

The American Archivist

VOLUME 32

1969

PUBLISHED QUARTERLY BY
THE SOCIETY OF AMERICAN ARCHIVISTS

CONTENTS OF VOLUME 32

NUMBER 1, JANUARY 1969

The Archivist and Service	CLIFFORD K. SHIPTON	5
Forgotten Fillmore Papers Examined: Sources for Reinterpretation of a Little-Known President	CHARLES M. SNYDER	11
Computers and Bibliography for the Social Sciences	DAGMAR HORNA PERMAN	15
Appraisal Criteria for Retention and Disposal of Business Records	DAVID L. LEWIS	21
Publication of Manuscripts: Devaluation or Enhancement?	HENRY BARTHOLOMEW COX	25
Reviews of Books		34
Abstracts of Foreign Periodicals		41
News Notes		45
Technical Notes		97

NUMBER 2, APRIL 1969

Problems With Donors of Contemporary Collections	BARBARA J. KAISER	103
The Empire State's Search in European Archives	NICHOLAS FALCO	109
Motion Picture Restoration	ROBERT W. WAGNER	125
The Spirit of Washington: ICA Congress of 1966	CHARLES KECSKEMÉTI	133
The Immigration Studies Collection of the University of Minnesota	RUDOLPH J. VECOLI	139
Some Thoughts for an Aspiring Historical Editor	HASKELL MONROE	147
Reviews of Books		162
Abstracts of Foreign Periodicals		171
News Notes		177

NUMBER 3, JULY 1969

The Historian and the New Technology	JAMES B. RHOADS	209
Byproducts of Computer Processing	BARBARA FISHER	215

Maximum and Minimum Standards for Religious Archives	AUGUST R. SUELFLOW	225
Financial Sources for Church Archival Programs	V. NELLE BELLAMY	231
Archives of the General Convention of the Episcopal Church	JOHN M. KINNEY	235
The Status of Business Archives	ROBERT W. LOVETT	247
Business Records: The Canadian Scene	JOHN HALL ARCHER	251
The Naval Historian and His Sources	JAMES M. MERRILL	261
President's Page		271
Reviews of Books		272
Abstracts of Foreign Periodicals		280
Technical Notes		285
News Notes		293

NUMBER 4, OCTOBER 1969

A Janus Look at Oral History	AMELIA R. FRY <i>and</i> WILLA BAUM	319
Collecting Archives for the History of Science ..	D. THEODORE McALLISTER	327
Vapor Phase Deacidification: A New Preservation Method	PAUL MCCARTHY	333
Program Planning for Records in Minnesota	F. W. BURCH	343
Printed Guides to Archival Centers for American Catholic History	FRANCIS J. WEBER	349
Appraisal of Financial Records	VERNON B. SANTEN	357
The Choice of a Medium for Documentary Publication	FRED SHELLEY	363
The Historian and the Archivist	ALFRED B. ROLLINS, JR.	369
Archival Odyssey: Taking Students to the Sources	JOHN HOPE FRANKLIN	375
Reviews of Books		383
Abstracts of Foreign Periodicals		391
News Notes		396
Technical Notes		411
Editor's Forum		418

FELLOWS OF THE SOCIETY OF AMERICAN ARCHIVISTS

January 1, 1969

WILLIAM T. ALDERSON
EVERETT O. ALLDREDGE
JOHN C. L. ANDREASSEN
HERBERT E. ANGEL
ROBERT H. BAHMER
G. PHILIP BAUER
HERMINE M. BAUMHOFFER
HENRY P. BEERS
WILLIAM BENEDON
FRANCIS L. BERKELEY, JR.
LESTER K. BORN
JULIAN P. BOYD
PHILIP C. BROOKS
ELIZABETH H. BUCK
LYMAN H. BUTTERFIELD
EDWARD G. CAMPBELL
CHARLOTTE CAPERS
LESTER J. CAPPON
THEODORE J. CASSADY
HELEN L. CHATFIELD
ROBERT CLAUS
MEREDITH B. COLKET, JR.
AGNES C. CONRAD
CHRISTOPHER CRITTENDEN
LEWIS J. DARTER, JR.
WILLIAM N. DAVIS, JR.
MABEL E. DEUTRICH
LEON DEVALINGER, JR.
ELIZABETH B. DREWRY
DAVID C. DUNIWAY
SHERROD E. EAST
FRANK B. EVANS
MEYER H. FISHBEIN
EDITH M. FOX
HERMAN R. FRIIS
JAMES RICHARD FUCHS
JAMES L. GEAR
DOROTHY HILL GERSACK
VICTOR GONDOS, JR.
WAYNE C. GROVER
CHESTER L. GUTHRIE
F. GERALD HAM
ELIZABETH E. HAMER
PHILIP M. HAMER
GEORGE P. HAMMOND
ALLIE CARROLL HART
WILLIAM EDWIN HEMPHILL
OLNEY W. HILL
ROBERT W. HILL

OLIVER W. HOLMES
LOLA M. HOMSHER
JOHN M. JENNINGS
H. G. JONES
HERMAN KAHN
LUCILE KANE
PHILIP D. LAGERQUIST
W. KAYE LAMB
CHARLES E. LEE
ALBERT H. LEISINGER, JR.
PAUL LEWINSON
ROBERT W. LOVETT
WILLIAM D. MCCAIN
PHILIP P. MASON
DAVID C. MEARNES
THORNTON W. MITCHELL
KENNETH W. MUNDEN
EDGAR B. NIXON
MARGARET C. NORTON
WILLIAM D. OVERMAN
JAMES W. PATTON
MARGUERITE J. PEASE
HOWARD H. PECKHAM
HAROLD T. PINKETT
SEYMOUR J. POMRENZE
ERNST M. POSNER
GRACE QUIMBY
MORRIS L. RADOFF
DOLORES C. RENZE
JAMES B. RHOADS
MORRIS RIEGER
STEPHEN T. RILEY
VERNON B. SANTEN
T. R. SCHELLENBERG
FRED SHELLEY
CLIFFORD K. SHIPTON
GUST SKORDAS
ALICE E. SMITH
JANE F. SMITH
LESTER W. SMITH
JEAN STEPHENSON
AUGUST R. SUELFLOW
DOROTHY K. TAYLOR
KARL L. TREVER
WILLIAM J. VAN SCHREEVEN
PETER WALNE
ROBERT M. WARNER
WALTER MUIR WHITEHILL
DORMAN H. WINFREY



H. G. JONES
President, Society of American Archivists
1968-1969

Free-lance writer and editor of weekly newspaper, 1949-50; professor of history in various colleges in North Carolina and Georgia, 1950-56; State Archivist of North Carolina, 1956-68; adjunct professor of history, North Carolina State University, 1966- ; and Director, North Carolina Department of Archives and History, 1968- . Chairman, State Records Committee, Society of American Archivists, 1960-61; Treasurer of the Society, 1961-67; Vice President, 1967-68. President since October 2, 1968. Fellow of the Society since 1961. Life Member. Winner of the Waldo Gifford Leland Prize, 1967.

The finest
ACID-FREE ENVELOPES
and
FILE FOLDERS

are made by
THE HOLLINGER CORPORATION
they are made of
Permalife

- Acid-Free
 - Exceedingly Strong
 - Made to Last
- manufactured by*

**STANDARD
PAPER MANUFACTURING COMPANY**



Envelopes available in 4 stock sizes

6" x 9"

9" x 11"

7 1/2" x 10"

11 1/2" x 15"

File folders available in letter and legal sizes.

Special sizes made to order.

Write for Free samples and prices

The Hollinger Corp.

3810 S. Four Mile Run Drive

Arlington, Virginia 22206

Standard Paper

Manufacturing Co.

P. O. Box 1554

Richmond, Virginia 23212



"SALESMEN" you can trust

AVR maintains no separate corps of salesmen—only the Dagmar Super Microfilm Reader itself and its hundreds of satisfied users. Through the years, the proved performance of the Dagmar Reader and word-of-mouth testimony of its users have been very convincing "salesmen" indeed. And thoroughly trustworthy.

NOTE THESE IMPORTANT PRODUCT FEATURES

1 SHARP, BRILLIANT IMAGES Superior Netherlands-crafted optical system projects in moderate light, eliminates need for darkened rooms.

2 COMFORTABLE READING Image can be read in normal position.

3 PORTABLE Lightweight, only 14½ lbs. Closes easily into compact 9" cube.

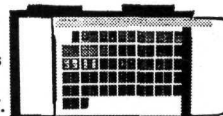
4 SIMPLE, SILENT OPERATION Uses 115 or 230 volt, 60 cycle alt. current.

5 VERSATILE Clearly projects ALL types and sizes of sheetfilm and rollfilm

16 and 35 mm. Aperture provides full 35 mm. scanning. "Zoom" projection allows adjustment of image size from 12 to 20 times.

6 GUARANTEED FOR 1 YEAR (except for lamps or mishandling).

Larger microfilm holder conveniently accommodates microsheet and jacket-mounted film strips—all available sizes up to 5" x 8".



ORDER WITHOUT RISK—

Order this excellent reader—use it for 10 days. If not satisfied, return it for full credit or cash refund.

READER, incl. take-up reels, extra lamp, carrying case. \$159⁹⁵ f.o.b. Waseca.
5" x 8" microfilm HOLDER with reader \$16⁵⁰

Prices subject to change without notice. Inquire about favorable adjusted prices for Canada.

ORDER TODAY—READY NOW FOR IMMEDIATE SHIPMENT

AVR

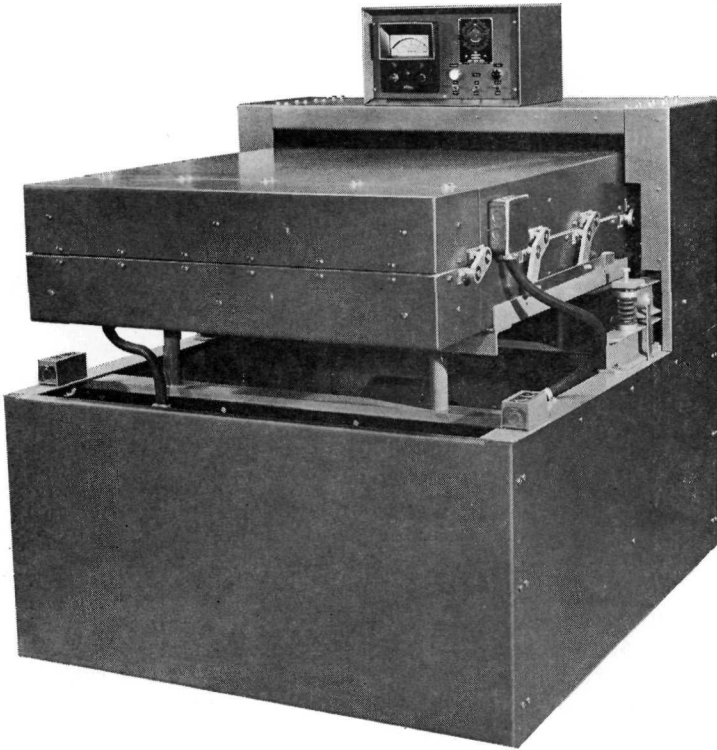
AUDIO-VISUAL RESEARCH

1512 8th St. S.E., Waseca, Minn. 56093

At your service.

The skill and experience of this company in the field of document restoration and preservation.

This company also builds two models and three sizes of laminating machines specifically designed for document lamination in libraries and archives.



The Arbee Company, Inc.
6 Claremont Road
Bernardsville, New Jersey 07924

There's more to Records Storage than storing records!



5 reasons why Paige Miracle Box does more than store your office records—

- 1** **Miracle Box protects your records "forever."**
Miracle Box is unique among corrugated storage files: it **never** splits, **never** warps, **never** sags.
- 2** **Miracle Box provides unmatched economy.**
Because of its **double**, interlocked walls and floor, Miracle Box lasts ten times as long as single-walled corrugated storage files that split apart at their single corners in **less than two years**. Thus Miracle Box costs **ONE-TENTH** as much in your long-term records-retention program.
- 3** **Miracle Box is used with or without shelving —**
with shelving for semi-active records; without shelving for completely inactive records.
- 4** **Miracle Box saves your personnel's time and labor.**
Sets up **INSTANTLY** and **AUTOMATICALLY**—no folding, no taping, no tabbing. Women workers handle Miracle Box as easily and quickly as men do.
- 5** **Miracle Box is top-quality storage equipment.**
Made of virgin Kraft 200# test corrugated fibreboard; 12" wide, 15" or 24" long, 10" high; **completely finished** — not a "do-it-yourself" project.



Write for brochure and prices.

THE PAIGE COMPANY, INC.

432 PARK AVENUE SOUTH • NEW YORK, N.Y. 10016

Dept.

BAINBRIDGE

Genuine Fabric Mat Boards

11 Linens

10 Silks

9 Burlaps

9 Grass Cloths

6 Velvet Velours

(also 60 Attractive Antique Colors)

information available

Charles T. Bainbridge's Sons
20 Cumberland St. Brooklyn, N. Y. 11205

News Notes

JUDITH ARMSTRONG, *Editor*

National Archives and Records Service

SAA ANNOUNCEMENTS

Spring Luncheon

On April 17, 1969, the Society will hold its annual joint luncheon session with the Organization of American Historians during the course of the OAH annual meeting, April 16-19, in Philadelphia. Presiding at the luncheon will be Society President H. G. Jones; and the luncheon speaker will be James Berton Rhoads, Archivist of the United States, speaking on "The Historian and the New Technology." Tickets for the luncheon may be purchased at the OAH registration desk.

1968-69 Officers

In accordance with the constitution of the Society, H. G. JONES, 1967-68 vice president, succeeds to the 1968-69 presidency. On October 2, 1968, at the annual business meeting of the Society, the other officers for 1968-69 were elected as follows: HERMAN KAHN, vice president; F. GERALD HAM, secretary; A. K. JOHNSON, JR. (reelected), treasurer. Elected to the Council for the 4-year term 1968-72 were FRANK B. EVANS and WILFRED I. SMITH. Also elected to the Council (to fill the unexpired term 1968-69 of F. Gerald Ham) was AGNES C. CONRAD. Continuing Council members, with the years of expiration of their terms, are MAYNARD J. BRICHFORD (1969), VICTOR GONDOS, JR. (1970), JOSEPH F. HALPIN (1970), ROBERT M. WARNER (1971), and DORMAN H. WINFREY (1971).

Paper Research Grant

The Society has received a grant of \$2,500 from the American Council of Learned Societies to be used for working expenses of the SAA Committee on Paper Research. The committee was established to study the permanence of paper, to develop specifications for paper and related materials, and to determine the proper environmental conditions for paper records in archival custody.

ICA Extraordinary Congress Reports on Microfilm

The reports that were prepared for the Extraordinary Congress of the International Council on Archives, which was sponsored by the National Archives and Records Service and the Society of American Archivists and was held in Washington, D.C., May 9-13, 1966, are now available on one roll of 16 mm. microfilm. A list of authors and titles of the reports appeared in the *American Archivist*, 29:439-440 (July 1966). Orders for the microfilmed reports, at \$7 a copy, should be addressed to SAA Treasurer A. K. Johnson, Jr., P.O. Box 7993, Atlanta, Ga. 30309.

Report on the Status of the National Archives

The *Report of the Joint Committee on the Status of the National Archives* (a committee composed of representatives from the American Historical Association, the Organization of American Historians, and the Society of American Archivists)

News for the July issue should be sent by April 30 to Miss Judith Armstrong, Educational Programs Division, National Archives and Records Service, Washington, D.C. 20408.

has now been printed and is available at 50c *prepaid* from the American Historical Association, 400 A Street S.E., Washington, D.C. 20003.

New Members

U.S. MEMBERS: Sister Alice Carlene, Denver, Colo.; Ethel M. Bailey, Philadelphia, Pa. (Office Services Supervisor, Agricultural Research Service, U.S. Department of Agriculture); Leona P. Berry, Ypsilanti, Mich. (assistant social science librarian, Eastern Michigan University); M. Gary Bettis, Seattle, Wash.; Arthur J. Breton, New York City (assistant curator of manuscripts, New-York Historical Society); Cheri R. Brill, Madison, Wis. (archivist, State Historical Society of Wisconsin); Kenneth L. Brock, Albany, N.Y. (Senior Public Records Analyst, Office of State History, New York State Education Department); Moreau B. C. Chambers, Washington, D.C. (Archivist, Catholic University of America); Alice Cook Dalligan, Grosse Pointe Woods, Mich.; Louise Dederen, Berrien Springs, Mich. (Archivist, Andrews University, James White Library); Edwin R. Flatequal, Springfield, Va.; Geneva L. Fleece, Hutchinson, Kans. (general sales manager, Underground Vaults & Storage, Inc.); Alice D. Forsyth, New Orleans, La. (Archivist, St. Louis Cathedral, Archives Department); George Hanson, Olivet, Mich. (assistant to the president, Olivet College); Willie L. Harriford, Jr., Atlanta, Ga.; Elaine M. Harrison, Bowling Green, Ky.; Jan Sigrid Henrickson, Detroit, Mich.; Clair B. Heyer, West Liberty, Iowa (archivist, Herbert Hoover Library); Rev. Peter E. Hogan, Baltimore, Md.; Newman Jeffrey, Washington, D.C.; Ruth V. Kent, St. Augustine, Fla.; Rose Lambert, New Orleans, La. (student, library science); Alan K. Lathrop, Iowa City, Iowa (Manuscripts Library, University of Iowa); Matt R. Lowman, Chicago, Ill. (Newberry Library); Louis H. Manarin, Raleigh, N.C. (editor, Civil War roster, North Carolina Department of Archives and History); Norman McCorkle, Wilmington, N.C. (college student); James E. Murphy, Hammond, La. (assistant professor of history, Southeastern Louisiana College); Gerald Newborg, Columbus, Ohio (Archives, Ohio Historical Society); Phyllis Nottingham, Juneau, Alaska (librarian); Isadore Perlman, Springfield, Va.; Helen Rorabaugh, Cheyenne, Wyo. (Assistant Archivist, Wyoming Archives and Historical Department); Arsine Schmauon, Syracuse, N.Y. (Manuscript Division, Syracuse University Library); Le Roy C. Schwarzkopf, Laurel, Md. (social sciences reference librarian, University of Maryland); Matthew J. Smith, Providence, R.I.; Sanford I. Smith, Dayton, Ohio; Marilyn Von Kohl, Austin, Tex. (archivist, Archives, Texas State Library); Ruth E. Walton, Newburyport, Mass. (free-lance archivist); Sarah Jackman Wilson, Corvallis, Oreg. (Assistant Archivist, Oregon State University); Francis Zahler, New York City (medical records librarian, Hospital for Joint Diseases and Medical Center).

FOREIGN MEMBERS: Anne Caiger, Montreal, Que., Canada (Assistant Archivist, University Archives, McGill University); J. F. Dallet, Tellisford (near Bath), BAe 6RJ, England; Aileen De Smogyi, London, Ont., Canada (regional history librarian, University of Western Ontario); James M. Parker, Alberta, Alba., Canada (University of Alberta Library); Robert W. Smith, Toronto, Ont., Canada (Supervisor, Records Management, Imperial Oil Ltd.).

U.S. INSTITUTIONAL MEMBERS: American Film Institute, Washington, D.C.; Archives Department, Robert A. Millikan Memorial Library, California Institute of Technology, Pasadena, Calif.; District Library, Clarion State College, Clarion, Pa.; Disciples of Christ Historical Society, Nashville, Tenn.; Document Systems, Inc., New York City; The Library, University of Maryland, Baltimore, Md.; The Menninger Foundation, Topeka, Kans.; Archives, Muskingum College, New Concord, Ohio; New York Genealogical and Biographical Society, New York City; College of South Utah Library, Cedar City, Utah; Winthrop College Library, Rock Hill, S.C.

FOREIGN INSTITUTIONAL MEMBERS: University of New England, Armidale, New South Wales, Australia.

1968-69 Committee Appointments

The following committee appointments have been made by President H. G. Jones. [Abbreviations of committee classifications are: Administrative Committee (AC), Special Area Committee (SAC), and Technical Advisory Committee (TAC).]

ARCHIVAL BUILDINGS AND EQUIPMENT (TAC)

Victor Gondos, Jr., *chairman*; William Benedon, Edward G. Campbell, Charlotte Capers, Leon deValinger, Jr., Carroll Hart, Philip P. Mason, Kenneth W. Richards, Samuel S. Silsby, Jr., William H. Work.

ARCHIVES OF THE PROFESSIONS (SAC)

Warren Albert, *chairman*; John Buchanan, Jean C. Jones, Mabel Lee.

AUDIOVISUAL RECORDS (AD HOC)

James E. Gibson, *chairman*; Hermine M. Baumhofer, Raymond E. Fielding, John Flory, John Kuiper, Kenneth W. Munden, Walter W. Stender.

AUDITING (AC)

Robert Williams, *chairman*.

AUTOMATED TECHNIQUES FOR ARCHIVAL AGENCIES (AD HOC)

Frank G. Burke, *chairman*; James J. Atherton, Barbara G. Fisher, Jack K. Jallings, David C. Maslyn, Warner W. Pflug, Russell M. Smith.

AWARDS (AC)

Kenneth W. Munden, *chairman*; Lester J. Cappon, Helen L. Chatfield, Richard A. Erney.

BUSINESS ARCHIVES (SAC)

Robert W. Lovett, *chairman*; James C. Bonar, Meyer H. Fishbein, Wilbur G. Kurtz, Jr., William L. Rofes, Charles Schultz, Joseph Svoboda, O. G. Wilson.

CHURCH ARCHIVES (SAC)

August R. Suelflow, *chairman*; Robert M. Warner, *Council liaison*; V. Nelle Bellamy, Homer L. Calkin, Melvin Gingerich, Bernard E. Granich, Richard D. Leonard, Brooks B. Little, William B. Miller, Vernon Nelson, John H. Ness, Jr., Earl E. Olson, Edwin Schell, Roy A. Suelflow, Robert C. Wiederaenders, Davis C. Woolley.

COLLEGE AND UNIVERSITY ARCHIVES (SAC)

James R. K. Kantor, *chairman*; Herman Kahn, *Council liaison*; John H. Archer, T. Seymour Bassett, Richard C. Berner, Helen L. Chatfield, Roy S. Dunn, Shonnie Finnegan, Barbara G. Fisher, Rev. Raphael Hamilton, Bruce C. Harding, Ruth W. Helmuth, Richard H. Lytle, Paul H. McCarthy, Jr., James V. Mink, James K. Owens, Judith M. Prosser.

COPYRIGHT LEGISLATION (AD HOC)

James B. Rhoads, *chairman*; Henry Bartholomew Cox.

EDUCATION AND TRAINING (AC)

Seymour J. Pomrenze, *chairman*; F. Gerald Ham and H. G. Jones, *Council liaison*; Everett O. Alldredge, Walter V. Barbash, Maynard J. Brichford, William N. Davis, Frank B. Evans, Bruce C. Harding, David C. Maslyn, Philip P. Mason, Dolores C. Renze, Wilfred I. Smith.

EXHIBITS (AC)

Warren Bon Griffin, *chairman*; Jack K. Jallings.

FINANCE (CONSTITUTIONAL)

A. K. Johnson, Jr., *chairman*; F. Gerald Ham, H. G. Jones.

INTERGOVERNMENTAL RELATIONS (AD HOC)

David C. Duniway, *chairman*; Harold T. Pinkett, *Council liaison*; Meyer H. Fishbein, Paul Kohl, Thornton W. Mitchell, Vernon B. Santen, Samuel S. Silsby, Jr.

INTERNATIONAL RELATIONS (SAC)

Morris Rieger, *chairman*; Wilfred I. Smith, *Council liaison*; Lester K. Born, Robert Claus, David Duniway, Oliver W. Holmes, Albert H. Leisinger, Jr., Yves Pérotin, Morris L. Radoff, James B. Rhoads, Marie Charlotte Stark, George S. Ulibarri, Peter Walne.

LOCAL ARRANGEMENTS-1969 (AC)

Richard A. Erney, *chairman*; Everett O. Alldredge, Herman Kahn.

LOCAL ARRANGEMENTS-1970 (AC)

Everett O. Alldredge, *chairman*; Richard A. Erney.

MANUSCRIPTS AND SPECIAL COLLECTIONS (TAC)

Herbert Finch, *chairman*; Robert M. Warner, *Council liaison*; Howard L. Applegate, Robert D. Armstrong, Julius P. Barclay, Virgil L. Bedsole, Kenneth W. Duckett, David E. Estes, Jacqueline Haring, Josephine L. Harper, Lucile Kane, David R. Larson, Donald R. Lennon, J. J. McDonough, Jean F. Preston, Leonard Rapport, Daniel J. Reed, John Wickman.

MEMBERSHIP DEVELOPMENT (AC)

Herbert E. Angel, *chairman*.

NOMINATIONS (AC/CONSTITUTIONAL)

PRESERVATION (TAC)

Clark W. Nelson, *chairman*; Robert I. Boak, Charles Corkran, James L. Gear, Paul H. McCarthy, Jr., William L. McDowell, Jr., Emily Parks Rucker, C. George Younklin.

PROFESSIONAL STANDARDS (AC/CONSTITUTIONAL)

Clifford K. Shipton, *chairman*; Everett O. Alldredge, Herbert E. Angel, Robert H. Bahmer, Philip C. Brooks, Lester J. Cappon, Christopher Crittenden, Leon deValinger, Jr., Wayne C. Grover, Philip M. Hamer, Oliver W. Holmes, William D. McCain, Margaret C. Norton, William D. Overman, Ernst Posner, Morris L. Radoff, Dolores C. Renze.

PROGRAM (AC)

Herman Kahn, *chairman*; Frances T. Bourne, Frank G. Burke, Charles Corkran, Richard A. Erney, James R. Fuchs, Lester W. Smith, Robert M. Warner.

PUBLICITY (AC)

David J. Delgado, *chairman*.

RECORDS MANAGEMENT (SAC)

Thornton W. Mitchell and Vernon B. Santen, *cochairmen*; Frank B. Evans and Joseph F. Halpin, *Council liaison*; William Benedon, Chester L. Guthrie, Gerald L. Hegel, Edwin H. Hunt, E. L. Johnson, Virginia Lake, Beldon Menkus, Seymour J. Pomrenze, Howard Presel, Milton Reitzfeld, William P. Southard.

RESOLUTIONS (AC)

SCIENTIFIC AND TECHNOLOGICAL MANUSCRIPTS (AD HOC)

Maynard J. Brichford, *chairman*; Clyde M. Collier, Robert B. Eckles, Leland McClung, John A. Popplestone, William L. Rofes, Samuel T. Suratt, Joseph G. Svoboda, Charles Weiner.

STATE AND LOCAL RECORDS (SAC)

Carroll Hart, *chairman*; F. Gerald Ham, *Council liaison*; Rex Beach, Dennis R. Bodem, Theodore J. Cassady, C. F. W. Coker, Robert Connor, A. Otis Hebert, Olney W. Hill, Edward N. Johnson, Walter L. Jordan, Charles E. Lee, Sidney McAlpine, Rockwell H. Potter, Jr., Dolores C. Renze, Alan D. Ridge, Daniel Rylance.

TECHNICAL DEVICES AND SYSTEMS (TAC)

Richard Hale and Vernon D. Tate, *cochairmen*; Joseph E. Bachers, Mark R. Ford, Joseph A. Greene, T. Harold Jacobsen, Fred Shelley, Walter W. Walker.

TERMINOLOGY (AD HOC)

William L. Rofes, *chairman*; Harold T. Pinkett, *Council liaison*; Everett O. Alldredge, Kenneth W. Munden, Edwin A. Thompson, Peter Walne, Robert Woadden.

UNIFORM ARCHIVAL STATISTICS (AD HOC)

Edward G. Campbell, *chairman*; William Benedon, Theodore J. Cassady, Herbert Finch, Melvin Gingerich, Lucile Kane, Robert W. Lovett, Gust Skordas, Merle W. Wells.

REPORT OF THE PROGRAM COMMITTEE ON THE SOCIETY'S 32D 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 10c per page plus 6c 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.*]

The 32d annual meeting of the Society of American Archivists was held in Ottawa, Canada, September 30–October 2, 1968. Over three hundred archivists from the United States and Canada attended this year's meeting, which included eight workshops on September 30 and nine formal sessions on October 1–2. An added feature of this year's program was the tours of the Public Archives of Canada. With the help of W. Kaye Lamb, Dominion Archivist, and his able and courteous staff, these tours gave the delegates a chance to see in operation one of the finest archival agencies in the world. On Monday evening Society members were guests at a concert given by the National Band of the Canadian Armed Forces followed by a special showing of an amusing and sophisticated travel film entitled "Helicopter Canada." The remainder of the Society's program included an address by Dr. Lamb at the Tuesday (October 1) luncheon; a bus tour of Ottawa and its environs on Tuesday afternoon for the wives of delegates; a reception and the annual dinner on Tuesday evening, the latter addressed by Society President Clifford Shipton;

THE AMERICAN ARCHIVIST

and the Awards Luncheon (October 2), which was followed by the annual business meeting.

Workshop on State and Local Records

Carroll Hart, Director of the Georgia Department of Archives and History, was chairman of this session entitled "The Appraisal of State Records: Some Problem Areas." Vernon B. Santen, Chief of Records Management at the New York Office of General Services, discussed the problems involved in appraising financial records; and Robert F. Connor, Director of the Missouri Records Management and Archives Service, talked about the appraisal of tax records. The final speakers, Theodore J. Cassady, Assistant State Archivist at the Illinois State Archives, and Kenneth W. Richards, Head of the New Jersey Archives and History Bureau, spoke of problems in evaluating public welfare records and health records, respectively.

Papers available from the editor: Hart (2 p.); Santen (9 p.); Richards (9 p.).

Workshop on Preservation Methods

Clark W. Nelson, Archivist at the Mayo Clinic/Foundation, Rochester, Minn., conducted this workshop dealing with the subject "Current Trends in Preservation." Attendance was estimated at 73 persons. Paul H. McCarthy, University Archivist and Curator of Manuscripts at the University of Alaska, opened the program by evaluating his experiences with the new vapor phase deacidification process. He noted that although VPD lowers the acidity of paper, it has relatively short term effectiveness. Speaking on a different phase of preservation methods, James L. Gear, Chief of the Document Reproduction and Restoration Branch of the National Archives and Records Service, presented the preliminary report of the Preservation Methods Committee's summer survey of a selected group of repositories within the United States and Canada. He noted that although several institutions have improved their storage facilities, many still have little hope of upgrading their physical plant in the immediate future. He also discussed methods now being used to store and preserve maps and audiovisual and textual records. Walter Johnson, photographic historian, Department of Photography and Cinema at Ohio State University, in a paper prepared by Robert W. Wagner, chairman of the department, discussed the unstable nature of early cellulose nitrate films. With the aid of slides and films, Mr. Johnson described a specially designed restoration motion picture printer now in use at Ohio State.

Papers available from the editor: McCarthy (15 p.); Gear (10 p.).

Workshop on College and University Archives

Approximately 65 people attended this workshop on "Archives and Records Management in the University." Richard H. Lytle, University Archivist and Curator of Special Collections at Rice University, was the chairman. Each of the participants in the workshop expressed differing points of view on the relationships of archives and records management in universities. Believing that the archival unit's first obligation should be to the administrative offices of the university, Bruce Harding, University Archivist at Ohio State University, suggested that the archivist must have a major role in all phases of university records management if an effective archival program is to be created. He should be allowed to participate in decisions concerning records inventories, retention and disposition schedules, use of microfilm, content and form of records, and operations of the records center. James K. Owens, University Archivist at Syracuse University, separated the records management program from university archives work. Since they are both full-time jobs

requiring professional staffs, the archivist, in his view, should not attempt to handle both functions, lest he neglect his archival responsibilities, especially in the area of processing archival accumulations and in making them known to scholars. The final speaker, Gerald Hegel, Director of Records Management Services at the University of Missouri, maintained that if the records management function is properly administered with regard to archival considerations, it will virtually assure an adequate university archives program. Unlike Harding, Hegel suggested that the records manager alone should involve himself in records creation and maintenance and in their ultimate disposition. In the discussion the view was presented that there should be continuity and harmony in the university's records management and archival programs since both make use of the same records. Some delegates contended that the proposals for separate records management and archival programs were unrealistic. Most agreed that the archivist must keep himself abreast of current university administrative matters if he is to maintain eventual descriptive control over the records of the university.

Papers available from the editor: Hegel (12 p.).

Workshop on Scientific Manuscripts

This workshop entitled "Some Problems of Collection and Creation of Scientific and Technological Archives" was attended by 17 people; the chairman was Robert B. Eckles of the History Department of Purdue University. D. T. McAllister, Curator of the Michelson Museum at China Lake, Calif., outlined the problems in locating and transcribing all the letters of Albert Abraham Michelson. The work involves tracing references to Michelson in other archives, collecting these citations, and then organizing the bits and pieces into a meaningful collection. L. S. McClung, Archivist of the American Society for Microbiology at Indiana University, spoke on "Oral History for Archives of the American Society for Microbiology." Discussing the organization of the society's archives, he stressed the problems involved in conducting interviews with microbiologists. William L. Rofes of IBM Corp. also made extended reference to oral history in his talk on "Collecting Materials for Technological Archives by Oral History Techniques." He mentioned the problems of using taped interviews for management directives and formation of policy and discussed the form, preparation, and conduct of taping interviews. During the discussion period delegates expressed interest in the types of equipment used in conducting interviews and the preparations needed by interviewer and interviewee before a taping session begins.

Papers available from the editor: McAllister (19 p.); McClung (14 p.).

Workshop on Manuscripts and Special Collections

John Wickman, Director of the Eisenhower Library at Abilene, Kans., moderated the workshop on "Problems of Contemporary Collections," attended by approximately 80 delegates. Barbara Kaiser, Director of the Division of Field Services of the State Historical Society of Wisconsin, opened the session with a discussion of the relationship of the archival depository to the donor of a contemporary collection. She emphasized the need to have a clear understanding with the donor on the terms of deposit and on the donor's literary property rights. David Larson, Chief of the Division of Archives-Manuscripts at the Ohio Historical Society, discussed the problems facing repositories with contemporary collections. He mentioned size of these collections as a cause of space problems and the necessity for more financing of State and local manuscript repositories. As one means of alleviating these difficulties, he suggested that the Federal Government and the various State

THE AMERICAN ARCHIVIST

governments implement programs of mutual help and regional cooperation. The final speaker, Edmund Berkeley, Jr., Assistant Curator of Manuscripts at the University of Virginia, directed his discussion to "Problems With Researchers." He emphasized the lack of adequate finding aids and the extreme difficulty of using a large contemporary collection. Mr. Berkeley suggested that administrators of repositories might solve some of their problems with researchers through an educational program that would make the patron aware of the depository's problems. He mentioned informal talks to groups, newspaper and magazine articles, and formal courses in research techniques as various means of educating the public. The audience seemed to agree that more problems were raised than were solved by the stimulating discussion.

Papers available from the editor: Kaiser (9 p.); Larson (14 p.); Berkeley (4 p.).

Workshop on Business Archives

James C. Bonar, Archivist of the Canadian Pacific Railroad Co., Montreal, served as chairman of this session on "Developments in Canadian Business Archives." Attendance was estimated at 40 people. Mr. Bonar spoke on the contributions of the SAA to the Business Archives Council of Canada, an organization founded in May 1968. Although the Canadian council was designed primarily to serve Canada, it has attracted interest from other countries seeking information on the council and its literature. Using the theme of "The Canadian Public and University Sectors," Prof. John H. Archer, University Archivist, Queen's University, Kingston, mentioned the holdings of business records in public archival institutions in Canada and the relationship of these records to university research. He applauded the establishment of the Business Archives Council and the choice of Queen's University Archives as a depository. The council, he said, "envisages regional depositories elsewhere which will carry on the more practical end of arrangements for deposit and use." Alexander R. Hasley, Secretary of the Sun Life Assurance Co. of Canada, Montreal, discussing the "Canadian Business Enterprise Sector," talked of the "historical records manager," who must be both concerned with the collection and preservation of records of permanent value and involved in decisions relating to the administrative control of records. Mr. Hasley detailed the role of the historical records manager as it related to his own company. After the talks, members of the audience, including the Archivists of certain Provinces, expressed interest in participating in the programs of the Business Archives Council of Canada.

Papers available from the editor: Archer (19 p.); Hasley (9 p.).

Workshop on Records Management

Fifty-one people attended this workshop on "The Role of Records Management Today." E. T. Freel, Vice-President of William P. Southard & Associates, Inc., substituted for William P. Southard as chairman and panelist. The other panelist was Robert Woodall, Records Management Supervisor of the State of California. The discussion centered around the relationship of the records manager of a State with the State Archivist. Mention was made of the responsibilities of each position, particularly regarding the records that the archivist could and should examine.

Workshop on Church Archives

Brooks B. Little, Director of the Upper Room Devotional Library, Museum and Archives at Nashville, was the chairman and a panelist in this workshop attended by 30 archivists. The general subject of the session was: "The Financial Potentials for Church Archives." William B. Miller, Manager of the Department

of History of the Presbyterian Historical Society at Philadelphia, stressed the importance of the budget in relation to the success or failure of a church archive. He discussed also the overall objectives of an archival unit, the availability of money, and the establishment of priorities. He insisted staff needs be given as adequate consideration as other budgetary requirements. Earl E. Olson, Assistant Church Historian of the Church of Jesus Christ of Latter-day Saints, Salt Lake City, Utah, took the position that archives were a definite responsibility of the denomination. The church should establish and maintain an archives, determine its policy, and analyze the budget so as to provide adequate funds for record preservation. V. Nelle Bellamy, Archivist at the Church Historical Society in Austin, discussed membership and patron income as part of the financing of the society's archival program. She cautioned, however, against too great a dependence upon this one source and suggested that the ideal system would be one of combined support with the denomination. August Suelflow, Director of the Concordia Historical Institute in St. Louis, discussed service charges and miscellaneous sources of income as a means of supplementing denominational support. He recommended the sale of duplicate books and other appropriate items as means of augmenting income. Brooks B. Little, like Mr. Olson, insisted that the denomination should support the archival program of the church. If it does not accept this responsibility, funds should be sought from individuals and foundations. For this purpose, Mr. Little recommended cultivating the interest of people able to make gifts and bequests to the archives. Audience participation following the talks was spirited. There was general agreement that ways to encourage more extensive denominational support for archival programs were urgently needed.

Papers available from the editor: Little (6 p.); Miller (2 p.); Olson (2 p.); Bellamy (2 p.).

Data Gathering and Documentation

A session (October 1) entitled "Archival Allies in Data Gathering and Documentation" was moderated by Richard P. McCormick, Chairman of the Department of History at Rutgers State University. He noted that the panelists were each associated with a highly specialized type of data archives and reflected the increasing breadth and diversity within the archival profession. Jerome M. Clubb, Director of Historical Archives at the Inter-University Consortium for Political Research at the University of Michigan, described the project under his charge to collect voting data for all of the States of the Union since 1824. Dr. Clubb asserted that these data can be brought under machine control, but that their effective utilization will depend on the availability of an increased supply of trained personnel and improved technology. Charles T. Morrissey, Director of the Vermont Historical Society, speaking as a representative of the Oral History Association, discussed the efforts to establish a clearinghouse for the many oral history centers in the United States. He touched also on the problems of definition and technique that confront practitioners of oral history. Philip L. Miller, President of the Association for Recorded Sound Collections, New York, referred to the numerous collections of recordings of music, drama, and speech that have been built up by libraries, universities, and private collectors. He then explained the work of his association in bringing together specialists in this field. Illness prevented Ralph L. Bisco, Head, Computer Service Facility, Institute for Social Research, Ann Arbor, Mich., from participating in the program. The audience, numbering 70, joined in an interesting discussion of each of the papers.

Canadian Manuscripts

Fifty people attended the session (October 1) on the "Union List of Manuscripts of Canada and the NUCMC." John Hall Archer, University Archivist and Professor of History at Queen's University in Kingston, Ont., chaired the session. Harriet Ostroff, Index Editor of the National Union Catalog of Manuscript Collections of the Library of Congress, sketched some historical background of NUCMC and the successful efforts to arrive at suitable cataloging rules. Robert S. Gordon, Editor of the Union List of Manuscripts in Canadian Repositories and Chief of the Manuscript Division of the Public Archives of Canada, discussed some of the background behind ULMCR. He emphasized that although NUCMC was the work of librarians, the Canadian counterpart was a product of archivists. William D. Naftel, formerly assistant to the editor of ULMCR and now historical research officer of the Historic Sites Division within the Department of Northern Affairs, concentrated on the procedure of editing the Canadian product. He spoke of the decision to put entries in the language that predominated in the collection itself. He further explained the rules of entry and the reason for excluding such documents as land deeds. In the question and answer period the delegates showed interest in the rules and editorial procedures used in compiling the two catalogs. Most agreed that both catalogs were easy to use and satisfied most patrons.

Publication of Archives and Manuscripts

A group of some 70 people attended the session (October 1) on the "Selection and Publication of Archival and Manuscript Materials." With Charles E. Lee, Director of the South Carolina Department of Archives and History, serving as chairman, panelists included Haskell M. Monroe, Jr., Editor of the Papers of Jefferson Davis, Memory F. Mitchell, Editor at the North Carolina Department of Archives and History, and Fred Shelley, of the National Historical Publications Commission. In "Some Thoughts for an Aspiring Editor" Mr. Monroe presented a critical review of the work of previous editors of historical papers. He read excerpts of reviews of the volumes of the Jefferson, Adams, Madison, and Clay papers and added to them his own judgment on the individual merits of each of these series. He both praised and cited failures in these works, thereby proposing a model of excellence in historical editing. Mrs. Mitchell discussed some of the problems she has encountered in editing the public records of the Governors of North Carolina. She emphasized the need for care in selecting the papers to be included in the volume and for maintaining a good rapport with the public official involved. Mr. Shelley's subject was "Selecting the Most Appropriate Medium of Publication." He urged toleration of microfilm as often the only alternative to no reproduction of historical documents. He stressed that the best mode of reproduction would be that which would bring scholar and document together quickly and usefully. Most of the discussion period was devoted to the techniques of finding pertinent documents and of reducing them to a manageable whole.

Papers available from the editor: Monroe (22 p.); Mitchell (11 p.); Shelley (15 p.).

Public Official, Archivist, and Researcher

Approximately 100 persons on October 1 attended the session "The Public Official, the Archivist, and the Researcher," moderated by Philip C. Brooks, Director of the Harry S. Truman Library. The speakers discussed the problems in handling a collection from its creation to its transfer to an archival institution and finally its use by the researcher. Speaking as a donor Neil Staebler, former United States Repre-

sentative and Democratic nominee for Governor of Michigan, said the foremost problem facing the archivist was to convince public figures that their papers were historically important and should be preserved. This initial hurdle cleared, the donor should be given accurate guidelines on what papers to save, assurance that he will have access to his files, and the privilege of denying access for a certain period of time. He heartily recommended that the archivist reach the public official early in his career and convince him of the future archival and research value of his papers. Representing the archivist, Robert W. Richmond, State Archivist at the Kansas State Historical Society, believed that some donors were overly cautious in placing restrictions on their papers. Alfred B. Rollins, Jr., Dean and Professor of History at the University of Vermont, referred to the problems he has had to face as an active researcher. He urged the archivist to play an active role as a teacher, "defining for his scholar-students the structure and plan of the materials, warning of their limitations, of the gaps, and of the items for the moment being held back; guiding clients through masses of materials to the general areas in which their hunting may be effective." In the discussion period some delegates dealt with the need for archivists to guide and inform the donors of the kinds of papers that have lasting value and with the problems involved in the transfer of papers by installments. All agreed on the importance of the archivist in establishing rapport with the donor's secretary.

Papers available from the editor: Rollins (6 p.); Richmond (6 p.).

French Canadian Archives

Bernard Weillbrenner, Director of the Historical Branch of the Public Archives of Canada, on October 1 served as chairman of the session entitled "French Canada—the Archival Situation." Cosponsored by the Canadian Historical Association, this session drew 45 delegates. Laurier La Pierre, Director of the French Canada Studies Program at McGill University, criticized the services provided historians by archival repositories on several counts. He cited the present dispersal of collections, lack of guides to the holdings of institutions, inconsistency in classification and descriptive cataloging, and shortage of trained archivists. The speaker particularly stressed the need for archivists to obtain papers now in private hands and to transfer the holdings of private and semiprivate archival institutions to governmental archival institutions. Jacques Mathieu, Archiviste, Archives du Québec, was also critical of the archival situation in Quebec. He indicated that an all-embracing archives law was needed to insure proper care for noncurrent government records. Trained archivists were needed to inspect records before destruction, to provide suitable accommodation for those papers retained, and to aid the researcher. The exercise of government control over private and semiprivate papers of a national interest was another suggestion advanced by Mr. Mathieu. Two points were raised in the discussion period that followed. It was argued that historians expect more from the archivist than he can reasonably provide. Many in the audience also proclaimed the right of private institutions to take care of their own records and maintained that such institutions were preserving these documents as well as government agencies could do at the present time.

Automation and the Archivist

The session on "Automation and the Archivist" (October 1) had a large audience of nearly 200 people. The size of the audience necessitated the use of two convention rooms. The chairman of the session, substituting for Frank G. Burke, was John

THE AMERICAN ARCHIVIST

P. Butler, Assistant Information Retrieval Specialist, National Archives and Records Service, Washington, D.C. Samuel Suratt, Archivist at the Smithsonian Institution, led off the session with a discussion of some contemporary political phenomena, the new communication media, and the interrelationship of these two subjects with uniform terminology in automated techniques. He stressed the archival problems inherent in a society that is now beginning to produce massive amounts of nontextual record material. Barbara Fisher, University Archivist, University of Oregon, in her discussion of archival byproducts, carefully related automated techniques to archival technology. She pointed out a number of areas in which archival byproducts enable the archivist to examine and to evaluate his own techniques and procedures. James J. Atherton, Head, Public Records Section, Manuscript Division, Public Archives of Canada, delivered a short, nontechnical address on "Automation and the Dignity of the Archivist." He emphasized that the archivist need not fear automation and should use new technological innovations to secure closer controls over archival records. A lively question and answer session followed the formal presentations. Questions and responses from the floor indicated that the delegates were generally receptive and wanted to know more about practical applications of computer techniques. A number of questions touched upon the use of thesauri in automated retrieval systems and others on cooperative ventures, especially SPINDEX II. All in all, the program seemed to indicate that, in certain instances, the profession was beginning to use computer technology effectively and to develop automated systems that should be of inestimable value in the near future.

Papers available from the editor: Fisher (14 p.); Atherton (6 p.).

Education and Training

More than 100 registrants crowded the Macdonald Room for a session (October 2) on "Education and Training in Archives Administration and Records Management—A Critical Review." The session chairman was Frank B. Evans, Deputy Assistant Archivist for Presidential Libraries, National Archives and Records Service, who also serves as director of archival training for NARS. Using as his point of departure the comprehensive survey of formal academic courses by H. G. Jones in the April 1968 issue of the *American Archivist*, Philip P. Mason, Professor of History and Director of the Labor Archives at Wayne State University, summarized the current status of such courses and recommended the establishment of additional programs to meet the ever-growing need for trained archivists. Dr. Mason indicated his real concern regarding our ability to provide trained personnel for all of the available positions. Dr. Evans then spoke briefly on the background and current status of summer institutes, developed nearly three decades ago to provide "emergency post-appointment" training for those entrusted with archival responsibilities. The original Washington institute has been widely imitated, and each year new institutes are being offered. Herbert E. Angel, Deputy Archivist of the United States, reported on the status of training in records management in the United States. Acknowledging his debt to two recent surveys published in records management journals, he provided an illuminating analysis of the available training, with emphasis upon the widespread neglect of attention to records appraisal and other archival considerations in such training. Wilfred I. Smith, Assistant Dominion Archivist of the Public Archives of Canada, surveyed archival and records management courses and institutes available in Canada. In general, training in Canada has followed the same pattern as in the United States, with the most recent initiative for new courses and institutes being provided by individuals rather than by repositories or

organizations. The session chairman then called upon Ernst Posner, Professor Emeritus of History and Archives Administration at The American University, and the only "full-time" teacher in this field. Dr. Posner characterized our current situation as one of providing "mini-training"—like the skirts of the same name, they cover relatively little and reveal a great deal. He recommended that, with financial assistance from a private foundation, archivists consider offering a master's degree in archives administration through graduate library schools. Discussion following Dr. Posner's comments related primarily to this proposal and reflected particularly the concern of many archivists that training in historical methodology and experience with historical research be required of all who would administer archives.

Special Subject Collections

Herbert Finch, Curator and Archivist, Collection of Regional History and University Archives, Cornell University, on October 2 was the chairman of the session, "The Development of Special Subject Area Collections." The four speakers each discussed problems encountered in administering special collections. Howard Applegate, Assistant Director of Libraries for Special Collections and Development, Syracuse University, discussed the creation of the Industrial Design collection. He emphasized the groundwork needed to form a special collection: the interest of the faculty and the need for cooperation from within the particular profession. Tino Balio, Director of the Wisconsin Centre for Theatre Research at the University of Wisconsin, recounted the history of that collection and its relation to the research interests of students and faculty. The next speaker, John A. Popplestone, Director of the Archives of the History of American Psychology at Akron University, outlined a means to approach psychology records through mass mailings and by encouraging support from influential leaders within the profession. Rudolph J. Vecoli, Director of the Center for Immigration Studies at the University of Minnesota, mentioned the variety of source materials existing for the study of immigration, sources that have been largely overlooked. Mr. Vecoli suggested focusing on the "new" immigration and acquiring material from ethnic churches, lodges, and newspapers. As a result of each of these talks, the delegates left with the impression that subject collections are an increasing trend in manuscript collections and that by systematically pursuing a special subject area extremely important resources can be developed.

Papers available from the editor: Popplestone (9 p.).

Significant Developments on the International Archival

Scene Since the Extraordinary Congress

An audience of 50 persons heard a distinguished panel discuss progress in international regulation and use of archives. The session chaired by Morris Rieger of the National Archives featured Charles Kecskeméti, Secretary, International Council on Archives with headquarters in Paris. Mr. Kecskeméti discussed the work of the recent international Congress at Madrid and the progress made in opening the archives of the various nations of the world to scholarly research. Commenting on the paper were Robert H. Bahmer, former Archivist of the United States; Oliver W. Holmes, Executive Director, National Historical Publications Commission; W. Kaye Lamb, Dominion Archivist of Canada; and Albert H. Leisinger, Jr., Special Assistant for Academic Liaison, National Archives and Records Service. Dr. Bahmer, Dr. Holmes, and Dr. Lamb, veterans of earlier efforts toward inter-

THE AMERICAN ARCHIVIST

national cooperation in archival work, discussed the history of these efforts and noted the progress that has been made.

Papers available from the editor: Kecskeméti (12 p.).

—Prepared principally by Thomas Powers and J. Fraser Cocks, members of the staff of the Michigan Historical Collections of the University of Michigan, under the general direction of Robert M. Warner, Chairman of the Program Committee.

MINUTES OF MEETINGS & REPORTS OF OFFICERS

[September 29 and October 2 Council Minutes are on p. 91–94 of this issue. ED.]

Minutes of Awards Luncheon

Ottawa, Canada, October 2, 1968

President Clifford Shipton announced that Richard Erney, Chairman of the *Distinguished Service Award Committee*, had informed him that there were no recommendations for the Award this year.

Harold T. Pinkett, Cochairman of the *Gondos Memorial Award Committee*, announced that his committee had selected Nicolas Falco as the 1968 Award recipient for his essay "The Empire State Engages in a European Archives Search."

The *Waldo Gifford Leland Prize* for 1968 was presented by Lester Cappon to Andrew Oliver for *Portraits of John and Abigail Adams*, published by Harvard University Press.

Election of Fellows, 1968. Herbert E. Angel, Chairman of the Professional Standards Committee, announced the election to the rank of Fellow for: THEODORE J. CASSADY, Illinois State Archives; JAMES L. GEAR, National Archives and Records Service; F. GERALD HAM, State Historical Society of Wisconsin; ALLIE CARROLL HART, Georgia Department of Archives and History; PHILIP P. LAGERQUIST, Harry S. Truman Library; ROBERT M. WARNER, Michigan Historical Collections; and WALTER MUIR WHITEHILL, Boston Athenæum.

Election to Honorary Life Membership. President Shipton announced that the Council had unanimously elected the following to honorary life membership in the Society: LYNDON B. JOHNSON, W. KAYE LAMB, and J. IGNACIO RUBIO MAÑÉ.

PHILIP P. MASON, *Secretary*

Annual Business Meeting

Ottawa, Canada, October 2, 1968

The annual business meeting of the Society was called to order at 2:00 p.m. by President Clifford Shipton. All officers and members of the Council were in attendance. In addition, more than 200 individuals and institutional members were present.

It was voted to dispense with the reading of the minutes of the 1967 annual meeting, as they had been published in the *American Archivist* and were available to the membership at large.

The annual financial report of Treasurer A. K. Johnson, Jr., for the period January 1–December 30, 1967, was presented and filed with the secretary [see below—ED.].

Charles Lee, Chairman of the Auditing Committee, made the following report:

The Auditing Committee has had the treasurer's accounts of the Society of American Archivists for the year ended December 31, 1967, 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 members present accepted both reports and ordered them filed with the secretary.

The report of the Resolutions Committee was presented by Robert Woadden for Theodore Cassady, who was absent due to illness.

The Committee on Resolutions, consisting of Ted Cassady, Alan Ridge, Wayne Temple and Robert Woadden, submits the following:

WHEREAS, this bilingual Bastion of the North, this virile yet peaceful land, provided some 350 archivists from several lands with a rendezvous par excellence for the 32d annual meeting of the Society of American Archivists, September 30th to October 2d, 1968, 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 extends its appreciation for their efforts to:

1. All members of the Local Arrangements Committee under the chairmanship of Wilfred I. Smith together with the staff of the Public Archives of Canada, the members of the Program Committee intuitively guided by Chairman Robert M. Warner, and all panelists and participants in the educational sessions during our meeting in Ottawa.

2. The Honourable Gerald Pelletier, P.C., M.P., Secretary of State, and Controller Ernie W. Jones of the City Council of Ottawa for showing their genuine interest in our affairs by taking time from the burdensome duties of their high offices to join us at our meeting.

3. The Banquet Manager and the staff of the Chateau Laurier for their splendid co-operation in making facilities available.

4. The Minnesota Mining and Manufacturing Co. for the hospitality afforded at coffee breaks.

5. The Director of Music, Lt. Comdr. William J. Gordon, and the talented members of the National Band for their truly excellent concert, which gave our members a most enjoyable musical soiree.

6. The Council of the City of Ottawa for the provision of transportation in and about the National Capital District.

7. The Honourable James C. Auld, Minister of Tourism and Information for the provision of transportation to and from Upper Canada Village.

8. W. Kaye Lamb, this quiet, honoured man who, towards the close of his distinguished career, has left his unique stamp of wisdom, erudition and humanity on the Public Archives, to the home of which he afforded us ready access.

WHEREAS, the Society of American Archivists has sustained many losses during the past year by the known deaths of the following members: Robert G. Adriance, Wallace Goebel, Lt. Clarence Peterson, Rt. Rev. Msgr. Arthur Riley, and Anne M. Sexton, be it

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

The following report was presented by Philip C. Brooks, Chairman of the Nominations Committee:

H. G. Jones, North Carolina Department of Archives and History, becomes President automatically.

The Nominations Committee in compliance with the bylaws makes the following nominations to be voted upon at the annual meeting at Ottawa, Ontario, on October 2, 1968:

For *Vice President*, HERMAN KAHN, Yale University.

For *Secretary*, F. GERALD HAM, Wisconsin State Historical Society.

For *Treasurer*, A. K. JOHNSON, National Archives and Records Service, Atlanta, Ga.

For the *Council* to serve until 1972:

WILFRED I. SMITH, Public Archives of Canada.

FRANK B. EVANS, National Archives and Records Service, Washington, D.C.

Ballots were distributed to the membership, and all who had been nominated were elected to office.

Philip Brooks nominated Agnes C. Conrad, Archivist of the State of Hawaii, to fill the 1-year Council vacancy created by the election of F. Gerald Ham to the office of secretary. There being no nominations from the floor nor dissenting votes, President Shipton declared Miss Conrad elected unanimously.

President H. G. Jones announced that the joint AHA-SAA luncheon would be

THE AMERICAN ARCHIVIST

held at the Statler Hilton in New York City, December 30, 1968, with Prof. John Hope Franklin as the speaker. He also announced that the Society will hold a joint luncheon at the annual meeting of the Organization of American Historians in Philadelphia in April.

Dr. Jones announced that Richard Erney, Associate Director of the Historical Society of Wisconsin, will serve as chairman of the Local Arrangements Committee for the 1969 annual meeting in Madison.

The following resolutions were passed unanimously by the delegates:

Resolved, That the members of the Society express to Robert H. Bahmer our appreciation for his distinguished contributions to our profession and our Nation during his service as Archivist of the United States from 1965 to 1968 and that we extend to him our best wishes in his retirement; and be it

Further Resolved, That the members of the Society extend to James Berton Rhoads our congratulations upon his appointment as Archivist of the United States, the assurance of our confidence in him and his administration, our pledge of cooperation and support, and our best wishes for a long and fruitful administration; and be it

Further Resolved, That the secretary is hereby instructed to forward to Doctors Bahmer and Rhoads a copy of this resolution.

The delegates also approved the resolution of Dolores Renze commending Philip P. Mason for his work as secretary of the Society from 1963 to 1968.

There being no further business, the meeting adjourned at 3:00 p.m.

PHILIP P. MASON, *Secretary*

Secretary's Annual Report, 1967-68

One of the responsibilities of the secretary is to report to the members at each annual business meeting on the affairs of the Society. [The report was read at the annual dinner.—ED.] As of this meeting I have completed 5 years as secretary. Instead of the usual 1-year report, I should like to change the procedure for this session and present to you a 5-year report—giving to you my assessment of the accomplishments of the Society as well as the problem areas and the work yet to be done.

Let me make it clear that I am not making an adverse comparison with any previous period in the Society's history. We are today a larger and more dynamic organization than at any time since we were established in 1936. We have greater talent and more resources.

Because we are essentially a voluntary organization without a full-time professional staff, we have had to rely upon volunteer committees to perform much of the important work of the Society. This loose structure has had inherent weaknesses which have been difficult to overcome. For the most part committees conduct their business by mail, and often without committee members even having met their colleagues. Nevertheless, we have been able to improve the effectiveness of the committees in a number of ways. The change in the constitution providing that the vice president succeed automatically to the presidency has made the committee appointment procedure more efficient. Each year during the past 5, we have appointed committees earlier, and this has given them more time to conduct their affairs. The practice adopted in Santa Fe in 1967 of scheduling committee sessions at annual meetings is a precedent which should be followed in the future.

In fact, I hope that the Society could raise and allot the necessary funds to allow at least some committees to meet together during the year. The interchange of ideas in a face-to-face situation could be far more constructive than memoranda or letters. This was brought out to us vividly this summer at Cambridge, when the Society's Ad Hoc Committee on Paper Research met to plan its activities. We ac-

complished more in that 1-day meeting than we could have in several months of communication by mail.

The circulation to all Society members of a Committee Preference Questionnaire has also made the committee system more effective. The information obtained has given the president and the chairmen the names of archivists who are willing and anxious to serve on committees and has made it possible to inject new blood into the Society. With the rapidly increasing membership, the Society must have this type of information.

In previous reports I have summarized the past year's committee activities. Their contributions during the past 12 months are noteworthy and impressive, but I shall pass over them in my remarks since a report of the activities of each will be published in a forthcoming issue of the *American Archivist* [see below.—ED.]. I should like, however, to report on the activity of one of our new ad hoc committees. At its April meeting, the Council received from the National Archives and the National Bureau of Standards a proposal for a Society-sponsored study of the permanence of paper. The proposed 5-year study, which would be conducted by the National Bureau of Standards, would have as its objectives: (a) to develop information on the chemical stability of archival paper and related materials, (b) to develop test methods for determining such stability, (c) to develop specifications for such paper and materials, and (d) to determine proper environmental conditions for archival paper records. The materials will include paper—including quick-copy reproductions—and related materials such as ink, typewriter ribbons, carbon paper, file folders, document containers, laminating tissue and film, mending tape, and binding materials and adhesives. Planned as a part of the overall study would be the preparation and publication of a readable, illustrated manual, designed to aid the archival profession.

The Council recognized the importance of the study to the profession, and President Shipton appointed an ad hoc committee. The American Council of Learned Societies granted the committee \$2,500 to conduct its first year's work. As I indicated, the committee met at Harvard in July to plan a course of action. The work of the committee is staggering. In addition to supervising the research by the Bureau of Standards, it will have to raise from \$350,000 to \$650,000 over a 5-year period. This is certainly one of the most challenging tasks undertaken by the Society, and yet if we are to develop as a vital professional organization, we must accept it. We shall keep you informed of the committee's work.

The Society has sponsored a number of significant publications during the last 5 years. The *American Archivist* has continued to win acclaim as one of the better professional journals. In 1964 the University of Chicago Press published Ernst Posner's *American State Archives*. This book, underwritten by the Council on Library Resources, Inc., and sponsored by the Society, is one of the outstanding publications in our archival literature. In 1966 the Society, with assistance of Ken Munden as editor, published *Archives & the Public Interest: Selected Essays of Ernst Posner*. Dr. Posner is now completing a manuscript, *Archives of the Western World*, which will also fill a great void in our professional literature.

Another publication in preparation is Victor Gondos' *Manual on Archives and Records Center Buildings*, which will be ready for publication soon. A grant from the Council on Library Resources, Inc., will make the publication possible.

The Society has also attempted the better to serve the profession by publishing a number of guides and directories. The *Biographical Directory*, published in 1965,

was an immediate success. There has been such a demand for it that the Society, under the editorship of Harold T. Pinkett, is now planning a new biographical directory of Society members.

Special interest groups within the Society have also been involved in our publication program. The State and Local Records Committee has produced annual compilations; the Church Archives Committee is now updating its directory and other committees are planning similar projects. The Guide to College and University Archives, prepared under the editorship of Robert M. Warner and published last year by the College and University Archives Committee, has been an extremely valuable research tool. The quantity and quality of Society publications have been an excellent index of the stature of the archival profession.

The improved quality of our annual meetings has also been noticeable. The excellent workshop sessions, which have improved steadily in the last 5 years; the broader use of concurrent sessions to meet the wider interests of members; and the imaginative leadership of program and local arrangements committees have been largely responsible. The steadily increasing attendance is an index of the excellence of the meetings. Plans are already underway for the 1969 convention in Madison, Wis., and for one in the Nation's Capital in 1970.

In addition to the annual meetings the Society, in cooperation with the National Archives and Records Service, has sponsored dozens of regional symposia in cities throughout the United States. These meetings have been extremely successful in interpreting the work of the Society and in providing professional assistance to organizations and institutions in the early stages of inaugurating archival programs. Although there is a need for better coordination of the symposia, they offer one of the best ways to expand the influence of the archival profession and the Society.

Another related development, although not directly under Society sponsorship, is the establishment of regional archival organizations. Michigan and Ohio have organized statewide archives associations and sponsored meetings and research projects. New York and other States with active archival institutions are considering similar action. The Council has before it a proposal to make such organizations regional chapters of the Society. This plan, proposed many years ago by the late Mary Givens Bryan, of Georgia, and others, has the potential to make the Society a more effective professional organization.

The Society has given special priority during the past 5 years to the problem of recruitment of talented individuals into the profession. We have begun on a small scale to meet this challenging task. We have established rapport with hundreds of guidance counselors in high schools and colleges. The brochure "Careers in Archives" has been distributed to 30,000 students, and we have communicated with history professors in numerous colleges and universities. We have evidence that in many cases our recruitment program has been successful.

The salary survey conducted by the Society 2 years ago revealed the serious, even critical, situation we face in recruitment. This survey was the first step. It has been implemented by some institutions, which upgraded their salary structure; others have yet to act.

I am especially pleased at the response to the *Placement Newsletter*, which we inaugurated last December. It is more up-to-date and timely than our announcement in the *American Archivist* and has been responsible for filling numerous vacancies and assisting applicants in finding archival positions.

Finally, in terms of the accomplishments of the last 5 years, let me mention our

membership growth. In June 1963 we had on our rolls 1,343 members; in September 1965, 1,670; in October 1966, 1,778; and September 1968, 2,185. This represents a 62 percent increase in 5 years. Furthermore, we now have 19 institutions supporting the Society with \$100 annual sustaining memberships.

These, then, have been the highlights of the Society during the past 5 years. All in all, and considering that the work of the Society—by the members, by the committees, by the Council, and by the officers—is done on a voluntary basis, I believe that our progress has been impressive. We are a much more vital organization than we were 20 years ago, or even 5 years ago.

But we do have some problems as a professional organization—some unfinished business; and lest I lull you into a sense of complacency with our accomplishments, let me give you my assessment of the problem areas:

1. *Recruitment and Training.* I believe, as I have reported to you at previous annual meetings, that one of our basic aims is to attract talented persons into the profession. We are expanding rapidly; hundreds of new archival programs have been established in recent years, and the trend will continue. Since the early 1950's we have not been able to compete for the best graduates of our colleges and universities; and, moreover, we have lost many who have left the archival profession for positions in colleges and universities and other institutions.

We must find a way to get more colleges and universities to offer archival training. At the present we have four universities offering full-year credit programs. We need many times that number. Eventually, the Society will have to evaluate or accredit these courses to make sure that they meet high professional standards. We must give this problem high priority in our deliberations.

2. *Utilization of Younger Members.* I have become increasingly concerned about the waste of the talent we have, particularly among the younger members of the profession. Many of these young archivists have a great deal to offer to us. They have new ideas; they are not willing to accept techniques and methods merely because they are traditional; and they have the energy and commitment that we need. Unfortunately, it is often difficult to locate this talent and to use it productively. The Committee Preference Questionnaire has been helpful, but it is not the only answer. Perhaps regional chapters will help us to identify and recruit these bright, young members. We must continually find new ways to involve a greater number of members in the work of the Society.

3. *Splintering of Profession.* Another alarming development in the last 5 years has been the tendency to splinter the archival profession. Years ago the records managers abandoned the Society to form independent organizations. More recently there was an abortive attempt to form a separate organization of college and university archivists. Fortunately we were able to block this move. In the last year two closely associated groups have formed independent organizations. An oral history association was established last November, and more recently a manuscripts organization within the Association of College and Research Libraries of the American Library Association was founded.

There was perhaps some justification for the oral historians, although their work in many institutions has been a vital part of the archival operation. There was, however, no basis for a separate organization of manuscript custodians. The charge by a few of the individuals who formed this new association that the Society was not concerned or interested in the problems of manuscript curators is ridiculous and should be exposed. Our recent annual meetings have devoted considerable at-

tention to the work of our manuscripts people—in workshops and special sessions—and the Council, the governing body of the Society, has always been well represented by this group. The merits of the case, however, are not always the important considerations.

Regardless of the motives of the sponsors of such competing organizations, the Society must take strong action to discourage such splintering of the profession. It must constantly analyze its relationship to special archival interests and make sure that it is meeting the needs of all groups.

4. *Full-time Secretary.* It is extremely clear to me that the biggest challenge facing the Society is finding the resources to hire a full-time professional staff. I have made this observation last year and the year before that. It is even more apparent this year than before. You will undoubtedly hear it from your new secretary next year. We are no longer a small organization serving a few hundred members. We have a membership in excess of 2,000, with a potential for twice that size. We are now dealing with complex problems facing the Society and the profession and ultimately all archivists.

The difficulty clearly and simply is one of resources. We are no longer small enough to operate the Society by volunteer help; we are not large enough to finance a paid staff from membership dues. I had hoped to get at least 100 archival institutions to become sustaining members at \$100 a year. Only 19 responded. We have explored foundation support but discovered that foundations are reluctant to underwrite the operating expenses of any organization.

Because of the critical financial situation and the urgent need for a full-time staff, I have recommended to the Council that it consider a constitutional amendment to increase the dues of Society members. This request is not out of line with the dues structure of other professional organizations. The American Library Association, for example, has a dues structure that begins at \$18 a year from those with an income of from \$5,000–\$6,000 up and increases to \$50 a year for those members whose salary is in excess of \$15,000. The Council may decide to propose such a sliding scale or single dues rate for all members. Regardless, it is apparent that we must raise our dues to meet the new demands on the Society.

Despite the growing burden of the job, I have thoroughly enjoyed my work for the Society; but even more I have appreciated the opportunity it has given me to meet and work with others who share my belief in and commitment to the importance of the archival profession.

PHILIP P. MASON

Report of the Treasurer, January 1, 1967–December 31, 1967

This report covers the Society's fiscal year beginning January 1, 1967, and ending December 31, 1967. During the *current* fiscal year (1968), periodic reports have been made to the Council.

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, 1967, amounted to \$20,977.05, and receipts during the year totaled \$35,589.39 as follows: membership dues, \$14,405.85; subscriptions to the *American Archivist*, \$7,852.50; advertising in the *American Archivist*, \$1,165.28; sales of Society publications and back issues of the *American Archivist* (including microfilm copies), \$3,854.83; income from Posner *Festschrift*, \$3,460.98; income from symposia, \$534.45; bank interest on savings account, \$693.18; sale of labels, \$139.14; reimbursement from the Leland Prize Fund,

\$107.95; pro rata memberships from the Life Membership Fund, \$125.23; contributions to the *Directory of College and University Archives*, \$200; and the Council on Library Resources, Inc., grant for Posner's proposed History of Archives, \$3,050.

Expenditures amounted to \$31,535.83, as follows: editing, printing, and mailing the *American Archivist*, \$15,741.63; purchase of microfilm of back issues of the *American Archivist*, \$91.94; advanced preprinting allowance to the *Church Archives Directory*, \$106.02; payment on Posner's *Festschrift*, \$2,556.13; president's office, \$257.67; vice president's office, \$100; secretary's office, \$6,636; treasurer's office, \$475; committee expenses, \$385.16; meetings, \$783.84; organization dues to the ICA, \$17.50; bank service charges, \$25.02; Leland Prize, \$100; labels for resale, \$27.50; CRIA contribution, \$500; Posner's CLR grant (transferred to Special Projects Funds), \$3,050; contingency, \$679.91; and North Carolina Intangibles Tax (to be refunded in January 1968), \$2.51.

The General Fund balance at the end of the year was \$25,030.61, of which \$3,066.82 was in the North Carolina National Bank, Raleigh; \$5,217.44 was in the Detroit Bank and Trust Company, Detroit; and \$16,746.35 was in savings account no. 28372 in the Raleigh Savings and Loan Association, Raleigh.

Special Projects Funds

In addition to the General Fund, the Society had in 1967 six 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 \$2,138.95. Bank interest amounted to \$5.58, and there were no disbursements. The balance at the end of the year was \$2,144.53, of which \$134.78 was in account no. 23574 in the First Federal Savings and Loan Association of Raleigh and \$2,009.75 was in a checking account in the Wachovia Bank and Trust Company, Raleigh.

The Waldo G. Leland Prize Fund, the income of which is used annually for the Leland Prize, brought forward \$2,553.40. Bank interest amounted to \$107.95 and disbursements to the General Fund amounted to \$107.95. The balance on December 31 was \$2,553.40, in account no. 23713, First Federal Savings and Loan Association 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 \$2,961.95. Bank interest totaled \$125.23, and payment to the General Fund amounted to \$125.23. The balance of \$2,961.95 on December 31 was in account no. 23712, First Federal Savings and Loan Association of Raleigh.

The Meeting Fund, to which surpluses from Society-sponsored meetings are deposited, brought forward \$4,418.62. Bank interest totaled \$190.81, and there were no disbursements. The balance of \$4,609.43 on December 31 was in account no. 21988, First Federal Savings and Loan Association of Raleigh.

The Publications Revolving Fund, for Society publications, brought forward \$2,054.72. Income was as follows: *American Archivist* reprint royalties, \$81.26; *American State Archives* royalties, \$48.50; Council on Library Resources, Inc., grant for Buildings Manual, \$1,000; and bank interest of \$106.24. There were no disbursements; the balance of \$3,290.72 on December 31 was in account no. 24277, First Federal Savings and Loan Association of Raleigh.

The History of Archives Fund, which was established on March 31, 1967, received from the Council on Library Resources, Inc., a grant of \$3,050. Bank interest amounted to \$98.26 and disbursements amounted to \$1,000. The balance of \$2,148.26 on December 31 was in account no. 29030, First Federal Savings and Loan Association, Raleigh.

Summary

The balances at the close of the day on December 31, 1967, were as follows: General Fund, \$25,030.61; Asia Foundation Fund, \$2,144.53; Leland Prize Fund, \$2,553.40; Life Membership Fund, \$2,961.95; Meeting Fund, \$4,609.43; Publications Revolving Fund, \$3,290.72; and the History of Archives Fund, \$2,148.26. Thus the total of all funds belonging to the Society amounted to \$42,738.90.

A. K. JOHNSON, *Treasurer*

THE AMERICAN ARCHIVIST

COMMITTEE REPORTS

Report of the Committee on Archival Buildings and Equipment

The committee's major project at this time, the Reader on Archives and Records Center Buildings, saw some progress but was not completed during the year. Considerable correspondence was conducted and several essays are now in galley proof, but much remains to be done. An extension of time on the grant of \$1,000 from the Council on Library Resources, Inc., was requested through the secretary of the Society. Because of printing done thus far, some of the CLR fund has already been obligated to the Monumental Printing Co. of Baltimore, Md.

Among the correspondence and planning materials sent, the following may be mentioned: advice to Mary K. Dempsey, Librarian of the Montana Historical Society, Helena, Mont., for use of the architect planning a new library and archives building for the society; correspondence with foreign archival architects, Oloff Hansson of Helsinki, Finland, and J. O. Kellermann of Pretoria, South Africa; counsel and relevant reprints of articles from the *American Archivist*, and others, to Sevinc Yavuz of Ankara, Turkey, in connection with the design of a State Archive for Turkey, for a master's thesis at the university in Ankara.

Counsel was rendered to Meredith B. Colket, Jr., Director of the Western Reserve Historical Society, relating to fire-fighting equipment for the archives addition to the society building. Mr. Colket was referred to Bulletin No. 232, *Protection of Records*, of the National Fire Protection Association and some other relevant works, such as Gage-Babcock and Associates, *Protecting the Library and its Resources: A Guide to Physical Protection and Insurance* (Publication No. 7, Library Technology Project, Chicago, 1963), and to the unpublished paper of Harold E. Nelson, Chief, Fire Prevention Branch, Protection Division, General Services Administration, Washington, D.C. This paper was read at the SAA annual meeting in Atlanta, Ga., in October 1966. Counsel was also rendered to the Rockefeller Foundation, New York City, in connection with the program requirements of a small archival facility.

VICTOR GONDOS, JR., *Chairman*

Report of the Committee on Automated Techniques

The committee has spent a good part of the year attempting to start a newsletter on automation and the archivist. In order to do so, committee members were given the duty of scanning assigned journals, newsletters, and similar literature that relates to automation in the humanities, social sciences, and libraries. Each committee member was asked to abstract pertinent articles and to copy news items of interest to the committee's members and archivists concerned with automation problems. Each quarter the accumulated results were to be forwarded to the chairman for formatting into the newsletter. The committee members did their work, and the first newsletter draft was formatted by September 1. There have been difficulties, however, in getting funds for printing and distributing the newsletter, and this question is to be taken up with Society officers by the committee chairman at the annual meeting. The information contained in the newsletter is too long for inclusion in the *American Archivist*.

Other activities of the committee included participation in the National Archives program to develop a computer software package for use in formatting and indexing finding aids for archives and manuscripts. The project, dubbed SPINDEX II, is being directed by the committee chairman in association with the curators of nine other

institutions. Three of the six committee members, or their institutions, are participating directly in the SPINDEX II project, and the other three are monitors of the project. The committee is therefore actively engaged in the formulation of the software package and will be involved in the testing of it. Since this is perhaps the most significant activity in the field of automation as far as archivists are concerned, committee leadership and participation is extremely important. A meeting of the committee and other SPINDEX II participants is planned during the annual meeting for discussion, progress reports, and some decision making on the SPINDEX II operation.

The committee is presenting a program on automation and the archivist at the annual meeting. Two committee members and one nonmember will discuss three aspects of the effect of automation on the archivist. The committee chairman is chairman of the session.

The forthcoming year will bring further development of SPINDEX II, with committee direction and assistance and, hopefully, the publication of the newsletter as well as proposed work on professional standards for information format and citation.

FRANK G. BURKE, *Chairman*

Report of the Church Archives Committee

All 15 committee members have been engaged in carrying out the objectives of this specialized committee. As in previous years, the committee was divided into four study and working subcommittees. One directed its attention to the preparation of a guide to church historical depositories and currently is working on preliminary plans for the production of a manual for church archives. In addition, the committee arranged for the Church Archives Workshop at the Ottawa meeting, dealing particularly with the financial aspects. Many newly appointed church archivists have been assisted through individual consultations and correspondence. Work on a bibliography of church archival writings as well as news notes for the *American Archivist* have been continued.

The greatest interests and concerns of the committee have been the production of the guide to church historical depositories, which is scheduled for completion towards the end of this year. The previous *Directory* had served its purpose well in developing a list of all church historical depositories in existence in North America. But more specific information on the depositories was necessary and hence the guide was developed. A questionnaire was devised and used in compiling the data and information. The deepest appreciation of the committee is expressed to the Council and particularly to Vice President H. G. Jones and Secretary Philip P. Mason for the excellent counsel and advice given.

A manual for church archives is on the drawing board. As envisioned, the manual will render helpful suggestions to church archivists regarding their various unique responsibilities. It is to contain suggestions, procedures, policy recommendations, and working techniques easily implemented and attainable by a part-time, over-worked church archivist. For further implementation, regional symposia and conferences are also planned.

The committee is continuing to fill a real need and has rendered unique services. With the more than 500 full- and part-time church archivists in America today, it is hoped that many more will become thoroughly integrated in the programs and activities of the Society of American Archivists through the instrumentality of this committee.

AUGUST R. SUELFLOW, *Chairman*

THE AMERICAN ARCHIVIST

Report of the Committee on College and University Archives

At a meeting called by former Committee Chairman Robert M. Warner in Santa Fe, during the 1967 convention, it was decided that the committee would attempt to establish "subcommittees" along regional lines, so that informal workshops might be held to acquaint college and university archivists with the work of the committee and of the Society itself. This has been done on a most informal basis during the year.

The committee circulated the proceedings of the 1967 workshop (8 p.) and also circularized 323 institutions that had not responded to the 1966 questionnaire prepared for the compilation of *College and University Archives in the United States and Canada*. Its revision is a further project of the committee.

JAMES R. K. KANTOR, *Chairman*

Report of the Committee on Copyright Legislation

The copyright legislation pending in Congress has not yet been enacted and, contrary to earlier expectations, almost certainly will not be during 1968. There have been further Congressional hearings on the bill, dealing primarily with matters that are not of immediate concern to the archival profession.

JAMES B. RHODES, *Chairman*

Report of the Education and Training Committee

The committee prepared a statement on its goals that was submitted to the Council for approval. It adopted a series of tasks to be initiated during 1968. One involved the preparation of a pamphlet for issuance by the Society periodically, listing courses in archives management and records management offered by colleges, universities, and other institutions. Another task related to a study of methods of accreditation of courses used by other professional societies and the preparation of recommendations on the subject for submission to the Council.

Work of the committee is progressing on the collection of training materials used in courses on archives management and records management and their evaluation. Also, thought is being given to means of promoting a better understanding by scholars of the uses of archives, possibly by introducing materials on the subject in historiography and similar courses.

Members of the committee continued individually to contribute in the field of archives management and records management by teaching courses and conducting seminars and other meetings and by preparing educational materials for use by instructors and students.

S. J. POMRENZE, *Chairman*

Report of the Committee on Intergovernmental Relations

The committee has come to the conclusion that the most fruitful work in studying cross responsibilities of various levels of government would be to try to develop an initial profile of the records that exist relating to the individual. This will serve as a guide to those faced with the problem of trying to appraise records of any particular level of government and will supplement *The Government Dossier (Survey of Information Contained in Government Files)* (90th Cong., 1st sess., Committee print) submitted in November 1967 by the Subcommittee on Administrative Practice and Procedure to the Committee on the Judiciary of the United States. It is obvious that the committee's work has just begun.

DAVID C. DUNIWAY, *Chairman*

Report of the International Relations Committee

During the year the committee assisted in publicizing the 6th International Archives Congress held at Madrid, September 3-6, 1968. It obtained copies of the basic Congress circular—outlining the program and providing necessary logistical information—from the Congress Organizing Committee and, through the good offices of Secretary Mason, distributed them to the Fellows of the Society. Announcements were also published in the *American Archivist*. The results were gratifying; some two dozen from the United States attended the Congress, a much larger number than ever before.

Members of the committee assisted in other Congress preliminaries: the chairman and George Ulibarri prepared the English translations of two of the sessional reports (on "Liberalization of Access" and "Administrative Archives," respectively), and Albert Leisinger drafted another report and a related handbook (both concerning the microfilm publication of archives). At the Congress itself various members of the committee played an active role: the chairman served as panelist at the session on "Liberalization of Access" and as secretary of its Resolutions Committee drafted the resolutions finally adopted by the Congress; Albert Leisinger acted as coreporter at the "Liberalization" session; James Rhoads, Yves Pérotin, and Wilfred Smith contributed to various sessional discussions; and Peter Walne participated in the meeting of the *Archivum* editorial board during which he was named deputy director of the journal. At the first meeting of the new Executive Committee of the International Council on Archives just after the Congress, the chairman was elected deputy secretary general.

In accordance with resolutions of the 1966 Washington Extraordinary Congress, the ICA has since been involved in the development of a program of archival technical assistance to emergent nations, particularly those of tropical Africa. On behalf of the ICA and NARS (which has collaborated with ICA in this effort) the chairman this year prepared, in consultation with the ICA Bureau and Dr. Bahmer, a detailed assistance program of 6-years' duration.

MORRIS RIEGER, *Chairman*

Report of the Manuscripts and Special Collections Committee

The committee has benefited from a wide and active interest among curators in the preparation for the annual meeting and in contributions to the new section in the News Notes of the *American Archivist*. Regular items for this venture will be appreciated, especially those emphasizing new repositories and new areas of collecting activity. Work is continuing on a new careers brochure and on compilation of information for a directory of curators. Attention is also being given to the supply of trained curators and to relations with other organizations interested in the field.

HERBERT FINCH, *Chairman*

Report of the Membership Development Committee

The committee seeks to learn the whereabouts of all practicing archivists in the United States and Canada and to acquaint them with the purposes of the Society of American Archivists and the advantages of membership.

In 1968 some two hundred nonmembers were invited to join the Society through the efforts of committee members. Through lists of nonmembers attending archival symposiums, the Society secretary was enabled to invite at least the same number. This was over and beyond the other membership invitational work of the secretary.

Because the archival symposia are useful in acquainting people with the work of

THE AMERICAN ARCHIVIST

the Society, 10 such conferences have been held since the last annual meeting.

The places and times were:

Berkeley, Calif.	Oct. 24, 1967	Tuscaloosa, Ala.	May 3, 1968
Chicago, Ill.	Nov. 29, 1967	Tacoma, Wash.	May 10, 1968
Santa Barbara, Calif.	Dec. 16, 1967	New Orleans, La.	May 24, 1968
Atlanta, Georgia	Mar. 14-15, 1968	Salt Lake City, Utah	Sept. 6, 1968
Ypsilanti, Mich.	April 4, 1968	San Francisco, Calif.	Sept. 12, 1968

Plans are now well along for symposiums to be held in the following cities in 1969: Boston, New York, Columbia, S.C., Raleigh, N.C., Columbus, Ohio, Kansas City, Oklahoma City, Davis, Calif., and Boise, Idaho. Attendance at the symposia averaged about 65, of which the majority were nonmembers. On the average six professional papers were read. Symposia are self-supporting through a small registration fee charged to cover printing, mailing, and refreshments. The Society's Committees on Church Archives and on College and University Archives do some membership development work of note. It is to be hoped that in the next few years no archivist will be unacquainted with the Society and the benefits of joining with his colleagues in advancing the profession.

E. O. ALLDREDGE, *Chairman*

Report of the Preservation Committee

The committee's membership was increased to seven, including the chairman, this past year. Its membership was involved in investigating a wide range of preservation topics. Besides compiling data and making it available to interested parties, plans were laid for a workshop on preservation trends at the annual meeting in Canada. The committee's major project involved the preparation and distribution of a survey form covering preservation practices in North America. The duplication and distribution of the form was made possible through services provided by the Mayo Clinic/Foundation. The final report on the survey should be available shortly after the first of the year. It is recommended that the next long-range project of the committee be a short guide describing what a small archival agency can do to preserve its holdings with limited funds.

CLARK W. NELSON, *Chairman*

Report of the Committee on Professional Standards

Activities of the committee during the year 1967-68 consisted of electing new Fellows of the Society, as provided by the Constitution, and recommending to the Council the election of three honorary members of the Society.

Nine past presidents of the Society of American Archivists attended the meeting of the Professional Standards Committee in the National Archives Building, Washington, D.C., on Wednesday, July 17, 1968: Alldredge, Angel, Bahmer, Brooks, Grover, Hamer, Holmes, Posner, and Radoff. This number was a majority of the total number of living past presidents of the Society (17).

By a majority vote of all past presidents, as required by the Constitution of the Society, the following members were elected as Fellows: THEODORE J. CASSADY, JAMES L. GEAR, F. GERALD HAM, ALLIE CARROLL HART, PHILIP D. LAGERQUIST, ROBERT M. WARNER, and WALTER MUIR WHITEHILL. Each of these persons was elected contingent on his having been, as required by the Constitution, "an individual member of the Society in good standing for at least five years immediately preceding his election," this fact to be determined by the secretary.

At the same meeting the members present unanimously voted to recommend to

the Council that it consider the election to honorary membership in the Society of President Lyndon B. Johnson, W. Kaye Lamb, Dominion Archivist of Canada, and Jorge Ignacio Rubio Mañé, Director, Archivo General de la Nación of Mexico. It is the recollection of the committee that the Society has conferred honorary membership on all recent Presidents of the United States, all of whom have contributed to the advancement of the profession by the establishment of Presidential libraries for the preservation of their papers and memorabilia and in other ways as well. The contributions of Kaye Lamb and Jorge Ignacio Rubio Mañé to the Society and to the profession are, of course, well known to every member of the Council.

HERBERT E. ANGEL, *Chairman*

Report of the Publicity Committee

The committee accumulated about 1½ inches of correspondence in planning and other preparations for the SAA Annual Meeting and made available approximately the same volume of duplicated press releases before and during the meeting. Local press coverage in Ottawa and full-time coverage of the sessions by wire service resulted in press reports far in excess of expectations. An album of clippings has been duplicated and placed in the archives of the Society, along with copies of the press releases and other records of the committee. The cooperation of the Chateau Laurier Hotel, Public Archives of Canada officials, and representatives of the various news media was outstanding.

Mr. Andreassen, Acting Cochairman, had several comments concerning the Publicity Committee and its work. He suggested that the chairman should be someone close to the editor of the *American Archivist* and/or to the president of the Society. He felt that releases should be written for the general public rather than for other archivists. He noted that editors of the women's sections in newspapers will accept copy and use it, and he felt that the Publicity Committee should take advantage of this fact. He advocated that the work of the Publicity Committee should be a year-round activity.

In respect to the last mentioned, a number of years ago, when the undersigned was still at the National Archives and was serving as chairman of the SAA Publicity Committee, news notes and releases on any developments of interest to the profession or the public were prepared and distributed to the press the year round. For the profession, the news notes section of the *American Archivist* now fills this role well, but I also feel that the committee could cooperate with the *American Archivist* and others in giving some news wider distribution through the daily press and other public information media. It is a time-consuming activity, however, and finding someone to serve as chairman the year round on this basis may be difficult, for it requires considerable effort and the availability of facilities for issuing releases.

ELIZABETH E. HAMER, *Chairman*

Report of Records Management Committee

The committee continued two projects initiated earlier and began one new one. The development of a statement relating to the experience and education required of records management practitioners was continued and coordinated with the activities of the Education and Training Committee and with a comparable study by the American Records Management Association. Little progress was made in the statement defining records management and the nature of its subfunctions.

Progress was made in developing the questionnaire that will permit measurement

THE AMERICAN ARCHIVIST

of the scope of records management programs in the States. The work has not been hurried because of the feeling that if the questionnaire is properly prepared it may be used to measure programs in other categories of organizations as well.

THORNTON W. MITCHELL, *Chairman*

Report of the Committee on Scientific Manuscripts

The committee has compiled a list of expert archivists who are ready to assist industry and scholarly institutions in establishing or organizing their archives. It also is in process of producing for those interested a brochure on the desirability and value of maintaining scientific manuscript archives. The committee is both able and ready to assist in any archival work within the area of its expert knowledge.

ROBERT B. ECKLES, *Chairman*

Report of the Committee on Technical Devices and Systems

The cochairmen of the Committee on Technical Devices and Systems beg leave to report that the committee has:

(1.) done much collecting of information for archival microfilm standards, both in North America and internationally, in cooperation with the American Standards Association, the National Microfilm Association, and the International Microphotographic Congress, with whom the Committee has interlocking memberships; with particular attention to coordinating information on microfilm "spots";

(2.) worked on the principles of identifying microfilm so that it would be acceptable as evidence in court; and

(3.) received from Massachusetts the following communication:

The Commonwealth of Massachusetts has been testing a technical device and the reproduction of material which it uses, according to severe and long-established standards. The reproduction material and the device for employing it have met those standards, and Massachusetts will soon permit the use of a ball point pen for "record ink," this being the first alteration in standards for such ink since 1909.

RICHARD W. HALE and VERNON D. TATE, *Cochairmen*

Report of the Ad Hoc Committee on Uniform Archival Statistics

At an informal committee meeting held at Santa Fe last fall, general agreement was reached on a program for the year that hopefully would produce more precise data on current statistical systems. Mr. Erney and Mr. Benedon agreed to draft "box-type" questionnaires (including needed definitions of terms) relating to statistics in archival institutions (including manuscript collections) and records centers, respectively, for review by the entire committee and subsequent distribution to a representative cross section of interested institutions throughout the country. The draft for records centers has been completed and the final revision is awaiting reproduction for distribution to records centers. It does not appear that the committee will have any meaningful conclusions to report by the time of the 1968 annual meeting of the Society. Hopefully by the time of the 1969 meeting, findings and conclusions can be presented for discussion.

EDWARD G. CAMPBELL, *Chairman*

INTERNATIONAL COUNCIL ON ARCHIVES

The Sixth International Congress on Archives met in Madrid, Spain, September 3-6, 1968, under the auspices of the International Council on Archives. Some 470 persons from 43 countries registered for the meeting. Among these were 23 registrants from the United States and 6 from Canada. Sessions of the Congress dealt

with liberalization of access to archives, studies of the history of archives, management of current records, restoration of documents, sigillographic work, and problems of business archives. ¶ The Congress adopted resolutions recommending relaxation of rules of access so that date-limit restrictions would not normally exceed 30 years or 80 years in exceptional cases and that foreign and national searchers would be accorded equality of treatment. Other resolutions urged greater response to the needs of research and called upon archival institutions to eliminate restrictions on microfilming based upon purpose of research or doctrinal opposition to the microfilming of entire series or *fonds*.

The General Assembly of the International Council on Archives at the Congress elected as Council president Luis Sanchez-Belda, Director of Archives and Libraries of Spain; and as vice president Mario Briceño Perozo, Director of the National Archives of Venezuela, and Gennadyi Belov, Director of the Archives of the Union of Soviet Socialist Republics. James B. Rhoads, Archivist of the United States, was elected a member of the Council and Morris Rieger of the U.S. National Archives was elected deputy secretary general.

OTHER PROFESSIONAL ORGANIZATIONS

American Records Management Association

William Benedon, manager of corporate administrative services of the Lockheed Aircraft Corporation, received on October 22, 1968, the Emmett Leahy Award at the annual conference of the association in Cleveland, Ohio. The award is presented annually for an outstanding contribution in the field of records management. A past president of the American Records Management Association and a Fellow of the Society of American Archivists, Mr. Benedon has developed at Lockheed a "model records center" that administers varied records and archives. Other features of the 1968 ARMA conference were workshops dealing with records management programs in industrial, governmental, and educational organizations and sessions covering forms management, records appraisal, computer equipment and applications, microfilming, and reports control.

Mexican Society of Archivists

At a special meeting of the society, held on September 28, 1968, the following persons were elected as principal officers for the year 1968-69: Norberto Ramírez Monroy, director general; Juan José Olvera Argandar, assistant director general; Daniel De Noriega Zamora, director of organizing activities; Rafael Luviano Huerta, director in charge of official records; Antonio Guzmán Velázquez, director of public relations; and Rafael Martell Cardoso, treasurer. The society is planning and conducting work at an increasing pace to keep up with expanding activities of commercial, industrial, and government agencies.

Society of Ohio Archivists

On October 28, 1968, in cooperation with the Society of American Archivists and the National Archives and Records Service, the newly formed society held a meeting on the Ohio Wesleyan University campus. The 45 participants, chiefly from small academically oriented institutions that need help in beginning an archival program and in applying preservation techniques, heard James Gear speaking on "The Techniques of Preservation and Restoration," John H. Reed on "Home-Grown

Equipment at a Small Academic Institution," and Clark Nelson on "What, Where, and How Much?" (the sources of preservation materials). A lively question and answer period concluded the meeting. ¶ The society has issued a short preliminary bibliography *Preservation and Restoration of Archival Materials*. A limited number of these are available from Bruce Harding, Ohio State University, 2070 Neil Ave., Room 305, Columbus, 43210.

NATIONAL ARCHIVES AND RECORDS SERVICE

The National Archives

Recent National Archives accessions included reports, charters, and other records of the Office of the Comptroller of the Currency relating to the organization of national banks, 1863-1967; records relating to the postal service in Alaska, 1897-1960; Central Intelligence Agency records relating to Adolph Hitler; and transcripts and minutes of meetings and conferences, reports, correspondence, and other records of the President's Committee on Equal Opportunity in Housing, 1962-68, and the President's Commission on Postal Organization, 1967-68. ¶ Records that have been microfilmed recently include Records of the Department of State Relating to Internal Affairs of Austria-Hungary and Hungary, 1912-29 (38 rolls), and of Portugal, 1910-29 (34 rolls); and to Political Relations Between Austria-Hungary and Hungary and Other States, 1920-29 (2 rolls), Between British Asia and Other States, Including the United States, 1910-29 (1 roll), Between Costa Rica and Other States, 1910-29 (10 rolls), Between Siam and Other States, 1910-29 (1 roll), and Between the United States and Siam, 1910-29 (1 roll). Other State Department records microfilmed included Despatches From U.S. Consuls in Chihuahua, 1830-1906 (3 rolls), Manzanillo, Mexico, 1855-1906 (2 rolls), Nogales, 1889-1906 (4 rolls), and Tuxpan, 1879-1906 (2 rolls). Records of other Government departments and agencies included Population Schedules of the Sixth Census of the United States, 1840 (580 rolls); Records of the Arizona Superintendency of Indian Affairs, 1863-73 (8 rolls); Interior Department Appointment Papers: State of California, 1849-1907 (29 rolls); Internal Revenue Assessment Lists for Alabama, 1865-66 (6 rolls); Letters Sent by the Department of Justice to Executive Officers and to Members of Congress, 1871-1904 (91 rolls); and Circular Letters of the Secretary of the Treasury ("T" Series), 1789-1878 (5 rolls), and Telegrams Sent by the Secretary of the Treasury ("XA" Series), 1850-74 (3 rolls). Also included were Returns From Regular Army Artillery Regiments, June 1821-January 1901 (38 rolls); and Selected Series of Records Issued by the Commissioner of the Bureau of Refugees, Freedmen, and Abandoned Lands, 1865-72 (7 rolls). ¶ The National Archives has issued the following four guides to German records microfilmed at Alexandria, Va.: No. 56, *Records of German Field Commands: Armies (Part IX)*; No. 57, *Records of German Field Commands: Rear Areas, Occupied Territories, and Others (Part II)*; No. 58, *Records of German Field Commands: Corps (Part III)*; and No. 59, *Records of German Field Commands: Corps (Part IV)*. Also issued was *Military Operations of the Civil War*, vol. 2: *Main Eastern Theater of Operations*, sec. L: "Tables of Key Reports for Principal Military Operations." This first fascicle of *Military Operations* may be obtained from the Superintendent of Documents, U.S. Printing Office, Washington, D.C. 20402, at 65¢ a copy. Copies of the German guides and further information about National Archives microfilm publications may be obtained from the Publications Sales Branch, The National Archives, Washington, D.C. 20408.

Franklin D. Roosevelt Library

The Library has received papers of Peter H. Odegard pertaining to his work for the Department of the Treasury in planning and directing the defense and war savings bond program, 1941-45.

Harry S. Truman Library

Recent accessions included the papers of Melvin D. Hildreth, Democratic Party official and General Chairman of the 1949 Presidential Inauguration Committee. Accessioned oral history interview transcripts included those of Ewan Clague, Commissioner, Bureau of Labor Statistics, 1946-65; Lowell Mason, former member of the Federal Trade Commission; and Leonard Reinsch, speech and radio consultant to Truman when he was a candidate for Vice President, 1944, and radio adviser to the White House, 1945-52. ¶February 1, 1969, is the next deadline for applications for the Harry S. Truman Library Institute's \$7,500 annual grant and the smaller grants up to \$1,000. Applications should be mailed to the Secretary, Harry S. Truman Library Institute, Independence, Mo. 64050.

Dwight D. Eisenhower Library

On October 10, 1968, the Library unveiled a series of special exhibits in observance of Salute to Eisenhower Week, October 13-20, which had been proclaimed by President Johnson. ¶On June 6 and 7, 1969, the Library will begin the observance of the 25th anniversary of the D-day landing by Allied forces in the Second World War. A special program on the 6th and 7th will bring together leading military historians to discuss various phases of the landing. Special exhibits related to D-day and the final phase of the Second World War in Europe will be constructed for the Library and the Museum. ¶John F. Wickman, Director of the Library, has been awarded a travel grant from Scottish American Heritage, Inc., to assist the National Trust for Scotland in developing an exhibit area in Culzean Castle, Ayrshire, Scotland. The castle has been associated with Eisenhower since 1946, when he was given lifetime rights to an apartment in it. On this same trip, Dr. Wickman will communicate with persons who were associated with Eisenhower during the Second World War and obtain taped interviews for the oral history program at the Library. ¶On March 7, 1969, the Library will host a conference on western history. Speakers at the conference will be John Hawgood of the University of Birmingham (England); Joe B. Frantz, chairman of the history department of the University of Texas; and William E. Unrau of Wichita State University (Kansas). Coinciding with the conference is an exhibition of western art based upon select paintings from Eisenhower's private collections. ¶Among the Library's recently accessioned records were reports of the General Board, United States Forces, European Theatre, Studies 1-130, 1942-46; microfilm copies of the part of the papers of Henry Cabot Lodge, 1942-52, that pertain principally to the nomination and election of Eisenhower in 1952; and get-well cards and news clippings pertaining to Eisenhower's heart illnesses, 1968. ¶Recently accessioned oral history interviews included those of Bertha S. Adkins, Assistant Chairman of the Republican National Committee and head of the Women's Division, 1953-58, and Undersecretary of Health, Education, and Welfare, 1958-60; Allen V. Astin, Director of the National Bureau of Standards, 1952-61; Gen. Lucius D. Clay, longtime military associate of Eisenhower; Kenneth Crawford, Manager of *Newsweek's* Washington Bureau, 1955-61; Robert J. Donovan, Chief of the *New York Herald*

Tribune's Washington Bureau, 1957–63; Eleanor Lansing Dulles, diplomat and economist; Arthur Gray, Jr., Chairman of Special Events for Citizens for Eisenhower-Nixon, 1952; Robert Hampton, Assistant in the White House and Staff Assistant to the President, 1958–61; Jesse C. Johnson, adviser to the U.S. delegation to the International Conferences on Peaceful Uses of Atomic Energy in Geneva, 1955 and 1958; Roger W. Jones, Assistant Director for Legislative Reference, Bureau of the Budget, 1953–58, Deputy Director of the Bureau of the Budget, 1958–59, and Chairman of the U.S. Civil Service Commission, 1959–61; Arthur A. Kimball, Staff Director of the President's Advisory Committee on Government Organization, 1954–60; James M. Lambie, Jr., Special Assistant in the White House Office, 1953–60; William M. Lawrence, national correspondent (and White House correspondent) for the *New York Times*, 1948–61; Thomas C. Mann, diplomat and Assistant Secretary of State for Economic Affairs, 1957–60, and for Inter-American Affairs, 1960–61; L. Arthur Minnich, Assistant Staff Secretary, 1953–60; Dennis O'Rourke, Vice President and general counsel of the Holly Sugar Corp.; Don Paarlberg, Special Assistant to the President for Economic Affairs, 1958–61; Ogden R. Reid, President, Editor, and Director of the *New York Herald Tribune, Inc.*, 1955–59, and United States Ambassador to Israel, 1959–61; Chalmers Roberts, Chief of the *Washington Post* National News Bureau; Richard M. Rovere, staff writer with the *New Yorker*; Stanley M. Rumbough, Jr., cofounder and vice chairman of the Citizens for Eisenhower-Nixon Committee, 1952, and Special Assistant to the President in the Executive Branch Liaison Office, 1953–54; James Shepley, Washington correspondent for *Time-Life*, 1948–57, currently chief correspondent for the company's U.S. and Canadian news service; Raymond Sherer, White House correspondent for NBC; Murray Snyder, Assistant Press Secretary to the President, 1953–57; Elmer Staats, Deputy Director of the Bureau of the Budget, 1950–53 and 1958–61; Maurice H. Stans, Deputy Postmaster General, 1955–57, Deputy Director of the Bureau of the Budget, 1957–58, and Director of the Bureau of the Budget, 1958–61; Anne W. Wheaton, Director of Women's Publicity for the Republican National Committee, 1939–57, and Associate Press Secretary, 1957–61; and Henry Wriston, President of the American Assembly, 1958–62.

National Historical Publications Commission

Congress passed and President Johnson signed, on August 8, 1968, Public Law 90–461, which extends for 5 years legislation authorizing appropriations not to exceed \$500,000 annually to be available to the Commission for “allocations to Federal agencies, and grants to State and local agencies and to nonprofit organizations and institutions, for the collecting, describing, preserving and compiling, and publishing (including microfilming and other forms of reproduction) of documentary sources significant to the history of the United States.” Although no more than \$350,000 annually has ever been appropriated since passage in 1964 of the original legislation authorizing such grants, and \$350,000 is again being made available for 1969, this extension of the authorizing legislation means that continuation of this program is assured at least through 1974. ¶At its meeting on August 23, 1968, the Commission recommended grants to continue supporting the publication of the Papers of Henry Clay at the University of Kentucky (James F. Hopkins, editor), the records relating to the First Federal Elections at the University of Wisconsin (Merrill Jensen, editor), and the records of the First Federal Congress at George

Washington University (Linda De Pauw, editor). The Commission voted funds to the National Archives Trust Fund Board for the continued support of the project to publish a documentary history of the Ratification of the U.S. Constitution and the First Ten Amendments. It also voted to approve publication of a survey made under its auspices by Walter Rundell, Jr., of the Use of Original Sources in Graduate History Training. ¶ At ceremonies on November 9, 1968, in Charleston, S.C., the Executive Director and the president of the South Carolina Historical Society received copies of the first volume of a 12-volume series of *The Papers of Henry Laurens*. Editing the papers of Laurens, a South Carolina merchant, planter, and Revolutionary patriot, is a joint project of the National Historical Publications Commission and the society. Philip M. Hamer is the editor, and George C. Rogers is his associate. The series is being published by the University of South Carolina Press. ¶ A third edition of the Commission's *Catalog of Microfilm Publications* was issued during the summer of 1968 and is available from the office of the Executive Director, The National Archives, Washington, D.C. 20408.

Office of the Federal Register

A reprint edition of the 1938-43 compilation of Presidential documents, published under Title 3 of the Code of Federal Regulations, is now available from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402, at \$9 a copy. It contains the full text of Presidential proclamations, Executive orders, reorganization plans, and other formal documents issued by the President and published in the Federal Register during the period June 2, 1938-June 1, 1943. These Presidential documents are by law prima facie evidence of the text of the original documents and are required to be judicially noticed. ¶ Other volumes in the series of Presidential compilations that may be purchased from the Superintendent of Documents include the 1943-48 compilation (\$7), the 1949-53 compilation (\$7), the 1954-58 compilation (\$4), the 1959-63 compilation (\$6), the 1964-65 compilation (\$3.75), the 1966 compilation (\$1), and the 1967 compilation (\$1). A new volume covering Presidential documents published in the Federal Register during the period March 14, 1936-June 1, 1938, is now under preparation. Volume 81 of the *U.S. Statutes at Large* has been placed on sale by the Superintendent of Documents at \$9 a copy. It contains laws and concurrent resolutions enacted by Congress during 1967, reorganization plans, the 25th amendment to the Constitution, and Presidential proclamations.

Office of Records Management

On September 6, 1968, a 1-day symposium on archival administration was held at the University of Utah, cosponsored by GSA-NARS Region 8, the University of Utah, and other groups. Governor Rampton of Utah greeted the 114 participants from Federal, State, and local governments; universities; churches; and private corporations. Frank G. Burke (NARS) was the principal speaker. The title of his address was "Problems of Adapting Computers to Use in Archives."

MANUSCRIPT DIVISION, LIBRARY OF CONGRESS

Recent accessions of the Division have included the *Éloge civique de Benjamin Francklin*, the holograph manuscript of the eulogy delivered by Claude Fauchet on July 11, 1790 (Franklin died in Philadelphia, April 17, 1790, at the age of 85). It was printed later the same year by order of the Paris Commune and presented to the

THE AMERICAN ARCHIVIST

Assemblée Nationale. The Fauchet eulogy complements the first, second, and final drafts of Condorcet's *Eulogy* in the Library's Benjamin Franklin papers. Fauchet says of Franklin,

Venerable old man, august philosopher, institutor of his country's felicity, generator of French liberty, prophet of fraternity of humankind, such was the happiness which embellished the close of his career! . . . He will be remembered through the centuries; his memory honored by all peoples; and his glory will shine eternally [translated from the French].

¶ Additions to the Irving Brant papers numbering approximately 25,000 items have been placed in the Library. These include material concerning James Madison, conservation, and Brant correspondence with Presidents Franklin D. Roosevelt and Truman. Permission of the donor is required for access to the Brant papers. ¶ The League of Women Voters has donated an additional 30,000 items to the records of the league in the Library. The recent addition includes State files, subject files, and published material, and covers the 1960-63 period. ¶ Approximately 4,100 items have been added to the Elmer Gertz papers, including some 750 items concerning Carl Sandburg, which are chiefly correspondence of Gertz with Gene Loritz, the photographer. ¶ Radio scripts numbering about 4,700 items have been added to the materials of the Columbia Broadcasting System in the Library. These are scripts for various programs during the period 1935-58 and contain a variety of programs, from "Honest Abe" to "King Arthur's Court." ¶ Recent additions to the Library's literary manuscripts include holograph manuscripts of Robert Frost's "The Bonfire," "Nothing Gold Can Stay" (three variants), and "On Looking Up by Chance at the Constellations" (apparently a working draft). ¶ Another addition to the literary manuscripts that have been placed in the Library of Congress are the very complete manuscripts of the works of Marcia Davenport and materials related thereto. These include *Mozart; Of Lena Geyer; Valley of Decision; East Side, West Side; My Brother's Keeper; Garibaldi; The Constant Image; and Too Strong for Fantasy*. Various stages of the compositional and editorial processes are well represented, and there are press clippings showing the critical and popular reception of the work. In addition, there is correspondence with editors, agents, and others relating to the preparation of several volumes. The most important letters from editor Maxwell E. Perkins, of Scribner's, are often quite full. ¶ The Library has also added to the Bill Mauldin papers manuscripts of the texts of *Up Front* and *Bill Mauldin in Korea*. Almost every sheet of the former bears the stamp of a field censor indicating approval for publication. ¶ Lloyd A. Dunlap, Specialist in the Civil War and Reconstruction, and widely known authority on Abraham Lincoln, died at his home in Bowie, Md., August 12, 1968. Paul G. Sifton, formerly Specialist in American Cultural History, has become Specialist in Early American History. Julian D. Mason, Jr., was appointed September 9 to the position of Specialist in American Cultural History.

AMERICAN FILM INSTITUTE

To facilitate the preparation of an exhaustive catalog of motion pictures produced in the United States, ca. 1893-date, all institutions having in their custody either films or manuscript materials relating to films are asked to communicate with Ken Munden, Executive Editor, National Film Catalog, American Film Institute, 1815 H St. N.W., Washington, D.C. 20006. Copies of detailed inventories of holdings are especially needed, but if these do not exist, any general statements about the character of the collections would be helpful. The institute foresees that the data

drawn from copyright and censorship records and printed sources will not suffice, in many instances, for complete catalog entries; and it will wish, therefore, to draw upon other resources once it establishes what these resources are.

Assuming the full cooperation of custodians, the institute's data on the availability of both films and related manuscript material, apart from serving the immediate purpose of aiding the cataloging work, would greatly facilitate the development of the AFI's general archival and informational programs.

STATE AND LOCAL ARCHIVES OF THE UNITED STATES

Mississippi

The State Legislature has consolidated the State Historical Commission with the Department of Archives and History in Jackson and has directed the Department to survey historic sites throughout the State. ¶ Received in the Department are the papers of Gov. John Bell Williams covering his service in the U.S. Congress.

Nebraska

Under terms of the 1961 Records Management Act, the Records Management Division has been established in the department of state with Bonnie F. Svoboda as director. Initial plans include a records survey in all State departments and agencies and the appointment of records officers in each. Programs at the municipal and county level are also being considered. ¶ Recent accessions by the Nebraska Historical Society include: general correspondence (1960-63) of the Department of Agriculture, and the 1962 correspondence of the Nebraska State Patrol.

North Carolina

H. G. Jones, for the past 12 years State Archivist of North Carolina, succeeded Christopher Crittenden as Director of the Department of Archives and History on November 1. Dr. Jones also is the 1968-69 president of the Society of American Archivists. His doctoral dissertation was published last year under the title *For History's Sake: The Preservation and Publication of North Carolina History, 1663-1903*, by the University of North Carolina Press. He has recently completed a survey of the archives and records management programs of the U.S. Government, which will be published by Atheneum Publishers, New York. ¶ Recent Department accessions include: the Romulus A. Nunn papers (1876-1901); the Robert R. Bridgers collection; a diary (1815-40) of Susan Davis Nye Hutchison; and records from Catawba, Pamlico, and Pender Counties. ¶ The second volume in the series of North Carolina colonial records, *North Carolina Higher-Court Records, 1670-1696*, edited by Mattie E. Parker, may be ordered from the Division of Publications at \$11 a copy.

Ohio

The Ohio Historical Society has consolidated its manuscript department and archives division into one division with David R. Larson, formerly manuscripts librarian, as chief. The division will contain three departments: archives, manuscripts, and oral history.

Philadelphia

The Philadelphia City Archives has accessioned 300 volumes of the Appearance Docket of the Court of Common Pleas, 1899-1913; and 36 cu. ft. of material from

the Commission on Human Relations, 1954-66, concerning its community and neighborhood programs, relations with such groups as the American Nazi Party, and minutes of commission meetings.

Vermont

The office of the secretary of state is preparing to publish in 1969 the public papers of Gov. Thomas Chittenden, 1778-89, 1790-97. Editor of State Papers John A. Williams asks that anyone having knowledge of the location of Chittenden manuscripts communicate with him at The Statehouse, Montpelier, Vt. 05602.

Wisconsin

Leslie H. Fishel, Jr., Director of the State Historical Society, will become president of Heidelberg College, Tiffin, Ohio, on July 1, 1969.

CHURCH ARCHIVES

Reported by William B. Miller

Items for this section should be sent direct to William B. Miller, Presbyterian Historical Society, 425 Lombard St., Philadelphia, Pa. 19147.

Baptist

Under the direction of Joyce Ringering, the Archives of the North American Baptist General Conference is being established at the North American Baptist Seminary, Sioux Falls, S. Dak. ¶ The South Carolina Baptist Historical Collection has recently acquired the papers of W. M. Whitesides, founder of the South Carolina Baptist Hospital.

Roman Catholic

The Reverend John J. Shellem, librarian of the Ryan Memorial Library, St. Charles Seminary, has been appointed curator of the Archives of the American Catholic Historical Society in Philadelphia. Arrangements have been made with Notre Dame University Library for microfilming A.C.H.S. holdings in 18th-century U.S. Catholic newspapers. Manuscripts of 19th-century Catholic historians and documents relating to the social problems in which the Catholic Church has been interested are also located in this archives. ¶ The Charleston [South Carolina] Diocesan Archives has a complete set of the works of Bishop John England of Charleston and the first U.S. Catholic newspaper, *The United States*.

Christian Reformed

A study of Dutch immigration, 1847-77, is being prepared for the computer, listing names, number of immigrants, municipality of origin, occupation, religious persuasion, etc. This study is being conducted at the Colonial Origins Collection in Calvin College and Seminary. The Archives has acquired the papers of Prof. Henry G. J. Van Andel, emeritus professor of Dutch literature and art at Calvin College and the papers of Dr. Frederick H. Wezeman, formerly of Grundy College.

Protestant Episcopal

The Archives of the Diocese of Connecticut, P.O. Box 1080, Hartford, has reported that a manuscript entitled *The Church of England in Pre-Revolutionary*

Connecticut: New Documents and Letters is being edited by Kenneth Walter Cameron. The Archives has also obtained the papers of Rt. Rev. Abraham Jarvis, 1739-1815. ¶The first report to the General Convention of 1877 by Rt. Rev. Alexander C. Garrett, Missionary Bishop of the Northwest Territory, has been acquired by the Diocese of Dallas, Texas.

Society of Friends

The Archives of the Friends Historical Society, now in a new building that houses the Swarthmore College library, has received the meeting records of the Baltimore Yearly Meeting and all monthly and quarterly meetings thereafter.

Evangelical/Reformed

The Lancaster Central Archives and Library has moved from the Fackenthal Library, Franklin and Marshall College, Lancaster, Pa., to larger quarters in the new Philip Schaff Library of Lancaster Theological Seminary, Lancaster, Pa. George H. Bricker is librarian, and Herbert B. Anstaett is executive secretary.

Jewish

The correspondence of Oscar I. Janowsky, relative to Jewish education in the United States, and the papers of George Rabinoff, Molly Picon and her husband, Jacob Kalich, Jacob L. Snitzer, and Morris U. Schappes have been acquired by the American Jewish Historical Society, Waltham, Mass. The society, under the direction of Bernard Wax, is housed in a new building.

Lutheran

Effective in September 1968, Theresa Gervais Haynes became Archivist at Augsburg College, which is affiliated with the American Lutheran Church. ¶Pastor A. C. J. Oesch, District Archivist of the Oklahoma Lutheran Archives, attended the St. Louis Historical Institute Workshop and presented a report on the workshop at the District Convention of Oklahoma.

The Eastern Pennsylvania Synod of the Lutheran Church in America has appointed a special committee on archives to plan for the future of the collection because of the impending division of the synod.

The records of the Iowa District of the Lutheran Church-Missouri Synod and its congregations are located in the archives of the Iowa District East State Center, Iowa. The Reverend E. L. Stuemfig is Archivist.

Record groups recently acquired by the Concordia Historical Institute, St. Louis, Mo., include a supplement to the John W. Behnken collection (5,000 items). ¶The institute has received a grant for the further transcription of its manuscripts written in German Gothic script and has selected the papers of Carl F. W. Walther, a 19th-century leader of the Lutheran Church-Missouri Synod. ¶Recently published are the minutes and reports of the ninth Archivists' and Historians' Conference, available from the Department of Archives and History, Concordia Historical Institute, 801 DeMun Ave., St. Louis, Mo. 63105. ¶The biennial meeting of the Lutheran Historical Conference took place October 17-19, 1968, at the Lutheran School of Theology in Chicago. Sessions centered on methodology of archives and library work, photoduplication, publication, collection of historic materials, and research and writing.

Mennonite

The archives of the Mennonite Church, Goshen, Ind., has added 480 ft. of floor-space. It is intensifying its efforts to obtain tape recordings of one or more addresses given by present Mennonite leaders. ¶ The Bethel College Historical Library has been placed under joint administration and ownership. Bethel College and the General Conference Mennonite Church share in naming a Board of Control and in preparing a budget. The joint agency is called the Mennonite Library and Archives and will administer all archival files of the General Conference Mennonite Church. Archives staff members have compiled lists of passenger ships that brought Mennonites to America between 1873 and 1900.

Methodist

In addition to the Methodist Conference Minutes and Journals, the Theological Library, Emory University, possesses a special collection of Wesleyana including over 2,800 books and pamphlets. ¶ The Ohio Methodist Historical Society has obtained 475 letters and journals of the London Missionary Society concerning the Russian Missions, 1810-41. The archives of the society are located in the Beeghly Library, Ohio Wesleyan University, Delaware, Ohio.

Successor to both the Association of Methodist Historical Societies of the Methodist Church and the Historical Society of the Evangelical United Brethren Church is the Commission on Archives and History of the United Methodist Church. John H. Ness has been elected executive secretary. The commission has received from former Evangelical United Brethren Church agencies a large number of records of the Commission on Church Union, Division of Stewardship, Division of National Missions, Board of Bishops, Board of Christian Education, Board of Evangelism, Division of World Mission, and Board of Publication.

Moravian

As a result of plans by F. P. Stocker, an Archives Development Council of the Archives of the Moravian Church, Bethlehem, Pa., has been formed to obtain financial support for the Archives. The Council functions under the general authorization of the Synod of the Northern Province and the Board of Trustees of the Bethlehem Congregation. As of July 1968, 70 cartons of Moravian records from the islands of St. Thomas, St. Croix, Antigua, and St. Kitts had been received at the Archives on a loan basis, to be returned to the Eastern West Indies Province when it acquires archival facilities.

Mormon (Church of Jesus Christ of Latter-day Saints)

Current research is being conducted by the Library and Archives of the church relating to the Mormon Battalion and Mormon Pioneer Trails. Tape recordings from old discs have been made of some Church General Conference proceedings.

United Church of Christ

The Eden Archives, St. Louis, Mo., is the repository for materials relating to the former Evangelical Synod, later the Evangelical and Reformed Church, and now part of the United Church of Christ. The Archives has moved to the New Eden Theological Seminary Library.

GENERAL 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.

Appraisals are very much on the minds of manuscript curators these days. Programs, question and answer sessions, and conversations with curators at two recent national conventions and the deliberations of the Manuscript and Special Collections Committee of the SAA have brought out the unplanned but recurrent theme of the problems associated with appraisals for income tax deductions. It was generally agreed that an increasing number of donors want appraisals, that the ability to arrange appraisals is an important factor in the growth of a collection, and that variant practices and policies are being pursued in the country. Many of us want to know who appraises, who pays for appraisals, what factors are considered in making them, whether institutions should be involved in the process, how appraisals are reported, and how special items such as tapes and films are handled. The Manuscript and Special Collections Committee is considering some of these questions and hopes to present positive proposals later this year.

Right now, however, there is one thing that can be done. The committee needs to know the names of people in the country who are doing appraisals on gifts of manuscript material. Would those of you who have had satisfactory association with appraisers please send me their names, addresses, and specialties (if any). I shall compile these in a list and send it out upon receipt of a stamped, self-addressed envelope. It should be understood now, and it will be clearly stated on the list, that the list will not be official or exhaustive and that appearance on it will not constitute endorsement by any body. It will be for information only and will be updated from time to time.

Publications

A bibliography of historical materials in the 13 northern counties of New York State is scheduled for publication by the **North Country Reference and Research Resources Council**. Entitled *Historical Materials Relating to Northern New York; a Union Catalog*, the guide will be available from the Council, c/o Library, New York State University College, Potsdam, N.Y. 13676. ¶ The Division of Special Collections of **Boston University Libraries** has issued a name listing of its holdings called *Twentieth Century Archives*. The emphasis is primarily on literary figures.

Collections

Boston University has received the papers of Gene Kelly, dancer, movie director, and choreographer, consisting of film and TV scripts, articles by and about Kelly, and letters from well-known persons in the film and theater worlds. The Department of Special Collections of the **University of California, Los Angeles**, has acquired 11 cartons of materials relating to the John Birch Society.

The **Chicago Historical Society** announces the acquisition of the papers (1935-42) of Arthur W. Mitchell of Illinois, first Negro Democrat to serve in the U.S. House of Representatives; the archives (1876-1963) of the Chicago Woman's Club; part of the papers (1934-63) of Msgr. Daniel M. Cantwell, founder of the Catholic Interracial Council of Chicago, and records (1934-63) of the Catholic Council on

THE AMERICAN ARCHIVIST

Working Life; the first installment of the papers of author and labor union official Sidney Lens, including the publications of the Revolutionary Workers League of the United States; the papers (1957-67) of Corneal A. Davis of Chicago relating to his service as Chairman of the American Negro Emancipation Centennial Commission and to his political career; part of the records (1901-46) of the John Howard Association of Chicago, which was active in penal reform; and additions to the papers of Leon M. Despres and Cyrus Hall Adams III. The entire public proceedings of the 60th annual U.S. Governors' meeting is now on tape for use by researchers. Parts are available on interlibrary loan from the **Public Library of Cincinnati and Hamilton County**, Cincinnati, Ohio.

The papers and mementos of Marie Mattingly Meloney, editor of the *New York Herald Tribune Sunday Magazine* and other magazines, have been given to **Columbia University**. Prominent in the collection are correspondence with Madame Curie and letters from several 20th-century U.S. Presidents. The university has also received an extensive collection of correspondence, manuscripts, drawings, and books of D. H. Lawrence, including the annotated typescripts for "The Boy in the Bush" and "Sea and Sardinia" and the holograph essay, "The Future of the Novel." Other accessions include a collection of manuscripts and printed materials relating to the poet John Masfield, including 99 of his letters; another installment of the papers and correspondence of Guglielmo Ferrero; and the papers of Lillian D. Wald, relating chiefly to the founding and administration of the Henry Street Settlement. The Collection of Regional History and University Archives at **Cornell University** has received the first of the papers of Howard Taubman, critic at large for the *New York Times*. The correspondence, scores, and records document the public reaction to cultural affairs and to significant performing milestones and Mr. Taubman's opinions on the theater in the United States.

The papers of Grenville Clark, internationally known lawyer and statesman, have been received by **Dartmouth College**. **Hofstra University** has been given a collection of first editions, letters, and photographs of Joseph Conrad. Mrs. Henry Maresh has given the **Houston Public Library** some Texas documents, including official letters from signers of the Texas Declaration of Independence. A large number of the papers of former Vice President Henry A. Wallace, including letters, manuscripts, notes, documents, and memoranda, have been given to the **University of Iowa Libraries** by the Wallace family. The correspondence, manuscripts, contracts and other documents of Andrew Nelson Lytle, author and educator, have been acquired by the **Joint University Libraries** of Nashville. The **Kansas State Historical Society** has acquired correspondence of James W. Denver, Secretary and Governor of Kansas Territory, 1857-58; and a small collection of correspondence of John Palmer Usher, Secretary of the Interior under Abraham Lincoln. Available now on microfilm are early records and correspondence of the Atchison, Topeka & Santa Fe Railroad Co. and records of Trinity Episcopal Church, Atchison. The **Maryland Historical Society** has received the papers (1799-1848) of Richard Dorsey, Baltimore commission merchant; account books and other records of M. S. Levy & Sons, 1884-1958; papers of Commodore Alexander Murray and of Gov. Thomas Swann; and the Revolutionary War paybook of the 4th Maryland Regiment.

A collection of books, letters, manuscripts, and memorabilia of the Marquis de Lafayette has been acquired by **Methodist College**, Fayetteville, N.C. The **Minnesota Historical Society** announces publication of the microfilm edition of the

papers of Ignatius Donnelly, Lieutenant Governor, Congressman, and author in Minnesota during the 19th century. Edited by Helen McCann White, the project was financed by the National Historical Publications Commission. **Montana State University** has added the books and pamphlets of Milburn Lincoln Wilson to its collection of his correspondence. Wilson was Assistant Secretary of Agriculture during the Franklin D. Roosevelt administration. Recent accessions of the Manuscript Division of the Archives, **Nebraska State Historical Society**, include papers of State Sen. Kenneth L. Bowen and bank receivership files, 1929-42. The library of the **Nevada Historical Society** has acquired the papers of Effie Mona Mack and of George Wingfield, Sr., the latter placed under a 50-year restriction; and tape recordings, pictures, and biographies of the Retired Teacher's Association.

As new Chief of the Archives and Manuscripts Division of the **Ohio Historical Society**, David R. Larson announces the following accessions: papers of Clarence J. Brown, Republican Congressman; Job Fish, educator; James G. Johnson, Ohio Supreme Court Justice; Eli Todd Tappan, official of the National Education Association; Frank E. Scobey, Director of the U.S. Mint; and a microfilm edition of the privately held John A. Bingham papers. Bingham served as a United States Representative and as Minister to Japan. The society has also received an interesting group of labor and political records including: the minutes and financial records of the Columbus Typographical Union No. 5; the papers of Socialist Party spokesman and editor Max S. Hayes; and the papers of Charles E. Ruthenberg, head of the Ohio Socialist Party and executive secretary of the Communist Party of the United States. Additions were made to the papers of Govs. John W. Bricker, Michael V. DiSalle, and George White, and the papers of U.S. Rep. John W. Vorys. **Oklahoma College of Liberal Arts** has received papers of Hugh D. Corwin, a writer on Indian life and history. The **University of Pennsylvania** has acquired over 5,000 letters addressed to Franz and Alma Mahler Werfel in addition to an earlier gift of the Werfel library. **Plymouth State College**, New Hampshire, has been given a collection of Robert Frost manuscripts and letters. Recent acquisitions of **Stanford University Libraries** include a complete facsimile edition (488 plates) of drawings in the Uffizi Gallery, Florence, Italy; and the papers of J. Arthur Younger (1893-1967), United States Representative.

Recent additions to the Manuscripts Division, **University of Virginia Library**, include: 700 items, 1939-42, notes, correspondence, and a preliminary draft of Virginia Dabney's *Below The Potomac*; 15 items, 1803-36, letters to James Madison; 345 items, 1942-68, records of the League of Women Voters of Charlottesville and Albemarle; several letters of James Monroe; and 300 items, 1894-1910, bills and receipts of Rev. and Mrs. Edward Everett Hale and other members of the Hale family. Additions to the Clifton Waller Barrett Library at the university include manuscripts or letters of the following: Sinclair Lewis, Henry Wadsworth Longfellow, H. L. Mencken, Oliver W. Holmes, Edith Wharton, Sherwood Anderson, Stephen Vincent Benet, Willa Cather, Ralph Waldo Emerson, Washington Irving, and Emma Lazarus. The **Vermont Historical Society** has acquired four account books (1791-95) kept at the Bigelow store, East Brookfield, manuscript drafts of books by Mrs. Ira Rich Kent (Mrs. Appleyard), and a diary (1853-54) kept by Abigail Baldwin in Plymouth.

The Special Collection of Modern Literature, **Washington University Libraries**, started 4 years ago as a research collection that was to consist of all the printed material and manuscripts of a group of 30 young and promising poets and novelists.

The library staff, aided by a faculty committee of novelists and poets, chose to collect intensively the work of a few authors whose reputations were still being established. Recent acquisitions indicate the focus of this collection. Poet James Merrill has given the worksheets of some 250 poems, drafts of two plays, and 9 notebooks (1948-63), containing drafts of poems, diary entries, and notes. Letters, worksheets, and printed pieces from Alexander Trocchi's Sigma project, begun in 1963 as an international union of artists and writers, comprise a new collection. Early project participants included William Burroughs, Robert Creeley, Colin Wilson, and others. The collection also contains files on similar artistic and political organizations during the early 1960's. Other recent accessions include letters of Tom Clark, poetry editor of *Paris Review*, and Robert Sward, and letters from Conrad Aiken, Lewis Zukofsky, Robert Duncan, Robert Creeley, C. Day-Lewis, Kenneth Rexroth, and Marianne Moore. **West Virginia University Library** lists the following recent accessions: 5 reels of taped interviews with 6 survivors of the 1968 Hominy Falls mine disaster; 9 items, 1784-1861, of McColloch family papers; 75 boxes of general correspondence and other material of West Virginia Governors, 1931-57; 10 volumes of the West Virginia Mining Investigation Commission, 1912-13; and 17 volumes of a typescript history, 1869-1964, of the West Virginia University Medical School.

Yale University has announced that in early 1969 it will begin filming its collection as listed in *German Baroque Literature, A Catalogue of the Collection in the Yale University Library*, by Curt von Faber du Faur. Inquiries may be directed to Research Publications, Inc., 254 College St., New Haven, Conn. 06510.

SCIENTIFIC AND TECHNOLOGICAL MANUSCRIPTS

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.

American Institute of Physics

The Center for History and Philosophy of Physics is obtaining a rich record of human experience through a series of tape-recorded interviews conducted by trained historians of science. Transcripts of the tapes are corrected by both interviewer and subject and then deposited in the center's Niels Bohr Library, where they can be used for research by qualified scholars, subject to restrictions requested by those interviewed. More than 200 hours of interviews with 56 individuals have been recorded and transcribed in the center's oral history program, which has been supported in part by the National Science Foundation and the American Academy of Arts and Sciences. The 29 individuals interviewed during the past 2 years are: Luis W. Alvarez, Carl D. Anderson, Robert F. Bacher, Guido Beck, Hans A. Bethe, Sir John Cockcroft, Mrs. Arthur H. Compton, Edward U. Condon, Paul P. Ewald, Richard P. Feynman, Otto R. Frisch, George Gamow, Cecilia Payne Gaposchkin, Maurice Goldhaber, Charles C. Lauritsen, M. Stanley Livingston, Philip Morrison, Ralph A. Sawyer, Emilio G. Segre, Robert Serber, C. Donald Shane, Mary L. Shane, Harlow Shapley, Merle A. Tuve, John H. Van Vleck, Victor F. Weisskopf, John A. Wheeler, and Eugene P. Wigner. The oral history collection in the Niels Bohr Library also contains 225 reels of tape, including interviews other than those conducted by the center and lectures and symposia of possible interest for the history of physics. The use of the center's oral history materials has led to the identification

and preservation of new sources of written documentation such as personal correspondence and notebooks.

More than 1,000 collections or individual items at 120 repositories are now listed in the center's National Catalog of Sources for the History of Physics, as a result of continuing cooperation among physicists, historians, librarians, and archivists. Scholars using the catalog can retrieve information by name of repository, name of collection, major subject of collection, and type of material. Part of the National Catalog will be published by the American Institute of Physics in a Guide to Sources. Among the center's collections for which finding aids have been produced are the William F. Meggers papers (about 6,000 items); Thomas C. Mendenhall papers (more than 4,000 items, including 3,750 letters); J. Barton Hoag papers; Roman Smoluchowski correspondence (1943-46), including 280 letters documenting the formation of the Division of Solid-State Physics of the American Physical Society; David L. Webster papers, 1930-56, including files of the American Association of Physics Teachers; and the Isidor Fankuchen papers (about 5,000 items).

The papers of Karl Lark-Horovitz (1892-1958) have been deposited at the center and are currently being organized for research. The correspondence, manuscripts, and research reports (about 400 items, 1942-56) are especially rich in documents relating to research on semiconductors, which had a significant influence on the development of solid-state physics. ¶ A collection of 30 letters received from Karl K. Darrow documents the origin and early years of the American Physical Society and provides biographical information on leading physicists. ¶ Aspects of the history of underwater acoustics are illuminated in eight early reports and manuscripts deposited by Elias Klein. ¶ Copies of the correspondence of Lord Rayleigh (John W. Strutt) have been deposited in the Niels Bohr Library by John N. Howard, Curator of the Rayleigh Archives at the Air Force Cambridge Research Laboratories [see *American Archivist*, 29: 469]. ¶ The Richard von Mises papers have been supplemented by a collection of manuscripts of his scientific writings (1905-53), including articles, monographs, books, reviews, notes on probability and statistics, mechanics, aerodynamics, and philosophy. An earlier addition consisted of correspondence (1963-64) relating to the publication of *The Selected Papers of Richard von Mises*. ¶ The development of the *Journal of Chemical Physics* from 1939-57 is documented in the journal's correspondence files (about 100 letters) received by the center. ¶ Manuscripts received from Clifford A. Truesdell cover his writings on mechanics, the history of mechanics, and thermodynamics. ¶ A microfilm edition of the correspondence (1882-1938) of astronomer George Ellery Hale was recently acquired by the center. A grant from the National Historical Publications Commission to the Carnegie Institution of Washington made possible the filming of the papers at the Mount Wilson and Palomar Observatories in Pasadena, Calif., and the publication of the catalog. ¶ The unpublished manuscript report on gravity submitted in 1889 by Charles S. Peirce to Superintendent of the U.S. Coast Survey, Thomas C. Mendenhall, was recently discovered by Mr. Whimpey, Archivist of the Coast and Geodetic Survey; and a copy has been given to the center by that Agency. Mendenhall blocked publication of Peirce's report on the oscillation of pendulums because he disapproved of Peirce's research methods. The report has been added to the Mendenhall collection, which contains his correspondence with Peirce regarding the controversy.

The day-by-day record of the activities of a physics research group, filmed and tape recorded over a 2-year period, is now preserved at the center. Taken between 1965 and 1967, mainly at the Cambridge Electron Accelerator, the films served as the

basis for Harvard University's Project Physics sound motion picture "People and Particles," which received the Golden Eagle award of CINE (Council on International Nontheatrical Events) as one of the best U.S. films of 1967 in the category of science and medicine. Subjects covered in the films include the Strauch-Walker experiment; the building of experimental equipment in the laboratory; class discussions; conferences; and meetings of graduate students and professors. Two edited versions and the full original films and sound tapes were deposited at the center so that a unique record of physicists and their environment in the mid-1960's could be preserved. ¶ Among other additions to the center's growing pictorial collection are filmed interviews with Lester Germer, John Pierce, and Harvey Fletcher, received from the Bell Telephone Laboratories; films of physicists including Niels Bohr, Enrico Fermi, and others taken by David Dennison at the University of Michigan Summer Symposia during the 1930's; candid snapshots of physicists at international meetings in the 1920's and 1930's, donated by Emilio Segre; and portraits of 16 prominent physicists, received from William Numeroff.

American Philosophical Society

The society has received the papers of Walter Sydney Adams, consisting of 51 items relating primarily to astronomy; the papers of Sir John Lubbock relating to natural history; the papers of Richard Joel Russell concerning his study of deltas; the papers of Sir Richard Owen; and the papers of Sarah Franklin Bache reflecting the social and cultural history of Philadelphia during the Revolutionary and Federal periods. A microfilm copy of the papers of H. A. Lorentz, preserved at the Algemeen Rijksarchief, The Hague, has been added to the Quantum Physics Archive in the library of the society. This microfilm project was supported by the American Philosophical Society-American Physical Society project Sources for History of Quantum Physics, funded by a grant from the National Science Foundation.

University of California

The Water Resources Center Archives and the Regional Oral History Office of the Bancroft Library, University of California at Berkeley, announce completion of a series of three oral history interviews on the history of California water resources development. The interviews are: S. T. Harding, "A Life in Western Water Development," 524 pages; Sam R. Leedom, "California Water Development, 1930-1955," 83 pages; and Harvey Banks, "California Water Project, 1955-61," 82 pages. Bound, indexed copies of the transcripts are available for scholarly research at Berkeley, Los Angeles, Davis, Sacramento, and the University of Wyoming. The project was conducted by Gerald J. Giefer, Librarian of the Water Resources Center Archives. ¶ The Regional Oral History Office has completed oral history interviews on California water development with Frank Adams, Louis Bartlett, Stephen Downey, William Durbrow, Herbert Jones, Charles Lambert, and J. Rupert Mason.

University of Illinois

The university Archives has received 8.3 cu. ft. of the papers of Eugene I. Rabinowitch. The material relates primarily to photosynthesis research and scientific activities (1947-68). The University of Chicago Archives has 4 cu. ft. of Professor Rabinowitch's papers concerning the Pugwash Conferences, the *Bulletin of the Atomic Scientists*, and committees and conferences on policy for science.

University of Texas

A catalog of the Sir Owen Richardson papers at the university has been prepared under the direction of James H. Leech, with the aid of Claude W. Horton of the university's physics department. Microfilm copies of the catalog have been deposited at the American Philosophical Society Library, the University of California at Berkeley, the Niels Bohr Institute in Copenhagen, and the Center for History and Philosophy of Physics.

Washington University

A detailed catalog guide to the notebooks of Arthur H. Compton has been prepared by Roger H. Stuewer of the University of Minnesota with the assistance of Richard Lytle, former Archivist of Washington University. The 32 notebooks (1919-41) are at Washington University; microfilm and Xerox copies have been deposited at the Center for History and Philosophy of Physics. The project was supported by the center through a National Science Foundation grant.

Other Institutions

The papers of the following individuals have been received by the indicated repositories: Theodore von Karman, 1881-1963, Millikan Library, California Institute of Technology, and Morris E. Rose (1911-67), Alderman Library, University of Virginia. Information on the availability of these collections may be obtained from the repositories.

CANADA

Reported by Wilfred I. Smith

Items for this section should be sent direct to Dr. Wilfred I. Smith, Assistant Dominion Archivist, Public Archives of Canada, 395 Wellington St., Ottawa 4, Ont., Canada

Public Archives of Canada

Members of the staff participated in the annual meeting of the Society of American Archivists at Ottawa in duties concerning local arrangements, as members of several panels, and in attendance at sessions. All welcomed the opportunity to extend their acquaintanceship and discuss mutual problems with members of the Society and with members of the Canadian Archives Section who attended. ¶ W. Kaye Lamb and Wilfred I. Smith attended the Sixth Congress of the International Council on Archives at Madrid in September and visited the Paris and London offices of the Public Archives. ¶ Preparations have been made for a seminar on archives administration under the auspices of the Pan American Institute on Geography and History. Delegates from 14 Latin American countries were at the Public Archives November 4-15. The Advisory Services Division and the Technical Division gave courses in November on records management and microrecording technology. ¶ Among recent staff changes Ted Regehr has been appointed assistant professor in history at the University of Saskatchewan. He made an important contribution to the development of the Public Records Section of the Manuscript Division of which he was head. His efficient performance as advisor to the Dominion Archivist on records retention and disposal was also of great value. He has been succeeded by Jay Atherton, former Head of the Post Confederation Section. Keith Johnson has been appointed assistant professor in the history department at St. Patrick's College of

THE AMERICAN ARCHIVIST

Carleton University. As our first editor-historian he developed the functions and directed the activities of the Publications Section. Recent publications are proof of the section's high standards of scholarship. ¶ *The Union List of Manuscripts in Canadian Repositories*, containing over 11,000 entries from 124 Canadian repositories, was published in cooperation with the Humanities Research Council of Canada. Recently issued is the *Canadian Directory of Parliament, 1867-1967*, giving a short biography of the members of the Senate and the House of Commons during that century. Publication of the first volume of *Sir John A. Macdonald's Letters* is expected shortly.

Alberta

Regimental Museum, The Queens Own Rifles of Canada, Calgary: The curator, Capt. J. R. Smitz, also serves as military curator and extension officer of the Glenbow Foundation.

British Columbia

Anglican Theological College of British Columbia: Recent accessions include the diary of Bishop George Hills and microfilm copies of church records relating to the Dioceses of New Westminster, British Columbia, Caledonia, and Kootenay. Historical papers relating to histories of churches in Gibson Landing, Savona, Vancouver, Royal Oak, Saanich, and Hazelton, and photographs of clergymen have been acquired. ¶ **University of British Columbia:** The library received recently the records of the International Union of Mine, Mill and Smelter Workers, including records from the main British Columbia locals and the head office in Toronto; and records of the Vancouver Council of Women. ¶ **Penticton Museum and Archives:** Recent acquisitions include a despatcher's order stopping trains in commemoration of Sir Wilfrid Laurier's funeral and an 1896 election poster.

New Brunswick

University of New Brunswick: Recent accessions include a collection of 211 books and 12 pictures relating to Gen. James Wolfe given by Group Capt. H. R. Stewart; the papers, on microfilm, of the late R. B. Hanson, Leader of the Opposition and House Leader of the Progressive Conservative Party, 1940-43; papers of: B. S. Keirstead, Canadian economist and author; Desmond Pacey, Dean of Graduate Studies at the university and a Canadian author; Sir Charles G. D. Roberts and other Canadian literary figures associated with him; James Brown, 1796-1870, who represented Charlotte County, N.B., in the Provincial House of Assembly for 30 years; and the records of the Armed Forces Contingents on the university campus. ¶ **Mount Allison University:** The United Church Archives were transferred in August to Pine Hill Divinity College in Halifax. The curator of the collection is Arthur Betts.

Nova Scotia

Xavier College "Cape-Bretoniana": Recent accessions include a Cape Breton manuscript titled "National Prejudice, Opposed to the National Interest, Candidly Considered in the Detention of Yielding up Gibraltar and Cape-Breton by the Ensuing Treaty of Peace . . .," 1748; also books on Scottish history and traditional songs in Gaelic composed by Cape Breton bards. The visit of the Archivist, Sister Margaret Beaton, to the British Isles and the Continent during the past summer was most profitable because it permitted a comparative study of archival methods.

Ontario

Grey County Historical Society: A centennial project involved construction of a new historical museum at Owen Sound. Mrs. Wilson Johnson is Archives Chairman at the museum. Efforts are being made to gather material relating to the history of the county and to encourage historical research. **Hamilton Public Library:** Katherine Greenfield has been appointed Canadiana librarian. Recent accessions include documents relating to crown grants; Mrs. Clyde Bean's notes on Grimsby Park; E. K. D. Martin's notes on excursions around Hamilton; papers of the Temperance and General Life Insurance Co. of North America, 1890-94; letters relating to Hon. John Willson; and papers of treasurers of the Hamilton Association for the Advancement of Literature, Science and Art. **London Public Library and Art Museum:** The London Room, a centennial project of the Rotary Club, was officially opened on April 26 by the Prime Minister of Ontario. It contains the London and Lake Erie regional collection of manuscripts, maps, photographs, pamphlets, newspapers, and other historical materials under the direction of Elizabeth Spicer. **Queen's University:** The Archives has begun a project to make it an archival information centre for the Kingston area. A union list, giving the location of all archival materials in the district, will be prepared. **University of Toronto:** Recent accessions include 17th-century Italian manuscripts and an 18th-century English manuscript from the library of Sir Thomas Phillipps. In the realm of Canadiana, the university has acquired F. S. Neve's *Narrative of a Voyage from London to Montreal*, a journal dated April 18-June 7, 1839; T. F. McIlwraith's research notes for his work about the Bella Coola Indians; and additions to the papers of Canadian writers Birney, De la Roche, Purdy, and Souster.

Quebec

McGill University: The appointment of John Andreassen as University Archivist was announced in August. Mr. Andreassen is a member of the Records Management Co. of Canada where he has served as archival consultant to a number of crown corporations. He came to Montreal in 1962 as a record systems analyst with the Canadian National Railways after a career in the United States, which included positions as Director of Administration for the Library of Congress, State Archivist of Louisiana, and Regional Director of a Federal historical records survey for the Southern States. Mr. Andreassen is a Fellow of the Society of American Archivists.

Business Archives Council

David S. Macmillan, international authority in university and business archives and cofounder of the Business Archives Council of Australia, has been elected to the Board of Directors of the council. Dr. Macmillan is currently associate professor of history, Trent University, Peterborough, Ont. Other new members of the board include: James J. Gillies, York University, Toronto; Rev. H. J. Labelle, St. Mary's University, Halifax; E. C. McCormick, Winnipeg Chamber of Commerce; and G. M. Morris, Vancouver Board of Trade.

PROFESSIONAL INSTRUCTION

University of Illinois

The Graduate School of Library Science is offering two courses in archival management for librarians June 16-August 9, 1969. Instructors will be Frank B. Evans,

THE AMERICAN ARCHIVIST

Deputy Assistant Archivist for Presidential Libraries, NARS, and David C. Maslyn, Head, Manuscripts Department, Yale University Library. The first course, June 16–July 12, to be given by Dr. Evans, will be a survey of the administration of archives and historical manuscripts. The second course, July 14–August 9, to be given by Mr. Maslyn, will be a discussion and description of principles and techniques used in manuscript and archival repositories. Each course carries one unit (4 hours) of graduate credit. For further information, write to the Graduate School of Library Science, University of Illinois, Urbana, 61801.

University of Wisconsin

The School of Library Science will offer a graduate seminar in archives administration, June 23–July 18, 1969. The 3-credit course will offer a basic study of the theory, principles, and techniques of administering public archives and private manuscripts and will be conducted by F. Gerald Ham, State Archivist and head of the Division of Archives and Manuscripts. Inquiries should be directed to Prof. W. L. Williamson, Director, Library School Summer Session, University of Wisconsin, Madison, Wis. 53706.

SOCIETY OF AMERICAN ARCHIVISTS

Minutes of the Council

Ottawa, Canada, September 29, 1968

The meeting was called to order by President Clifford Shipton at 7:00 p.m. in his suite at the Chateau Laurier. Present: H. G. Jones, vice president; Philip P. Mason, secretary; A. K. Johnson, treasurer; and Council Members Maynard Brichford, Lewis Darter, Victor Gondos, Joseph Halpin, F. Gerald Ham, Robert Lovett, Robert Warner, and Dorman Winfrey.

The minutes of the Council meeting of April 18, 1968, were approved as distributed and amended. H. G. Jones abstained from voting.

President Shipton presented a progress report of the work of the Ad Hoc Committee on Paper Research, which was established in response to a proposal presented to the Council by the National Archives and Records Service in April 1968. He reported on the actions taken by the group during a committee meeting at Harvard University, July 9, 1968. He announced also that the American Council of Learned Societies had granted the Society \$2,500 for committee expenses of its first year's activities.

The secretary reported on the selection of the hotel for the 1970 annual meeting. He described the facilities and costs at the Mayflower, the Shoreham, the Sheraton-Park, the Statler Hilton, and the Washington Hilton. The Council selected the Shoreham Hotel as the headquarters and chose the dates, September 30 to October 2, 1970. The Council also recommended that the Society should avoid, if possible, the selection of dates for the annual meeting that conflict with religious holidays.

The secretary reported on the plans for the annual meeting in 1969 to be held in Madison, Wis., October 8–10, 1969. The Park Motor Hotel has been selected as convention headquarters. Richard Erney, Associate Director of the State Historical Society of Wisconsin, has been chosen to serve as the Local Arrangements chairman for the meeting.

Secretary Mason reported to the Council on the meeting of the Planning Committee of the World Conference on Records sponsored by the Genealogical Society of the Church of Jesus Christ of Latter-day Saints held in Salt Lake City August

5-8, 1968. The conference, which will be held in Salt Lake City August 5-8, 1969, will feature sessions of interest to archivists, librarians, genealogists, and historians. The Council urged the members of the Society to support the World Conference and its objectives.

The secretary recommended that the Council consider the introduction of an amendment to the constitution at the 1969 annual meeting to authorize an increase in dues. He explained the rationale for his proposal. Although the membership in the Society has increased sharply during the past 5 years, it is not large enough to provide funds from dues to hire a full-time secretary. Yet the Society has grown too large to operate any longer on a volunteer basis. He described attempts to raise funds from other sources, including foundations and special \$100 annual sustaining memberships. The Council approved his recommendation and authorized the Finance Committee to review the dues structure of the Society and report its findings and recommendations at the December or April meeting of the Council. The treasurer supported the recommendation for a dues increase as the only feasible way of raising the necessary funds for a permanent staff. The Finance Committee was asked to consider special rates for students and apprentice workers.

The secretary presented a resolution, originally supported by the Professional Standards Committee, that the Council elect to honorary membership in the Society President Lyndon B. Johnson; W. Kaye Lamb, Dominion Archivist of Canada; and Jorge Ignacio Rubio Mañé, Archivo General de la Nación of Mexico. The Council voted unanimously to approve the election of the three distinguished men who have contributed so much to the advancement of the archival profession.

The Council considered a request from the Society of Ohio Archivists to amend the Society's constitution to provide for State or Regional chapters of the Society and recommended procedures for filing annual chapter reports and for the collection of chapter dues. The Council accepted the recommendations of the Finance Committee that such affiliate membership could be accomplished by a change in the by-laws rather than a constitutional amendment and that it was impractical, costly, and inefficient for the Society to collect the dues for local chapters. Council Members F. Gerald Ham and Robert Warner were appointed to discuss the Council's position with the Ohio committee and report their findings at the Council meeting on October 2, 1968.

The report of the treasurer, A. K. Johnson, covering the period January-August 1968 was accepted and ordered filed with the secretary. Mr. Johnson also presented his views on the Society's long-range financial needs, especially the need of a full-time staff. He concluded that funds for a full-time paid Executive Secretary could not be found within the present revenue plan. For example, if the Society established \$15,000 as the figure for a full-time Executive Secretary, this would mean that we would have to have annual receipts of around \$70,000 annually. The two main sources of added revenue would be either a *very* substantial increase in membership or an increase in membership dues and subscription rates. It is not likely that members and subscribers will increase to this extent. Therefore, it appears that the only possible solution—allowing for a modest increase in membership—is an increase in membership and subscription rates. As an example of the difficulty in reaching this objective, we have now approximately 2,200 members and subscribers. An increase of fees from \$10 to \$15 would give us an income of \$33,000 which, coupled with other receipts, conceivably could give us \$40,000 to \$45,000 annually. An increase of members to 3,000 at \$15 would give us \$45,000 and with other income, \$50,000 to \$55,000.

In the editor's absence, President Shipton read a communication from Harold Pinkett in which he recommended the appointment of Isadore Perlman, Center Operations Division, Office of Records Management, NARS, to serve on the Editorial Board of the *American Archivist* for the term 1968-72, to succeed Karl Trever. The Council deferred action on the appointment until Dr. Pinkett could be present.

F. Gerald Ham, Council member and Chairman of the State and Local Records Committee, recommended a few changes in his committee's proposal for a grant to assist in compiling, editing, and publishing a guide to American State archives. The Council approved these changes. The use of any proceeds from the sale of the guide will be approved by the Council of the Society and the State Historical Society of Wisconsin, the cosponsors of the project.

President Shipton announced that he had received an acknowledgement from the secretary to Dwight Eisenhower regarding the Certificate of Honorary Life Membership in the Society. Appropriate plans for the presentation will be made when the former President's health improves.

The Council reconsidered its action taken at the December 1968 meeting on the three recommendations of the Joint Committee on the Status of the National Archives. Thereupon the following recommendations were approved:

1. The integrity of the entire archival program of the nation in all of its varied functions as now constituted must be preserved.
2. The cultural and educational functions of the National Archives and Records Service must continue to be strengthened.
3. The National Archives and Records Service should be given sufficient autonomy, either under the General Services Administration or as an independent governmental agency, to maintain its position as one of the leading archives of the world. The Society urges the creation of an advisory council representing the archival profession and the several professional disciplines served by the National Archives and Records Service.

The secretary was directed to notify the Executive Director of the American Historical Association and the Organization of American Historians of its action.

The Council received and reviewed the report of the Committee on Design of a Corporate Seal. After discussion, the Council voted to table the report.

The meeting was adjourned at 9:30 p.m.

PHILIP P. MASON, *Secretary*

Minutes of the Council

Ottawa, Canada, October 2, 1968

The meeting was called to order by President H. G. Jones at 3:12 p.m. in Room 578 at the Chateau Laurier Hotel. Present were: Herman Kahn, vice president; F. Gerald Ham, secretary; A. K. Johnson, Jr., treasurer; Harold T. Pinkett, editor; and Council Members Maynard J. Brichford, Agnes C. Conrad, Frank B. Evans, Victor Gondos, Jr., Joseph F. Halpin, Wilfred I. Smith, Robert M. Warner, and Dorman H. Winfrey.

President Jones welcomed Vice President Herman Kahn and the three new Council members, Miss Conrad, Mr. Evans, and Mr. Smith. Consideration of the minutes of the September 29 meeting was deferred until the December meeting of the Council.

The question of what action the Society of American Archivists should take in regard to the formation of the Society of Ohio Archivists was introduced for discussion. Mr. Warner and the secretary, who had been appointed by the Council at the previous meeting to meet with the representative of the Ohio Archivists,

reported on their conversation with Bruce Harding of the steering committee of the Ohio group. Mr. Warner then introduced a statement encouraging the activities of the Ohio organization and after some discussion the following was adopted: In recognition of the forthcoming organizational meeting of the Society of Ohio Archivists, the Council of the Society of American Archivists expresses its approbation of the Ohio archivists in their endeavor to promote and improve the archival profession by the formation of this organization.

The secretary, to assist the Council in the selection of a meeting site for the 1971 annual meeting, reported that he will review the invitations received by the Society and report on feasible sites to the Council at the December meeting.

The secretary informed the Council that the removal of the office of secretary from Wayne State University to the State Historical Society of Wisconsin will necessitate a transfer of banking facilities used by the Society for the deposit of membership dues. To permit this transfer, a resolution was introduced by Treasurer A. K. Johnson and adopted by the Council, authorizing the secretary to open an account with the Hilldale State Bank, Madison, Wis.

The secretary also reported that the Finance Committee, as a result of previous Council authorization, will study the question of a proposed increase in membership dues and present its findings for consideration at the December meeting of the Council. In particular, the committee will consider the need for a dues increase, the amount by which dues should be increased if an increase is recommended, and the methods of applying the increase to the Society membership.

The Council agreed to hold its next meeting at 1:30 p.m. on Sunday, December 29, 1968, at the Statler Hilton Hotel in New York City. With no further business before the Council, the meeting adjourned at 3:25 p.m.

F. GERALD HAM, *Secretary*

SOCIETY OF AMERICAN ARCHIVISTS SUSTAINING MEMBERS

It has become increasingly apparent that the Society must have additional resources if it is to develop into a strong professional organization. As a result of the pressing need for funds, the Council has directed the president and the secretary to invite archival institutions to become Sustaining Members, each for the fee of \$100 a year. As of December 1968 eighteen institutions have joined as Sustaining Members.

For further information, please write to the secretary: F. Gerald Ham, Secretary, Society of American Archivists, State Historical Society of Wisconsin, 816 State St., Madison, Wis. 53706.

PUBLIC ARCHIVES OF CANADA

COLORADO STATE ARCHIVES

CORNELL UNIVERSITY

COLLECTION OF REGIONAL HISTORY

ILLINOIS STATE LIBRARY

UNIVERSITY OF KENTUCKY LIBRARY

COMMONWEALTH OF MASSACHUSETTS

UNIVERSITY OF MICHIGAN

MICHIGAN HISTORICAL COLLECTIONS

NATIONAL ARCHIVES AND RECORDS

SERVICE

NEW JERSEY STATE LIBRARY

WISCONSIN STATE HISTORICAL SOCIETY

NEW MEXICO

STATE RECORDS CENTER AND ARCHIVES

NORTH CAROLINA

DEPARTMENT OF ARCHIVES AND HISTORY

OHIO HISTORICAL SOCIETY

OHIO STATE UNIVERSITY ARCHIVES

SYRACUSE UNIVERSITY LIBRARY

TENNESSEE STATE LIBRARY AND ARCHIVES

TEXAS STATE LIBRARY

WAYNE STATE UNIVERSITY

LABOR HISTORY ARCHIVES

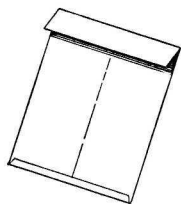
ACID FREE ENVELOPES

made of

Permalife

®

acid free — exceedingly strong — made to last



available in four stock sizes

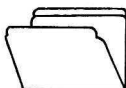
6" × 9"

7½" × 10"

9" × 12"

11½" × 15"

Permalife file folders in legal and letter sizes
now available.



Also available Permalife map and print
folders in sizes

24" × 36", 30" × 40", 20" × 28", 20" × 24", 30" × 42"

Write for FREE sample and prices from the
firm that brings you Fibredex® Document Cases.

The Hollinger Corporation
3810 S. Four Mile Run Drive
Arlington, Virginia 22206

Spring



Meeting

Society of

Organization of

JOINT LUNCHEON

American Archivists

American Historians

THE HISTORIAN AND THE NEW TECHNOLOGY

JAMES BERTON RHOADS

ARCHIVIST OF THE UNITED STATES

speaker

H. G. JONES

presiding

Philadelphia
Pennsylvania

April 17, 1969
12 m., Thursday

Hotel Benjamin Franklin or Bellvue Stratford Hotel
(see OAH program for exact location)

Tickets may be purchased at the OAH registration desk.

REQUEST TO BE INCLUDED ON LIST OF BOOK REVIEWERS FOR *AMERICAN ARCHIVIST*

DETACH (OR USE A FACSIMILE) AND MAIL TO: Edward E. Hill, Reviews Editor, *American Archivist*, Archives Branch, Washington National Records Center, Washington, D.C. 20409.

Special areas of interest:

- | | | |
|---|--|---|
| <input type="checkbox"/> History and administration of archives | <input type="checkbox"/> Automatic data processing | <input type="checkbox"/> Church archives |
| <input type="checkbox"/> Archival theory | <input type="checkbox"/> Buildings and equipment | <input type="checkbox"/> College and university archives |
| <input type="checkbox"/> Records management | <input type="checkbox"/> Repair and preservation | <input type="checkbox"/> Science/technical archives |
| <input type="checkbox"/> Finding aids | <input type="checkbox"/> Sound recordings | <input type="checkbox"/> Manuscript collections; private papers |
| <input type="checkbox"/> Bibliographies | <input type="checkbox"/> Cartographic records | |
| <input type="checkbox"/> Documentary publications | <input type="checkbox"/> Motion pictures | |
| <input type="checkbox"/> Microfilming | <input type="checkbox"/> Still pictures | |
| | <input type="checkbox"/> Business archives | <input type="checkbox"/> _____ |

Special interest in particular areas:

- ☐ U.S. history, (general)
☐ U.S. history, _____ period
☐ Other _____

Knowledge of foreign languages:

NAME: _____

INSTITUTIONAL OR HOME ADDRESS: _____

(CITY)

(STATE)

(ZIP CODE)

Technical Notes

CLARK W. NELSON, *Editor*

Mayo Clinic/Foundation

NEW PRODUCTS & DATA

Do-It-Yourself Microfiche

A do-it-yourself system that helps shrink vital information to rows of tiny images, on card-file size film cards, has been introduced by Eastman Kodak Co., Business Systems Markets Division, Rochester, N.Y. 14650. According to Kodak, the basic production unit of this new Recordak Microfiche Master System is an easily produced strip of 16mm. film, which can be cut and assembled in rows to make up master film cards. The modular, replaceable nature of these component film strips is supposed to hold down to a minimum the need for creating new images. New images are required only for those strips that include a change or an error. Updated strips can be prepared and inserted among the unchanged rows of images on original master filmcards before generating new distribution microfiche. The new system is flexible and can be set up to fit the user's needs. In the beginning, one might prefer to let microfiche prove it can pay its way and, therefore, might limit his microfilming and processing to revising individual film strips—allowing Kodak to insert these into microfilm master film cards, duplicate, and possibly even distribute the duplicates. Later on, for security or other reasons, one might decide to add the equipment that will enable him to prepare his own masters within his plant. The first element of the new system to be so added will usually be the Recordak Micro-File Machine, model MRD-2, a unit that handles up to 350 documents an hour. Others include a Recordak Microfiche Codeboard Kit accessory that will simultaneously identify and record strips of film and a Recordak Microfiche XY Coordinator that helps the operator follow a predetermined layout. A modified film unit may be obtained to precisely align images, and an adapter kit is also available to permit the exposure of either single- or double-frame images. One may even go farther and strip up his own master microfiche. A Recordak Microfiche Master Film Trimmer is also available to slit the 35mm. original film to either 12.5mm. or 16.5mm. widths—depending on the scale of the images to be assembled by Recordak Microfiche Master Composing Station. Reference markings guide the cutting of the film and its punching and assembly on 3" × 5", 4" × 6" or tab-size 3½" × 7⅞" cards. A small-volume user may also choose to print distribution microfiche in his own plant on the new Recordak Diazo Print Film, or he may send his stripped-up microfiche masters out for duplication.

New Computer Fire Standard

Rapid developments within the electronics industry are reflected in the 1968 edition of the National Fire Protection Association (NFPA) technical standard no. 75, which bears the new title, "Standard for the Protection of Electronic Computer/Data Processing Equipment." Revised and updated, this 36-page standard

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

sets forth the minimum requirements for protection of equipment from damage by fire and its associated effects. The text applies specifically to installations where either special building construction, rooms, areas, or operating environment are required or where fire protection for the equipment is required; it also serves as a management guide for other installations not requiring special construction or protection. Adopted in its present form at the 1968 NFPA annual meeting, NFPA no. 75 has been developed by the NFPA Committee on Electronic Computer Systems. Committee chairman is John J. Ahern of General Motors Corp., Detroit, Mich. Copies of the 1968 edition of the "Standard for the Protection of Electronic Computer/Data Processing Equipment" (NFPA no. 75; 36 p., 75c) are available from the National Fire Protection Association, 60 Batterymarch St., Boston, Mass. 02110.

Storage Cases

Standardization has made it possible for Cambridge Paper Box Inc., 196 Broadway, Cambridge, Mass. 02139, to make their Cambridge Professional Cases available in minimum quantities of 1 dozen. Since 1898 Cambridge has been supplying universities, libraries, and museums with specially designed cases. Their products combine handcraftsmanship with modern technology. They use Permalife acid-free paper as a case liner and Pyroxylin as a protective coating on case exteriors. The Cambridge professional line includes pamphlet files; manuscript, broadside, document, choral, historical, slip, solander print, and utility cases; collection trays; and diploma tubes. The manuscript case measures $15\frac{1}{4}'' \times 10'' \times 2\frac{1}{2}''$ and lists for \$4.50 each in lots of 12. The document case is $15'' \times 11\frac{3}{4}'' \times 3\frac{3}{4}''$ and costs \$3 each in the dozen quantities. George Cunha has been testing and advising the firm. They anticipate marketing other storage items for archival use over the next 2 years. Among these will be acid-free folders with tabs. The company will also manufacture boxes to other specifications. Those interested should address such inquiries to their Special Requirements Department.

Large-Format Microfilm Reader

University Microfilms, Ann Arbor, Mich. 48106, has introduced a microfilm reader specifically designed for newspapers and other large formats. The unit features a $14'' \times 14''$ reading screen. It has a long-life quartz-halogen lamp, which is cooled by a maintenance-free blower. The illumination can be varied to suit room lighting. A scanning control is provided that allows full film width viewing. The reader handles 35mm. and 16mm. microfilm. An accessory kit adapts it to microfiche. The viewer weighs 45 lbs. and stands 2 ft. high. It has a fixed magnification of 18 \times and costs \$225, including U.S. or Canadian shipping.

Paper Shredders

The advent of continuous computer forms and other bulky modern records has caused today's records custodian to be more frequently faced with the problem of destroying quantities of confidential material having no permanent value. To assist in this task, several concerns have developed different sizes of paper shredders. The Shredmaster Corp., 891 South Ocean Ave., Freeport, Long Island, N.Y. 11520, is one manufacturer specializing in such machines. The latest addition to their line is the Conveyor 400. This heavy-duty unit is designed for large-scale paper shredding. It is said that it can handle up to 2,500 lbs. an hour. It will even

destroy paper clips, small nails, staples, and accro fasteners. The unit can be adjusted to provide shredding widths of $\frac{5}{32}$ " and $\frac{5}{16}$ ". Shredmaster makes other smaller units that will either shred paper into continuous strips or cross-cut it into tiny, unreadable bits.

Xerox Microprinter

Xerox Corp., Rochester, N.Y. 14603, has finally introduced their Microprinter, a xerographic microfilm reader-printer. The new copier features a $9" \times 11\frac{1}{2}"$ screen on which various types of microfilm can be scanned. When a copy of an individual frame is desired, the searcher merely presses a lever for either single or multiple enlargements. According to Xerox, these are then produced on regular $8\frac{1}{2}" \times 11"$ bond paper at the rate of seven a minute. Besides being able to produce copies of microfilm on ordinary paper, the new machine will also make regular Xerox copies from all types of documents.

Forty Years of Microfilm

In the summer 1968 issue of the *National Microfilm Association Journal*, Frank L. Hilton, Jr., has interestingly reviewed the history of microfilm at Eastman Kodak. In his article, "Microfilm Systems—The First 40 Kodak Years," beginning on page 117, he tells about the development of the first Recordak microfilmer by a banker, George L. McCarthy. Introduced in 1928, it was this camera that opened the way for what has become a universal tool for copying and protecting records. Even though the article is Kodak oriented, it still forms a valuable introduction into modern microfilm history, particularly since Kodak was the pioneer in this field. The article includes some well-chosen illustrations that show the evolution of Kodak microfilm equipment.

TALAS

Several years ago, the Technical Library Service, 104 Fifth Ave., New York City 10011, established a supply division, TALAS. Since then, the new unit has been providing materials for bookbinders and book conservators. Recently the firm expanded their line to include items of interest to archivists. Their latest catalog lists Permalife paper, file folders, envelopes, and bristolboard. Cellulose acetate sheets and rag catalog cards are also featured. In addition to the foregoing, the company soon plans to add acid-free pamphlet boxes, cellulose acetate envelopes, and Japanese mending tissue. In time they hope to become a source for most archival supplies. Suggestions are encouraged for additional supplies to be carried.

"Not a Note"

Hiller asked where the manuscripts of Rossini's operas were: "I believe that you don't have many of them." "Not a note," Rossini told him, adding: "I was entitled to demand them from the copyist after a year, but I never took advantage of that. A few may be in Naples, a few are in Paris—I don't know the fate of the others." Hiller interjected: "Perhaps you don't even own the engraved scores and piano scores of your operas, Maestro?" "What for?" Rossini asked. "No music has been played in my home for years. Should I study them, perhaps?"

—HERBERT WEINSTOCK, *Rossini: A Biography*, p. 265-266 (New York, 1968). Quoted by permission of Alfred A. Knopf, Inc., New York City.

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

1969 Competition

The author of the winning entry in 1969 will receive a Certificate of Award and a prize of two hundred dollars, donated by Victor, Dorothy, and Robert Gondos in memory of the late Dr. Victor Gondos, Sr.

Contest Rules

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

2. The Award Committee will consist of the Editorial Board of the Society of American Archivists and representatives of The American University. Miss Helen Chatfield is senior representative of the University. Entries for the 1969 Award should be addressed to the Editor, American Archivist, National Archives, Washington, D.C. 20408.

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

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

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

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

6. To be considered for the current year's award an essay must be received by the Award Committee by July 31, 1969.

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

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

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

*For a well rounded printing, storage and
filing program use . . .*

permaLife®

TEXT • BOND • LEDGER • COVER • BRISTOL

The complete papers for the complete program

PERMALIFE is acid-free and is absolutely dependable. A life of several hundred to a thousand years is assured.* Use PERMALIFE with confidence for

Library Catalog Card Stock

Envelopes for storage of documents and manuscripts

File folders for storage of maps and large documents

Letterheads

Reprints

PERMALIFE is beautiful in look and feel, and will give true copies by photo offset. PERMALIFE TEXT, BOND and LEDGER are Water-marked for your protection. For permanency use PERMALIFE and be sure.

*According to tests made of PERMALIFE by the
W. J. Barrow Research Laboratory. Details upon request.



STANDARD PAPER MANUFACTURING CO.

RICHMOND, VIRGINIA

NEW YORK

CHICAGO

LOS ANGELES

THE SOCIETY OF AMERICAN ARCHIVISTS
DISTINGUISHED SERVICE AWARD

1969

THE SOCIETY OF AMERICAN ARCHIVISTS WELCOMES NOMINATIONS FOR THE 1969 DISTINGUISHED SERVICE AWARD. THE ORGANIZATION NOMINATED SHOULD HAVE ACHIEVED DISTINCTION IN ONE OR MORE OF THE FOLLOWING WAYS:

- *Demonstrably contributing to archival theory and the development of new archival practices.*
- *Serving its constituency in an outstanding fashion.*
- *Showing extraordinary ingenuity and resourcefulness in improving efficiency of operations or improving methods of work.*
- *Going well beyond the normal performance requirements expected of an archival agency and so being an incentive to others.*
- *Publishing exemplary and meritorious finding aids, collection guides, statements of available service, and the like.*
- *Developing over a period of years an archival program of such depth and scope as to warrant especial recognition.*

SINCE THE AWARD WAS FIRST GIVEN IN 1964,

THREE INSTITUTIONS HAVE BEEN SELECTED:

NORTH CAROLINA DEPARTMENT OF ARCHIVES
AND HISTORY

MARYLAND HALL OF RECORDS

STATE HISTORICAL SOCIETY OF WISCONSIN

FOR NOMINATION FORMS ONE SHOULD WRITE TO F. GERALD HAM, SECRETARY, SOCIETY OF AMERICAN ARCHIVISTS, STATE HISTORICAL SOCIETY OF WISCONSIN, MADISON, WIS. 53706.

ALL NOMINATIONS MUST BE RECEIVED BY AUGUST 1, 1969.