You are to be commended. I am quite proud of you and the *American Archivist*.

BELDEN MENKUS
Sunday School Board
Southern Baptist Convention

TO THE EDITOR:

Permit me . . . to express my supreme delight and satisfaction with the October issue of the *American Archivist*. You are to be most highly commended as well as congratulated for the extremely excellent and acceptable job you did with this issue. Among the archivists of church-related archives this issue will stand out as the "official manual." Nowhere has such a wealth of material and information on church archives ever appeared.

Not only the entire Committee on Church Records of the S. A. A. but all with whom I have come in contact have expressed their extreme satisfaction and gratitude to you for making such a "package issue" available. The church archives people are especially painfully aware of the great needs for guidelines, suggestions, and helps in their area of specialty. You have gone exceptionally far in assisting them. Please accept my heartiest commendation and congratulations. . . .

AUGUST R. SUELFLOW
Concordia Historical Institute

Local Records "Package"

Encouraged by the response to our "package issues" devoted to records management and business archives and to church records (see above letters), we plan to publish in our April issue a *symposium on local records* (county, city, town). The articles will be representative of papers read before the Society at the Boston (1960) session, "The Case for Town Records," over which Stephen T. Riley presided, and at the Kansas City (1961) session, "The Case for a State-Supervised County Records Program," over which H. G. Jones presided. A few other papers on particular local records programs, contributed to the *American Archivist* in recent months, will be included in the symposium.

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