

VOLUME 28

APRIL 1965

NUMBER 2

---

*The  
American  
Archivist*

---

PUBLISHED QUARTERLY BY  
THE SOCIETY OF AMERICAN ARCHIVISTS

---

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

*1965 Competition*

The author of the winning entry in 1965 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 1965 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, 1965.

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.

# The American Archivist

## EDITOR

Ken Munden

## ASSOCIATE EDITORS

Elizabeth Hawthorn Buck

Mary Jane Dowd

## ADVERTISING EDITOR

William E. Bigglestone

## DEPARTMENT EDITORS

Geneva H. Penley, *Reviews*

Dorothy Hill Gersack, *News Notes*

Lester K. Born, *Abstracts*

Grace Quimby, *Bibliography*

Clark W. Nelson, *Technical Notes*

## REPORTERS

Melvin Gingerich

Sandra Guillaume

## EDITORIAL BOARD

David C. Duniway

Morris L. Radoff

Lester W. Smith

Karl L. Trever



## The Society of American Archivists

### PRESIDENT

W. Kaye Lamb

### VICE PRESIDENT

Dolores C. Renze

### SECRETARY

Philip P. Mason

### TREASURER

H. G. Jones

### COUNCIL MEMBERS

William T. Alderson

Lewis J. Darter, Jr.

Elizabeth B. Drewry

Robert W. Lovett

William D. Overman

Seymour J. Pomrenze

Gust Skordas

Thomas Wilds

VOLUME 28

APRIL 1965

NUMBER 2

## ARTICLES

- The Scholar and Documentary Publication .....  
..... JAMES C. OLSON 187

- The Archivist Meets the Records Creator .....  
..... MEYER H. FISHBEIN 195

- Decimal Filing: Its General Background and an  
Account of Its Rise and Fall in the U.S.  
War Department .... MABEL E. DEUTRICH 199

- Government Archives and Records Management  
..... J. J. HAMMITT 219

- Archival Standards and the Posner Report: Some  
Reflections on the Historical Society Ap-  
proach ..... F. GERALD HAM 223

- Archives Administration in Australia .....  
..... MAIZIE H. JOHNSON 231

## Church Archives

- Preserving Church Historical Resources .....  
..... AUGUST R. SUELFLOW 239

- The Role of the Secular Institution in Collecting  
Church Records ..... ROBERT M. WARNER 247

- Chancery Archives ..... FRANCIS J. WEBER 255

## DEPARTMENTS

- President's Page ..... 261

- Reviews of Books ..... 263

- Abstracts of Foreign Periodicals ..... 279

- Technical Notes ..... 285

- Deacidification and Lamination of Deteriorated  
Documents, 1938-63 ..... W. J. BARROW 285

- Lamination of Manuscripts at the Delaware State  
Archives, 1938-64 ..... LEON DEVALINGER, JR. 290

- Lamination After 30 Years: Record and Prospect  
..... JAMES L. GEAR 293

- The Archivist's Directory ..... 299

- List of Directors of Latin American National  
Archives ..... GEORGE S. ULIBARRI 299

- News Notes ..... 301

- Editor's Forum ..... 334

- Placement Register ..... 337



BOOKS REVIEWED IN THIS ISSUE

POSNER, <i>American State Archives</i> .....	L. H. BUTTERFIELD	263
HOLLEY, <i>Charles Evans, American Bibliographer</i> .....	LEONARD RAPPORT	266
DRAKE (comp.), <i>Almanacs of the United States</i> .....	LEONARD RAPPORT	266
HEINZ and PETERSON (comps.), <i>NSDAP Hauptarchiv: Guide to the Hoover Institution Microfilm Collection</i> .....	GEORGE O. KENT	269
KELSAY (comp.), <i>List of Cartographic Records of the General Land Office</i> .....	CHARLES SHETLER	270
ASHBY <i>et al.</i> (comps.), <i>Civil War Maps in the National Archives</i> .....	RICHARD W. STEPHENSON	271
BEDINI, <i>Early American Scientific Instruments and Their Makers</i> .....	HERMAN R. FRIIS	272
INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS, <i>Sample Book of Attractive and Effective Forms for Various Municipal Occasions</i> .....	JOHN F. PONTIUS	273
COLES and WEINBERG, <i>Civil Affairs: Soldiers Become Governors</i> ....	SHERROD EAST	273
<i>Department of the Army Records Management Proceedings: 20 Years of Progress 1944-1964</i> .....	THURMAN T. BEACH	275



THE AMERICAN ARCHIVIST is published quarterly in the months of January, April, July, and October by the Society of American Archivists.

Office of Publication: 1041 New Hampshire St., Lawrence, Kans. 66044.

Subscription price \$10 per year. Single copies \$2.50 each.

Second-class postage paid at Lawrence, Kans.

Authors' statements, either of fact or opinion, are their own and do not necessarily express the official policy of the Society of American Archivists. Acceptance of advertising is for the benefit and information of the membership and readers but does not constitute official endorsement of the product or service advertised.

*Articles and related communications* should be addressed to Ken Munden, Editor, *American Archivist*, The National Archives, Washington, D.C. 20408. *Reviews, abstracts, technical notes, and news notes* should be addressed to department editors. *Initial subscriptions, membership applications, renewal subscriptions, and notices of changes of address* should be addressed to Philip P. Mason, Secretary, Society of American Archivists, Wayne State University, Detroit, Mich. 48202. *Orders for back numbers and other publications* should be forwarded to H. G. Jones, Treasurer, Society of American Archivists, P.O. Box 548, Raleigh, N.C. 27602. *Correspondence concerning advertising* should be addressed to William E. Bigglestone, Library & Archives, The Firestone Tire & Rubber Co., 1200 Firestone Parkway, Akron, Ohio 44317.

Printed at The Allen Press, 1041 New Hampshire St., Lawrence, Kans. 66044.