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## FELLOWS OF THE SOCIETY OF AMERICAN ARCHIVISTS

January 1, 1968

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CLIFFORD K. SHIPTON

*President, Society of American Archivists  
1967-1968*

Research assistant, Harvard University, 1927-28; instructor, Brown University, 1928-30; editor, Sibley Publications, Massachusetts Historical Society, 1930- ; instructor and tutor, Harvard University, 1933, 1935; Custodian of the Harvard University Archives, 1938- ; Librarian, American Antiquarian Society, 1939-59; Director, American Antiquarian Society, 1959-67; member of the editorial boards of the *New England Quarterly* and the *William and Mary Quarterly*. Council Member, Society of American Archivists, 1965-66; Vice President, 1966-67; President since October 20, 1967.

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# The Archival Talent

By ERNESTINE D. EVANS

Secretary of State  
State of New Mexico

LADIES and Gentlemen of the Society of American Archivists—on behalf of the people of the State of New Mexico I wish to extend our warmest welcome. We are honored by your presence in our State, and we hope that each of you will return frequently—perhaps in the furtherance of your work, perhaps on vacation, perhaps just to say “Hello.”

I see that lady archivists are in the minority—but, girls, don’t ever believe it’s a man’s world. Just stop and think: the three most important events of a man’s life are when he is born, when he marries, and when he dies. When he is born everyone asks, “How is the mother?” When he marries everyone says, “What a lovely bride!” When he dies everyone asks, “How much did he leave the widow?”

Since I have been in office I have been told two things, neither of which, probably, is correct; and it is just possible that your meeting here will straighten out my difficulty.

First, I have been told that the Ship of State Government is held together by the work of the Secretary of State and, second, that time is broken into 2-year periods—elections.

Yet, I confess, I have watched with awe our efficient Joe Halpin and our gifted State Archivist, Dr. Myra Jenkins, and because of their ability to hold together the present and the past, I suspect there is something more that holds government together and that this may be *time* itself, which may *not* be broken into elective periods.

There seem to be uncommon talents necessary to archivists—the ability to find what has been lost anywhere in the past, the knowledge of what is valuable and must not be lost today, and a mysteriously accurate intuition of what is important for the future. Archivists have a sense of time-continuing and a technique for binding and holding together things within time that adds the requirement of artistry to the long list of qualifications of a most demanding profession.

For elected officials with 2-year terms, *time* is not serene or flowing steadily—it is a run, run, run to get the job—and then a stringent scheduling of your time in order to do the job while keeping eyes and ears on the pulse of the people, since campaigning for reelection must be done simultaneously with carrying on the duties of an elective office. It must

The Secretary of State of the State of New Mexico honored the Society of American Archivists by her presence at the Society’s luncheon of Oct. 18, 1967, in Santa Fe. Her remarks on that occasion are here printed.



certainly be rewarding to be able to plan for an eon or two, as you people do, instead of planning for just 2 years, as the Secretary of State must do. However, I can see our beloved Dr. Jenkins' eyes twinkling with a mischievous look saying to me, "Ernie, don't tell *us* your troubles—you went to all 32 counties of New Mexico pleading with the people to give you the job."

Seriously, because of the excellent cooperation I am getting from the records center and the Archivist, I think I am making a pretty good showing as a Secretary of State. I am enjoying the job very much, and I hope I will leave for the records department records worthy to keep for posterity.

There is, I suspect, some secret possessed by archivists that would take away from my troubled mind the stop-and-go appearance time offers to me as Secretary of State and show me instead time as you see it: serene, continuing, flowing steadily and unbroken from the past through the present toward the future. Since you are conveniently here in joint congress assembled—you could, by majority vote, allow me to undergo the ancient rites of initiation. Nothing would please me more.

But, if there is no secret—if you are rather the particular sort of people you are, doing the particular kind of work that you do—you will just have to permit me to continue holding a deep respect, a respect which is touched with just the slightest suspicion that there is wizardry, nonetheless, hidden somewhere in what your profession considers its normal, day-to-day work.

Have a good meeting; and if I or my staff can do anything to make your stay here more pleasant, more memorable, more fruitful please call me. I shall probably have to refer you to the precinct chairman of Precinct 32, but in any event I will do all I can to have you remember Santa Fe as the city that is second to none in the United States.

Muchas gracias, Dios los bendiga, y recuerden que "mi casa es suya." Come to my office and I shall be delighted and honored to receive you.

The Cabinet has grown some since Johnson's day—practically doubled—but the Cabinet Room where he met with his Cabinet sometimes is now used for various purposes—primarily we call it the Treaty Room, where we reach agreements with other nations and confirm that by our signatures.

I think that Luci may have used it for other purposes on occasions all the way from sparking to studying a very difficult mathematics course she had. But we never go in here without remembering that this is where Johnson first met with his Cabinet and we see the chairs that they sat in.

—THE PRESIDENT'S REMARKS at the ceremony for the presentation of the Papers of President Andrew Johnson, Cabinet Room, White House, Dec. 14, 1967, in *Weekly Compilation of Presidential Documents*, 3:1710 (Monday, Dec. 18, 1967).



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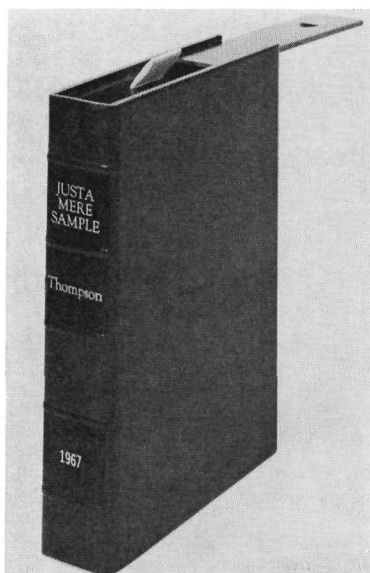
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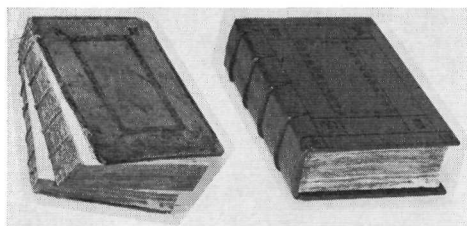
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## President's Page

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TO those of us who participated in the 1936 meeting which organized the Society of American Archivists, its present size and the diversification of its interests are confusing. Our discipline is so ramified that several groups within the Society have, at one time or another, proposed breaking off to establish smaller groups. I think this would be a mistake, because the Society of American Archivists is not yet itself large enough to support a permanent full-time Secretary-Treasurer. The remedy for our diversification would appear to be an increased activity on the part of the committees, and to that end Herbert Angel overhauled them last year. Those which have not responded have been reorganized this year. It is to be hoped that several of them will follow the policy of the Committee on College and University Archives in establishing regional cells which can reach newcomers to the profession and devote meetings to subjects which the older members would consider elementary. The committees are all being expanded with the idea of bringing in new blood.

As a college archivist working in the New England region I have felt that my activities have been peripheral to the greater part of the work of the Society, and I should be grateful for comments and recommendations.

CLIFFORD K. SHIPTON

*President, Society of American Archivists*

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Communications to the Society president may be addressed to Dr. Clifford K. Shipton, Shirley Center, Massachusetts 01465.

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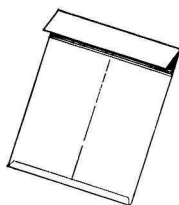
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# Technical Notes

CLARK W. NELSON, *Editor*

*Mayo Clinic*

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## NEW PRODUCTS & DATA

### *Motion Picture Restoration Printer*

In the last issue of Technical Notes (see *American Archivist*, 30:614; Oct. 1967) Kent State University was inadvertently mentioned in a note on the motion picture restoration printer that Ohio State University recently acquired. The printer, the only type of its kind in the world, will be used by Ohio State to restore historic movies. It can accommodate 9½mm., 16mm., 28mm., 32mm., and 35mm. films. Additional information can be obtained from Robert Wagner, Chairman, Department of Photography, Ohio State University, Columbus, Ohio 43210.

### *Tape Recording*

The space probes of our Nation have helped the development of technology in a variety of fields. To report on these, NASA's Office of Technology Utilization issues "Special Publications" and "Tech Briefs" that cite the research and development that may be useful outside of the aerospace industry. One of their best sellers is *Magnetic Tape Recording*, NASA SP-5038: ". . . this survey discusses the entire range of recorder technology in a manner especially helpful to students and other present and prospective users of tape recorders. In addition to reporting the achievements of NASA centers and contractors, it notes NASA's influence on commercial developments as a customer with large and challenging requirements. It stresses the miniature, severe-environment recorders built for space probes, but relates this work to ground-based recording problems of many different types. The various recording methods, tape-moving systems, and the structure and function of heads are explained. Ingenious mechanical and electronic components are described in detail. Methods of testing and evaluating recorders are clearly presented. Written by Dr. Skipwith W. Athey, former research director of the Ampex Corporation, this profusely illustrated, fully indexed, 326-page publication contains a review of general references as well as many specific references to sources of data . . ." This volume is available from the Clearinghouse for Federal Scientific and Technical Information, Port Royal Road, Springfield, Va. 22151, for \$1.25.

### *High Expansion Foam Nets*

In an earlier issue of Technical Notes (see *American Archivist*, 29:563; Oct. 1966), R. J. Beers' article on "High Expansion Foam Fire Control for Record Storage" was cited. The November 1966 issue of *Fire Technology* contains a related article by D. J. Rasbash and B. Langford, "The Use of Nets as Barriers for Retaining High Expansion Foam," in which the authors present data acquired in England on the feasibility of using lightweight nets to control the foam in

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



fighting fires. Previous experiments had shown that high-expansion foam does not flow easily through small holes. Accepting this characteristic as an advantage, the authors tested four types of materials that could be used as curtains that would be dropped in time of fire to divide large storage areas into smaller compartments. The compartment or compartments nearest the fire would then be flooded with foam, and the curtains would confine most of the foam to these areas. The materials investigated included two types of nylon, one of terylene, and one of asbestos. The tests showed that these materials did not differ substantially in their ability to hold back the foam. The asbestos material was simpler in construction but weaker. The investigators, however, felt that material strength was not of overriding importance; they also thought that an ordinary string net that had been treated with fire retardant might be considered.

### *Paige Miracle Totes*

The familiar Paige storage box is now available in six stock sizes. Besides the former regular and large sizes, four jumbo sizes are now offered. These new sizes feature the following inside dimensions: no. 18 is 12" wide  $\times$  18" long  $\times$  6" high, no. 21 is 14" wide  $\times$  21½" long  $\times$  13" high, no. 22 is 13½" wide  $\times$  22½" long  $\times$  7" high, and no. 24 is 12" wide  $\times$  24" long  $\times$  10" high. All sizes come complete with covers and feature double-wall construction with instant opening and closing possibility. The boxes are manufactured by the Paige Co., Inc., 432 Park Ave. So., New York, New York 10016.

### *Handmade Paper*

A feature story entitled "Hand-Made Paper Still Flourishes" in the September 5, 1966, issue of *Publishers' Weekly* describes the activities of Douglass Howell, one of the few remaining craftsmen in the American handmade paper industry. For over 20 years Howell has made paper for the fine arts, using only two ingredients—rags and water. His papers are said to have great durability. A teacher of art, he is very much concerned lest the skills of making paper by hand disappear. The Cranbrook Academy of Art in Bloomfield Hills, Mich., is helping keep alive this craft by having its students learn how to make paper on the equipment it provides. Howell feels that the United States should have a paper museum such as those in France, Germany, Spain, and, more recently, Japan.

### *Disc Storage*

Wallach & Associates, Inc., P.O. Box 18167, Cleveland, Ohio 44118, market a line of "discabinets" that feature tip-out or slide-out pockets for the individual discs. According to Wallach, each pocket can be easily indexed. The storage cabinets are available in a variety of sizes to fit discs from 7 to 16 inches in diameter. Sectional units are also available, allowing various-sized cabinets to be combined into a single serviceable unit. Wallach specializes in audiovisual storage equipment and has other units especially designed to store tapes, filmstrips, slides, and large transparencies.

### TECHNICAL MAILBAG

Over the past year George M. Cunha, Conservator, Library of the Boston Athenæum, has been testing Langwell's Vapor Phase Deacidification technique. A preliminary report of his observations was published in the *American Archivist*, 30:614-615 (Oct. 1967). His latest conclusions are as follows:

THE AMERICAN ARCHIVIST

I endorse the CHC [cyclohexylamine carbonate] deacidification without reservation based on these observations:

a. CHC-impregnated paper when interleaved at 25-50 page intervals in acidified books will neutralize the acid in about two weeks raising the pH of the pages to 7.0 or better. When books are larger than the 8"×10" VPD interleaving sheets the deacidification of the edges of the pages sometimes is not as complete as the rest of the paper. This can be overcome by using two VPD sheets taped edge to edge so that they extend beyond the book edges or by wrapping the interleaved books in plastic bags to entrap the evaporating CHC.

b. Soft porous book paper can be effectively deacidified by interleaving at 50-page intervals. The harder papers sometimes require interleaving at every 25th page.

c. It is too soon to tell from natural aging whether the CHC-deacidified paper will resist future acid contamination, but I have artificially aged such paper in a Boekel laboratory oven at 100° C. with a continuous input of air. CHC-impregnated papers that entered the oven with a pH of 7.0 had become acid again (pH 4.5-5.0) after 24 hours. The same paper deacidified by the Barrow magnesium bicarbonate method to a pH of 7.5 also reverted to a pH of 4.5-5.0 after 24 hours in the same oven at 100° C.

d. The CHC sachets for vapor phase deacidification of boxed papers are equally satisfactory. The deacidification is not as rapid as for books interleaved with the VPD sheets, but the end results for rag paper and chemical woodpulp paper are the same—pH 7.0 or better. Ground woodpulp paper on the other hand is as difficult to deacidify by the vapor phase process as by the other methods. This can sometimes be overcome with massive doses of CHC either by placing large numbers of sachets in a box with a small amount of woodpulp paper or by interleaving every sheet of woodpulp paper with a sheet of CHC-impregnated paper.

e. I have found that 8"×10" CHC-impregnated sheets deacidify boxed manuscripts more rapidly than sachets of CHC, although the end results is the same. In this instance I assume that the greater evaporating surface of the VPD sheets accounts for the more rapid deacidification.

f. I have not been too successful with the CHC tablets, but that is of little concern because of the excellent results obtainable with the VPD sachets and VPD sheets.

A. Change in acidity of pages of text<sup>1</sup> interleaved with CHC-impregnated paper at 25-page intervals—pH of pages 15 days after interleaving:

Page	pH	Page	pH
1	7.0	Pages 162 on were not interleaved:	
13	6.5	162	6.0
25	7.0	175	6.0
38	6.5	188	6.0
50	7.0	200	5.0
62	6.5	225	5.0
75	7.5	250	5.0
88	7.5	275	4.5
100	7.0	300	4.0
112	7.0	325	4.0
125	7.5		
138	6.5		
150	7.5		

After 24 hours in a Boekel laboratory oven at 100° C., the pH of the interleaved pages (*i.e.*, 1-150) was reduced to 5.0 and the pH of the noninterleaved pages (*i.e.*, 160-325) was reduced to 4.0. All of the paper became dark and more brittle.

<sup>1</sup> F. J. Stimson, *King Noanett* (Boston, Lawson, Wolfe & Co., 1896). A chemical woodpulp paper, page size 5 $\frac{3}{4}$ "×7 $\frac{3}{4}$ ", very brittle (fold strength 1.0), but not stained. No lignin present. pH of all pages 4.0 before test. Interleaved with 5"×8" sheets of VPD paper at pages 25, 50, 100, 115, and 150.

B. Change in acidity of pages of text<sup>2</sup> interleaved with CHC-impregnated paper at 25-page intervals followed by enclosure in a plastic bag—pH of pages 15 days after interleaving:

Page	pH	Page	pH
1	8.0	Pages 213 on were not interleaved:	
12	7.5	213	8.0
25	8.0	225	7.5
38	8.0	238	6.5
50	8.0	250	6.5
62	8.0	262	6.5
75	8.0	275	5.5
88	8.0	288	5.0
100	8.0	300	5.0
113	8.0	313	5.0
125	8.0	325	5.0
138	8.0	350	4.5
150	8.0	375	4.5
162	8.0		
175	8.0		
188	8.0		
200	8.0		

After 24 hours in a Boekel laboratory oven at 100° C., the pH of the pages that had been interleaved averaged to 5.0. The pH of the noninterleaved pages had dropped to 4.0 or less. All of the pages became dark and more brittle.

C. Effect of sachets of CHC on boxed papers: Two sachets of CHC were placed in a 13"×17"×2¼" manuscript box with 32 ounces of early 19th-century letters on rag paper. pH of sheets varied from 4.5 to 5.0. In 6 weeks the CHC had all evaporated from the sachets and the pH of the boxed letters had risen to 7.0. To determine the permanence of the deacidification, placed three deacidified letters picked at random from the box in a Boekel laboratory oven at a temperature of 100° C. After 25 hours the pH of these letters had decreased from 7.0 to 5.0.

D. Effect of CHC tablets on boxed papers: Placed 0.25 ounces of CHC tablets in a 13"×17"×2¼" manuscript box with 23 ounces of 19th-century rag paper letters, the pH of which varied between 4.5 and 5.0. After 10 weeks there was still a residue of the tablet powder in the boxes and the pH of the letters varied from 4.5 to 7.0. Some of these letters were deacidified on their exposed edges but were still acid at the center of the sheets which were not exposed in the pile.

E. Effect of CHC-impregnated paper on boxed papers: Interleaved four 8"×10" sheets of CHC-impregnated paper in a 13"×17"×2¼" manuscript box with 32 ounces of miscellaneous 19th-century manuscript letters and broadsides (both rag and chemical woodpulp paper), the pH of which varied from 4.5 to 5.0. After 14 days the CHC vapors had raised pH of all the boxed papers to at least 7.0, and some were as high as 8.0. The pH of three of them selected at random after exposure to 100° C. for 24 hours in a Boekel laboratory oven was reduced to 5.0.

F. The effect of CHC vapors on ground woodpulp paper: Because earlier tests indicated that ground woodpulp paper resisted deacidification by CHC vapors, six 8"×10" CHC-impregnated sheets were placed in a 13"×17"×2¼" manuscript box with 18 ounces of miscellaneous ground woodpulp papers (*i.e.*, broadsides, newsprint, blank sheets). After 2 weeks the pH of the sheets in direct contact with vpd papers had risen to 6.5–7.0, but the paper not in contact with the vpd sheets was still highly acid.

Cunha has since found that:

The vpd method will neutralize all of the acid in the most impossible woodpulp paper if one uses enough CHC and allows enough time for the reaction to take place—at least 6 weeks.

This statement is based on further tests with CHC and ground woodpulp paper. In one instance specifically acid ground woodpulp paper which had only partially deacidified during 2 weeks' exposure to CHC vapors became completely neutral (pH 7.0) after a total of 6 weeks' exposure in the same box with the same amount of CHC.

<sup>2</sup> A. J. C. Hare, *Cities of Northern and Central Italy*, Vol. II (New York, George Routledge & Sons, 1876). Chemical woodpulp paper, pages size 4½"×7½". pH of all pages before test, 4.5. All paper brittle, but not stained. No evidence of lignin in paper. Interleaved with 5"×8" vpd paper at pages 25, 50, 75, 100, 125, 150, 175, and 200. Also wrapped book in plastic bag to entrap escaping CHC vapors.

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*W. J. Barrow Research Laboratory*

A strong and long-lasting tissue is considered one of the most important materials used in the restoration of deteriorated documents. The prospective durability (strength) of three tissue papers when used with cellulose acetate film to laminate documents was reported previously.<sup>1</sup> In the present article the prospective permanence (lasting ability) of the same three tissues will be discussed.

For some time the presumption persisted that lamination with cellulose acetate film alone would give a document sufficient strength to withstand normal archival use.<sup>2</sup> Failures of the laminates due to the low resistance of the film, however, showed this presumption to be untenable. The addition of a strong, well-purified cellulose fiber tissue was found to be an excellent way of assuring adequate tear resistance in the laminated document.<sup>3</sup> Today this technique is generally accepted. The senior author of the present article has advocated its use since 1937.<sup>4</sup>

Test results previously reported show that some laminating tissues lack good strength (see p. 526 of Reference 1, for initial test values). An analysis of their fibers indicates questionable lasting qualities. The present study will show that the testing procedures used to evaluate the stability of regular book and writing papers can be utilized for testing tissue also. Suggestions for preparing appropriate test specimens will be made. It is hoped that these suggestions will help eliminate the use of poor quality tissue for lamination.

The tests previously found by this laboratory to give the most realistic data on paper deterioration are those for pH (acidity), folding endurance (flexing to and fro), and tear resistance. For this study, the physical tests were made with the paper before and after heat aging at 100° C. for 6, 12, 18, 24, and 30 days respectively. (Six days at 100° C. is roughly equivalent to 50 years at room temperature.)

The data obtained were plotted on semilog paper to form a rate of deterioration line. To meet archival standards of permanence a paper should have an initial pH value of not less than pH 6.5 (cold extraction) and should not change more than  $\pm 0.4$  after heat aging for 6 days. Forty percent or more of the original folding endurance and 85 percent or more of the original tear resistance should be retained after 24 days of heat aging.<sup>5</sup>

Because of the fragility of tissue, no method was found to evaluate its folding endurance except by combining it with other materials such as cellulose acetate film, gelatin, paste, etc. However, since tear resistance follows a deterioration pattern similar to that of folding endurance, it was possible to evaluate the strength of the samples on the basis of the tear alone. An Elmendorf Tear Resistance Tester was used at the above-mentioned intervals of heat aging. Such tests were feasible because a number of sheets could be used together.

Accordingly, the results reported here were based on the tear resistance test and the pH test, before and after heat aging.

\* The experimental work reported in this article was supported by the Council on Library Resources, Inc., which in turn is sponsored by the Ford Foundation.

<sup>1</sup> References are to the numbered bibliographic entries found at the end of this paper.

The test specimens were prepared as follows. For each tissue 16 sheets ( $24 \times 36$  in.) were selected at random from a ream. Six  $8'' \times 11''$  units of these 16 sheets were cut and stapled together at the corners to prevent slippage. With the paper grain in the long direction, they were used for the cross directional (C.D.) tear resistance test before and after heat aging.

From the same ream another group of 16 sheets were cut to  $8'' \times 36''$  and stapled frequently along the 36-inch edge. This made it possible to cut regular size ( $2.48'' \times 8''$ ) test strips and to make a random sampling, as is done for papers of normal weight. The C.D. tear resistance test was run on these strips before and after heat aging.

To test the reliability and reproducibility of the results, two groups of the  $8'' \times 11''$  samples were cut from tissue no. 3. They are designated 3A and 3B in Table 1. The test results for 3A show high and low values for one test point, and, therefore, indicate that a wider distribution of samples is desirable. Samples 3C and 3D (from the  $2.48'' \times 8''$  strips of the same ream) were sampled in the same manner and showed more consistent results.

One of the most important tests for potential stability is the pH test for the amount of active acid present in the paper. Though pH 6.5 is necessary, mild alkalinity (pH 7.1 to 9.2 due to calcium and magnesium carbonates) is desirable for buffering acidic compounds that may be absorbed by the paper during storage. A decline of 0.4 after 6 days of heat aging is not unexpected among stable papers in the near neutral zone, pH 6.5 to 7.5.

Adding tissue to a laminated document decreases the visibility of its writing. The important strength factors of fold and tear can be seriously affected, however, when very thin tissue is used in an attempt to keep high visibility. To obtain the desirable and necessary properties of a laminate, a compromise must be reached between the strength and the transparency of the tissue.

A simple method for determining the relative transparency values of two tissues is to cut an ordinary printed leaf into two parts and laminate them separately with each of the tissues. After trimming, the two cut edges can be butted together for comparison. For a further comparison of values, an unimportant manuscript containing yellowish brown writing should be similarly tested.

In a previous study of this laboratory it was found that there is a desirable balance between the folding endurance and tear resistance of a paper, depending upon its basis weight. Thus, a 60-pound paper ( $25'' \times 38''/500$ ) with 300 folds should have a tear resistance of 60 grams to achieve an appropriate balance during aging.<sup>5</sup> The values in Table 3 of Reference 5 are assumed to apply to laminating tissue and are used here in conjunction with the folding values reported in the previous study.<sup>1</sup>

*Tissue no. 1*—Based on the above procedures of evaluation, tissue no. 1 in Table 1 showed an acceptable transparency, an initial pH of 7.2, and a lowering of this pH value after heat aging. The initial tear resistance of 7.7 grams was unacceptably low, and the rate of deterioration (retention of only 81 percent of the original tear resistance after 24 days of heat aging) was lower than specified for papers of lasting value. The initial folding endurance in the laminate, as reported in the previous study, was also very low. The fiber analysis indicated 90 percent chemical wood fibers, long to short length, with medium diameters, and the other 10 percent a mixture of fibers, possibly "broke" (reclaimed paper). The high percentage of short fibers, the exceptionally low tear resistance, and

TABLE I

Cross directional tear resistance (grams Elmendorf) and pH (cold extraction) of 3 different tissues (3A-D are the same tissue) before and after heat aging at 100° C.  $\pm$  1° for the number of days indicated.

Sample Number	Tear						% Ret. at 24 days
	Control	6 days	12 days	18 days	24 days	30 days	
1	7.7	6.8	6.4	6.7	5.5	6.0	81%
2	20.8	20.0	18.8	22.1	19.5	19.5	97%
3A	30.2	34.7	36.0	35.1	34.8	32.6	105%
3B	34.7	34.2	32.8	33.8	34.7	34.5	101%
3C	34.4	35.6	37.0	35.9	34.1	32.9	102%
3D	32.3	33.3	33.4	32.1	34.7	32.2	96%
pH (Cold extraction)							
1	7.2	6.8	6.6	6.5	6.4	6.4	
2	7.0	6.7	6.5	6.4	6.2	6.1	
3A	7.1	6.8	6.5	6.3	6.1	6.0	
3B	7.1	6.7	6.5	6.3	6.2	6.3	
3C	7.1	6.6	6.4	6.3	6.1	5.8	
3D	7.0	6.7	6.4	6.3	6.1	5.9	

the lack of high stability after heat aging make this tissue unfit for use in the restoration of documents.

*Tissue no. 2*—This tissue gave very good visibility in the laminate, had an acceptable initial pH value, and had acceptable loss in pH after heat aging. Its initial strength was low, although it did have good stability after heat aging. A fiber analysis showed 100 percent viscose rayon (regenerated cellulose) with a binder suspected of being acetate. Since this type of fiber is relatively new, additional heat aging studies are needed before this tissue can be considered acceptable. The relatively low initial strength in both the untreated tissue and in the laminate (reported in the companion article<sup>1</sup>) eliminates it as an acceptable tissue for lamination of deteriorated documents.

*Tissue no. 3*—As previously stated, four different samples of this tissue were tested to check the reproducibility of test results. Random sampling of individual groups (16 pieces) cut to test-sample size proved preferable to those selected from the larger 8"×11" size.

The test data indicate that tissue no. 3 gives acceptable visibility and high initial tear resistance and pH values. The test values of the latter two after heat aging were satisfactory. The laminates showed a good relationship between folding endurance (ca. 300 folds) and tear resistance (60 grams).<sup>1</sup> The fiber analysis showed 100 percent long linen fibers of medium diameter. Properly prepared linen fibers are known to be the principal composition of old papers that have lasted many centuries.

It would be desirable, of course, to have an even stronger tissue (fold and tear), but an increase in fiber content could decrease visibility in the laminate. This is a point for the manufacturer to consider so that care can be exercised in keeping the present properties in balance. To prevent the development of an acidic condition, the inclusion of small amounts of calcium carbonate in the furnish is suggested. A pH 8.0–8.5 in the tissue seems desirable as a buffer to possible adverse storage conditions.



The findings of this study indicate that the archivist and the librarian should have a competent laboratory test their tissue periodically for strength and lasting qualities. This is especially true of institutions operating large restoration shops where purchases are too often based on price and not on quality. Purchases based on the tests suggested in this article and the companion article<sup>1</sup> would eliminate much false economy and assure greater durability and permanence of the tissue used in laminating documents of lasting value.

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<sup>4</sup> W. J. Barrow, "The Barrow Method of Laminating Documents." In *Journal of Documentary Reproduction*, 2:147-151 (June 1939).  
<sup>5</sup> Barrow (W. J.) Research Laboratory, *Permanence/Durability of the Book—II, Test Data of Naturally Aged Papers* (W. J. Barrow Research Laboratory Publications, no. 2; Richmond, Va., 1964).

STATEMENT OF OWNERSHIP, MANAGEMENT, AND CIRCULATION

(Act of October 23, 1962; Section 4369, Title 39, United States Code)

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PHILIP P. MASON



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## PLACEMENT REGISTER

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### POSITIONS WANTED

**ARCHIVIST OR LECTURER.** Male, age 29, desires employment in college, university, government, or business. B.A. and M.A. in Indian and world histories from Delhi University, India. Ph. D. in Modern Indian History from Durham University, United Kingdom. Working as an assistant archivist with the Gateshead Corp. since February 1965. Salary negotiable. Write Secretary. A-63.

**ARCHIVES/MANUSCRIPTS.** Male, mid-30's, 8 years' experience in major manuscript repository and 3 years' experience in documentary publication project. M.A. in history, M.S.L.S., certificate in archives administration. Interested in career position in university or college archives or manuscript collection, State archives, or historical society. Available summer 1968. Write Secretary. A-64.

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**PROVINCIAL ARCHIVIST,** Provincial Museum and Archives of Alberta. This newly completed \$9 million project requires an experienced archivist to administer the Provincial Archives Act, organize the holdings and supervise a full range of archival functions. Holdings include public records, private papers, outstanding photographic collections, microfilms, and tape recordings. Qualifications: university degree plus archival courses. Considerable archival experience and supervisory ability. Salary now to \$11,940, but presently under review. Write to the Director, Personnel Administration Office, Room D203, Terrace Building, Edmonton, Alta., Canada, for further information and application forms. Comp. no. 0713-1. O-83.

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THE AMERICAN ARCHIVIST

# NEWS NOTES

DOROTHY HILL GERSACK, *Editor*

*National Archives*

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## SAA ANNOUNCEMENTS

### *Spring Luncheon*

The Society will hold its customary joint luncheon session with the Organization of American Historians on April 18, 1968, in the course of the OAH annual meeting, April 17-20, in Dallas, Tex. Society President Clifford K. Shipton will preside at the luncheon, and Dr. Katherine Drake Hart of the Austin Public Library will be the luncheon speaker. Her topic will be "One Collection of Family Papers and Its Offspring."

### *1967-68 Officers*

In accordance with the constitution of the Society, CLIFFORD K. SHIPTON, 1966-67 vice president, succeeds to the 1967-68 presidency. On October 20, 1967, at the annual business meeting of the Society, the other officers for 1967-68 were elected as follows: H. G. JONES, vice president; PHILIP P. MASON (reelected), secretary; A. K. JOHNSON, JR., treasurer. Elected to the Council for the 4-year term 1967-71 were ROBERT M. WARNER and DORMAN H. WINFREY. Continuing Council members, with the years of expiration of their terms, are LEWIS J. DARTER, JR. (1968), ROBERT W. LOVETT (1968), MAYNARD J. BRICHFORD (1969), F. GERALD HAM (1969), VICTOR GONDOS, JR. (1970), and JOSEPH F. HALPIN (1970).

### *Placement Newsletter*

On December 1, 1967, the secretary of the Society initiated the issuance of a special *Placement Newsletter* listing job vacancies and the credentials of job applicants. The *Newsletter* will be issued about 6 times a year and will supplement the announcements that appear in the *American Archivist*. Members wishing to be placed on the mailing list should notify Secretary Philip P. Mason, Wayne State University, Detroit, Mich. 48202.

### *Sale of Posner Essays*

Members of the Society working in centers of archival interest and those teaching or participating in courses in archives administration are asked to recommend to their local bookdealers the stocking of *Archives & the Public Interest: Selected Essays of Ernst Posner*, published for the Society in 1967. The Society will derive a royalty on the sale of all copies beyond a contract minimum. Orders should be placed with the publisher: Public Affairs Press, 419 New Jersey Ave. S.E., Washington, D.C. 20003.

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News for the next issue should be sent by February 15 to Mrs. Dorothy Hill Gersack, Records Appraisal Division, The National Archives, Washington, D.C. 20408

*New Members*

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- BRIGHT C. HALWINDI, Lusaka, Zambia, assistant archivist, National Archives of Zambia.
- ETHELYN HARLOW (Miss), Toronto, Ontario, Canada, University Archivist, University of Toronto.
- GEORGE H. MELVIN, Vernon, British Columbia, Canada, Vernon Museum and Archives.
- HAROLD NAUGLER, Kingston, Ontario, Canada, student, part-time assistant in Douglas Library Archives.
- FLORENCE SCOFFIELD (Mrs.), Edmonton, Alberta, Canada, Archivist-Librarian, St. Stephen's Theological College.
- W. A. L. SEAMAN, Durham, England, Durham County Council, Record Office.

#### U. S. Institutional

- ANDOVER NEWTON THEOLOGICAL SCHOOL, The Library, Newton Centre, Mass. (Ellis E. O'Neal, Jr., representative).
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- DIVISION OF GENERAL SERVICES, Columbia, S.C. (Ray Stoudemire, representative).
- D'YOUVILLE COLLEGE, Buffalo, N.Y. (Sister Saint Mary, representative).
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- NEW ORLEANS BAPTIST THEOLOGICAL SEMINARY, New Orleans, La. (Nelle Davidson, representative).
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- PRESBYTERIAN SYNOD OF NORTH CAROLINA, Raleigh, N.C. (Harold Dudley, representative).  
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 STATE CAPITOL MUSEUM, Olympia, Wash. (Kenneth Hopkins, representative).  
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 WISCONSIN STATE UNIVERSITY, Stevens Point, Wis.

#### Foreign Institutional

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 NATIONAL ARCHIVES OF MALAYSIA, Petaling Java, Malaysia.  
 NATIONAL GALLERY OF CANADA, Ottawa, Ontario, Canada (Mrs. M. N. Balk, representative).  
 DIOCESE OF ONTARIO, Synod Office, Kingston, Ontario, Canada (Rev. Canon A. J. Anderson, representative).  
 UNIVERSITY OF OTTAWA, Office of the Secretary, Ottawa, Ontario, Canada (Paul Dumas, representative).  
 NATIONAL MUSEUM OF CANADA, Ottawa, Ontario, Canada.

#### REPORT OF THE PROGRAM COMMITTEE ON THE SOCIETY'S 31ST ANNUAL MEETING

*[The availability of reproductions of the papers mentioned in the following report is indicated at appropriate points. The number of pages is shown for each paper available. Orders for copies, at 10¢ per page plus 6¢ postage for each 5 pages, should be sent to Editor, American Archivist, National Archives, Washington, D.C. 20408. All orders must be prepaid with checks or money orders made payable to Editor, American Archivist.]*

Amidst golden cottonwoods and poplars and the timeless eternity of southwestern plazas, the 31st Annual Meeting of the Society of American Archivists was held in Santa Fe, N. Mex., October 18–20, 1967. Registrants numbered 272.

Wednesday, October 18, was a day of workshops, four being held in the morning and five in the afternoon. The "Guidelines for Workshop Chairmen and Participants," prepared by Thornton W. Mitchell of the Program Committee and distributed in advance of the meeting, underscored the idea that workshops should follow a workshop format, with emphasis on discussion and individual participation rather than on formal presentations. A majority of the chairmen, in reporting the details of their sessions, have given the "Guidelines" a strong endorsement. The consensus is reflected in the words of one chairman: "I found the Workshop Guidelines extremely valuable—particularly the de-emphasis on formal, read papers—and hope that the Guidelines continue in effect for future meetings."

#### *Workshop on Church Archives, I*

The morning Workshop on Church Archives (October 18) was chaired by Rev. August R. Suelflow of the Concordia Historical Institute, with attendance holding steady at 25. Dr. Suelflow, pinch-hitting for Belden Menkus on the topic "Acquisition and Accessioning Programs and Policies," emphasized that the establishment and maintenance of proper transmission programs from creating office to archives would lessen dependence upon other acquisition programs. The number

of practical questions and comments that ensued indicated that few denominational archives have established official acquisition policies and that the accessioning procedures now being followed leave much to be desired. In discussing "Promotion and Publicity for Church Archives," Rev. Edwin Schell of the Baltimore Conference Methodist Historical Society reported on the results of the questionnaire he had sent to church archival agencies to ascertain the character of the promotional and publicity avenues currently in use. He found that a majority of the agencies are not adequately using promotional media and in consequence are less successful in their general programs than they might be. Discussion of the theme was centered on practical techniques and procedures.

### *Workshop on Church Archives, II*

The afternoon Workshop on Church Archives, attendance again a steady 25, was chaired by V. Nelle Bellamy of the Church Historical Society, Austin. Earl Olson of the Church of Jesus Christ of Latter-day Saints, Salt Lake City, focussed attention on "A More Effective Service Program for Church Archives" by emphasizing the dictum that services rendered efficiently and expeditiously will do much to enhance the status of the denominational archives. He discussed a ramified service program and recommended that services be realistically correlated to staff manpower as well as to character of holdings. That services requested by the church administration be given top priority, he urged as a cardinal principle. Brooks Little of the Upper Room, Nashville, stimulated a lively discussion with his outline of ideas on "Fund Raising and Financial Support for Church Archives." The close interrelations and interdependence of services and fund raising, as well as of acquisition and promotion, were duly noted.

Papers available from the editor: Olson (7 p.).

### *Workshop on College and University Archives*

The theme for the College and University Archives workshop (October 18) was "The Unique Role of the University Archives in the Archival Profession." Approximately 80 persons were in attendance. The introductory statement by the chairman, J. R. K. Kantor, University of California, posed the following questions: Where does a university archives fit into the organization of the institution? What are the materials to be found in the university archives and how are they to be collected and processed? Is the university archives merely a collection of records, or must it also be a collection of historical materials of all sorts, emanating from a variety of official and nonofficial agencies, pertaining to the life of the institution? What is the relationship between the university archives and the records management program? Are problems of legal restriction of materials in a public institution different from such problems in a private institution? What sort of person is the most effective university archivist, and what specialized background need he have to work successfully within the university? James V. Mink of UCLA presented the results of his survey of western U.S. college and university archives, indicating that 70 percent of university and 56 percent of college archives are within the library organizations; that 61 percent of university and 74 percent of college archivists feel that their position in the hierarchy allows them freedom to deal effectively in obtaining and preserving the records of the institution; that 61 percent of university and 56 percent of college archivists feel that their institutions' administrations are "archives conscious." George E. Warren of Douglas Mac-



Arthur Memorial Archives spoke of the semantic problem: he emphasized the "receiving" of records rather than the "collecting" of records, in terms of the content of the archives. William F. Schmidt of Oregon State University discussed the legal/ethical problems relating to student records, and the student's right to privacy. Ralph W. Hansen of Stanford University felt that a university's archives are very much part of the library's mission in supplying source materials for scholarship, with which point of view Chester V. Kielman of the University of Texas agreed. Audience participation, following initial panel discussion, was widespread, opening a true dialogue between auditors and panel.

Papers available from the editor: Kantor (a summary of the proceedings, 8 p.).

### *Workshop on Records Management*

The workshop sponsored by the Records Management Committee (October 18) consisted of a discussion centering around nine topics with William Benedon of Lockheed Corp., William Rofes of IBM, and Peter Iacullo of NARS Region 2 as discussants. Thornton W. Mitchell of the North Carolina Department of Archives and History served as chairman. Approximately 60 persons, many of whom participated, attended the workshop. In discussing what is meant by "records management," the panelists agreed that the term should be defined broadly in terms of the goals of the program rather than narrowly in terms of the techniques used to achieve those goals. It was also pointed out that emphasis should be on the management aspect of the program. In attempting to determine whether records management is operating on too narrow a base, discussion centered on the scope and extent of records management programs, and it was agreed that more information of this nature was desirable. The panel agreed that the introduction of the "information management" concept did not alter the relationship between records management and the other management areas but would, in fact, direct attention to some of the nonrecorded data used in management decisions. Discussion of the assistance the profession can offer in extending records management to organizations that do not have it centered on the availability of NARS and ARMA help in various parts of the country. This assistance can also be called on when starting a program, and there is a considerable body of published material, not all of which is well known, that can be used. It was also agreed that the new program should develop on the basis of "first things first" and that one phase should be mastered before another is introduced. There was discussion of training available, although most of it appears to be of a generalized rather than a specialized nature.

### *Workshop on State and Local Records*

The subject of the workshop sponsored by the State and Local Records Committee (October 18) was "The Use of Forms in the Control of Archives." Approximately 80 persons were in attendance. Chairman F. Gerald Ham introduced the session with some remarks about the goals of the committee in the coming year and about the committee's survey during the past year of forms used by State archival agencies to control their holdings. Though the basic purpose of the survey was to provide necessary samples for a manual on archival control forms, which the committee hopes to issue in 1968, the forms collected served as a basis for this session. The workshop dealt with the use of forms in controlling archives at the disposition level (Sidney McAlpin), in accessioning and arrangement (Dennis R. Bodem), in a descriptive program (Charles E. Lee), and at the reference level (Carroll

Hart). All panelists made general and specific comments on the forms in the field they discussed. Notably, Mr. Bodem recommended a multipurpose "accessioning and processing" card, which could serve as a master control card. Mr. Lee discussed his own experience with a semichecklist form of cataloging and its advantages for an agency faced with a small and sometimes inexperienced staff. Mr. Bodem also stressed that "forms exist to make work easier, and not to add to it." Problems of archival security and physical control were discussed by Miss Hart. Tentative drafts of the forms to be used in two chapters of the manual on forms control were circulated among the audience. The session generated considerable discussion from the floor on the many problems faced by various state archives in maintaining proper control over the materials in their custody.

Papers available from the editor: Bodem (8 p.); Hart (8 p.).

### *Workshop on Business Archives*

Chaired by Wilbur G. Kurtz, Jr., of the Coca-Cola Co., Atlanta, the workshop on business archives (October 18) featured color slides and also 3-dimensional displays in illustration of the company programs under review. Attendance numbered 27. Adriano G. Delfino of United Airlines, Chicago, surveyed United's historical and records retention programs and the schedules for implementing them. He offered the comment that records retention programs of too many corporations today are hampered by two barriers that few corporations dare penetrate: (1) budgetary considerations that restrict the volume of a particular documentary collection to the size of available storage facilities and (2) statutory provisions on records retention, which corporations satisfy only because they are under duress. If corporations had the courage and foresight to step beyond these restricted arenas, they would discover the archival discipline and find this to be a management tool with tremendous potential for exploitation. Sidney J. Albright of Western Airlines, Los Angeles, described the systematic effort undertaken by his company 4 years ago to recapture and preserve the company's early history. That which began as a hobby is now an established corporate activity. He spoke of the difficulties sometimes arising in justifying to the management of a large corporation the value of preserving the company's history and of the necessity of a well-conceived plan for solicitation of support. The success of Mr. Albright's program is attested by the fact that soon the Western Air Lines Museum, with an adjunct research facility, will be a reality. Geneva L. Fleer of Underground Vaults and Storage, Wichita, described the operation of her firm's commercial records storage center.

Papers available from the editor: Albright (7 p.); Delfino (13 p.). Available *free* from Mr. Wilbur G. Kurtz, Jr., The Coca-Cola Co., P.O. Drawer 1734, Atlanta, Ga. 30301, are copies of his own paper, "Business Archives and Museums: The Corporate Attitude."

### *Workshop on Manuscripts and Special Collections*

The topic of the workshop (October 18) chaired by Leslie H. Fishel, Jr., of the State Historical Society of Wisconsin was "The National Union Catalog of Manuscript Collections: Progress and Problems." Present were 65 persons. Mrs. Arline Custer of the Library of Congress explained the genesis of NUCMC, the progress made to date, and such problems as the reliability and sufficiency of information from repositories. Herbert J. Brinks of Calvin College urged that the Library and major state institutions make a determined effort to help local



collecting institutions so that they can list their holdings in NUCMC. Kathleen B. Jacklin of Cornell University reported on Cornell's early interest in and cooperation with NUCMC, as a large repository, and raised the questions of how NUCMC should list microfilm copies of original collections and whether or not oral tapes should be listed. The final panelist, Richard C. Berner of the University of Washington, criticized certain tendencies in NUCMC that hew too closely to library practice. Some of these included the apparent encouragement by NUCMC to have repositories catalog by examining original manuscripts instead of using entries in inventories or guides, and the way in which NUCMC used subject classification and listed names in content sections instead of expanding the number of names listed in the index. He also suggested a chronological index and urged that manuscripts curators reflect the experience and needs of the users in developing procedures. The panelists then engaged in a brief discussion, each amplifying his expressed point of view. The floor was then opened to all, and a pointed discussion lasted about three-quarters of an hour. Two related questions concerned the procedure for submitting data sheets for collections still being improved, one by more intensive processing and the other by the projected publication of a guide. Mrs. Custer indicated that in each case the collections should be listed as is, and some effort would be made to update or publish a new listing when the improvements were complete. The chairman asked a show of hands from those present whose institution had submitted listings to NUCMC. Approximately 30 hands were raised. Then the chairman asked of those 30, how many had listed collections that were not usable. Two hands were raised. The chairman's summary complimented the panelists and discussants for never losing sight of the first rule of archival institutions: to serve the user, a rule which is sometimes obfuscated in discussions of professional procedures. The workshop then broke up, according to plan, into small groups, with each panelist stationed in a different part of the room to meet with whoever wanted to continue the general discussion or seek answers to specific questions.

Papers available from the editor: Brinks (4 p.).

#### *Workshop on Archival Handling of Printed and Published Materials*

Under the chairmanship of Dolores C. Renze of the Colorado State Archives this workshop (October 18) considered the scope and qualities of printed and published materials of official character and the principles that should control in their management. Some 70 persons were in attendance. Mrs. Renze pointed out the differences, for the most part little recognized, in the character of printed archival documents and the copies of such documents that are published for general library use. There obviously is a "grey area" in the practices of many archival institutions respecting application of the archival concept of provenance to this field. The panelists, Theodore J. Cassady, David C. Duniway, and H. G. Jones, State Archivists respectively of Illinois, Oregon, and North Carolina, Chester L. Guthrie of NARS, and David Sabrosky of the Michigan State Records Center, all stressed the importance of firm application of the principles of archival management in the archival handling of such printed materials as are deemed of archival character. The standards involved in the integration of printed documents and publications with collections of archival manuscripts were reviewed, and methods for controlling printed reference materials of an ephemeral or intermediary character were explored.

Papers available from the editor: Guthrie (2 p.); Renze (5 p.).

*Workshop on Uniform Archival Statistics*

The Society's ad hoc Committee on Uniform Archival Statistics conducted the workshop (October 18). The session, chaired by Frank B. Evans of NARS, attracted a capacity audience of 80 persons. Committee members serving as panelists were E. G. Campbell of NARS, William Benedon of the Lockheed Aircraft Corp., Richard A. Erney of the State Historical Society of Wisconsin, Herbert Finch of Cornell University, Melvin Gingerich of the Mennonite General Conference, and Ken Munden of NARS. In preparation for the workshop, the committee members collected data from colleagues in their special areas. These data served as the basis for the panel discussion. After indicating the immediate and long-range purposes of the committee, the chairman asked each of the panelists to summarize his findings with regard to statistics keeping and reporting on total holdings; on accessions, transfers, and disposals; on reference service; and on project activity. Statistics on such specialized areas as preservation, reproduction, publication, distribution of staff time, professional training and development, distribution of funds, and space and equipment released for use were also collected by the committee members; but the time available was not adequate for a discussion of statistical reporting in these areas. Most of the panel discussion, in which the audience actively participated, centered about the need to define units of measurement and statistical reporting systems in terms of the purposes they are intended to serve. The data collected by the committee revealed a wide diversity of practices and, in some instances, no statistical reporting whatsoever. Aided by the exchange of information and views made possible by the workshop, the Committee on Uniform Archival Statistics plans to broaden and refine its data collection activities, and to prepare a report containing its findings and recommendations.

*The Spanish Southwest*

The session on the Spanish Southwest met on October 19 and was chaired by William S. Wallace of New Mexico Highlands University. Approximately 100 persons were in attendance. Oliver W. Holmes of the National Historical Publications Commission presented a paper entitled "Our Archival Legacy From Spanish and Mexican Governments in the Southwest Border States." Dr. Holmes passed in scholarly review the vast wealth of archival material bearing upon the history of the Southwest and synthesized a frame of reference for control and use of these resources. He emphasized that microfilm publication of the Spanish and Mexican archives was a much more realistic means of access for the scholar than a long and possibly futile wait for letterpress publication. David M. Vigness of Texas Technological College presented a paper on "The Laredo Archives: A Municipal Record of Spanish Administration in the Southwest." His paper told of the saving of the old Laredo, Tex., archives by S. S. Wilcox and the eventual microfilming of them. Owing to the fact that the state archives of Tamaulipas were destroyed by revolutionary activity in the 1920's, study of the history of northeastern Mexico must depend upon the Laredo archives. Donald C. Cutter of the University of New Mexico, speaking on the topic "Archival Sources in Spain and Mexico," recounted in a manner as instructive as it was captivating his personal experiences in undertaking research in numerous Spanish and Mexican archival depositories. The particular strengths and special holdings of each of the institutions were described as well as the working conditions and the Hispanic amenities that the researcher encounters. During the subsequent question and

answer session J. Ignacio Rubio Mañé, Director of the National Archives of Mexico, spoke briefly on the problems encountered in Mexico because of a lack of sufficient statutory authority to administer many groups of public papers.

Papers available from the editor: Cutter (16 p.); Holmes (35 p.); Vigness (9 p.).

### *Special Problems in Collecting the Papers of Public Officials*

On Thursday morning, October 19, a capacity crowd of about 80 persons attended the session on "Special Problems in Collecting the Papers of Public Officials." William T. Alderson of the American Association for State and Local History presided. In the first paper, "John Foster Dulles' 'Letter of Gift,' a Specific Answer," John E. Wickman of the Dwight D. Eisenhower Library discussed the complex arrangements former Secretary of State Dulles had made for the deposit of his personal papers in various research institutions. The Dulles plan included the bringing together of his papers, official as well as private, into identifiable collections during his lifetime; provision before his death for the disposition of these collections; solicitation of the support of the President's Cabinet, which resulted in modification of Executive Order 10501; and provision for continuing control and increasing access to the collections by establishment of a committee to review the use of sensitive parts of the several collections after his death. Dr. Wickman viewed the Dulles solution as one deserving of serious study by archivists. He believed the time advantageous for the Society of American Archivists to consider the many special legal devices that might make it possible for certain officials to effect early deposit of sensitive materials and to publicize the methods that have proved effective in the collection of papers of public officials. Harry Kelsey of the Michigan Historical Commission discussed "The Papers of John Evans, Territorial Governor of Colorado" and the problems presented by a mixture of official and personal papers within the collection. In the concluding paper, "The Papers of Four Kansas Governors: A Study in Contrasts," Robert W. Richmond of the Kansas State Historical Society related the efforts (two successful and two unsuccessful) of the Kansas State Historical Society to obtain the papers of recent Kansas governors. Study of these case histories provides a view of most of the elements in the accessioning of papers of public officials. In the spirited discussion that followed the formal presentations, conflicting opinions were expressed on the question of whether the archivists of the country are paying sufficient attention to the research needs and requirements of historians.

Papers available from the editor: Wickman (19 p.).

### *Audiovisual Records and the Archivist*

The session on "Audiovisual Records and the Archivist," held on October 19, was chaired by H. A. Taylor of the Provincial Archives of New Brunswick, with some 70 persons in attendance. In his paper "New Initiatives of the National Archives in the Area of Audiovisual Records" James Gibson of the National Archives and Records Service described the survey he had made during the past year of audiovisual records produced by and for agencies of the Federal government. The full range of the possible recommendations he may make on the subject includes the following elements: (1) development of an aggressive acquisition program on the part of NARS for Government audiovisual materials having historical value; (2) adoption of a Federal Records Center program for audiovisual materials, especially motion pictures, having limited value as historical records; (3) establish-

ment of a central information point in NARS for audiovisual materials produced by or for Federal agencies; (4) establishment of a central sales point in NARS for sale to the public of audiovisual materials produced by or for Federal agencies; (5) establishment of a central motion picture stock footage library for nondefense Federal agencies in NARS; (6) establishment of four central information points for Government motion picture stock footage of which NARS would be one; (7) establishment of a grants/contracts service office in NARS to assist Federal agencies in the production and distribution of audiovisual materials under grants and contracts; (8) development of an aggressive coverage and acquisition program to obtain motion and still picture coverage of a documentary nature relating to the history of the United States from both Government and nongovernment agencies. John B. Kuiper of the Library of Congress, in his paper "The Historical Value of Motion Pictures: The Nonexistent Historian," exposed the gulf existing between the universal acknowledgment of the value of motion pictures as historical source material and the actual use of motion pictures by historians. Dr. Kuiper suggested that technical and methodological difficulties are largely to blame for the failure of historians to avail themselves of motion picture resources. Film archivists must thus address themselves to the task of developing methods and controls that will enable and encourage historians and other scholars to use film as a historical source. Daniel McPike of the Gilcrease Institute of American History and Art, Tulsa, read Gilcrease Director Paul A. Rossi's paper, "Western Art Forms as Sources for Historical Study," and by means of color slides illustrated the usefulness of paintings and other traditional art work in documenting historical events. The factor of artistic merit was shown to lie in a separate province.

Papers available from the editor: Gibson (17 p.); Kuiper (14 p.); Rossi (15 p.).

*Posner Revisited: Recent Advances in State Archival Programs*

The return visit by four of the State Archives to Dr. Posner was a fascinating experience and brought to the attention of the session, chaired by Marguerite B. Cooley on October 19, many common problems. Most of the 60 persons in the audience had lived through some of the events described. Certain ones most of the auditors hope they never experience! Paul McCarthy of the University of Alaska presented the rather discouraging story of Alaska. The 1966 provision for the Alaska Archives has proved to be ill-conceived, and Mr. McCarthy suggested that there has been a complete misunderstanding in Alaska of the nature and functions of such a program. He did express an increased consciousness of the importance of Alaska's history among the populace. This consciousness gives hope for major changes and improvement. Samuel Silsby, the State Archivist of Maine, gave a history of the events leading to the establishment of his agency. The Maine State Archives became operational on July 4, 1966, charged with the administration of a comprehensive archives and records management program. The Maine State Cultural Building has been authorized, and by 1970 the facility to house the Library, Museum, and Archives agencies should be completed. With a new and adequate building in prospect and a determined and dedicated State Archivist already on the job, the archives program in Maine seems to be off to a wonderful start. In 1965 the Missouri Records Management and Archives Service was established. Several events assisted with this beginning, a large loss by fire of many records being one of them. Robert Connor's story of the accomplishments of Missouri included an increase in appropriation, growth of staff, the transfer of

records to the Center, and organization of the archives. First we have a State Archives, then we do not have one, and finally we effect a rescue, was the exciting story of Frederick Gale from Nevada. In 1965 the new agency started making order out of chaos. Then in early 1967 came the threat of extinction. This was a real western thriller, including burnings, thievery, and a lack of interest and money. Fortunately, hard work succeeded in turning the tide, and the Nevada State Archives survived. Upon the conclusion of the reading of the papers Dr. Posner, who was in the audience, graciously consented to add his comments. Since he had been out of the country the past few months, he stated his pleasure at having the opportunity to hear of recent archival developments. Dr. Posner, in his characteristically incisive way, then addressed himself to each of the four papers in turn to provide a fitting ending to the session.

Papers available from the editor: Connor (8 p.); Gale (16 p.); McCarthy (9 p.); Silsby (22 p.).

### *Appraisal Criteria for Retention and Disposal of Nongovernmental Archives and Manuscripts*

The program, conducted as a moderated panel on October 19 with approximately 90 persons in attendance, was opened by Chairman Robert M. Warner of the Michigan Historical Collections. He gave a general statement of the serious problem posed by the large bulk and volume of manuscripts collections and nongovernmental archives, particularly recently created files. The question of what to save and what to reject from these collections was viewed from the standpoint of four different types of manuscripts. The first speaker, Jack T. Ericson of the State Historical Society of Wisconsin, stated the problem as it relates to private papers. After listing general and specific types of material that could be discarded, he gave specific examples from three of the collections at Wisconsin. The Reverend Robert C. Wiederaenders, of the American Lutheran Church, next gave both a background of the archives of the American Lutheran Church and its collecting and disposition policies. He indicated that the problem should be primarily met by careful and systematic limitation of the materials acquired. The third speaker was Philip P. Mason of Wayne State University's Labor History Archives. Dr. Mason dealt with the labor archives of the United Automobile Workers Union, stressing the various problems involved in handling the archives of the central administration of this union as well as its more than 1,000 locals. He also emphasized the importance of exercising discriminating historical judgment in choosing the records to be collected and permanently preserved. David Lewis of the University of Michigan was the final speaker. His poignant comments regarding General Motors Corporation and the Ford Archives stressed the problem of getting a company to sponsor an archives and then once it is established to keep it financially operative. He also laid down criteria, from a historian's point of view, of what could be discarded and what should be retained in a business collection.

Papers available from the editor: Ericson (3 p.); Lewis (10 p.); Wiederaenders (9 p.).

### *Archives of Music*

About 25 persons attended a diverting and instructive session on October 19 on "Archives of Music" chaired by Margaret Pierson of the Indiana State Library. The speakers were excellent in substance and presentation. It is not often that an

audience is privileged to hear so gifted a speaker and performer as Don L. Roberts of the University of New Mexico, a musician, archivist, librarian, and President of the Albuquerque Symphony Orchestra. Mr. Roberts, in presenting "A Survey of Archives of Traditional and Folk Music," compressed within a few minutes a startling amount of information and talent. Nimbly and with gusto he sang out Indian songs of the Southwest in illustration of his theme. Professor Walter L. Welch of the Audio Archives of Syracuse University, equally outstanding in his way, enlightened the audience by demonstrating the development of recording from its earliest days and the rerecording of these and later recordings of the speaking and singing voice. Dorman H. Winfrey of the Texas State Library, speaking on "The Toscanini Archives," traced the history of the Toscanini Memorial Archives at the Library and Museum of the Performing Arts at Lincoln Center, New York City, and the Toscanini Archives of Riverdale, N.Y., and pointed out the services and resources available to musicians, scholars, librarians, archivists, and other interested persons. The meeting closed 15 minutes later than scheduled because the recordings used in connection with the speeches required more time than was allotted. The delighted audience, however, did not mind. The speakers were pleased by the manner in which their presentations blended into one theme as in a musical performance.

Papers available from the editor: Roberts (12 p.); Welch (8 p.). The Winfrey paper was published in our issue of July 1967.

### *The Anglo-American Southwest: Repositories and Records*

The session on "The Anglo-American Southwest: Repositories and Records," with William D. Aeschbacher of the University of Utah as chairman, was held Friday morning, October 20. There were 60 persons present, and the interest in the program and the quality of the papers were indicated by the relatively few "session hoppers," as most of the audience stayed through all three papers. The three participants made quite different approaches to the general topic. Andrew Wallace of the Arizona Pioneers' Historical Society gave a historical survey of the collecting and collection of historical materials concerning Arizona. Much of the paper dealt with the efforts of individual collectors and how their collections have become the nucleus of the major collections on the State's history. Myra Ellen Jenkins of the New Mexico State Records Center and Archives approached the development of records in New Mexico primarily in terms of the development of the New Mexico State Records Center and Archives, its success in collecting and preserving State records, and the continuing program of collecting the scattered county records for preservation. The final paper made a still different approach as Joe B. Frantz of the Texas State Historical Association and the University of Texas dealt with the variety and wealth of historical records gathered in depositories in the Southwest. Dr. Frantz defined the Southwest as consisting of the States of Texas, Oklahoma, Colorado, New Mexico, and Arizona. He concentrated most of his remarks on Texas institutions, but he indicated the nature of the most important collections in each of the major historical depositories in the five States and one or two in addition. The papers were informative rather than interpretive or controversial, and they were sufficiently organized and complete so that no questions or comments were offered in the time allotted for questions. The quality and interest of the papers were attested by the fact that at the close



of the session a local publisher, Jack D. Rittenhouse of the Stagecoach Press, expressed interest in collecting them and publishing them as a volume.

The three papers will be published in book form by the Stagecoach Press, P.O. Box 921, Santa Fe, N. Mex. 87501. Inquiries about the availability of the book may be addressed to the publisher.

*The Nonprofessional Archival Worker: Buttress to the Profession*

The panel discussion on "The Nonprofessional Archival Worker: Buttress to the Profession" was moderated on October 20 by James B. Rhoads, Deputy Archivist of the United States, with approximately 125 persons in attendance. Panelists were F. Gerald Ham of the State Historical Society of Wisconsin, Kenneth W. Duckett of Southern Illinois University, Robert W. Lovett of Harvard University, V. Nelle Bellamy of the Church Historical Society, Wilfred I. Smith of the Public Archives of Canada, and Frank B. Evans of NARS. Among the matters discussed by the panelists were the role of the nonprofessional in an archival institution and his recruitment, training, and utilization. Also examined were problems of small institutions in structuring positions so that a clear distinction can be made between professional and nonprofessional jobs and so that there can be no misunderstanding of turnover rates, morale, advancement potential, and the use of part-time student assistants. Of particular interest was the evidence presented of the nearly parallel, but independent, development in recent years of a strong professional-support group in the national archival establishments of both Canada and the United States. The discussion that developed between members of the audience and the panelists centered around the problem of defining the qualifications and role of the professional archivist. The argument was advanced that without a competent group of nonprofessional archival workers, the professionally qualified staff could not function in a truly professional manner, and the profession itself could not hope to gain the standing and recognition it should have.

*Documentation of Scientific and Technological Research*

Chaired by Samuel T. Suratt of the Smithsonian Institution, the session on "Documentation of Scientific and Technological Research," held on October 20, was attended by 30 persons. Nathan Reingold of the Smithsonian Institution, in his "Confessions of a Reformed Archivist," reflected on the insights into the importance of special job skills and knowledge that have come to him in the course of his professional odyssey. Maynard Brichford of the University of Illinois presented a paper on "Archival Evaluation of Scientific and Technological Documentation in Universities" in which he pointed out the similarities between the problems faced by university archives in connection with scientific and technological documentation and the problems confronting other institutions in connection with other types of documentation. He emphasized the importance of archival evaluation, discussed types of scientific records and their organization and management, and suggested special evaluation techniques. He concluded with comment on present and future research uses of original source material by historians of recent science. The session's final contribution was a paper prepared by J. L. Heilbron of the University of California, Berkeley, on "The Archive for History of Quantum Physics, An Approach to Documenting the Growth of Twentieth-Century Physical Science."

Papers available from the editor: Brichford (13 p.); Reingold (14 p.).

*Luncheon and Dinner Meetings*

The luncheon on Wednesday, October 18, was presided over by Joseph F. Halpin of the New Mexico State Records Center and Archives, chairman of the Local Arrangements Committee. Ernestine D. Evans, Secretary of State of the State of New Mexico, extended the greetings of the host State and felicitously welcomed the Society to Santa Fe. [The Secretary of State's address appears on p. 33-34 of this issue.—ED.]

On Thursday morning, October 19, the Eastman Kodak Company was host at a breakfast for the entire assemblage. A short film on practical applications of microfilm was shown.

At the "International Relations Luncheon" on Thursday Morris Rieger, chairman of the Committee on International Relations, presided and also gave a brief report, in view of the nature of the luncheon, on the recent activities of the International Council on Archives. The featured speaker and special guest of the meeting was J. Ignacio Rubio Mañé, Director of the National Archives of Mexico, who, speaking from notes in Spanish, delivered in fluent English a summary history of the development of his institution and a forceful statement on the status of archives and archivists in his country today. He added range and flavor to his discourse by commenting on the archival conditions he had encountered in Argentina and Uruguay.

The annual dinner on Thursday evening was chaired by Philip C. Brooks of the Harry S. Truman Library. In one of the most impressive moments of the entire meeting, Robert H. Bahmer, Archivist of the United States, acting for the Society, presented to Ernst Posner a *Festschrift* entitled *Archives & the Public Interest: Selected Essays by Ernst Posner* (Public Affairs Press, Washington, D.C., 1967). Dr. Posner's response expressed deep appreciation for the honor. The Waldo Gifford Leland Prize was awarded to H. G. Jones of the North Carolina Department of Archives and History for his book *For History's Sake: The Preservation and Publication of North Carolina History, 1663-1903* (Chapel Hill, 1966). Named as Fellows of the Society were William Benedon, Edward G. Campbell, Charlotte Capers, W. N. Davis, Jr., Dorothy Hill Gersack, Chester L. Guthrie, and Jean Stephenson. The president of the Society, Herbert E. Angel, Assistant Archivist for Federal Record Centers, NARS, delivered the annual presidential address: "Archival Janus: The Records Center" [published in this issue, p. 5-12—ED.], a comprehensive, connected view of the primary elements of records center operations and their functional relationships with paperwork and archival programs.

—PROGRAM COMMITTEE: David C. Duniway, Roy Sylvan Dunn, Melvin Gingerich, Josephine L. Harper, Isabelle C. Loughlin, Thornton W. Mitchell, Nathan Reingold, James B. Rhoads, Merle W. Wells, W. N. Davis, Jr., *chairman*.

## MINUTES OF MEETINGS &amp; REPORTS OF OFFICERS

*Minutes of the Council**Santa Fe, N. Mex., October 18, 1967*

The meeting was called to order by President Herbert Angel at 8:00 p.m. in his suite, room 505, at La Fonda Hotel. Present were: Clifford Shipton, vice president; H. G. Jones, treasurer; Philip Mason, secretary; Ken Munden, editor; and Council Members Maynard Brichford, Lewis Darter, Joseph Halpin, Gerald Ham, and Robert Lovett.

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The minutes of the Council meeting of April 27, 1967, were approved as amended and published in the October 1967 issue of the *American Archivist*.

President Angel reported on the various activities in which he has been engaged as president of the Society. In May 1967 he represented the Society, along with Robert Bahmer and Morris Rieger, at the 10th International Round Table on Archives, at Copenhagen, Denmark. Mr. Angel reviewed recent correspondence with the American Council of Learned Societies regarding a grant to underwrite the expenses of two officers of the Society to attend the 6th International Congress on Archives at Madrid, Spain, in 1968. The Council recommended that the president and the secretary represent the Society.

President Angel and Mr. Jones discussed the progress of the joint committee of historians and archivists to study the status of the National Archives. The committee has been working actively since April 1967 and will meet on November 18 to consider the draft report prepared by Mr. Jones. An advance copy of the draft will be presented to the White House staff on October 24, before formal action by the committee. Mr. Jones agreed to request that the committee present a copy of the report to the secretary for preservation in the Society's files. [For a discussion of this matter in the minutes of the Council Meeting of the American Historical Association, May 13, 1967, see *American Historical Review*, 73:332 (Oct. 1967).—ED.]

President Angel announced that the Council on Library Resources, Inc., had awarded the Society \$1,000 toward the costs involved in the preparation and publication of a manual on archives and records center buildings to be edited by Victor Gondos, Jr. The president also reported on the progress of the preparation of a guide to archival and manuscript sources on Latin America in United States repositories by Gunnar Mendoza, Director of the National Library and National Archives of Bolivia. The Society of American Archivists originated the idea for the proposed guide in 1961, and since that time it has strongly endorsed the project. The Council expressed the hope that the guide can be completed soon.

Vice President Shipton announced plans for a joint luncheon with the American Historical Association to be held in Toronto on Thursday, December 28, 1967, at the Royal York Hotel. W. Kaye Lamb, Dominion Archivist, will be the featured speaker. Mr. Shipton also announced that there will be a meeting of the Council on December 28 at 9:00 a.m.

The secretary reported on the excellent response to the questionnaires regarding committee preferences, which were distributed to all Society members in August. Several hundred members requested appointment to committees. The information has been tabulated and given to the president-elect. The secretary reviewed membership statistics, which were [to be] presented in detail in his annual report.

The question was raised as to whether it would be desirable for the Society to sponsor sessions at meetings of other professional organizations as it has in past years at the annual meetings of the American Historical Association and the Organization of American Historians. There was support for the proposal, and the secretary was directed to contact the American Association for State and Local History and other professional organizations to determine their policy on joint sessions.

The treasurer announced the decision of the Finance Committee to allocate an additional \$750 to the editor for increasing the size of the October 1967 issue of

the *American Archivist*. The allocation was taken from the proceeds of the sale of back issues of the *American Archivist* by the Johnson Reprint Corporation.

The editor discussed with the Council the problems he has encountered in limiting the size of the *American Archivist*. He expressed the hope that additional funds could be allocated for the *American Archivist* during the coming year. He reported that he had contacted all speakers at the annual meeting and requested them to make available to him copies of their papers so that these could be duplicated and made available upon request to the editor at a minimal cost. A list of the available papers will be published in a forthcoming issue of the journal.

The Council appointed Lester W. Smith to succeed himself for an additional 4-year term (1968-71) on the Editorial Board of the *American Archivist*.

The meeting adjourned at 10:40 p.m.

PHILIP P. MASON, *Secretary*

### *Annual Business Meeting*

*Santa Fe, N. Mex., October 20, 1967*

The annual business meeting of the Society was called to order at 12:45 p.m. by President Herbert E. Angel. All officers and members of the Council were in attendance except William T. Alderson, Elizabeth Drewry, and Victor Gondos, Jr. In addition, there were present approximately 250 individual members, institutional delegate members, and visitors.

It was voted to dispense with the reading of the minutes of the 1966 annual business meeting, since they had been published in the *American Archivist* and were available to the membership. The secretary's report, which will be published separately in the January 1968 issue of the *American Archivist*, was approved as presented [see below—Ed.].

The annual report of the treasurer was presented [see below—Ed.] and placed on file with the secretary, subject to the report of the Auditing Committee. Charles Lee, chairman of the Society's Auditing Committee, gave the following report:

The Auditing Committee, consisting of William T. Alderson and Charles E. Lee as chairman, has had the treasurer's accounts of the Society of American Archivists for the year ended December 31, 1966, audited by Kenneth C. Batchelor, certified public accountant of Charlotte, North Carolina. Mr. Batchelor has submitted his report and stated that in his opinion the accounts of the Society are in good order.

Your committee is satisfied with the correctness of the audit report, a copy of which is hereby delivered to the secretary, who will make it available to any member wishing to inspect it.

The reports of the Auditing Committee and the treasurer were approved as presented.

The report of the Committee on Resolutions was given by the chairman, Dorman Winfrey, as follows:

The Committee on Resolutions, consisting of Charles Corkran, Harold Mundell, and Dorman Winfrey, submits the following:

*Whereas*, this rarified atmosphere, this old settlement, this land of Coronado and Oñate provided an ideal place for some 270 archivists from Canada, the United States, and Mexico to assemble for the 31st annual meeting of the Society of American Archivists, October 18-20, 1967, and

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

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

1. All members of the Committee on Local Arrangements under the chairmanship of Joseph F. Halpin along with employees of the New Mexico Commission of Public Records,

all members of the Program Committee under the guidance of W. N. Davis, Jr., as chairman, and all participants in the instructive and informative sessions during our meeting in Santa Fe.

2. The Honorable Secretary of State Ernestine Duran Evans for enriching our meeting by her welcoming remarks.

3. The manager and the staff of La Fonda for their cooperation in making facilities available.

4. Eastman Kodak Company for the Recordak Breakfast Hour.

5. Dr. Ward Alan Minge for the Hacienda Tour.

*Whereas*, the Society of American Archivists has sustained many losses during the past year by the death of the following members: William J. Barrow, Mother Louise Callan, David Leroy Corbitt, Waldo G. Leland, Emilio Re, and Richard G. Wood, be it

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

In the absence of W. Kaye Lamb, chairman of the Nominations Committee, President Angel presented the report of that committee:

In accordance with the bylaws, the committee, comprised of W. Kaye Lamb, chairman, William T. Alderson, and Elizabeth B. Drewry, consulted the membership and invited suggestions for nominations of officers and councillors. More than a hundred suggestion forms were returned to the chairman by members, and the names submitted were taken into careful account when the slate here presented was being prepared.

The committee nominates the following persons for officers and members of the Council:

*Vice president*, H. G. Jones

*Secretary*, Philip P. Mason

*Treasurer*, Almer K. Johnson

*Councillors*, Dorman H. Winfrey, Robert M. Warner

All these candidates have agreed to accept office if elected.

Rex Beach was nominated from the floor by Robert Woadden for membership on the Council.

President Angel named a committee of tellers and distributed ballots to the membership. The following were elected:

*Vice president*, H. G. Jones

*Secretary*, Philip P. Mason

*Treasurer*, Almer K. Johnson

*Councillors*, Dorman H. Winfrey, Robert M. Warner

President Clifford Shipton announced that the Society was sponsoring joint luncheon meetings with the American Historical Association in Toronto, December 28, 1967, and with the Organization of American Historians in Dallas, Tex., April 18–19, 1968. The 1968 annual meeting will be held in Ottawa, Ontario, Canada, September 30–October 2. He also announced that the Council would meet in his suite at 8:30 p.m., October 20, 1967.

There being no further business, President Shipton declared adjournment at 1:50 p.m.

PHILIP P. MASON, *Secretary*

### *Secretary's Annual Report, 1966–67*

It is customary at each annual business meeting—in fact, it is a requirement of the constitution—for the secretary to report to the membership on the affairs of the Society. Despite the work involved in preparing such a report, it is well worth the effort, for it is through such self-analysis that we get a better perspective of the Society's programs and the progress we are making as a professional organization.

The committees of the Society have continued to make important contributions

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to the Society's programs. Since the reports of the activities of the various committees may not be published in the *American Archivist* because of space limitations, I would like to mention the accomplishments of a few. The College and University Archives Committee, which published an attractive directory of college and university archives in the United States and Canada in November 1966, has continued to work actively to assist institutions of higher learning. With the help of other committee members, the chairman of the committee, Robert Warner, Director of the University of Michigan Historical Collections, gave special assistance and counsel to many colleges and universities which were setting up new archival programs. This work is extremely important to the profession, since more new archival programs have been inaugurated in colleges and universities than in any other area.

The Preservation Methods Committee, under the able direction of Clark W. Nelson, Archivist of the Mayo Clinic, has continued its investigations into subjects so vital to the profession. It has kept abreast of the various developments in the field of preservation, including the permanency and durability of paper; vapor deacidification processes; and the prediction of paper permanence. The technical assistance of this committee provided through the Technical Notes section of the *American Archivist* has been well received by the readers of our journal.

The Church Archives Committee, headed by the Reverend August Suelflow, has also completed a productive year. Two major projects of the committee this year were the planning of a guide to religious historical and archival depositories in America and a manual for religious archival workers. The publication of these two studies will fill a real need for church archivists.

Other committees worked on long-range projects. The State and Local Records Committee, directed by Gerald Ham of the Wisconsin State Historical Society, is making plans for a series of manuals dealing with the major phases of State archival administration. It is hoped that such a series will tend to systematize archival practice at the State level.

The ad hoc Committee on Automated Techniques in Archival Agencies also had a productive year. It conducted a survey of 1,300 archival depositories in the United States and Canada to determine the extent of the use of electronic computers in retrieving information and in the exercise of control over collections.

In a discussion of committee activity it would be inappropriate to overlook the work of the Program and Local Arrangements Committees. The success of this annual meeting rests upon the imaginative leadership of the chairmen and their colleagues of these committees. To W. N. Davis, the Program Chairman, and Joseph Halpin, our Local Arrangements Chairman, we owe a debt of gratitude.

Last year the Society of American Archivists and the American Association for State and Local History conducted a joint survey of the salary structure of the major archival and historical agencies in the United States and Canada. The results of the survey were reported at the 1966 annual meeting and later published in *History News* and the *American Archivist*. We received mixed reactions to the report of the survey. Some members—a minority of those who gave us their views—believed that the Society should not have conducted the survey or published the results. Curiously enough, a few directors of archival agencies whose staff salaries were in the lowest percentile of those reporting resented the publicity and informed us of the embarrassing position in which it put them with their staff. The great majority of members who responded were in favor of the survey; in fact, many credited it with giving them the necessary information to raise staff salaries.

Despite these minor objections the Council of the Society was heartily in favor of the study and directed the secretary to conduct a followup study in the coming year. The secretary was also authorized to present to the Council his recommendations for approved salary ranges for professional archivists. Despite the difficulties involved in developing such standards, the Council agreed that it was essential to the growth of the profession. We hope to have the survey completed by the time of the next annual meeting.

A year ago, at the annual meeting in Atlanta, I reported that there were about six vacancies for every qualified applicant on file in the Placement Register. In the last year the situation has changed: the ratio is now 10 to 1, and the gap is widening. The explanation is obvious. Each year hundreds of new professional archival positions are being established. Existing programs are expanding; retirements are creating vacancies, particularly on the Federal and State levels; and new programs, especially in colleges and universities, have created a rising demand for experienced archivists.

In the operation of a placement service we have attempted to meet this critical need of finding qualified archivists. One of the difficulties is communication. Many agencies that contact us for assistance in finding an archivist cannot wait several months for response to a notice placed in the *American Archivist*. They want the position filled immediately. One can understand this impatience when one realizes that it has taken several years to get the new position approved. The number of applicants on file in the Placement Register is limited, and therefore we cannot always help fill the vacancy. Unfortunately, this often results in the hiring of a person who lacks the qualifications. In the long run our profession suffers.

In order to make the placement operation more efficient, we are preparing to issue a *Newsletter* listing all vacancies and qualified applicants. This *Newsletter*, which will come out every other month, will be more timely than the *American Archivist* and will facilitate the placement operation of the Society. I had intended to get it out this past year, but this was impossible. The first issue will be ready, however, within a month. We plan to mail the *Newsletter* to the major archival institutions, particularly to those institutions that are sustaining members; to colleges and universities offering courses; to archival institutes; and to individual members who are seeking new positions. If you wish to be placed on the mailing list, please send me your name and address.

I should be less than candid if I did not report that some directors of archival agencies are not enthusiastic about publicizing position vacancies. They believe that they will lose key members of their staff if the availability of other, better paying jobs is made known. I can understand their concern. An institution has a big investment in training staff members, and it does not want to lose experienced archivists and have to train new ones. Nevertheless, until we develop professional programs in archival administration in colleges and universities throughout the country, we must rely upon existing archival institutions to supply the trained personnel needed for a rapidly expanding profession. Furthermore, even after we have the courses in universities, practical experience in an archival institution will be a necessity before one can qualify for many positions.

Publication plans were given special attention by the Society. In addition to the excellent directory of college and university archives mentioned above, the Society sponsored a book, *Archives & the Public Interest: Selected Essays of Ernst Posner*, in honor of one of its most distinguished members. The Society received

grants from the Council on Library Resources, Inc., for the first part of Ernst Posner's Archives of the Western World and for a manual on archives and records center buildings to be edited by Victor Gondos. An index to volumes 21-30 of the *American Archivist* is now being prepared in the editor's office by Mary Jane Dowd, associate editor.

On the international scene the Society participated in the campaign to raise funds to assist Italian archivists in the restoration of historical records damaged by the floods last year. In addition to a grant from the Society to the Committee To Restore Italian Art, individual members of the Society contributed to the project.

Another important program of the Society has been the sponsorship, in cooperation with the National Archives and Records Service, of a series of 1-day archival symposia. These meetings, which are designed to acquaint participants with the purposes of the Society and a brief overview of the archival profession, have been held in the past in Sacramento and San Marino, Calif.; Minneapolis, Minn.; Reno, Nev.; Trenton, N.J.; Denver, Colo.; Fort Worth, Tex.; Columbia, S.C.; and Pullman, Wash. The committee has planned meetings for 1968 in New York City; Chicago, Ill.; Raleigh, N.C.; Montgomery, Ala.; Atlanta, Ga.; Oklahoma City, Okla.; Tucson, Ariz.; Berkeley, Santa Barbara, and San Diego, Calif.; and Spokane, Wash.

The participation of Society members in statewide and regional meetings has also helped promote the interests of the Society. Council Member Robert Lovett, for example, participated in the Colloquium on Source Materials for Business and Economic History, sponsored by Harvard University in October 1966. Your president-elect, Clifford Shipton, and your secretary were participants at a special workshop devoted to college and university archives in Ohio earlier in the month at Western Reserve University.

The Society has continued its efforts to find resources to hire a full-time, paid secretary. We continued to solicit sustaining members in the \$100-a-year classification. As of October 1, by becoming sustaining members, 18 institutions have given their support to the Society. Because this type of support represents a major commitment to the Society, I want to give the list of sustaining members: City of Baltimore; Collection of Regional History and University Archives, Cornell University; Colorado State Archives; Illinois State Library; Kentucky State Archives and Records Center; University of Kentucky Library; Labor History Archives, Wayne State University; Commonwealth of Massachusetts; Michigan Historical Collections, University of Michigan; The National Archives; New Jersey State Library; New Mexico State Records Center and Archives; North Carolina Department of Archives and History; Ohio State University Archives; Syracuse University; Tennessee State Library and Archives; Texas State Library; and Wisconsin State Historical Society. In the coming year most of the major archival institutions in the United States and Canada will be invited to join this distinguished roll. In the meantime, if your institution has been inadvertently overlooked and has not received an invitation to join, please contact me direct and I will expedite your application membership.

In addition to the sustaining-member category, the Society's individual and institutional membership has increased steadily. During the past year, since our last meeting, we have added 354 new members and subscribers, including 290 in the United States and 64 in foreign countries. With 123 deletions, this represents an overall gain of 231 members and subscribers. We can get a better perspective if we



review the membership figures over the past 4 years. In June 1963 we had on our rolls 1,343 members; in September 1965, 1,670; in October 1966, 1,778; as of October 13, 1967, the Society was supported by 2,009 members and subscribers. This represents a 49.5 percent increase in 4 years. At this rate we should easily exceed the 3,000 mark in 1973. [A chart showing the geographical distribution of new members, omitted here, may be obtained by interested readers from the secretary.—Ed.]

In conclusion, let me report that the Society is succeeding in its objective to develop a more vital professional organization. It is meeting its responsibilities to the best of its abilities, given its limited resources. With capable leadership in the next decade it can take a place with other outstanding professional organizations.

PHILIP P. MASON, *Secretary*

#### *Report of the Treasurer, January 1–December 31, 1966*

This report covers the Society's fiscal year beginning January 1, 1966, and ending December 31, 1966. During the *current* fiscal year (1967), periodic reports have been made to the Council, that covering the 9-month period ending September 30 having been approved on October 17.

The year 1966 may have been a turning point in the history of the Society, for though the General Fund surplus amounted to only \$633.31 we for the first time employed a full-time clerical assistant in the Secretary's Office. This was an accomplishment long overdue and may be viewed as the first step toward our eventual establishment of a full-time secretariat. As in previous years, officers and committee personnel absorbed all or considerable parts of expenses involved in their various activities.

The Special Projects Funds showed an increase of \$3,135.90, accounted for largely from the surplus from the 1965 and 1966 annual meetings—\$1,750.65 and \$1,183.46, respectively.

#### General Fund

The General Fund or operating account is tax exempt under Section 501(c)(6) of the Internal Revenue Code and carries the employer identification number 84-6023531.

Cash on hand as of January 1, 1966, amounted to \$20,343.74, and receipts during the year totaled \$20,797.13 as follows: membership dues, \$11,040.73; subscriptions to the *American Archivist*, \$6,025.50; advertising in the *American Archivist* and in the *Biographical Directory, 1965*, \$1,486.78; sales of Society publications and back issues of the *American Archivist*, \$662.66; income from symposia, \$216.33; bank interest on savings account, \$647.13; sale of labels, \$233.30; reimbursement from Asia Foundation Fund, \$54; reimbursement from the Leland Prize Fund, \$104.73; pro-rata memberships from the Life Membership Fund, \$117.38; contributions to the publication of the *Directory of College and University Archives*, \$200; tax refund, \$5.55; and postage refund, \$3.04.

Expenditures amounted to \$20,163.82, as follows: editing, printing, and mailing the *American Archivist*, \$11,315.61; purchase of microfilm and back issues of the *American Archivist*, \$283.45; printing of the State and Local Records Committee *Handbook*, \$100; printing of the *Directory of College and University Archives*, \$865.73; printing of the membership brochure, \$145.90; printing of the career brochure, \$84; one-third payment on Posner *Festschrift*, \$1,000; president's office, \$186; vice president's office, \$75; secretary's office, \$4,663.14; treasurer's office, \$475.84; committee expenses, \$191.39; meetings, \$405.53; organization dues, \$117.50; Leland Prize, \$100; engraving Distinguished Service Award, \$26.55; labels for resale, \$52.43; refunds, \$22.25; bank charges, \$32.90; and contingency, \$20.60.

The General Fund balance at the end of the year was \$20,977.05, of which \$131.77 was in the North Carolina National Bank, Raleigh; \$4,792.11 was in the Detroit Bank and Trust Co., Detroit; and \$16,053.17 was in savings account no. 28372 in the Raleigh Savings and Loan Assn., Raleigh.



## Special Projects Funds

In addition to the General Fund, the Society had in 1966 five separate Special Projects Funds which are exempt under IRS Section 501(c)(3) and which have the collective identification number of 84-6023532. These funds are maintained apart from the operating account, and a separate report is made to the Internal Revenue Service each year. Moneys in these funds may be used only upon direction of the Council and then only within the purposes for which each was established.

*The Asia Foundation Fund*, for educational grants and memberships to Asian citizens, brought forward \$2,623.85. Bank interest amounted to \$5.35, and disbursements were \$400 for a travel grant, \$90 for subscriptions to the *American Archivist*, and \$0.25 for bank service. The balance at the end of the year was \$2,138.95, of which \$129.20 was in account no. 23574 in the First Federal Savings and Loan Assn. of Raleigh and \$2,009.75 was in a checking account in the Wachovia Bank and Trust Co., Raleigh.

*The Waldo G. Leland Prize Fund*, the income of which is used annually for the Leland Prize, brought forward \$2,550.25. Bank interest amounted to \$107.88, and disbursements to the General Fund amounted to \$104.73. The balance on December 31 was \$2,553.40 in account no. 23713, First Federal Savings and Loan Assn. of Raleigh.

*The Life Membership Fund*, the interest of which is transferred each year to the General Fund for pro-rata membership fees, brought forward \$2,954.27. Bank interest totaled \$125.06, and payment to the General Fund amounted to \$117.38. The balance of \$2,961.95 on December 31 was in account no. 23712, First Federal Savings and Loan Assn. of Raleigh.

*The Meeting Fund*, to which surpluses from Society-sponsored meetings are deposited, brought forward \$1,143.22. Income was as follows: bank interest, \$124.96; income from 1965 meeting, \$1,750.65; income from 1966 meeting, \$1,183.46; income from 1966 symposia, \$216.33; contribution from Eastman Kodak Co., \$1,943.30. The only disbursement was \$1,943.30 for the Society's reception for the International Council on Archives. The balance on December 31 amounted to \$4,418.62, which was in account no. 21988, First Federal Savings and Loan Assn. of Raleigh.

*The Publications Revolving Fund*, for Society publications, brought forward \$1,720.15. Receipts were bank interest, \$79.36; income from *American Archivist* reprints, \$85.72; royalties from Posner's *American State Archives*, \$144.49; and copyright permission fee, \$25. There were no disbursements, and the balance of \$2,054.72 on December 31 was in account no. 24277, First Federal Savings and Loan Assn. of Raleigh.

## Summary

The balances at the close of the day on December 31, 1966, were as follows: General Fund, \$20,977.05; Asia Foundation Fund, \$2,138.95; Leland Prize Fund, \$2,553.40; Life Membership Fund, \$2,961.95; Meeting Fund, \$4,418.62; and Publications Revolving Fund, \$2,054.72. Thus the total of all funds belonging to the Society amounted to \$35,104.69.

In this, my last Treasurer's report to the Society, I should like on a point of personal privilege to express to the membership my appreciation for their confidence in allowing me to serve in this capacity for 6 years. These have been years of challenge to the Society, and though we have not by any means solved our financial problems we have come a long way. Our income and expenditures have almost tripled, but so have our cash reserves. The *American Archivist* has grown in size; we are issuing more—though not enough—committee publications; through the support of the Council on Library Resources, Inc., we have sponsored the tremendously important Study of State Archival Programs and we are now supporting the publication of a book on archival and records center buildings and are assisting Dr. Posner in the completion of his *Archives of the Western World*. We have sponsored the publication of a series of Dr. Posner's valuable essays to help fill the void in our available literature. And we have taken that first important step toward the eventual establishment of a full-time secretariat, a dream that all of

us wish to come true. Finally, our accounts are kept in conformity with our professional auditor's recommendations, and your treasurer is safely bonded.

I mention these things not to make it appear that all good things financially began that December day in 1961 when my friend Leon deValinger, Jr., turned the office over to me, but rather to compliment the members of the Society upon their wisdom in electing to the various offices and to the Council those who have wisely directed the Society through the years. I am honored to have kept the books for them.

In defense of the incoming treasurer, however, I feel compelled to inform the membership that the report that he will read next year in Ottawa will reflect a crisis with which the Society was confronted this year. Fiscal 1967 has been a problem year primarily because of a sharp increase in the cost of printing. Our printer, Allen Press, held its charges without increase for several years, but effective with the January 1967 issue of the *American Archivist* the prices rose considerably. The Council, after investigating other printers' charges, decided to renew the contract with Allen Press. These additional costs, aggravated by the largest number of pages in the history of the *American Archivist*, will be reflected in the 1967 financial report, and I feel it appropriate to absolve my successor from any embarrassment that he might otherwise feel in presenting, in Ottawa, the first red-ink report in several years.

Finally, there is a real doubt in my mind as to whether we are justified in continuing the present office of treasurer after the coming year. Perhaps the duplication, delays, and other problems in connection with the handling of back issues of the *American Archivist* and other publications can be solved by transferring these duties to the office of the secretary, and if so, it may be wise not to tamper with the constitutional office of treasurer. However, during the coming year I shall discuss the question with former officers and members at large so that, if any change is proposed, it can be acted upon at next year's meeting if the membership approves.

I cannot close my final report without thanking all of the officers and Council members with whom I have served for their patience, cooperation, and assistance in the past 6 years. Most of all, my thanks are due to two persons who have immeasurably lightened my job: William E. Bigglestone of Oberlin University, our seldom-heard-from but hardworking advertising editor; and Julius H. Avant, my assistant in the North Carolina Department of Archives and History, who from my first day in office has handled the daily chores and permitted me to take the credit.

H. G. JONES, *Treasurer*

*Minutes of the Council*

*Santa Fe, N. Mex., October 20, 1967*

The meeting was called to order by President Clifford Shipton at 9:20 p.m. in Room 515 of La Fonda Hotel. Present were: H. G. Jones, vice president; Philip Mason, secretary; A. K. Johnson, Jr., treasurer; Ken Munden, editor; and Council Members Maynard Brichford, Lewis Darter, Gerald Ham, Robert Lovett, and Robert Warner.

The secretary reviewed the actions of the Council meeting of October 18 for the benefit of the new officers and Council members. Formal approval of the minutes was deferred until the December meeting of the Council.

The treasurer presented his financial report for the period from January to September 1967. The Council approved the recommendation of the Finance Committee to allocate additional funds to increase the length of the January 1968 issue

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of the *American Archivist* from 96 to 128 pages. The Council's policy of limiting the April, July, and October 1968 issues of the *American Archivist* to 96 pages each was reaffirmed, although the Council agreed to review this matter at its December meeting.

The secretary informed the Council of the periodic requests received by him from subscription agencies to pay a commission for handling subscriptions to the *American Archivist*. Many institutions, particularly libraries, order all of their periodicals through such subscription agencies in order to facilitate acquisition and payment. Each year the Society receives similar requests from the subscription agencies for a discount. After a thorough discussion of the matter, including a report by the secretary relating to the difficulties of working with subscription agencies, the Council reaffirmed its existing policy of not offering any reduction in price of the *American Archivist*.

The Council reviewed the reports of those committee chairmen who had submitted them in time for duplication and distribution. The Council agreed that these reports were extremely helpful in keeping abreast of the various Society activities and recommended that the reports be circulated as often as possible. The secretary announced that he planned to distribute committee progress reports before the spring Council meeting.

The secretary informed the Council that he had received about 25 invitations for the site of the 1970 and 1971 annual meetings. The majority of these invitations were extended by chambers of commerce with about 10 from archival agencies, often including support of community officials. The Council requested the secretary to present a summary of the invitations at the December Council meeting. The secretary and the treasurer also agreed to present at the December meeting a manual to assist in the operation of our annual meetings. Mr. Johnson had already prepared a draft of such a manual on the basis of his experience as local arrangements chairman of the 1966 annual meeting.

The Council discussed the matter of exhibits at annual meetings of the Society. In addition to the profit derived from such exhibits, which help defray annual meeting expenses, the positive educational value for members was cited by the Council. President Shipton agreed to contact W. Kaye Lamb for suggestions for an exhibits chairman for the 1968 annual meeting.

President Shipton appointed a committee to consist of himself, H. G. Jones, and Philip Mason to find a replacement for the present secretary, who has announced that the 1967-68 year, his fifth in that position, would be his last.

The Council authorized H. G. Jones to serve as assistant treasurer until the end of the 1967 calendar year in order to facilitate the orderly transfer of the duties of the treasurer's office to his successor.

The meeting adjourned at 10:30 p.m.

PHILIP P. MASON, *Secretary*

#### NATIONAL ARCHIVES AND RECORDS SERVICE

##### *National Paperwork Management Symposium*

The National Archives and Records Service presented a national paperwork management symposium on November 27-29, 1967, in the International Conference Room of the Department of State. With the theme "Communicating Policy and Procedure," the symposium focused attention on managing Federal directives and publications. For purposes of the symposium, "directives" were defined as all the

issuances that inform, guide, or regulate the employees of a Government organization. Publications, handbooks, and manuals come within this definition, as well as the "hardcore" administrative issuances.

Robert H. Bahmer, Archivist of the United States, opened the symposium, attended by well over 400 persons, and introduced Lawson B. Knott, Administrator of General Services, who, on the conclusion of his remarks, introduced Idar Rimestad, Deputy Under Secretary for Administration, Department of State, representing the host agency, and Edward C. Welsh, Executive Secretary for the National Aeronautics and Space Council, who gave the keynote address. The keynote address emphasized the growing importance of good, clear, accurate administrative communication within and from Federal Government agencies and outlined some of the areas where improvements can be made.

The first morning, which laid the groundwork for later sessions, included addresses by several leading Government and educational figures: Irwin P. Halpern, NASA; R. Stephen Jenks, University of New Hampshire; and Leonard B. Pouliot, Department of the Army. To offer a contrast between a relatively oldline agency's directives system and a recently formed agency's system, presentations were made also by Ralph Bryson, Department of the Interior, and Elliott Roberts, HUD.

The second session began with presentations by Clifford I. Haga, University of Minnesota, and Karl C. J. Schricker, Manuals Unlimited. Both discussed "framing style—traditional or avant-garde," or what is the most effective page format for policy and procedural statements. The remainder of the afternoon was taken by Frederic C. Osgood, FAA, and Maj. James M. Wheeler, USAF, with their presentations on "flow and control—field supplementation." Emphasis was placed on the variety of problems confronted in distributing written directives to ensure that they are furnished, on time, to all who need them, but to none other.

The second day began with two addresses dealing with "classifying and indexing." Clare W. Hendee, Department of Agriculture, and Col. A. J. Vinci, Department of the Army, explained in depth how their agencies classify and index policy and procedural issuances. William J. Gallagher, Arthur D. Little Co., followed with a delivery on "words, words, words—the need for better written expression," pointing out the disheartening tendency of many Government writers to adopt a writing style designed more to impress than to inform.

Muriel Chamberlain, GPO, led off the afternoon session with a presentation on "saving words by using graphics," giving many examples of instances where directives can be shortened and the message made clearer and more dramatic by replacing text with graphics. Following, Aaron S. Blauer, GPO, and Alfred S. Hodgson, NASA, discussed ways to cut printing costs.

Following lunch, George R. Klare, Ohio University, one of the Nation's leading educational psychologists, discussed "judging readability." Dr. Klare related what readability formulas can do and, most importantly, what they cannot do. The afternoon concluded with a presentation by Nelson A. Briggs of the Mitre Corp. on "the new look in technical publications."

The third day began with a presentation by Gabriel Ofiesh, Catholic University of America, on "how educational technology can be used in communicating policy and procedure." Dr. Ofiesh, a leading exponent of program instruction, discussed how the presentation of policy and procedure will be influenced by automated devices during the next 20 to 30 years. The symposium closed with a panel discussion led by Chester L. Guthrie, NARS, with W. Marvin Kincaid, Department

of the Navy, and Charles E. Wylie, Department of Agriculture, as panelists. The panel presented varying points of view on the management and control of an effective directives system, focusing attention on the role of top management in improving written communications and calling for more active support.

CARL E. UHLIG

*National Archives and Records Service*

### *National Archives*

The centennial of Canada was observed at the National Archives by an exhibit highlighting relations between Canada and the United States from the time of the American Revolution to the present. His Excellency A. Edgar Ritchie, Ambassador of Canada to the United States, viewed the exhibit, the theme of which was President Kennedy's statement to the Canadian Parliament in 1961, "History has made us friends." ¶Records that have been microfilmed by the National Archives recently include the Correspondence of A. D. Bache, Superintendent of the Coast and Geodetic Survey, 1843-65 (281 rolls); Records Relating to the Appointment of Federal Judges, Attorneys, and Marshals for the Territory and State of Utah, 1853-1901 (14 rolls), and for the Territory and State of Idaho, 1861-99 (9 rolls); and Compiled Service Records of Volunteer Union Soldiers Who Served in Organizations From the Territory of Utah (1 roll). Two rolls covering Jan. 10-June 20 and July 11-Dec. 19, 1961, respectively, have been added to the Minutes of Meetings of the Federal Open Market Committee, 1936-61, and of its Executive Committee, 1936-55, making a total of 18 rolls for this microcopy.

¶The National Archives has issued a *Supplement to the List of National Archives Microfilm Publications, 1966*, which lists over 100 microcopies and for each one gives the title, inclusive dates, the total number of rolls filmed and their total price, the microcopy number, and a general descriptive or explanatory note when necessary. Also recently issued were two preliminary inventories—no. 168, *Records of the Post Office Department*, revised by Forrest R. Holdcamper, and no. 169, *Treasury Department Collection of Confederate Records*, compiled by Carmelita S. Ryan; two guides to German records microfilmed at Alexandria, Va.—no. 54, *Records of German Field Commands: Armies (Part VIII)*, and no. 55, *Records of German Field Commands: Corps (Part II)*; and Parts II and III of *Guide to Records of the Italian Armed Forces*. Copies of these publications and further information about the microfilm may be obtained from the Publications Sales Branch, The National Archives, Washington, D.C. 20408.

### *Franklin D. Roosevelt Library*

The Library has received the papers of Oscar Cox, 1905-66, former Assistant Solicitor General of the United States and General Counsel, Foreign Economic Administration, documenting his role in the national defense program, lend-lease operations, and the wartime conferences at Bretton Woods and San Francisco.

### *Harry S. Truman Library*

Recent accessions included the papers of H. H. Halvorson, Kansas City businessman and associate of Harry S. Truman, 1927-37; and additional papers of James Boyd, former Director of the Bureau of Mines, 1966-67, and Thomas C. Blaisdell, Jr., former Assistant Secretary of Commerce, 1947-49. Also accessioned

were files relating to the 1952 Steel Seizure Case from the papers of Holmes Baldridge, Assistant Attorney General in the Truman administration. ¶ The Grants-in-Aid Committee of the Harry S. Truman Library Institute has awarded grants to Richard M. Fried, Columbia University; Monte M. Poen, Northern Arizona University; and William O. Wagnon, Jr., University of Missouri. Applications for these grants of up to \$1,000 each may be made to the Director, Harry S. Truman Library, Independence, Missouri 64050, at any time. Applications for the \$7,500 grant to be awarded for the academic year 1968-69 should be sent to the Director of the Library by January 31, 1968. ¶ Competition for the David D. Lloyd Prize for the current biennium will end June 30, 1968. The prize of \$1,000 is to be awarded to the author of the best book dealing with some aspect of the social and political development of the United States, primarily between April 12, 1945, and January 20, 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 Library, but research at the Library is not a requirement for entering the competition. Two copies of each entry must be submitted before September 30, 1968, to Julian P. Boyd, Chairman of the David D. Lloyd Prize Committee, Princeton University, Princeton, N.J. 08540. ¶ Prof. Donald R. McCoy of the University of Kansas has begun his work as director of the Institute's special research project to study specific phases of civil rights and foreign aid during the Truman administration. His research associate is Prof. Richard T. Ruetten of San Diego State College.

#### *Dwight D. Eisenhower Library*

Among the Library's recent accessions were the files of the Dulles Committee, which regulates access to the John Foster Dulles Collection at the Library; tape recordings and motion-picture films of recent interviews with General Eisenhower; microfilm copies of articles in the Kansas City *Star* pertaining to General Eisenhower's military career and his administration as President of the United States; microfilm copies of the Topeka *Daily Capital* and the Topeka *Journal*, 1951-61; and the index to the Denver *Post*, 1951-61.

#### *Herbert Hoover Library*

The Library has accessioned the papers, 1912-67, of Hanford MacNider, Assistant Secretary of War, 1925-28, and U.S. Minister to Canada, 1930-32; and the papers of Nathan William MacChesney, U.S. Minister to Canada, 1932-33.

#### *National Historical Publications Commission*

At its meeting on August 18, 1967, the Commission professionally endorsed the proposed letterpress edition of the Papers of Robert Morris as Superintendent of Finance, 1781-84, by the City University of New York. ¶ Five fellowships in advanced historical editing for 1968-69 will be offered by the Commission from funds provided by the Ford Foundation. Applications for the fellowships should be sent to the Executive Director of the National Historical Publications Commission, The National Archives, Washington, D.C. 20408, by January 31, 1968. ¶ The Commission has issued the second edition of its *Catalog of Microfilm Publications*. The publication lists 61 microfilm publications that have been completed by 14 repositories. Copies of it may be obtained from the Commission.



*Office of the Federal Register*

This Office has recently issued Volume 80 of the *U.S. Statutes at Large*. Consisting of two books, it contains the laws and concurrent resolutions enacted by Congress during 1966, reorganization plans, and Presidential proclamations. It may be purchased from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402—Part I for \$10.25, Part II for \$2.75.

## MANUSCRIPT DIVISION, LIBRARY OF CONGRESS

Among the Library of Congress' recent acquisitions is a substantial addition to the Frederick Law Olmsted papers. Farmer, travel writer, and author of *The Cotton Kingdom* (1861), a classic study of the southern slave economy, Olmsted gained preeminence as a landscape architect. He extended his interest in layouts of parks, private estates, and historic sites to city planning and campus designing. He was chief architect of Central Park in New York City and other city parks throughout the country, designed the Capitol grounds in Washington, D.C., the Vanderbilt "Biltmore" estate in Asheville, North Carolina, and the grounds of the "White City" at the 1893 Chicago World's Fair. During the Civil War Olmsted organized the U.S. Sanitary Commission and served as the Commission's secretary. The recently acquired papers, covering the period from 1878 to 1897, add 40 letter books, reports of visits, correspondence, scrapbooks, and other material to the 24,000 Olmsted items already in the Library's collection. ¶ Among other recent acquisitions is the first installment of the papers of Margaret Webster, noted British-American actress, director, and author. Miss Webster made her stage debut in 1924, served as director and producer of the American Repertory Theatre, was the pioneer woman director of the Metropolitan Opera House, and later directed productions for the New York City Opera Company. Among the 200 Webster items acquired thus far are 37 prompt copies of plays, six musical scores, five scrapbooks, and some family photographs. ¶ The Library has also received the first installment, about 300 items, of the papers of Janet Flanner, known to Americans as "Genêt," author of the "Letter from Paris," a department of the *New Yorker* magazine since 1925, together with papers of Solita Solano, American-born, Paris-based journalist and drama critic; three unpublished letters of Robert Frost and some letters and notes of Erskine Caldwell to I. L. Salomon, 1932-34; the records of the Harmon Foundation, totaling some 4,500 items, containing files pertaining to the Harmon Awards for Distinguished Achievement by Americans of Negro Origin; an addition of 200 items to the collection of the papers of painter and sculptor George Biddle and additional papers of sculptor William Zorach; some 750 items of correspondence to be added to the papers of Nelson Trusler Johnson, foreign service officer; and family correspondence of David Kellogg Cartter (1812-87), Ohio Congressman, minister to Bolivia, and Chief Justice of the Supreme Court of the District of Columbia.

## MANUSCRIPT COLLECTIONS

Reported by Herbert Finch

Items for this section should be sent direct to Dr. Herbert Finch, Curator and Archivist,  
Olin Library, Cornell University, Ithaca, N.Y. 14850.

Beginning with this issue, this section of News Notes will be devoted to the interests of manuscript and special collections departments of historical societies,

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universities, and special libraries. This undertaking represents a joint effort of the Manuscripts and Special Collections Committee of the Society of American Archivists and the editorial staff of the *American Archivist* to provide information about the growing number of collections that service their resources to scholars. We hope also to provide a vehicle of communication, not available before, for curators and manuscript librarians. Items relating to personnel, facilities, collections, collecting interests, publications, queries, services, and common problems will be published regularly.

### *Personnel*

Charles B. Schultz, keeper of manuscripts at the **G. W. Blunt White Library** at Mystic Seaport, Conn., since 1963, became librarian on June 1, 1967. Dr. Schultz, who will also serve on the editorial board of *The Log*, replaces Gerald E. Morris, who resigned. ¶ Clifford P. Monahan, who is retiring as director of the **Rhode Island Historical Society**, will be succeeded by John T. Kirk, now assistant curator of the Mabel Brady Garvan and Related Collections at the Yale University Art Gallery. ¶ Ronald L. Filippelli has been appointed to the position of historical collections archivist at the **Pattee Library of Pennsylvania State University**. He will be responsible for expanding and making available to researchers the library's primary source materials. ¶ On June 1 Mary Williamson Avery (Mrs. Emmet Avery) resigned her position as archivist and chief of the Manuscripts-Archives Division at **Washington State University Library**. Earle Connette has been appointed as her successor.

C. Gregory Crampton has been appointed director of the **University of Utah's Western History Center**, founded to foster instruction and research in western history. Ruth R. Yeaman is a library specialist in manuscripts and rare book materials at the university. ¶ The founder and curator emeritus of the theater and music collection of the **Museum of the City of New York**, May Davenport Seymour, died October 5, 1967, in New York. The child of a theatrical family and an actress herself, she began in 1927 what has become one of the greatest collections related to the New York stage. ¶ Chancellor William P. Tolley has announced the appointment of Howard L. Applegate as assistant director of libraries for special collections and development at **Syracuse University Library**, effective July 1, 1967.

### *Collections*

The microfilming of the papers of Alexander Archipenko has been completed by the **Archives of American Art** (25 rolls). The papers contain correspondence, photographs, exhibition catalogs, drawings, and prints. The records of the Annual Pittsburgh International Exhibition of Contemporary Painting from 1896 to 1940 are being microfilmed. ¶ The **Arizona State University Library** will soon be the repository for all of Sen. Carl Hayden's papers. The library already has over 150,000 items covering the period 1912-59. These records document his service as a U.S. Congressman, 1912-27, and the first 32 years as a senator. ¶ A grant to **Boston University's School of Nursing** from the U.S. Department of Health, Education, and Welfare has made possible the development of a nursing archives. The purposes of the grant are to improve the teaching of nursing, to foster historical research, and to improve and preserve resource materials in nursing history. Mary Ann Garrigan, professor of nursing at Boston University, has been named curator.

The **Bancroft Library** of the **University of California, Berkeley**, has re-

ceived the personal papers (200 ft.) of Emanuel Fritz, professor emeritus of forestry at the university. He earned the popular title of "Mr. Redwood" by his lifetime study of the biology and economics of the California redwood. The library has also received a collection of daybooks, journals, and ledgers relating to lumbering operations of Joy Woods (1865-1920), by Ben Joy and his son. ¶ The archives of the Southern California Civil Liberties Union are now housed in the **Special Collections Department** of the **University of California Library at Los Angeles**. Inactive case records through 1964 include such issues as the right to counsel, the right to travel, women's rights, obscenity, Japanese-American relocation during World War II, and blacklisting in the film industry. The archives of the national American Civil Liberties Union are at Princeton. ¶ Extensive lumbering history sources have been acquired by the **Clark Library** of **Central Michigan University**. The materials are the business records of the Cheboygan & Presque Isle Railroad and the records of the Flint & Pere Marquette Railroad during the 1860's and 1870's.

Letters (13) written by Rutherford B. Hayes while a student at Kenyon College and at Harvard have been placed in the **Rutherford B. Hayes Library** by a grandniece of the President. ¶ T. Coleman Andrews of Richmond, Va., Commissioner of Internal Revenue under President Eisenhower, and Independent candidate for President of the United States in 1956, has deposited his papers (1931-63) in the **University of Oregon Library**. The records of the National Townsend Recovery Plan, Inc., have also been placed at Oregon. Founded in 1934 as the Old Age Revolving Pensions, Ltd., the corporation's records include the minutes of the National Council, the Prosperity Publishing Company, Ltd., and the Trustees of the Townsend Foundation; proceedings of national conventions; and a great deal of printed material. The University of Oregon Library has also received from Willis E. Stone of Los Angeles, founder and director of the National Committee for Economic Freedom, his personal and organizational papers, among which may be found papers relating to the business of several other conservative organizations that support the aims of the National Committee for Economic Freedom.

Letters, manuscripts, first editions, and memorabilia of Lord Byron have been given to the **University of Pennsylvania** by Mr. and Mrs. Meyer Davis of New York City. ¶ Raymond Blaine Fosdick, lawyer, author, and former president of the Rockefeller Foundation, has presented his papers, 1910-50, to **Princeton University**. Included is material relating to his chairmanship of the Commission on Training Camps during World War I, his service as Under Secretary General in the early days of the League of Nations, and his correspondence with Woodrow Wilson, Franklin D. Roosevelt, and Newton Baker. Princeton has acquired also the Harold F. McCormick collection of aeronautica, a substantial part of the papers, 1733-1916, of the Blair and Lee families of Maryland and Virginia, the letters and manuscripts of Arthur Machen, and the records of Charles Scribner's Sons dealing with some 1,150 authors over 121 years.

The diaries, letters, account books, and other records in the manuscript collection of the Archives Department at **Douglas Library, Queens University**, Kingston, Ont., contain untapped sources for the pre-Confederation history of Canada. Though the collection has the most depth for the Confederation period, H. P. Grundy feels that there is abundant documentation of the customs, manners, and habits of the early settlers and of their institutions and economic and political life. ¶ The

**Rutgers University Library** has recently acquired 72 boxes of records, 1947-56, of the American Labor Party of the State of New York. Included are general business files and correspondence, election campaign materials, county organization correspondence, expense accounts, and other papers. Other significant accessions include papers of the New Jersey Constitutional Convention of 1966; records of the New Jersey Academy of Science, 1955-65; records of the New Jersey Home Economics Association, 1950-64; Consumer's League of New Jersey records relating to the campaign for a legal minimum wage, 1922-58; and several volumes of the records of the Morris [County, N.J.] Turnpike Co., 1801-67, in the Silas Condict papers. ¶The papers of Dwight L. Moody, 19th-century evangelist, have been given to **Syracuse University** by his granddaughter. The university's Manuscript Division also announces the completion of cataloging and processing of records of photographer Louis Fabian Bachrach, Unitarian clergyman Frederick William Betts, Presbyterian clergyman Edmund B. Chaffee, Methodist clergyman and New York State legislator Dutton S. Peterson, New York State legislator Lawrence M. Rulisen, architect Marcel Breuer, New York State Commissioner of Railroads Ashley Cole, publisher Leo Lerner, journalist Fulton Lewis, New York State Governor Levi P. Morton, author and critic William Van O'Connor, lawyer Richard Templeton, New York State Lieutenant Governor William F. Sheehan, U.S. Congressmen Eugene Keogh and Frank J. Becker, and Napoleon's Marshal Jacques Etienne Joseph Alexandre MacDonald. Former U.S. Sen. Ralph Edward Flanders has given most of his papers to the university. ¶The letters and other papers of Martin Dies, Sr., documenting his activities as the first chairman of the House un-American Activities Committee will be presented to **Texas A. and M.** They will be housed in the special collections section of the new library under construction.

An important acquisition of Western Americana has come to the **Washington State Library**, Pullman, in the papers, 1821-73, of the Jesuit missionary Pierre-Jean De Smet. Consisting of letters, sketches, photographs, manuscripts, maps, and documents, the collection contains much information on American Indians as well as observations and comments both secular and religious. Other De Smet letters are at St. Louis University and in Europe. ¶**Washington University**, St. Louis, announces several additions to its collection of British and American poets. Included are the published and unpublished writings, notebooks, and journals, 1944-66, of Alexander Trocchi and manuscripts and correspondence relating to the publication of the journal *Merlin*, which Trocchi edited from 1952 to 1955; the papers of the National Book Award winner James Merrill; the correspondence and drafts, 1945-65, of May Swensen; the papers, 1954-66, of the British poetess Elizabeth Jennings; the correspondence, 1921-66, of Babette Deutsch with several American literary figures; the letters, 1962-64, of Robert Duncan, a San Francisco poet, including an exchange with LeRoi Jones; James Dickey's papers; and the notebooks, letters, and drafts of David Wagoner. George P. Elliott has also added to his material already held by the university. ¶The **Western Reserve Historical Society** has received the papers of U.S. Sen. Stephen Marvin Young, material relating to U.S. Rep. Martin Leonard Sweeney, and the papers of Congressman Robert Johns Bulkley.

The Union Carbide Corp. has given **West Virginia University** the records, 1873-1966, relating to the licensing by the Federal Power Commission of the Hawk's Nest and Glenn Ferris Power Dam projects. The papers also contain

information on the history of navigability of the Kanawha and New Rivers, efforts to dam the Kanawha, and the New-Kanawha Power Co. Other recent acquisitions there include: the papers, 1915-64, of Sam T. Mallison relating to politics in the State, oil ventures, Federal control over production of natural gas, and labor legislation; the Robert G. Kelly papers, 1929-41, which have information on the Democratic Party, Federal relief, and the miners' strike of 1939; and oral history interviews with coal miners. ¶The American Council for Judaism has given 132 boxes of its papers, 1938-53, to the **State Historical Society of Wisconsin**. The society has also received the papers, 1963-66, of Lucile Montgomery relating to civil rights; the subject files, 1960-67, of Arthur I. Waskow of the Institute for Policy Study; and records relating to agreements and factionalism, 1956-66, from the International Brotherhood of Pulp, Sulphite and Paper Mill Workers. Recent acquisitions for the Wisconsin Center for Theatre Research came from Jean Rosenthal, a set designer, 1941-66; George Seaton, Broadway writer and producer, 1957-64; Sidney Sheldon, writer and director, 1963-66; Stephen Sondheim, writer and composer, 1946-65; Philip Edward Stevenson, novelist and playwright, 1920-66; and David Howard Susskind, theatrical and television producer, 1947-64. ¶The American Forestry Association, oldest group in North America organized to promote forest conservation, has announced that all its historical records will be deposited at the **Forest History Collection of Yale University**. Yale already has the records of the Society of American Foresters and the personal papers of many foresters and conservationists including B. Frank Heintzleman, regional forester for Alaska, 1937-53, and Governor of Alaska, 1953-57, and David T. Mason of Portland, Oreg.

#### *Publications*

G. K. Hall & Co. has published in two volumes *The Dictionary Catalog of the Manuscript Division, The New York Public Library*. The 24,000 cards cover an estimated nine million items ranging from clay tablets to contemporary manuscripts with strong emphasis on North America in its colonial, revolutionary, and early national periods as well as New York State and city history. ¶As a partial fulfillment of its obligation to scholars, the **University of Washington Libraries**, Seattle, has issued a descriptive list of 216 manuscript groups acquired since the establishment of its Manuscript Section in 1958 as *Library Leaflet*, New Series, no. 1. The list is intended to give an overview of the collection and to outline its acquisition program. Persons desiring copies should write to: Curator of Manuscripts, Manuscript Section, University of Washington Libraries, Seattle, Wash. 98105.

#### *Services*

The New York branch office of the **Archives of American Art** now provides a complete duplicate set of its holdings to researchers in that area. Butler Coleman is head of the office, which is located at 41 East 65th St. ¶The location of the **papers of George Shiras, Jr.**, particularly his journals of wildlife observations in the Marquette, Mich., area, is sought by Prof. Lawrence Rakestraw of Michigan Technological University. Shiras played an important role in drafting legislation to protect migratory birds and was a pioneer in wildlife photography. The university wishes to obtain microfilm copies of the journals if they are extant. ¶Herman J. Viola, archivist at the National Archives, is writing a biography of

**Thomas L. McKenney** (1785-1859). Mr. Viola wishes to learn the whereabouts of any McKenney papers, diaries, or other manuscript materials. Anyone having knowledge of such items, should write to him at 3470 S. Stafford St., Arlington, Va. 22206. McKenney became head of Indian Affairs Bureau on March 11, 1824. ¶ Prof. Louis Ruchames of the University of Massachusetts, Boston, and Prof. Walter M. Merrill, Department of English, Wichita State University, Wichita, Kans. 67208, are editing for publication by the Harvard University Press a definitive edition of the letters of **William Lloyd Garrison**. They would appreciate having information about and, if possible, Xerox copies of additional manuscript letters. Such material should be sent to Professor Merrill at the address given.

#### SCIENTIFIC AND TECHNOLOGICAL RECORDS

Reported by Maynard J. Brichford

Items for this section should be sent direct to Maynard J. Brichford, University Archivist, University of Illinois Library, Urbana, Ill. 61801.

This section of News Notes is intended to inform archivists and manuscripts custodians of significant new programs and acquisitions of archival and manuscript material relating to science and technology. We also welcome items on studies of research problems and major research projects involving the use of scientific and technological records.

#### *University of Akron*

The Archives of the History of American Psychology has announced the appointment of Marion W. McPherson as Associate Director and the establishment of the American Psychology Archives Foundation. The Archives has acquired the papers of Harry and Leta Hollingworth, Henry Goddard, and David Boder and the records of the Midwestern Psychological Association. The Archives has projects for oral history and a census of manuscripts, apparatus, and test materials.

#### *American Institute of Physics*

Physicists who made major contributions to nuclear physics met with historians, philosophers, and sociologists at the first Exploratory Conference on the History of Nuclear Physics held May 18 and 19, 1967, at the headquarters of the American Academy of Arts and Sciences in Brookline, Mass. The conference was the culmination of the first stage of a joint American Institute of Physics-American Academy project initiated in 1966 to develop new research techniques and identify source materials for serious studies of several fields of contemporary physics. The selection criteria for these fields include, especially, rapid development since 1930 and substantial social impact within the physics community and on the larger social environment. Three major themes were discussed at the conference: the initiation of nuclear physics as a major field of research; the interaction of theory and experiment; and the postwar development of the field. Half of the 25 conference participants were nuclear physicists, and half were either historians, philosophers, or sociologists of science. Throughout the conference the discussion was spirited, freewheeling, and informative. Significant insights into the social and intellectual processes of recent scientific change were obtained, new source materials were identified, and several specific historical and sociological studies were suggested. A full report on this initial conference will be issued. The project is directed by Charles Weiner,

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Director of the Center for History and Philosophy of Physics, and is advised by a joint AIP-American Academy committee. ¶ Tapes and transcripts for 16 oral history interviews conducted by the Center for History and Philosophy of Physics were deposited during the first half of 1967. Other additions to the center's oral history collection include recordings of recent meetings of the American Physical Society; physics symposia and colloquia given at Princeton in recent years; lectures by Niels Bohr, Percy W. Bridgman and J. Robert Oppenheimer given at Iowa State University in the mid-1950's; and 34 interviews conducted by the editors of *International Science and Technology*, which provided the basis for a book, *The Way of the Scientist: Interviews from the World of Science and Technology*. ¶ A California city dump has yielded a historically significant collection of correspondence, manuscripts, and books formerly belonging to American astronomer Thomas J. J. See (1866-1962). The materials were discovered in the dump by an alert anthropologist, George Phebus, Jr., of the Smithsonian Institution and his father, George Phebus, of Vallejo, Calif. They gathered the scattered papers and books and sent them to the Center for History and Philosophy of Physics for historical evaluation and assistance in arranging the collection for permanent preservation. The manuscripts included 80 letters, 1908-51, to See regarding personal and family affairs, astronomical theories, and his attempt to build an observatory in Peru and notes and manuscripts on meteorology and geophysics. The collection contained late-19th- and early-20th-century pamphlets on physics and astronomy, 170 engravings and photographs of scientists and apparatus, and 26 important books in the history of science published between 1683 and 1921. The collection was donated by George Phebus to the Niels Bohr Library, which has added the pictorial and published materials to its collections and has given the manuscript materials to the Library of Congress Manuscript Division to supplement its collection of See papers.

#### *American Philosophical Society*

During the winter of 1966-67, the American Philosophical Society held five informal conferences on sources for the history of medicine, physics, biology and genetics, technology, and the relations of science and government. Opened by scholars acquainted with the society's holdings, the conferences featured discussions of materials in other institutions and problems to be investigated. Librarians, archivists, and professors of the history of science and their students from Harvard, Yale, Princeton, Pennsylvania, Delaware and Johns Hopkins attended. ¶ The society has published two guides to its holdings as volumes 65 and 68 of its *Memoirs* series. Volume 65 is a guide to 50,000 manuscript and microfilm items relating to the American Indian. Volume 68 is an inventory and report on the 3-year "Sources for the History of Quantum Physics" project sponsored by the American Physical Society and the American Philosophical Society and funded by the National Science Foundation. The report includes chapters on activities and procedures, an author catalog of principal sources, an inventory list of 95 physicists taped in 175 interviews for an oral history program, an inventory of 100 rolls of microfilmed source material, appendices on methods and procedures, and indexes. Microfilm copies of transcribed interviews, correspondence, lectures, research notes, and institutional records are deposited at the American Physical Society, University of California at Berkeley and the Niels Bohr Institute in Copenhagen.



*University of Illinois*

The University Archives has acquired papers of Andrew I. Andrews (ceramic engineering), Clarence G. Derick (chemistry), Nathan M. Newmark and James J. Doland (civil engineering), William F. Schaller (electrical engineering), and William S. Bayley (geology). The University Archivist Maynard Brichford is compiling bibliographies of historical writings in the last 100 years for 30 fields of science and technology. He is also listing the name, inclusive dates, and volume of manuscript collections in each field. The bibliographies and manuscript listings will appear as appendixes in a report on scientific and technological records in university archives. Mr. Brichford solicits bibliographies, data on collections not listed in the National Union Catalog of Manuscript Collections, and the suggestions of interested parties.

*Smithsonian Institution*

A grant from the National Science Foundation is supporting a project to collect and edit for publication the unpublished letters, journals, and other writings of Joseph Henry, American physicist and Secretary of the Smithsonian Institution from 1846 to 1878. The editor and principal investigator is Nathan Reingold of the Smithsonian. He plans a multivolume publication of selected papers and a comprehensive microfilm edition of the Joseph Henry papers. The project is sponsored by the National Academy of Sciences, the American Philosophical Society, and the Smithsonian and has the support of the National Historical Publications Commission.

*Washington University*

Archivist William Walker of the School of Medicine Library has recently received the correspondence, notebooks, pictures, films, medals and personal memorabilia of Edmund V. Cowdry, emeritus professor of anatomy. Open to all serious scholars, the collection includes material on Dr. Cowdry's work in cytology, cancer research, gerontology, and tropical medicine.

*Yale University*

The university library has acquired the Mellon collection of alchemy and the occult. The collection includes 159 manuscripts dating back to the 13th century. Among the manuscripts are texts on astronomy, astrology, and medicine.

**Help!**

There are several stamped cross-reference cards filed in the index that refer to an "Index of Writers" that the War Department at one time had in "Room 552." The nature or whereabouts of this index is not known.

—Introduction to National Archives Microcopy no. 686, *Index to General Correspondence of the Record and Pension Office 1889-1904* (Washington, 1967).



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## CALENDAR

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### *JUNE 1968*

23-29/**Annual Conference, American Library Association**, Kansas City, Mo. Apply to Conference Manager, ALA, 50 East Huron St., Chicago, Ill. 60611.

24-July 19/**Graduate Seminar in Archives Administration**, University of Wisconsin. Apply to Jack Clarke, School of Library Science, University of Wisconsin, Madison, Wis. 53706.

### *JULY 1968*

2-Aug. 2/**Course in Archival Principles and Administration**, Carleton University, Ottawa. Coordinator: D. J. Wurtele. In cooperation with the Public Archives of Canada and the Archives Section, Canadian Historical Association. Apply to "Archives Course," Department of History, Carleton University, Ottawa, Ont., Canada.

8-26/**Eighteenth Institute of Genealogical Research**, Washington, D.C. Apply to Department of History, The American University, Massachusetts & Nebraska Aves. N.W., Washington, D.C. 20016.

### *SEPTEMBER 1968*

3-7/**Sixth International Congress on Archives**, Madrid, Spain. Apply to Luis Sánchez Belda, Secretary of the Executive Committee, VI<sup>o</sup>. Congreso Internacional de Archivos, Archivo Histórico Nacional, Serrano 115, Madrid 6, Spain.

25-28/**Annual Meeting, American Association for State and Local History**, Washington, D.C. Apply to William T. Alderson, Jr., Director, AASLH, 132 Ninth Ave. North, Nashville, Tenn. 37203.

30-Oct. 2/**Annual Meeting, Society of American Archivists**, Chateau Laurier, Ottawa, Ont., Canada. Apply to Philip P. Mason, Secretary, Society of American Archivists, Wayne State University, Detroit, Mich. 48202.

### *OCTOBER 1968*

3-6/**Annual Meeting, Association for the Study of Negro Life and History**, New York Hilton Hotel. Apply to Walter Fisher, Department of History, Morgan State College, Baltimore, Md. 21212.

13-18/**Annual Meeting, American Association of Medical Records Librarians**, Statler Hilton Hotel, Dallas, Tex. Apply to Mary J. Waterstraat, 840 North Lake Shore Dr., Chicago, Ill. 60611.

16-19/**Lutheran Historical Conference**, Chicago, Ill. For historians and archivists. Apply to Rev. August R. Suelflow, Director, Concordia Historical Institute, 801 De Mun Ave., St. Louis, Mo. 63105.

17-19/**Annual Meeting, Western History Association**, Tucson, Ariz. Apply to A. M. Gibson, Secretary-Treasurer, Western History Association, Faculty Exchange, University of Oklahoma, Norman, Okla. 73069.

### *DECEMBER 1968*

28-30/**Annual Meeting, American Historical Association**, Conrad Hilton Hotel, Chicago, Ill. Apply to the Association, 400 A St. S.E., Washington, D.C. 20003.

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