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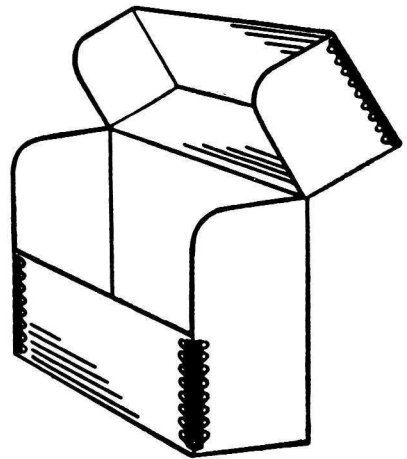
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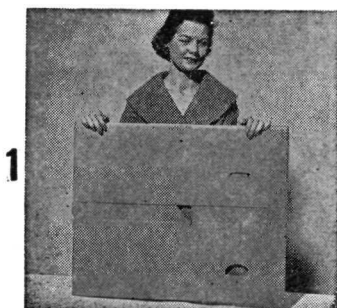
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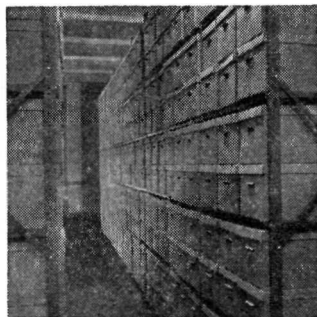
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President's Page

A number of very favorable actions are occurring to advance our Society's program. They should all result in a strengthening of our profession.



Ernst Posner's book, *American State Archives*, has been accepted for publication by the University of Chicago Press. The contract between the publisher and the Society has been signed for what we expect will be an October 20 publishing date.



Mary Givens Bryan, chairman of our Membership Development Committee, has sponsored a one-day symposium on archival management at Atlanta. Over 100 persons, mostly from Georgia, came to learn more about the care of permanently valuable records. A similar symposium has been held in Seattle, and before the year is over will be held in at least 12 other of our largest cities, such as Kansas City, Denver, and Boston. Thus the word will be spread.



Frank Poole, as chairman of our ad hoc Committee on Municipal Archives, is preparing a list of cities having archival establishments. The data are being provided, of course, by the cities.



The National Microfilm Association has established a committee to do what it can to expedite a solution to the microspots plaguing archivists. Robert Bahmer of the National Archives and Records Service has been appointed to serve on the committee.



Philip Bauer, Frank Evans, and Harold Pinkett, who served on an ad hoc Committee on Copyright Laws, have submitted a report embodying a Society position on revision of the current statutes. If the Council adopts their report it will be published in the *American Archivist* in view of its general interest.



Paul Lewinson, chairman of our Committee on Archives of the Professions, is using the questionnaire approach to find out what

Communications to the Society president may be addressed to Everett O. Alldredge,
Office of Records Management, National Archives and Records Service,
Washington, D. C. 20408

professional bodies have archival collections. He will be gathering sufficient information on the nature and volume of holdings to prepare a most useful report. ◇◇

The Science Manuscripts and Archives Committee, following in Lewinson's steps, is developing a questionnaire to find out what science manuscripts and archives exist in the United States. This information will be a sizable breakthrough in our knowledge of this area. ◇◇

Don't forget to spread the word about the Gondos Memorial Award essay. The rules governing the submission of manuscripts to the award committee are repeated on the outside back cover of this issue of the *American Archivist*. This is a wonderful opportunity for newcomers in the archival field to get better known, or for any archivist to write that long-intended article. The prize this year is large enough to be worth some effort. ◇◇

Bruce Harding, program chairman for the Austin annual meeting, with the help of a fine committee, is preparing an assemblage of speakers few of you will want to miss. Harriet Owsley has put together an excellent workshop on manuscripts, which will be held on the day preceding the regular meeting. Dorman Winfrey has arranged for a Saturday tour of the San Antonio area—the day following the ending of the regular meeting. ◇◇

Philip Brooks, chairman of the ad hoc Committee on Revision of the S. A. Constitution, is drafting such changes as time has indicated our Society's constitution needs. This will include developing a set of bylaws, which up to now we have been doing without. ◇◇

This recital is not meant to be more than illustrative of what is going on among our committees. I trust you like the way our committees are working.

EVERETT O. ALLDREDGE, *President*
Society of American Archivists

African?

The secretary to the State Archivist, while on a visit out-of-state, was asked what she did. She said she worked for the Archivist. This caused a vacant stare, and she had to explain what an Archivist was. Enlightened, her friend said: "Oh, I thought that was a kind of African ant-eater."

—RICHARD W. HALE, JR., Archivist of the Commonwealth of Massachusetts, in a letter to the editor of the *American Archivist*, Jan. 3, 1964.

Technical Notes

CLARK W. NELSON, *Editor*

Mayo Clinic

ANNOUNCEMENT

Since the first installment of this department appeared in our issue of April 1963 we have been encouraged by our readers' expressions of support and appreciation. While fine contributions have been received, more are needed to make this department representative of what archivists, curators of manuscripts, and records managers are doing and thinking technically. Your note, question, comment, or full report is encouraged.

NATIONAL MICROFILM ASSOCIATION CONVENTION

The 13th annual meeting of the NMA was held April 28-30 at the Benjamin Franklin Hotel in Philadelphia. A number of technical papers were presented on subjects of interest to archivists. Among them:

A progress report was made by Eastman Kodak scientists on microspot research. The importance of proper processing and storage was stressed as a means of preventing the phenomenon. They have been encouraged in the use of gold lacquers as an additional means of protecting microfilm from microspots.

In describing the levitation principle of processing, a speaker predicted that future processing could be done in a single tank with the three solutions separately suspended and not intermixing with one another.

Bell Telephone Laboratories reported that, contrary to popular belief, their research has shown rapid fixers without hardeners to be more scratch-resistant than those with hardeners.

Kodak reported success in an experiment using elevated temperatures to process microfilm.

The texts of these and all other papers presented will be printed later this year in a bound volume available from the National Microfilm Association, P.O. Box 386, Annapolis, Md.

ARCHIVAL CONTAINERS—A SEARCH FOR SAFER MATERIALS

By Gladys T. Piez

*Library Technology Project
American Library Association*

Following a proposal by Leon deValinger, Jr., Delaware State Archivist, the Council on Library Resources, Inc., Washington, D. C., announced in September 1961 a \$25,194 grant to develop a safer archival box. The project was

Contributions to this department should be addressed to Clark W. Nelson,
Archivist, Mayo Clinic, Rochester, Minn. 55901.

cosponsored by the American Library Association and the Public Archives Commission, State of Delaware, and was administered by ALA's Library Technology Project.

Because it was felt that little attention had been paid to the properties of an archival container, other than strength, the Public Archives Commission of Delaware proposed that a wide variety of existing containers be examined and a superior board developed from which better containers could be manufactured. The program visualized the development of a stock that would combine as many desirable characteristics as possible. These included:

1. Low acidity—to help ensure long life of the container and its contents. A pH of 8.5 was thought desirable but a pH of 6.5 seemed adequate.
2. Insect repellency—the board should not attract insects and if possible should incorporate something that will actually repel them. It was realized, however, that protection of the contents could be achieved only by the proper design of both the board and the container.
3. Fire resistance—the objective was not one of protecting the contents of the container from an existing fire but of ensuring that the container itself did not constitute a fire hazard or contribute to the spread of fire.
4. Prevention of mold growth and reduction of moisture content—low-moisture content inhibits mold growth but is almost impossible to maintain in a container kept in an atmosphere of high relative humidity where it is opened frequently or held there for a long time. The prime objective was to prevent mold growth and not to reduce moisture content for its own sake.

As a result of discussions, the Institute of Paper Chemistry, Appleton, Wis., was selected to conduct an exploratory survey of the various methods that might be used and then to effect them. This program was to serve as an initial step toward defining suitable test methods and specifications for subsequent development, but it was not directed at the development of a material to meet a given requirement or a given cost limitation.

There were a number of approaches that could have been considered. A change in the properties of a board can be made by modifying the paper base during manufacture; by adding suitable laminations, coatings, or impregnations before or during the fabrication of the board or container; or by treating the finished container itself. Changes in the manufacture of the base board require special runs and large orders are necessary to justify a papermill's making them. If a suitable container material could be developed using commercially available paper or board and then adding proper treatments, a more flexible method of production and a more economical product should result.

Samples of boxes presently in use for archival storage were collected by Mr. deValinger and sent to the institute. Here they were classified into three groups—corrugated containers, folding cartons, and heavier boxes. The boxes received represented a very wide range of container design and board type and weight. While it recognized that future container design would require the choice of base stocks of varying types and weights, the laboratory decided to use a typical board because a suitable treatment could be applied to a considerable variety of commercial boards. One corrugated board and one solid fiberboard were considered adequate to evaluate the effect of the various treatments on acidity, flameproofness, insect repellency, and mildew resistance.

Three types of corrugated board, all using 42-lb. kraft liners with "B" flute, were obtained from the same company. (In a "B" flute, the undulation of a piece of corrugated material is approximately $\frac{1}{8}$ -inch high, not including the thickness of the liner or liners, and spaced about 51 flutes to the foot.) One board used a regular starch adhesive, a second used the starch adhesive containing sodium pentachlorophenate, and the third used a waterproof adhesive consisting of starch with resorcinol. For boxboard, a quantity of bending chipboard made on a cylinder machine with a thickness of approximately 0.030 inch was used for preliminary tests.

Control of Acidity

Acidity is recognized as one of the most critical variables in the container material itself. Any effect of the acidity of the container material on the contents of the container will depend not only on the acidity of the container material but also on the extent to which these materials might be transferred to the contents. No single method of determining acidity could give a complete picture of the effects to be expected. The laboratory selected TAPPI (Technical Association of the Pulp and Paper Industry) procedure T435m-52, cold water extraction, because it is a comparatively simple technique for making pH determinations and as significant as any test for preliminary evaluation.

For purposes of this project, the acidity could be controlled by selecting a base stock having the highest pH consistent with the proper functioning of the paper and/or by the addition of materials to neutralize any acidic or acid-forming components in the paper. To determine present practice, the samples collected were tested for acidity. Where feasible, the various board components were tested separately using the cold water extraction procedure identified above.

In the corrugated boxes, 90 were tested with only one showing a pH below 5.5 and with 21 others showing between 5.6 and 6.5. A few samples showed a pH above 8.5 while 25 others fell between 7.5 and 8.5. The largest number showed a pH between 6.5 and 7.5.

Of the folding-carton samples, none showed a pH above 7.5, and 2 of the 9 tested were below 5.5. In the lined and laminated boards, 8 of the 29 were below 5.5 while an additional 14 were below 6.5, leaving only 7 above 6.5 (and of these only 2 were above 7.5). There was a tendency in some cases for the liners to be more acid than the base board, possibly because of better sizing in the liners or because of the effect of an acidic adhesive.

These results were assumed to be representative, at least to some extent, of present practice in archival containers.

At this point, the laboratory did not consider it necessary or desirable to study the matter of adding some neutralizing agent to any of the boards simply to raise the pH—this appeared to be a simple matter if considered alone. This characteristic was included later in the project when the addition of materials to accomplish the other desired characteristics was under study.

Insect Repellency

No testing of insect repellency was done. The contractor pointed out that the development of insect repellency in the container itself is a difficult assignment.

One consideration in minimizing the possibility of insect infestation is to reduce to the lowest practical level the presence of any components in the container material that will be attractive to insects. Experience has shown, however, that if insects are present they will swarm over any available material in search of food even though the material itself is not attractive to them. The best method of control will be by good housekeeping, including periodic spraying or fogging of the containers and their surroundings with a residual insecticide.

A second possibility is the provision of a physical barrier on the board that will prevent insect penetration. This has been found to be a very difficult approach in constructing insect-proof packages. Insects can penetrate extremely small openings. Even though the board itself is protected, insects may be expected to penetrate openings in the board in order to forage for food in the contents. Also, evaluation of this approach was difficult without a better understanding of the container design. Consideration of this approach was delayed, therefore, until a clearer picture of the possibilities in some of the other approaches could be obtained.

Insect control through chemical treatment of the board is a third possibility. It is effective, however, only if the chemical is volatile to some extent. Unfortunately, this volatility limits the life of the repellent to months rather than years.

The report points out the dangers of using certain methods to repel insects. For example, some toxicants that are toxic to humans are capable of being absorbed through unbroken skin. The use of such materials in archival containers could, therefore, constitute a hazard.

Reduced Fire Hazard

Materials made from cellulose cannot be treated to prevent their destruction if exposed sufficiently to fire. They can, however, be treated to be self-extinguishing and thus will not contribute to the spread of fire. This program was not concerned with developing methods for protecting the contents of a container exposed to fire for any appreciable length of time. It was concerned with developing materials from which to manufacture containers that would not increase the fire hazard in storage or contribute to the spread of a fire there.

Of the various laboratory methods used to evaluate fire hazards, an inclined-panel alcohol-cup method was selected for the preliminary tests. This method is described in Commercial Standard CS42-49 for Structural Fiber Insulating Board and also in ASTM (American Society for Testing Materials) Tentative Methods of Testing Structural Insulating Board Made From Vegetable Fibers C 209-60 Inclined Panel Flame Test. The test subjects an inclined panel to the heat of an alcohol flame. Another test (described in TAPPI Standard T461m-48) was used to evaluate lightweight papers, not over 0.020 inch thick. Both tests were conducted in a draft-free controlled-ventilation cabinet.

Commercially available flameproofed paper or board, flameproofing impregnants, flameproof coatings, plastic coatings, and aluminum-foil lamination were tested. The most effective treatment proved to be with expensive intumescent paints. Costly foil or plastic coatings were found helpful and mildew resistant. Flameproof paper could be laminated to build up suitable boards. In most treat-

ments, however, the deficiency is low pH. Many of these materials might also contribute to mildew susceptibility. Lamination with silicate adhesives and impregnation with borax-boric acid were also worth considering because of potentially low cost, desirable pH, and relative resistance to fungi and insects. Other limitations, however, would require further development work.

Improved Mildew Resistance

An important factor in any longterm storage of cellulose materials is the possibility of degradation by fungi (mold). The micro-organism attacks such materials because of its need for food. Many types of seemingly omnipresent fungi are capable of attacking archival material. When environmental conditions are favorable, it is only a relatively short time before they make their presence known by the appearance of discoloration and damage. The control of ambient relative humidity, preferably below 60 percent, is the most dependable and desirable approach. Where this is not possible or where additional protection is desired, other approaches may be used.

Using a high humidity cell containing moldy cellulose materials as an inoculum source, the laboratory examined various materials for their mold susceptibility. The possibility of using fungistat treatment (an agent capable of inhibiting the fungi growth without destroying it), chemical modification of the cellulose, and barrier materials was considered, as well as the effect on mildew resistance of coatings and adhesives used for other purposes.

The papers used in the test were grouped as: (1) samples of presently used archival container materials; (2) a selection of commercial papers; (3) commercial papers treated with fungistatic products and considered by their manufacturers to be "moldproof" or "mold resistant"; (4) experimental papers given laboratory treatments; and (5) special constructions, both experimental and commercial, of aluminum foil, plastic film, and coatings on corrugated board.

Under the test conditions, all specimens taken from present archival storage containers showed susceptibility to mold growth, especially at the adhesive.

The laboratory results showed the following approaches to have some merit: (1) Using inert adhesives or protecting "nutritive" ones by fungistat additions (the latter method may lack longterm stability). (2) Using a physical barrier such as aluminum foil or plastic coating. (3) Using cyanoethylated kraft pulp instead of regular kraft. (4) Chemical treatments.

Cost

Rough cost estimates were made of special treatments to give archival container material certain desired characteristics. As an example, to laminate corrugated board with 0.0003-inch thick aluminum foil might increase the cost of the board by about one-third. The treatment of paper to develop a nonacid condition will not involve significant added expense as many of the commercially available products meet the pH requirement in their regular production. Various intumescent coatings would increase the price of board in a range from half again as much up to four times as much. Coating board liners with one plastic might increase the cost by one-third while another plastic coating treatment would set the board cost at a figure more than three and one-half times untreated board.

Fungicide treatments would also add to the cost of the containers, depending on the degree of protection desired.

Conclusions

This article summarizes the results of a study of ways in which archival board can be manufactured or treated so that it will protect contents against excessive acidity, mold growth, fire, and insects. No commercial runs have been made. The Library Technology Project suggests that those interested in buying containers made of such board should write to Leon deValinger, Jr., Public Archives Commission, Hall of Records, Dover, Del. If sufficient interest is shown, a mill run might be possible for experimental purposes.

PLACEMENT REGISTER

This section in the American Archivist is published for the convenience of our readers. No charge is made for the insertion of notices by either an institution in need of personnel or a candidate for placement. The editor, however, reserves the right to refuse obviously unsuitable notices and to condense or otherwise edit the copy submitted. Candidates or institutions may, if they wish, withhold their names from these notices and may direct that answers be addressed to Philip P. Mason, Secretary, Society of American Archivists, Wayne State University, Detroit, Mich. 48202.

POSITIONS OPEN

ARCHIVIST in medical school just beginning to organize historical and manuscript collections. Specialties: American physicians and bioscientists of 19th and 20th centuries, American medical education, medicine in explorations of West and in pioneer life. Salary not settled; probably \$5,500 per year, TIAA, other university fringe benefits. Send vita, letters to Dr. Estelle Brodman, Washington University School of Medicine Library, 4580 Scott Avenue, St. Louis, Mo. 63110. O-32.

LIBRARIAN, western historical society. Graduate of accredited library school with some cataloging and reference experience. Knowledge of Nebraska history.

Minimum salary \$6,000, plus fringe benefits. Apply Director, Nebraska Historical Society, 1500 R Street, Lincoln, Nebr. 68508. O-33.

MANUSCRIPTS, west coast. Assistant in manuscripts department. Duties consist of arranging and cataloging collections of manuscripts in field of American history. College degree with major in history. Opportunity for advancement. Apply Miss Mary Jane Bragg, Henry E. Huntington Library, San Marino, Calif. O-34.

POSITIONS WANTED

ARCHIVES. Young man, completing M.A. degree in American history. Experience as archivist for Western State archives. Desires placement in State or college or university archives. Write Secretary. A-39.

RECORDS MANAGEMENT. Experienced in management, systems, forms management, microfilming. Nine years experience in government. B.A. degree. Present salary \$9,400. Write Secretary. A-40.

ARCHIVIST. Young man, A.B., M.A., American history, preparing for Ph.D. Experience as manuscripts curator and field man in large regional history collection. Desires placement in archives or manuscripts. Write Secretary. A-33.

ARCHIVES. With experience at State, national, and inter-American levels; also experience in records management. Write Secretary. A-41.

News Notes

DOROTHY HILL GERSACK, *Editor*

*Office of Federal Records Centers
National Archives and Records Service*

SOCIETY OF AMERICAN ARCHIVISTS

1964 Annual Meeting

The detailed program for the Society's 1964 annual meeting, to be held in Austin, Tex., October 6-10, appears on p. 440-441.

New Members and Subscribers

INDIVIDUAL MEMBERS: Arthur R. Abel, San Francisco, Calif.; Fred M. Adler, Bridgeton, Mo.; Aloha P. Broadwater, Washington, D.C.; Carlton L. Brown, Atlanta, Ga.; John C. Burk, Florissant, Mo.; Charles A. Cassell, East Point, Ga.; Howard J. Cissell, Webster Groves, Mo.; J. Frank Cook, Madison, Wis.; Lawrence S. Cromshaw, St. Louis, Mo.; Marvin A. Danforth, Atlanta, Ga.; Warren B. Griffin, Oaklawn, Ill.; Bernard R. Hamm, Overland, Mo.; Edward J. Haun, Harvey, Ill.; Robert K. Heston, St. Louis, Mo.; E. L. Johnson, East Point, Ga.; Maizie H. Johnson, Falls Church, Va.; John D. Knowlton, Washington, D.C.; Brooks B. Little, Nashville, Tenn.; Raymond K. Loberg, Florissant, Mo.; Richard H. Lytle, Springfield, Ill.; Horace M. Merrell, Atlanta, Ga.; Wyndham D. Miles, Gaithersburg, Md. (reinstate); Abby Moran, Fort Worth, Tex. (reinstate); J. T. O'Connell, Whittier, Calif.; George E. Pettengill, Arlington, Va.; Roger W. Preston, Silver Spring, Md.; Andrew K. Prinz, River Forest, Ill.; James E. Rice, New Orleans, La.; H. Theodore Ryberg, College, Alaska; C. Arthur Ryden, Jr., East Point, Ga.; Donald E. Spencer, Alexandria, Va. (reinstate); Fred W. Warriner, Jr., East Point, Ga.; Joseph L. Wertzberger, Bridgeton, Mo.; Nadine E. Whelchel, Atlanta, Ga.; Albert D. Whitt, McLean, Va.; Ida F. Wilson, Washington, D.C.; Warren R. Wilson, East Point, Ga.; John C. Wright, Honolulu, Hawaii; C. George Younkin, Arlington, Tex.

INDIVIDUAL MEMBERS (FOREIGN): Elio Califano, Rome, Italy; Alexander D. Maltman, Winnipeg, Manitoba, Canada.

INSTITUTIONAL MEMBERS AND SUBSCRIPTIONS: American Heritage Library, New York, N.Y.; Concordia Teachers College, River Forest, Ill.; Educational Testing Service, Princeton, N.J.; Ford Foundation Library, New York, N.Y.; Foreign Mission Board, Southern Baptist Convention, Richmond, Va.; Fort Worth Children's Museum, Fort Worth, Tex.; Gunter Air Force Base, Ala.; Illinois State Historical Library, Springfield, Ill.; Reorganized Church of Jesus Christ of Latter Day Saints, Independence, Mo.; Longyear Foundation, Brookline, Mass.; Michigan State Library, Lansing, Mich. (reinstate); Minnesota South District of the Lutheran Church, Minneapolis, Minn.; Church of the Nazarene, Kansas City, Mo.; University of Nevada Library, Las Vegas, Nev.; Secretary of State, Commonwealth of Massachusetts, Boston; U. S. Army Civil Affairs School, Fort Gordon, Ga. (reinstate); Western Illinois University Library, Macomb, Ill.; Wisconsin Telephone Co., Milwaukee, Wis.

INSTITUTIONAL MEMBERS AND SUBSCRIPTIONS (FOREIGN): Bayerische Staatsbibliothek, Munich, Germany (reinstate); Council for Sciences of Indonesia, Djakarta, Indonesia; Haute Représentation de Madagascar en France, Paris, France; High Council for Government Administration, Teheran, Iran.

News for the next issue should be sent by July 15 to Mrs. Dorothy H. Gersack,
Office of Federal Records Centers, National Archives and Records Service,
Washington, D.C. 20408

*28th Annual Meeting of the Society of American Archivists
Austin, Texas, October 6-10, 1964*

PROGRAM

Tuesday, October 6

- 9:00 a.m.—4:00 p.m. Committee Sessions
- Microfilming Committee*: Microfilm Headaches—A Diagnostic Workshop
Elizabeth A. Ingerman, *Chairman*
 - Manuscripts Committee*: The National Union Catalog of Manuscript Collections
Harriet C. Owsley, *Chairman*
 - Church Records Committee*: Obtaining Church Records
Melvin Gingerich, *Chairman*
 - College and University Archives Committee*: University Archival Values
Edith M. Fox, *Chairman*
 - Science Manuscripts and Archives Committee*: Anatomy of Scientific Records
Clyde M. Collier, *Chairman*
 - Records Management Committee*: Records and Tomorrow
Joseph F. Halpin, *Chairman*
 - Business Archives Committee*: Who Has Business Archives and Why?
Helen L. Davidson, *Chairman*

Wednesday, October 7

- 9:00—11:30 a.m. Concurrent Sessions
- I. *Business Archives: Why? What? How?*
Joseph B. Frantz, The University of Texas, *Chairman*
Ralph W. Hidy, Harvard University
Peter McLellan, The Boeing Company
O. G. Wilson, The Bank of America
 - II. *The Archives of Latin America*
Morris Rieger, National Archives and Records Service, *Chairman*
Gunnar Mendoza, Archivo General de la Nación, Bolivia
Ignacio Rubio Mañé, Archivo General de la Nación, Mexico
John Finan, The American University
Comment: Albert H. Leisinger, Jr., The National Archives
- 12 noon—1:15 p.m. Luncheon
- Speaker*: Harry Ransom, Chancellor, The University of Texas
- 1:45—4:00 p.m. Bus Tour
- Texas Archives and Library Building
 - Austin/Travis County Archives in the Austin Public Library
 - Internal Revenue Service Data Processing Center
 - University of Texas Library and Campus
- 4:00—5:00 p.m. Reception by Officials of The University of Texas

Thursday, October 8

- 9:00—11:30 a.m. General Session
- Selection of Source Documents for Publication*
Oliver W. Holmes, National Historical Publications Commission, *Chairman*
Charles E. Lee, South Carolina Archives Department
Mary M. Johnson, The National Archives
- 12 noon—1:30 p.m. Luncheon
- Presentation of Annual Awards*
- 2:00—4:45 p.m. General Session
- Development and Implementation of Archival Standards and the Posner Report*
-

James Day, Texas State Archives, *Chairman*

Viewed from the—

Hall of Records Approach: Gust Skordas, Maryland

State Library Approach: DeLafayette Reid, Illinois

Historical Society Approach: F. Gerald Ham, Wisconsin

Finance Agency Approach: Charles F. Hinds, Kentucky

Secretary of State Approach: Richard W. Hale, Jr., Massachusetts

Executive Office Approach: Price Daniel, Texas

Author's Approach: Ernst Posner

Comment: T. R. Schellenberg

6:30–8:30 p.m. Annual Dinner

Presidential Address: Everett O. Alldredge, National Archives and
Records Service

9:00 p.m. Annual Business Meeting

Friday, October 9

9:00–10:15 a.m. Concurrent Sessions

I. Lamination After 30 Years: Record and Prospect

Theodore J. Cassady, Illinois State Archives, Archives–Records Management Division, *Chairman*

James L. Gear, The National Archives

William J. Barrow, W. J. Barrow Research Laboratory

Leon deValinger, Jr., Delaware Public Archives Commission

II. Improving Communications Among Records Managers, Archivists, and Researchers

William L. Rofes, International Business Machines Corporation, *Chairman*

Jesse Clark, Raytheon Company

Seymour V. Connor

Joseph Ernst, Offices of Messrs. Rockefeller

10:15–10:30 a.m. Coffee

10:30–11:45 a.m. General Session

Operating A Small Archives

C. Frank Poole, Department of Legislative Reference, Baltimore, *Chairman*

Clark W. Nelson, Mayo Clinic Archives

Merle W. Wells, Idaho Historical Society

Willard Heiss, Editor, Records of the Society of Friends in Indiana

Comment: Maynard Brichford, University of Illinois Archives

12 noon–1:15 p.m. Luncheon

Speaker: James B. Rhoads, National Archives and Records Service
Estrays and Thieves: Archival Problems

1:30–2:45 p.m. General Session

Manuscript Collections in the Southwest Area

Chester V. Kielman, University of Texas Library, *Chairman*

Robert Maxwell, Stephen F. Austin College

A. M. Gibson, University of Oklahoma

R. S. Dunn, Texas Technological College

2:45–3:00 p.m. Coffee

3:00–4:30 p.m. Committee Reports

Dinner: "Texas Style" Bar-B-Q at Friday Mountain Ranch
(Bishop L. J. Reicher has granted a dispensation to Catholics)

Saturday, October 10

8:00 a.m.–7:00 p.m. Tour to San Antonio

Deaths of Members

REV. WILLIAM F. GOETZ, Archivist of the American Lutheran Church and treasurer of the Lutheran Conference; on January 26, 1964. An obituary will appear in our October issue.

EMMETT J. LEAHY, a founding member and a Fellow of the Society of American Archivists; at the time of his death president of Leahy and Co., management consultants, of New York City; on June 23, 1964. An obituary will appear in our October issue.

EMELIE F. PAKY, Archivist of the National Council of Churches of Christ, New York City; on March 6, 1964.

Regional Symposiums

The first of the series of regional symposiums on archival administration to be sponsored by the Society of American Archivists was held in Atlanta on April 9, with more than 100 archivists and librarians from Georgia, Florida, and Alabama participating. The National Archives and Records Service and the Georgia Department of Archives and History cooperated with the Society, and Mary Givens Bryan, Georgia State Archivist, served as chairman. On April 10 many of the guests visited the new Georgia Archives Building under construction, the nearby Federal Records Center, and Emory University.

Minutes of the Council

Cleveland, Ohio, April 30, 1964

The meeting was called to order by President Everett O. Alldredge at 2:15 p.m. in Room 445 of the Statler Hilton Hotel. Present were: W. Kaye Lamb, vice president; Philip P. Mason, secretary; H. G. Jones, treasurer; Kenneth W. Munden, editor; and Council Members Olney W. Hill, William D. Overman, Seymour J. Pomrenze, Gust Skordas, and August Suelflow.

The minutes of the Council meeting of December 29, 1963, were approved by the Council (motion by William Overman; seconded by August Suelflow and adopted).

Richard W. Hale, chairman of the State and Local Records Committee, was invited to report to the Council on the proposed activities of his committee. Acting upon Dr. Hale's recommendation, the Council authorized the transfer of the files created by Ernst Posner in his study of State archival agencies to the secretary after the book has been published in the fall of 1964 and that the State and Local Records Committee keep the data in the Posner file up to date (motion by W. Kaye Lamb; seconded by Gust Skordas and adopted). Dr. Hale reported also on the status of his manual on microfilming and gave permission to the Society to publish it.

Bruce Harding, chairman of the 1964 Program Committee, presented to the Council a report on the Austin program. The Council approved the report with two minor changes and thanked Mr. Harding for his work (motion by William Overman; seconded by Kenneth Munden and adopted).

H. G. Jones presented the treasurer's quarterly report, which was approved by the Council, subject to audit (motion by William Overman; seconded by Olney W. Hill and passed). The Council acted favorably upon two recommendations of the Finance Committee: (1) that the Leland Award Fund be increased to \$2,500 and (2) that members or subscribers not receiving their

issues of the *American Archivist* be charged for duplicate copies unless the Society is so notified within 6 months after the distribution date of each issue (motion by W. Kaye Lamb; seconded by H. G. Jones and adopted).

The Council approved the recommendations of President Alldredge that the treasurer transfer one thousand dollars (\$1,000) from the Society's operating account to form the nucleus of a Publications Revolving Fund and that the 1964 budget be increased accordingly (motion by W. Kaye Lamb; seconded by Gust Skordas and adopted).

The Council carefully considered the report presented by Dr. Overman, chairman of the ad hoc Committee on Rules for the State and Local Records Award. The following resolution was adopted (motion by William Overman; seconded by Kenneth Munden) to supersede the Council action of May 10, 1963:

ESTABLISHMENT OF AN ANNUAL INCENTIVE AWARD

Whereas, the study of State archival programs made under the foundation grant from the Council on Library Resources to the Society of American Archivists is providing a basis for improvement over the recommended standards established; and

Whereas, all archival establishments may aspire to improvement or leadership within the discipline of the profession; and

Whereas, three members and elected Fellows of the Society of American Archivists (Renze, Bryan, deValinger, Jr.) have offered to present to the Society an appropriate trophy to be awarded annually on a revolving basis and to be inscribed thereon the following:

THE SOCIETY OF AMERICAN ARCHIVISTS *Distinguished Service Award for outstanding service to the American people and for exemplary contribution to the archival profession*

and also to provide a smaller individual trophy each year for the jurisdiction to retain as evidence of such award in a particular year; and

Whereas, the purpose of the trophy award would be to stimulate and recognize improvement as widely as possible, therefore

Be it resolved:

That the Society of American Archivists annually honor that archival institution that in the period under review has done most to bring credit to the professional archivists of the Americas.

That this honor take the form of presenting the trophy given so generously by Leon deValinger, Jr., Mary Givens Bryan, and Dolores C. Renze, using the inscription above.

That the Society solicit nominations from its members, at least 4 months in advance of the annual meeting, using a form prescribed for the purpose, but consider only those nominations that are seconded.

That the nominations be evaluated by a committee of three Fellows of the Society, each representing a different kind of archival work, with no one serving more than once in any 3-year time span, and the selection of this committee be final. *That* the president appoint the selection committee, and specify the chairman, with the advice and consent of the Council. *That* the name of this committee be the Distinguished Service Award Committee.

That the award be announced at the annual meeting of the Society, preferably at a luncheon ceremony rather than on the night of the presidential address.

That the name of the honored institution be engraved on the trophy and the trophy be in the custody of the most recently honored organization for one year.

That since one of the purposes is to stimulate and encourage improvement in archival

institutions, the award cannot be given the same recipient more than once in any 5-year period.

That insofar as practical the archival standards enumerated in Posner's *American State Archives* guide the selection committee.

In the discussion that followed the Council approved Dr. Overman's interpretation that the award would be open to any archival institution in the Americas and not limited to the United States.

A report from the ad hoc Committee on Copyright Laws was presented to the Council, but action was postponed until the October Council meeting in order to give Council members an opportunity to study the report.

The Council authorized the distribution of the questionnaire prepared by Paul Lewinson, chairman of the Committee on Archives of the Professions, with the minor changes recommended by Council members.

The site of the 1965 annual meeting of the Society was discussed in detail. President Alldredge reported that he had been unable to work out satisfactory arrangements with the Association of Records Executives and Administrators, with which the Society was planning a joint meeting. The Council was unanimous in opposing the flat \$50 fee to cover registration and meals and adopted a resolution by William Overman, seconded by August Suelflow, that the Council reconsider the 1965 site and postpone definitive action until the president has had further discussion with AREA representatives. Gust Skordas again extended an invitation to the Society to meet in Annapolis in 1965.

The Council adopted a motion by Seymour Pomrenze, seconded by H. G. Jones, to designate Theodore Schellenberg, Morris Rieger, and Frank Evans as delegates of the Society of American Archivists at the meeting of the International Council on Archives in Brussels in 1964. This motion superseded Council action of December 29, 1963.

On a motion by H. G. Jones, seconded by Seymour Pomrenze, the Council authorized President Alldredge to represent the Society as official delegate to the Committee on Quality Considerations of Permanent Record Microfilm.

President Alldredge reported on the request of Aubrey Land, chairman of the Program Committee, American Historical Association, that the Society sponsor two sessions at the AHA 1964 winter meeting in addition to the joint luncheon. The Council discussed possible speakers and urged the president to obtain archivists to serve in this capacity, if possible.

The Council approved a proposal of Kenneth Munden, seconded by Seymour Pomrenze, that the Society of American Archivists support the efforts of the African Studies Association to bring African archivists to the United States for training and study.

The Council adjourned at 6:15 p.m.

PHILIP P. MASON, *Secretary*

OTHER PROFESSIONAL ASSOCIATIONS

American Association for State and Local History

William T. Alderson has been appointed director of the AASLH. Dr. Alderson is also a member of the Council of the Society of American Archivists.

The association has moved to a new headquarters and all communications to it should be sent to 132 Ninth Avenue, North, Nashville, Tenn. 37203.

American Historical Association

Louis B. Wright, Director of the Folger Shakespeare Library, has been appointed executive secretary of the American Historical Association for the year beginning September 1, 1964.

American Management Association

SAA President Everett O. Alldredge served as cochairman of a course in office management and administrative services given by AMA in New York City, April 13-17. Thomas Wilds, member of the SAA Council, was one of the discussion leaders for a workshop seminar on "Organization and Management of the Records Management Function," given June 3-5.

Building Research Institute

A forum on restoration and preservation of historic buildings was held on June 11 and 12 in Washington, D.C. Papers on photogrammetry, measured drawings, and photographic records were among those read. Requests for information about the institute should be addressed to Milton C. Coon, Jr., Executive Vice President, Building Research Institute, 1725 De Sales Street N.W., Washington, D.C. 20036.

Canadian Historical Association

The Archives Section of the association reported in its *Canadian Archivist Newsletter*, vol. 1, no. 2 (1964), that in the Public Archives of Canada the William Lyon MacKenzie King papers to 1922 were shortly to be opened to researchers; the first transfers of Canadian National Railway records (the records of predecessor companies) had been received; some records of the CCF-NDP Party headquarters had been transferred; and some ministerial papers from the Diefenbaker cabinet had been deposited. The first general schedule applying to the administrations of departments and agencies has been issued by the Public Archives Records Centre, which now receives records from 42 agencies. This issue of the *Newsletter* contains a significant article by Sam Kula, "The Preparation of Finding Aids for Manuscript Material on Microfilm."

Jefferson Davis Association

The Alabama, Georgia, Gulf, and Mississippi Power Cos., affiliates of The Southern Company, have contributed \$20,000 to the association for collecting, annotating, and editing for publication the letters and speeches of the Confederate President. The association, which is based at Rice University, seeks additional financial assistance for this project.

National Educational Association

The NEA Archives (1201 16th St. N.W., Washington, D.C. 20036) is interested in collecting pre-1920 historical information and items such as badges, membership certificates, programs, biographical information, and pictures. All

volumes of the *American Journal of Education* published by Henry Barnard and the 50th anniversary volume of *NEA Proceedings* are also sought.

NATIONAL ARCHIVES AND RECORDS SERVICE

A number of changes in organization and staff are being made. The personnel involved are serving in an acting capacity. Herman Kahn, formerly Assistant Archivist for Civil Archives, has been appointed Assistant Archivist for Presidential Libraries. His duties, in addition to those relating to the existing libraries, include planning for the establishment of the John F. Kennedy Library. G. Philip Bauer, formerly Assistant Archivist for Military Archives, has become Assistant Archivist for Civil Archives and has been succeeded in the Office of Military Archives by Sherrod E. East. The Office of Records Appraisal has been abolished and its functions have been transferred to the new Office of Federal Records Centers, which is headed by Herbert E. Angel. The evaluating and reporting on the recordmaking and recordkeeping practices of Federal agencies, the development and promotion of standards for efficient paperwork practices in Federal agencies, and research in automatic data processing as it applies to Federal records remain functions of the Office of Records Management. Everett O. Alldredge is the new head of this Office.

National Archives

Several bodies of records have been received recently from the Department of State: records produced or accumulated, 1939-45, by its War History Branch while preparing historical studies of the Department's World War II activities; reports, studies, and surveys produced by the Research and Analysis Branch of the Office of Strategic Services and its successors in the Department of State, relating to cultural, economic, military, political, and social affairs of most areas of the world, 1941-61; and correspondence, minutes, project files, and other records, 1938-53, of the Interdepartmental Advisory Council on Technical Cooperation, which advised the Department in planning and directing cultural, scientific, and technical aid programs. Other accessions include letters and other materials collected by Henry E. Williams, a former Weather Bureau official, for use in writing a proposed history of the Weather Service of the Signal Corps and the early years of the Weather Bureau; papers accumulated by Joseph A. Hill, a leading Census Bureau statistician, 1917-38; records relating to the industrial census of 1954; World War I trust ledgers maintained by the Office of the Alien Property Custodian and its successor, 1937-57; minutes of meetings of the General Supply Committee, 1909-31, documenting the early history of centralized control over Federal supply; the legislative files of the Office of the Secretary of the Interior, 1953-57; and records of the National Capital Planning Commission, consisting of maps of the District of Columbia and the surrounding area, site and project plans, architectural and construction drawings, ground and aerial photographs, and artists' sketches, containing information dating from 1791 to 1962. ¶ Among microfilm publications recently completed are the Letters Sent by the Confederate Secretary of War (10 rolls), Letters Sent by the Confederate Secre-

tary of War to the President (2 rolls), and Telegrams Sent by the Confederate Secretary of War (1 roll), 1861-65; Letters Sent by the Confederate Secretary of the Treasury, 1861 and 1864-65 (1 roll); and Letters Sent by the Commissioner of Customs Relating to Captured and Abandoned Property, 1868-75 (1 roll). Also recently microfilmed are the Letters Received by the Surveyor General of the Territory Northwest of the River Ohio, 1797-1856 (43 rolls); Letters of Application and Recommendation During the Administration of John Quincy Adams, 1825-29 (8 rolls); Letters Received by the Secretary of War From the President, Executive Departments, and War Department Bureaus, 1862-70 (117 rolls); Copybooks of George Washington's Correspondence With Secretaries of State, 1789-96 (1 roll); Registers of Letters Received by the Topographical Bureau of the War Department, 1824-66 (4 rolls); Records of the Department of State Relating to Internal Affairs of France, 1910-29 (162 rolls); and the Compiled Service Records of Volunteer Union Soldiers Who Served in Organizations From the State of West Virginia (261 rolls). ¶ The National Archives has recently published two preliminary inventories, no. 158, *Records of the Commissioner of Railroads*, by Marion M. Johnson, and no. 159, *United States Government Documents Having General Legal Effect*, by Ralph E. Huss; Special List no. 19, *List of Cartographic Records of the General Land Office*, by Laura E. Kelsay; and no. 41 of a series of guides to German records microfilmed at Alexandria, Va., *Records of German Field Commands: Divisions (Part I)*, edited by Philip P. Brower. ¶ Further information about the microfilm and copies of the publications may be obtained from the Exhibits and Publications Division, National Archives, Washington, D.C. 20408.

Franklin D. Roosevelt Library

The estate of the late George T. Bye, President Roosevelt's literary agent, has given the Library a number of telegrams and letters received by him from President Roosevelt during the years 1935-45. The correspondence concerns the President's arrangements with publishers, reminiscences of his earlier writing efforts, and personal matters. Among the tape recordings received are those of Franklin D. Roosevelt's informal remarks to the National Press Club on November 22, 1932; Mrs. Roosevelt's recollections of her youthful associations with her Hall family relatives in New York City and in Tivoli; her interview with Premier Khrushchev at Yalta in 1957; an address by Senator John F. Kennedy in Hyde Park on August 14, 1960; and the remarks of Ambassador Adlai Stevenson and others at the ground-breaking ceremonies of the Eleanor Roosevelt Wings on November 7, 1963.

Harry S. Truman Library

Recent accessions include papers of several officials of the Truman administration: Comdr. William M. Rigdon, Assistant Naval Aide to the President, 1942-53; Joel D. Wolfsohn, Assistant Secretary of the Interior; and W. John Kenney, Under Secretary of the Navy and Deputy Director for Mutual Security. ¶ A committee consisting of Julian P. Boyd, Samuel F. Bemis, Thomas C. Blaisdell, Jr., Arthur M. Schlesinger, Jr., and Walter V. Scholes

was appointed at the seventh annual meeting of the Harry S. Truman Library Institute on March 21 to select the recipient of the David D. Lloyd Prize. The award is for the best book published within the 2 years ending June 30, 1964, and each succeeding 2 years, dealing with some aspect of the social and political development of the United States, primarily between April 1945 and January 1953, or directly associated with the public career of Harry S. Truman. Special consideration may be given to books resulting from research using the resources of the Truman Library, but this is not a requirement. Entries should be submitted before September 30, 1964. ¶A conference of scholars was held at the Library on March 20 and 21 dealing with the origins of the European Recovery Program. The conference was in part designed to prepare for a project in which the Director of the Library would interview principal European leaders on this subject in the 3 months beginning March 28, 1964.

Dwight D. Eisenhower Library

Among the collections of papers received in recent months are the personal files of Secretary of Labor James P. Mitchell and Special Assistant to the President J. Stewart Bragdon. ¶A leaflet, *The Dwight D. Eisenhower Library*, has recently become available.

National Historical Publications Commission

The National Historical Publications Commission met at the National Archives Building in Washington on March 10 and 11. By nomination of the American Historical Association Council, Lyman H. Butterfield replaced Julian P. Boyd as one of the two representatives of the AHA on the Commission, Dr. Boyd having resigned upon becoming AHA president. A resolution of thanks to Dr. Boyd for his long service on the Commission, 1950-63, and for his many valuable contributions to the Commission's program was passed unanimously. ¶By motion of Boyd Shafer, the Commission voted to approve and sponsor the preparation of a Guide to Archival and Manuscript Sources in the United States Relating to Africa as proposed by the African Studies Association and paralleling a series of similar guides for African materials in European countries initiated by the International Council on Archives. Morris Rieger of the National Archives will be the compiler and the project will be financed by a grant from the Ford Foundation. (For a communication from Mr. Rieger concerning the guide, see Editor's Forum, p. 464.) ¶The Commission next considered the future of the *Territorial Papers* series, a subject referred to it by resolution of the American Historical Association Council passed at its meeting in Philadelphia, December 27, 1963 (see *American Historical Review*, 69:921-924; Apr. 1964). In general, the Commission accepted certain recommendations of the Council: (1) that a specialist in the history of the American West be employed as editor of the *Territorial Papers*; (2) that the unfinished volumes relating to the Territory of Wisconsin be completed by this editor as already planned; (3) that the editor continue with plans to publish volumes for the next three Territories,

i.e., Iowa, Minnesota, and Oregon, but advise the Commission whether for these Territories standards set by previous volumes for scope and degree of selectivity should be maintained or modified; and (4) that with respect to the papers of all subsequent Territories the editor is to submit a reconsidered plan, based on his accumulated knowledge and experience, for carrying the total enterprise to completion by using both microfilm and letterpress publication as may seem desirable and necessary. ¶A proposal submitted by Donald Jackson, editor of the *Letters of the Lewis and Clark Expedition With Related Documents* (1962), to assemble, edit, and publish in like manner the documents relating to the two exploring expeditions led by Gen. Zebulon M. Pike, including a new edition of the journals of the expeditions, was considered and approved by the Commission as "an editorial undertaking which it considers of special value to American history and deserving of support and assistance from the Commission and all others in a position to give it." ¶On March 11 many members of the Commission testified before a special subcommittee (Senator Claiborne Pell, chairman) of the Senate Committee on Government Operations, which held hearings on H. R. 6237, the proposed legislation authorizing the Commission to make modest grants to aid in the reproduction and publication of documentary source materials significant to the history of the United States. This *Hearing* (104 p.) was published in April, at which time the bill still remained before the committee, but passage at this session of the Congress was expected.

Office of the Federal Register

The 1963 volume of *Public Papers of the Presidents*—third and final volume covering the John F. Kennedy administration—was placed on sale on May 5 at \$9 a copy. The 1,007-page clothbound volume, with a foreword by Theodore Sorensen, Special Counsel to President Kennedy, contains verbatim transcripts of the President's news conferences and speeches and the full texts of his messages to Congress and of other materials released by the White House during the period January 1–November 22, 1963. Also included are the texts of two addresses the President had planned to deliver on November 22; the proclamation proclaiming November 25, 1963, a national day of mourning; and remarks at the White House ceremony in which President Kennedy was posthumously awarded the Presidential Medal of Freedom. All volumes in the series are for sale by the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402. ¶The tenth annual edition of the *Guide to Record Retention Requirements*, revised as of January 1, 1964, was placed on sale on March 11 by the Superintendent of Documents at 40¢ a copy. The booklet's index, numbering 1,724 items, lists the categories of persons, companies, and products affected by Federal record retention requirements. ¶A pamphlet entitled *How To Find U. S. Statutes and U. S. Code Citations*, compiled by the Office of the Federal Register, has been published by the Committee on the Judiciary, House of Representatives. It is for sale by the Superintendent of Documents at 10¢ a copy.

MANUSCRIPT DIVISION, LIBRARY OF CONGRESS

The papers of Fred Kenelm Nielsen (1879-1963), lawyer, educator, and diplomat, have been presented to the Library by three of Nielsen's nieces. The estimated 7,800 pieces center on the years 1900-56 and relate to Nielsen's service as solicitor for the Department of State, as legal adviser to the London Economic and Financial Conference in 1933, and as a member of commissions and boards of arbitration concerned with this country's relations with Mexico, Great Britain, Egypt, and Turkey. ¶ To the Woodrow Wilson papers has been added a rich supplement of almost 18,000 pieces found by the National Trust for Historic Preservation in the Woodrow Wilson House on S Street in Washington, D.C. The new material is composed of family and general correspondence, student notes, drafts of lectures (some in shorthand), chapters of Wilson's *Congressional Government*, and articles, chiefly for the period 1879-98. ¶ More than 14,000 papers of Donald R. Richberg (1891-1960), lawyer, public administrator, and author, have been received as a gift from Mrs. Richberg and have been combined with the first installment of the papers presented to the Library by Richberg himself in 1957. The material falls mainly within the years 1903-58. A large segment pertains to Richberg's activities as adviser to Theodore Roosevelt in organizing the Progressive Party and later to Franklin Delano Roosevelt during his campaign for the Presidency in 1933 and in the early years of his administration, when Mr. Richberg served as General Counsel and later as Director of the National Recovery Administration (1933-35) and as special assistant to the Attorney General (1935-36). Extensive files reflect his distinguished career as a lawyer and his interest in labor law and practice. Of even greater extent are the manuscripts, galley proofs, and published copies of his books, articles, speeches, poetry, and other writings. ¶ Additions to other groups of personal papers in the Library include a series of letters exchanged by Jacques Loeb and Swedish chemist Svante August Arrhenius and about 100 pieces of Loeb family correspondence; some 850 letters addressed to Herbert Putnam as well as considerable Putnam family correspondence and business papers; and letters concerning Paul Wayland Bartlett's statue of Lafayette in the Louvre and scrapbooks dealing with his statue of Michelangelo in the Library of Congress, his figure of William Tecumseh Sherman, and other works. ¶ The July 1964 issue of the *Quarterly Journal of the Library of Congress* contains a comprehensive report on materials added to the holdings of the Manuscript Division in 1963.

OTHER FEDERAL NEWS

Department of the Army

"Twenty Years of Progress, 1944-1964" provided a suitable theme for a conference of Army records administrators representing all major commands both in the Zone of the Interior and overseas. The conference was held April 21, 22, and 23, in Washington.

General Services Administration

The Administration has inaugurated a series of *Historical Studies* to be concerned chiefly with buildings under its management. Primary source materials for the series include documentation in the National Archives. *Study* no. 1, *Pension Building*, is for sale by the Superintendent of Documents, U. S. Government Printing Office, Washington, D.C. 20402, for 20c.

STATE AND LOCAL ARCHIVES

California

We reported in our April issue (p. 351) that SAA member Ralph Hansen has been appointed to the California Heritage Preservation Commission. Three other SAA members serving on the commission are W. N. Davis, Jr. (Sacramento), historian, State Archives; Justin G. Turner (Los Angeles), chairman of the Board of the Historical Society of Southern California; and Prof. George P. Hammond, Director, Bancroft Library, University of California. Mr. Davis informs us that the California Heritage Preservation Act "relates specifically and exclusively to the records of the California State Archives." ¶ Los Angeles County has established a comprehensive records management program and has obtained the services of James T. O'Connell as records systems coordinator. Mr. O'Connell, who as a commissioned officer organized records management for the Army in the European Theater after World War II, has for the last 4 years worked in the Univac Division of Sperry Rand, being involved in source data automation as well as punched card and computer applications.

Delaware

The Public Archives Commission has long been pressed for space for work activities as well as for additional vault and storage space. New legislation provides an eminently satisfactory solution to meet the problem, for the general assembly has passed a bill appropriating \$2,900,000 for the construction of a new State Office Building in Dover. The new building will accommodate a number of State agencies now housed in the Hall of Records, and thus the entire Hall of Records will become available to the Public Archives Commission. The bill appropriates an additional \$200,000 for renovation of the Hall of Records. The money will be used for repairs, alterations, and rearrangement of office spaces; a passenger-freight elevator and central air conditioning of office and working areas will be installed along with other new equipment. Another provision of the law authorizes the Public Archives Commission to restore and maintain the Old State House as a historic site. Erected in 1787-92, this is the second oldest statehouse in continuous use since its construction. ¶ A book published by the Public Archives Commission received an honorable mention during the 1964 Printing Week in Delaware Valley for "Excellence of design and craftsmanship and as an outstanding example of commercial printing." The book, *Historic Houses and Buildings of Delaware*, by Harold Donaldson Eberlein and Cortlandt V. D. Hubbard, shows by written detail and large pictures the many structures that have been

preserved throughout the State. Printed by Litho-Print, Inc., of Wilmington, it has been very favorably received and is now in its third printing.

Georgia

Recently two letters of Fanny Haralson Gordon to her husband, Civil War Gen. John B. Gordon, were presented to the Department of Archives and History by the St. Paul (Minn.) Fire and Marine Insurance Co. These are probably the only two of Mrs. Gordon's letters to have survived the war, for it was General Gordon's habit to burn each one after reading it. The two letters were in the collection of the first president of the insurance company, Alexander Wilkin, who was killed in action at the battle of Tupelo, Miss.

Illinois

The May 1964 issue (vol. 46, no. 5) of *Illinois Libraries* is of special significance. It contains a comprehensive "Guide to Records Holdings" of the Illinois State Archives, compiled by Mary Lynn McCree; an important study report, "A Proposal for the Management of Judicial Records in Illinois," by John W. Metzger; a progress report by Marguerite Jenison Pease, "Early Illinois Records in Randolph County"; and a bibliography and checklist, "Newspapers of DeWitt County, 1854-1960," by David R. Wrone.

Michigan

The following is quoted from a memorandum of Secretary of State James M. Hare to "Pressroom Personnel," dated March 16, 1964:

Under the original S-1038 . . . the state reorganization bill . . . the Historical Commission would have become a part of the Department of State. This arrangement, I'm sure, would have been mutually acceptable to both the Historical Commission and the Secretary of State's Department because of the close relationship with historically significant documents.

Under the amendment which would place the Historical Commission under a Department of Travel and Information, it would mean that the state's archival documents would still be separated, with the Historical Commission and Department of State both maintaining separate archives, the situation which exists today. In my opinion, this destroys the very concept of reorganization.

Also, I have felt a grave concern over the lack of sufficient operating funds available to the Historical Commission to operate its Archives and other worthwhile programs and [I] hope that enough funds can be made available to take proper care of Michigan's priceless documents. After all, once destroyed either by the ravages of time or lack of adequate care, they are lost to Michigan forever.

Available upon request from the Michigan Historical Commission (Lansing, Mich. 48913) is *Records Retention and Disposal Schedule for Local Health Departments in Michigan*, issued by the Department of Health. This schedule "fills a long-standing need for an authoritative guide in regard to the disposing of local health records and meets the legal requirements of Act 399.5, Compiled Laws of 1948 as amended by Act 68, Public Laws of 1959."

North Carolina

The newly acquired ultraviolet (black) lamp of the Division of Archives and Manuscripts has made possible the determination of the dating of a faded manuscript map of Wilmington as 1735 instead of 1755 as heretofore thought

by experts. ¶The State Archives has acquired six manuscript Civil War military maps and original county records from Burke (1829-1901), Caswell (1777-1888), Davie (1836-1904), and Nash (1779-1926) Counties. The total holdings in the State Records Center at the end of 1963 were 28,726 cubic feet. ¶A central file developed for the Department of Mental Health has been approved and installed. The filing system developed late in 1962 for the State Department of Archives and History is operating satisfactorily.

West Virginia

According to *West Virginia History*, 25:233 (Apr. 1964), a commission appointed by the Governor met on February 15 to consider a memorial to honor the memory of Presidents Lincoln and Kennedy and made two suggestions: "one the erection of an archives and history building; the other, of less tangible form, a cultural and educational program."

COLLEGE AND UNIVERSITY ARCHIVES

Cornell University

The Lafayette archives from his ancestral chateau, Chavaniac, were formally presented to Cornell University on April 17 by Ambassador Arthur H. Dean and Mrs. Dean, who had acquired them in Paris for the university. The papers, estimated at more than 10,000 items, 1245-1874, include records of Chavaniac and family papers but consist largely of the papers of Marie Joseph Paul Yves Roch Gilbert du Motier, the Marquis de la Fayette (1757-1834), who fought for American independence as a major general in the American forces. A detailed report on the presentation appears in the *Library of Congress Information Bulletin*, 23:205 (May 4, 1964).

University of Oregon

University Librarian Carl W. Hintz sends us the following note on a recent important accession:

Jerome Davis, sociologist, author, and lecturer, of West Haven, Conn., has placed his personal papers in the University of Oregon Library. Consisting of letters, diaries, documents, pamphlets, and broadsides, the files cover the period 1916 to the present. Mr. Davis is particularly well known for his leadership and support in liberal movements, and causes, in such diverse areas as the Federal Council of Churches, the American Federation of Teachers, the Congregational Church, and the Young Men's Christian Association. A lifelong student of penology, he served on the Connecticut Legislative Commission on Jails and on the jail survey in New Haven.

During both World Wars Mr. Davis was active in work among prisoners of war. From 1916 to 1919 he was employed by the Y.M.C.A. International Committee for Work with Prisoners of War, and he was, in that capacity, an eyewitness of the Russian Revolution. In 1942-43 he visited internment camps in Canada as a war prisoners' aid worker.

The Davis correspondence includes letters from such well-known figures as Bella V. Dodd, Sherwood Eddy, Maxim Gorki, Dorothy Thompson, and Franklin D. Roosevelt. The file also includes manuscript and printed forms of Mr. Davis' periodical articles and books.

The Jerome Davis papers represent one of the most important sources of 20th-century political and social history available on the west coast.

Mr. Hintz informs us also that the papers of Col. John Robert White, soldier, park ranger, and author, have been placed in the university library by Mrs. White of St. Helena, Calif. Colonel White served in the National Park Service from 1919 to 1948.

Princeton University

Bernard M. Baruch has presented his papers to the university to form the nucleus of Princeton's newly created Center for Studies in Twentieth Century American Statecraft and Public Policy. Adlai E. Stevenson also has announced his intention to give a large part of his personal papers to the university for the center.

University of Tennessee

The personal papers and mementos of the late Senator Estes Kefauver have been given by his widow, Nancy Kefauver, to the university. The Kefauver Memorial Foundation may finance the construction of a wing to the university library to house the collection.

Wayne State University

Philip P. Mason contributed an article, "Labor History Archives at Wayne State University," to *Labor History*, 5:67-75 (Winter 1964). "We are having great success with our program," Mr. Mason writes us, "and should, in a few years, have a research collection of major national significance."

HISTORICAL SOCIETIES

Forest History Society

A program of collecting and preserving documentary sources of this continent's forest history was begun by the Forest History Society in 1952. The society has followed the policy of placing manuscripts, pictures, maps, and other historical sources in repositories of the region to which the materials relate. Such a policy seems to serve best the interests of scholars and writers. Approved repositories of North American forest history are located in half of the States and in British Columbia. A list of the repositories appears on the back cover of *Forest History*, vol. 7, no. 4 (Winter 1964). For further information one should write to Elwood R. Maunder, Director, Forest History Society, Inc., Marsh Hall, 360 Prospect St., New Haven, Conn. 06511.

Illinois State Historical Society

The contents of some of the 128 letters of Stephen A. Douglas in the State Historical Library are described by Thomas E. Felt in the Winter 1963 issue of the society's *Journal* (56:677-691). ¶ Recently the society received the papers (102 transfer-file cases) of Gov. Len Small, covering the period 1910-36. Included are records dealing with the planning and establishment of modern highways, their maintenance and patrol in the 1920's, and correspondence relating to the Ku Klux Klan and to strikes and riots in Illinois during Small's tenure, 1921-29. ¶ Fifty letters of "Uncle Joe" Cannon (1836-1926), Con-

gressman and Speaker of the U. S. House of Representatives, 1872-1925, and letters of A. M. Jones, chairman of the Illinois Republican State Central Committee, to Asa J. Baber, bank president of Paris, Ill., and Cannon's confidant and political adviser in Edgar County, have been presented to the society, which already had 5,000 Cannon papers.

Kansas Historical Society

The society has received the letters and papers (22 file drawers) of Willard J. Breidenthal, banker, civic worker, and Democratic party leader of Kansas City, who died in December 1960; the papers (letters and photographs) of Brig. Gen. Thomas B. Wilson (d. 1963), formerly of Williamstown, Kans., who was associated with the transportation industry both as a civilian and as a military officer in the Southwest Pacific and in the China-Burma-India Theaters; papers of Albert McDonald Cole, U. S. Representative from Kansas, 1945-53; and correspondence, scrapbooks, and writings of Eugene F. Ware (d. 1911; pen name "Ironquill"), newspaperman, poet, essayist, lawyer, Civil War veteran, and resident of Fort Scott.

Local History and Genealogical Society, Dallas

The tenth annual genealogical institute and workshop, held May 22-23, at the Dallas Public Library, included a seminar on "Research in the Federal Records Center, Fort Worth, for non-Indian and Indian Records in Arkansas, Louisiana, Oklahoma, Texas," led by C. George Younkin of the Federal Records Center. Other seminars were devoted to research in Georgia and South Carolina, Alabama, Louisiana, Mississippi, New England, Pennsylvania, and Virginia, and the "Use of Deeds for Research in North Carolina." The society has available a *Handbook of Seminars in Genealogical Research*, copies of which may be ordered from Mrs. Harry Joseph Morris, 6840 Lakewood Blvd., Dallas, Tex. 75214, at \$3.16 each.

New-York Historical Society

Visitors to the World's Fair will be interested in the society's exhibit on the New York Crystal Palace, America's first world's fair, 1853-54, built on the site of the present Bryant Park (6th Avenue between 40th and 42d Streets). Arthur B. Carlson, the society's curator of maps and prints, informs us that the society has about 850 items, 1852-54 (some 750 letters, petitions, and reports and about 100 photographic prints and other pictorial material) concerned with the planning, construction, and operation of the building, which was open from July 14, 1853, until October 5, 1858, the day it burned.

Ohio Historical Society

The Timken Foundation of Canton, Ohio, has made a grant of \$15,000 to be used during the next two years "to preserve and process" the Warren G. Harding papers. Kenneth W. Duckett, curator of manuscripts, expects to have a complete inventory of the collection finished by 1966. ¶ The society has also acquired the papers of Malcolm Jennings, newspaper editor and executive secretary of the Ohio Manufacturers Association, 1914-23; the

John D. Zook collection relating to the 1944 vice presidential campaign of John W. Bricker; records relating to the operations of the S. A. Weller and Roseville potteries, Zanesville; and some 1,200 glass photographic negatives showing heavy machinery manufactured by the General Machinery Corp. of Hamilton, 1885-1905.

State Historical Society of Wisconsin

Among new accessions of the society's Division of Archives and Manuscripts are papers, 1928-52, of Thomas R. Amlie, Progressive Republican Congressman, 1931-32, a founder of the American Commonwealth Political Federation and director of the Washington office of the Union for Democratic Action; and papers, 1845-1904, of James T. Lewis, Wisconsin's Civil War Governor. The Mass Communications History Center has received, among other accessions, some papers of Art Buchwald and of Edward Hunter and Arthur Page's records of the Metropolitan Rapid Transit Survey.

CHURCH ARCHIVES

Reported by Melvin Gingerich

East

Frederick K. Wentz, professor of historical theology at Lutheran Theological Seminary, Gettysburg, has been made responsible for a special 1-year archival project to be started about July 1 by the National Lutheran Council. Dr. Wentz will evaluate and codify the minutes, reports, correspondence, and publications of the council, its divisions and bureaus, and affiliated agencies. He will establish retention and disposal policies for the council. The council archives is the official depository for several national and international cooperative Lutheran organizations, both existing and defunct.

The Lutheran Historical Conference *News Letter*, vol. 2, no. 1, p. 9-12 (Feb. 1964), lists archival depositories of 23 of the 32 synods of the former United Lutheran Church in America. The list will be completed in the next *News Letter*. This publication is edited by Helen M. Knubel and is distributed by the Lutheran Historical Conference, 50 Madison Ave., New York, N.Y. 10010.

The Archives of the Presbyterian Historical Society, 520 Witherspoon Building, Philadelphia, received during the past year the correspondence and manuscript papers of several prominent 19th-century Presbyterian ministers including Abraham Hagaman (1807-85), Richard Webster (1811-56), and William Cattell (1827-98). Gerald W. Gillette joined the staff of the society in September 1963 as research historian, succeeding Guy S. Klett, who has retired. The society is planning a new building to be located near Independence Square, which will contain a library for the society's manuscript and book collections.

South

The Historical Commission of the Southern Baptist Convention, Nashville, Tenn., has acquired a handwritten record book giving the minutes of the beginnings of organized Baptist work in South Carolina.

The Archives of the Southeastern Synod of the Lutheran Church in America, Savannah, Ga., has obtained the minutes of the synod.

The Mississippi Baptist Historical Commission and Society, Clinton, Miss., has received five volumes of minutes of the Tangepaho Baptist Church, Pike County, Miss., for the years 1811-1964. Jesse L. Boyd of the Historical Commission has published recently a *History of Baptists in America Prior to 1845*.

Various parish and family histories are in progress at the Catholic Archives of Texas, Austin.

Central

The records of the Ohio Yearly Meeting of Friends are deposited in the Friends Boarding School, Barnesville, Ohio. The records of the Salem Quarterly Meeting and its subordinate meetings are, however, kept in the meeting-house at Salem, Ohio. Kenneth Morse, custodian of the records at Barnesville, will be retiring soon from his position as custodian.

The Indiana-Kentucky Synod Archives of the Lutheran Church in America is at 445 North Pennsylvania Street, Indianapolis, Ind. The writing of the history of the Indiana-Kentucky Synod is now in progress there.

In June 1963 the Earlham College Archives, Richmond, Ind., which contains much Quaker material, was moved into the new Lilly Library on the campus of Earlham College. This quadrupled its space for processing and storing records. New features include air conditioning and humidity control and 30 feet of glass-topped exhibition counter over storage cabinets. Opal Thornburg is the Archivist.

The Indiana Baptist Church Collection will be moved into the new B. F. Hamilton Memorial Library, Franklin College, Franklin, Ind., in August.

When the United Danish Evangelical Lutheran Church in America merged with the former American Lutheran Church and the Evangelical Lutheran Church (formerly Norwegian) to form the American Lutheran Church in 1960, Wartburg Seminary, Dubuque, Iowa, became the depository for the records of these churches and of the merged denomination. It then received a large collection of materials relating to the United Danish Lutheran Church, including records of ministers, congregations, and institutions, as well as materials relating to Danish-American life and letters in general in North America.

The Concordia Historical Institute, St. Louis, Mo., during 1963 accessioned over a half-million items consisting of voluminous archival resources, books, pamphlets, and tracts. The papers consisted of several large collections maintained by prominent individuals in the Lutheran Church-Missouri Synod. The microfilming of Lutheran serials has been continued by the institute so that its collection at present consists of approximately 90,000 feet of film.

The Diocesan Chancery Office, Dodge City, Kans., has received the 1963 sacramental records from its 59 parishes and missions.

West

O. F. Wagner is using the records of the Montana District of the Lutheran Church—Missouri Synod, at Bozeman, Mont., for writing a history of the work of the Lutheran Church—Missouri Synod in Montana since 1883.

The Reverend James Gaffey has made extensive use of the Archives of the Roman Catholic Archdiocese of San Francisco in working on his projected biography of the Most Reverend Patrick W. Riordan, second Archbishop of San Francisco.

SPECIAL COLLECTIONS

Archives of American Art

New acquisitions include the papers of painter Kenneth Callahan (1906-), painter and etcher Reginald Marsh (1898-1954), collector Edward Root (1884-1956), and Fitzwilliam Sargent (1820-89), father of John Singer Sargent; and the large reference collection of 20,000 photographs, clippings, catalogs, articles, reproductions, and notes of the DeForest Art Library.

Douglas MacArthur Memorial

The memorial, built with public funds appropriated by the city of Norfolk, Va., and constituting a reconstruction of the 114-year-old Norfolk courthouse, was dedicated on May 30. The memorial will house General of the Army MacArthur's papers and other personal belongings. MacArthur is entombed in a crypt under the rotunda.

George C. Marshall Research Library

Dedication ceremonies of the library were held on May 23 at the Virginia Military Institute, Lexington, Va. General of the Army Omar N. Bradley presided, and President Lyndon B. Johnson gave the principal address. The library is to serve as a repository for General Marshall's papers and related historical materials.

Menninger Foundation

Recent acquisitions include the original church records of the Beecher Bible and Rifle Church, which figured prominently in the history of "Bleeding Kansas."

Henry Francis du Pont Winterthur Museum

The museum has issued the initial volume of its new publication, *Winterthur Portfolio* (One 1964; 255 p.). Articles in this volume emphasize the development of the museum and the nature of its collections. An article by Elizabeth A. Ingberman entitled "The Joseph Downs Manuscript and Microfilm Library" (p. 151-159) traces the origin of this facet of the museum's resources and clarifies the philosophy guiding its administration. A second volume of the *Portfolio* will be published on December 1 and subsequent issues will be released on that date each year. This hardbound publication is available from the Winterthur Bookstore, Winterthur, Del., for \$9.50 plus 25c postage.

PROFESSIONAL INSTRUCTION

New York University

The university's Management Institute will offer a 10-session records management workshop seminar (lectures and case study sessions) from September 29 to December 8, under the direction of Thomas Wilds, records management consultant, Union Carbide Corp. Information about the seminar is available from The Management Institute, New York University, Washington Square, New York City.

Wayne State University

A graduate course in archival administration and research has been offered by the university's department of history since the autumn of 1962. The course may be selected as one of the fields of concentration in the master of arts program. Additional information about it may be obtained from the Department of History, Wayne State University, Detroit, Mich. 48202.

FOREIGN NEWS

Federal Republic of Germany

With the support of the Deutsche Forschungsgemeinschaft a publication is being prepared in the Federal Republic of Germany that will show the location of private papers of important German personages. The publication will serve the same purpose as the Library of Congress National Union Catalog of Manuscript Collections, but it will be organized differently. Two volumes are planned. One will deal with papers in the custody of archival and historical institutions (in the main, papers of statesmen, politicians, administrative officials, high-ranking military officers, economists, and historians). The other volume will cover papers in libraries (papers of journalists, poets, scholars, etc.). The two volumes, differing slightly in their makeup, will be arranged alphabetically by names of the individuals. Each volume will list the name, chief occupations, and vital statistics for each person. Following this, there will be data about the place or places where the papers are kept, with mention also of the places where they were formerly held, if this can be ascertained. Finally, there will be summary descriptions of the papers and their quantity. No index to the papers will be prepared inasmuch as the two editors, Dr. Denecke, Head of the Murhard Library of the City of Kassel, and Oberarchivrat Dr. Wolfgang A. Mommsen of the Bundesarchiv in Koblenz, believe that the brief descriptions of the papers must be arbitrary and that an index to this type of publication would only be misleading to researchers. The researcher will be able to gain access to the papers only through the name of the owner, which name must be known to the researcher and in most cases is known.

United Kingdom

Her Majesty's Stationery Office has announced publication of the 2-volume *Guide to the Contents of the Public Record Office* and its availability from the British Information Services, 845 Third Avenue, New York City. Volume

1, covering all the national archives of the period 1086-1509, costs \$6.50, and volume 2, covering administrative archival records of the State Paper Office and of the modern departments, 1509-1960, costs \$13.50. According to an article by Michael Howard in the *Times* (London), May 5, 1964, a Centre for Military Archives has been established at King's College, London, to reduce the risk "that important documentary material in private hands might be dispersed or destroyed, or disposed of overseas for lack of an appropriate home for it here." Capt. B. H. Liddell Hart has agreed that his military library and his collection of military correspondence and documents should go to the college on his death, and these materials are expected to become the nucleus around which the new depository will grow.

Republic of Vietnam

The Direction des Archives et Bibliothèques Nationales has issued *Organization and Administration of the Directorate of the National Archives and Libraries* (Saigon, 1964), showing that the Directorate, which is attached to the Department of National Education, comprises the National Library (formerly the Library of South Vietnam), the General Library, and the annex to the Directorate of National Archives and Libraries at Dalat.

Zanzibar

The following communication has been received from the Government Archives and Museum, P.O. Box 116, Zanzibar:

The historic state of Zanzibar possesses a collection of archives and documentary records which are of international importance and which are fundamental to the study of East African history and African studies generally. The documentary records date from 1840 and include the archives of the British and German Consulates, the British Residency and the Government Secretariat. Records illustrating the internal history and administration of Zanzibar and Pemba also exist in large series.

Research workers in many fields have always been welcomed in Zanzibar, but in the past it has not been possible to offer them full facilities. In January 1964, however, the Zanzibar Government opened the National Archives to researchers and provided a modern, fully equipped Public Record Office to serve them.

The National Archives of Zanzibar therefore invite inquiries and visits by research workers and students on the subject of the Archives and their contents. The staff of the Zanzibar Public Record Office will gladly give every assistance in the identification and use of records, and will supply details of records holdings on request.

To avoid possible delay, it is requested that intending visitors should give notice of their arrival, and of their subjects of study. Subject to statutory provision, records less than 50 years old are not produced to readers.

provenance. This literary word for the usual *source* or *origin* has been insinuating its sleek way into official jargon.

—"Vigilans," *Chamber of Horrors: A Glossary of Official Jargon Both English and American*, p. 105 (London, 1952). Quoted by permission of Andre Deutsch, Ltd., London.

Editor's Forum

The Melville Papers—A Postscript

TO THE EDITOR :

The interesting article by William F. Welke on the papers of the Viscounts Melville, which appeared in the October 1963 issue of the *American Archivist*, does not mention one major collection of these manuscripts. Perhaps it is not surprising that in the justifiable preoccupation with the dispersal of the Melville papers little or no notice has been taken of the documents (numbering well over 10,000) which remained at Melville Castle, the family seat near Edinburgh. These documents have been deposited on indefinite loan in the Scottish Record Office, H.M. General Register House, Edinburgh, where the work of cataloguing is now well advanced and may be completed by the summer of 1964.

The documents in the Scottish Record Office, like those in the William L. Clements Library, consist almost entirely of letters and associated papers relating mainly to the first and second Viscounts but with some material for the third and fourth Viscounts. There is an element of legal and estate papers relating to the estates of Melville (Midlothian), Dunira (Perthshire) and Cottertock (Northamptonshire). And there is a substantial amount of personal correspondence of the family, especially of the first, second and fourth Viscounts. Here the letters of the fourth Viscount are the most voluminous and include some written while he was at the British embassies in Madrid, Lisbon and St. Petersburg. Lord and Lady Westmorland and their daughter, Lady Rose Fane, are his most regular correspondents outside the immediate family circle. But the collection in the Scottish Record Office, like those in the National Library of Scotland and Clements Library, may be of greatest interest to historians because of the many papers closely identified with the public appointments held by the first and second Viscounts Melville. Certainly it cannot be ignored by students of the period.

Much of the material relates to British internal affairs and politics, and as might be expected to a wide variety of Scottish topics. Scottish constituencies too figure prominently in the many papers dealing with parliamentary elections, but there are letters on English and Irish elections and these include an amusing account of the Hampshire elections of 1806 from the pen of Lady Hester Stanhope. The election material, and the many letters seeking civil and military appointments, afford a good deal of information on political management.

But by far the most interesting letters on domestic affairs relate to the period of intense political activity between 1801 and 1811. Here are letters from Pitt, Addington, Grenville, Portland, Perceval, Huskisson, Castlereagh, Caning, Long, Lonsdale, Pelham, Aberdeen and Macartney. Perhaps just as

important, a fine series of letters between the first Lord Melville and his son, Robert Dundas, later second Viscount, not only help to explain the political manoeuvres but give their own personal views and reactions with pungent comments on current affairs. The background to the famous duel between Castlereagh and Canning is described in detail. Other documents concern the Union with Ireland and Robert Dundas's Irish secretaryship of 1809, the King's illness and the regency question, and defence of the realm and control of subversive elements. There are also some royal letters.

The interest of the collection extends beyond internal affairs. There are papers dealing with the Cape of Good Hope, Malta, the West Indies, Spanish America, Spain and Portugal, Corsica, Turkey, and the Treaty of Amiens. For India and the East India Company there are letters from David Scott, a Director and sometime Chairman of the Company, 1787-1800, Sir John Shore, Governor General, 1793-1798, and Lord Mornington, later Marquis Wellesley, Governor General, in two secret and confidential series, 1798-1805. As might be expected there are many letters concerning Indian patronage, which are usually endorsed as to the success, or lack of it, of the applications.

Outstanding military papers relate to Buonaparte's expedition to Egypt, the Egyptian campaign, and the career of General Sir Ralph Abercromby. There are also papers on the Peninsular War, particularly the Convention of Cintra, 1808, and letters from the Duke of York and General Sir David Dundas, successive commanders in chief. The naval papers are mostly concerned with patronage and promotions, but there is correspondence, 1811-1830, between Lord Melville and the Prince Regent, later King George IV, on Admiralty business, which contains reference to the War of 1812. And there are bundles of letters from Admiral Lord Nelson, 1804-1805, Vice Admiral Sir James Saumarez, 1812, Admiral Young, 1812-1814, Rear Admiral Hope, 1813, and Vice Admiral Sir Pulteney Malcolm, 1828-1830.

The Melville Castle collection suffers of course from being only one part of what was once a truly great collection, but there is enough to give a clear impression of the standing of the first and second Viscounts. Nearly everyone of consequence in public or social life figures as a correspondent. Equally striking are the many letters from lesser people (with a minority of eccentrics) proffering suggestions for government action, all of which were at least acknowledged. For holders of high office the Melvilles, father and son, were remarkably accessible. Both men had a succession of competent secretaries, and the letters were obviously well-arranged while of current interest. Thereafter however the papers were not kept so well, and indeed the second Viscount had occasion to comment on the disordered state of his father's papers. This disorder may have contributed to the ease and manner of the ultimate dispersal of the collection.

G. R. BARBOUR
Scottish Record Office
Edinburgh

Realistic Appraisal

TO THE EDITOR:

The enclosed "Rule of Realistic Appraisal" is submitted for consideration for possible use in the *American Archivist*. In it I have attempted to set down in a nutshell what we seem to be learning in California as regards the screening of modern State agency records. Every now and then the house working rules ought to be redrawn and, if need be, translated into familiar language, so that the personnel in the workroom may have the clearest instruction possible. Anyway, in the interest of an occasional practical, concise restatement of principles, I make a try at a little of same.

W. N. DAVIS, JR.
California State Archives

Rule of Realistic Appraisal

Points to keep in mind when screening records for material of general research value:

1. Researchers, as a rule, are pressed for time, with little patience to spare.
2. Records lacking in research appeal will not be used.
3. Research appeal in records stems from:
 - a. High office, or significant, unique, or colorful subjects.
 - b. A good ratio of content to volume.
4. The "specific gravity" of records, both as to significance and as to concentration, is a useful screening standard.
5. Thin, light, tenuous materials, and the general run of those that have been published, should be unhesitatingly cast aside.
6. Archival materials, with research appeal and substance clearly manifest, usually lie well down in the more solid concentrates.

JFK

A reader has complained about our choice of quotation on the page of our January issue memorializing the late President Kennedy. "It might have been possible," he writes, "to quote something which showed his interest in the archival field." The editorial we quoted was not idly chosen: its point about the undisclosed record, it seemed to us, was one that an archivist might have made. But President Kennedy did indeed recognize the role of archivists, and he understood the nature of archives. In remarks he made in the Rose Garden of the White House, on October 24, 1961, to a group of archivists attending the Inter-American Archival Seminar he referred to their "ability to guard and make possible the interpretation of the past"; and a few weeks earlier, on October 3, at a luncheon at the Statler Hotel marking the publication of the first four volumes of *The Adams Papers*, he said that this documentary publication brings us "closer to the table where the record was written." Reviewing the same volumes for the *American Historical Review* (68: 478-480; Jan. 1963), the President was "grateful that the Adamses have been such indefatigable conservationists of all they have written and recorded." He further recognized the archival function when, in remarks at a White House luncheon for sponsors and editors of historical publications, June 17, 1963, he did not neglect to say that "We want these records to be kept in a place where they can be maintained and also in a place where they can provide guidance for the future."

Guide to Archival and Manuscript Sources Relating to Africa in the United States

TO THE EDITOR :

There is an extensive documentary reflection in the United States, as yet only partially known, of American diplomatic, military, commercial, explorative, missionary, philanthropic, educational, scientific, and other activities in, and contacts with, Africa over the past three and a half centuries. This large accumulation, distributed throughout the country, has considerable research potential not only for historians of Africa, and for studying American relations with Africa, but also for Africanists working in social scientific disciplines.

To bring to light and to acquaint interested American and foreign scholars with the entire broad range of Africa-related archival and manuscript sources extant in this country, the Ford Foundation awarded a grant to the African Studies Association, the learned society in the field, for the production of a comprehensive descriptive guide to these materials. As proposed by the association, the National Historical Publications Commission, under the chairmanship of the Archivist of the United States, voted at its spring 1964 meeting to approve and sponsor the preparation of the Guide. The Commission designated as its advisory committee for the project an interdisciplinary group of Africanists chosen by the African Studies Association. Complete in itself, the Guide will also serve as the United States national volume of the projected "Guide to the Sources of African History" outside Africa, sponsored by the Unesco-affiliated International Council on Archives.

The U.S. Guide will provide comprehensive coverage of the Africa-related archives of American government agencies, commercial concerns, religious and missionary groups, and other noncommercial organizations—whether retained by the originating bodies or their successors or transferred to separate archival or manuscript depositories. Africa-related papers of private individuals or families will also be covered but (ordinarily) only if they have been retired to depository custody. There will be no chronological limitations on coverage. For purposes of the Guide, "Africa" is defined as the entire continent plus the adjacent coastal islands (including Madagascar and the Mascarenes). Information is being compiled by means of a systematic review of published finding aids covering the holdings of American archival and manuscript depositories, the dispatch of questionnaires to custodians and probable custodians of relevant materials, and the direct examination of the holdings of depositories considered to be particularly rich in such materials.

To maximize the coverage of the Guide, the undersigned would very much appreciate receiving from readers of this notice any information they may have concerning the nature and location in this country of little-known archival and manuscript sources relating to Africa—particularly sources not likely to have been described in the standard finding aid literature or, if there described, not identified in terms of their African relationship.

MORRIS RIEGER
National Archives and Records Service
Washington, D.C. 20408



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THE GONDOS MEMORIAL AWARD
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THE AMERICAN UNIVERSITY
FOR AN ESSAY ON THE HISTORY OR
ADMINISTRATION OF ARCHIVES

The author of the winning entry in 1964 will receive a Certificate of Award and a prize of two hundred dollars, donated by Victor, Dorothy, and Robert Gondos in memory of the late Dr. Victor Gondos, Sr.

Contest Rules

1. The contest is open to all archivists, all manuscript curators, and all graduate archival students in the United States and Canada except elected officers of the Society of American Archivists, the faculty of The American University, and members of the Award Committee. Retired or professionally inactive archivists and manuscript curators are also eligible to compete.

2. The Award Committee will consist of the Editorial Board of the Society of American Archivists and representatives of The American University. Miss Helen Chatfield is senior representative of the University. Entries for the 1964 Award should be addressed to the chairman of the Editorial Board: Ken Munden, Editor, *American Archivist*, National Archives, Washington, D. C. 20408.

3. As the purpose of the contest is to encourage research and writing on some aspect of the history or administration of archives, the essay must be especially prepared for submission for the award. A contestant may submit several essays. A submission will not be accepted if (a) it has been published or issued in any form for general distribution or (b) it has been prepared primarily for other purposes, *e.g.*, for a professional meeting.

4. Each submission must bear a title and must be double-spaced typewritten ribbon copy, on letter-size white bond

paper. It must consist of not less than 3,000 words and not more than 15,000.

5. To maintain the anonymity of contestants the author's name should not appear on any sheet of the essay. Within a sealed envelope stapled to the first page should be inserted a 3" X 5" card showing the following information about the author: name, essay title, address, organizational affiliation (if any), a statement of present or past professional activity, and signature. The author's return address should not appear on the outer envelope in which the submission is mailed; instead, the following return address should be used: *American Archivist*, National Archives, Washington, D. C. 20408.

6. To be considered for the current year's award an essay must be received by the Award Committee by July 31, 1964.

7. The Award Committee is exclusively responsible for the evaluation criteria and reserves the right to withhold the award if in its judgment no submission meets the criteria.

8. The winning essay will be selected in sufficient time to bestow the award at the annual meeting of the Society.

9. The winning essay will be published in the *American Archivist*. Other essays will be eligible for publication in the Society's journal, subject to the judgment of the editor.