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The 35th Annual Meeting of the Society of American Archivists

By JUDITH A. KOUCKY

NEARLY 400 MEMBERS of the Society of American Archivists attended the 35th annual meeting, held from October 12 to 15, 1971, at the Sheraton-Palace Hotel in San Francisco. While the members were registering on Tuesday the 12th, the Society's officers, Council, and committees met to review the year's activities and to plan new projects for 1972.

The General Session on Wednesday morning, October 13, was opened by words of welcome from Mayor Joseph L. Alioto read by a representative of the Mayor's office. SAA President Philip P. Mason and representatives of the Committee for the 1970's then presented an interim report, which recommended possible directions for the Society to take during the rest of the decade. In response to President Mason's call for opinions from the floor, several members commented on the interim report [a summary of which had been circulated to members]. Most of them either approved the committee's ideas or made additional suggestions. For example, the committee had proposed that the Society engage a permanent executive officer to handle the organization's affairs and to provide continuity to its programs. Speakers from the audience urged the committee to devise methods of making the Society financially independent before committing it to hire a full-time director. Besides dealing with the interim report, the conferees discussed reasons for the Council's changing the 1972 convention site from New Orleans, La., to Columbus, Ohio; ways of encouraging more people to contribute articles to the *American Archivist*; and some means by which the members at large could better communicate their views to the Society's leaders.

The convention offered the registrants a number of programs that

The author is administrative assistant to the secretary of the Society of American Archivists. She thanks those session chairmen and others in attendance who helped by furnishing précis; she regrets that summaries were not forthcoming for all the sessions.

afternoon, including one on "The Archivist and the Donor," which Richard A. Erney of the State Historical Society of Wisconsin chaired. Concerning restrictions on access, Estelle Rebec of the Bancroft Library advised the archivist to accept the donor's stipulations rather than to risk having the donor close the documents to scholarly research. The task of the archivist, she said, was to get the donor to agree to reasonable restrictions, such as those on specific documents, which would nevertheless allow the researcher to make good use of the collection as a whole. Elsie Freivogel of the Archives of American Art set forth some of the problems involved in purchasing a collection. She reminded the archivist that when evaluating a collection for sale, he should note whether a theme runs consistently through the papers, whether the people mentioned in the documents have historical or literary significance, and whether the papers fit well with existing holdings of the archives. Concluding the program, Bert M. Fireman of Arizona State University considered the issue of competitive bidding for documents. He advocated greater cooperation among archival institutions in order to avoid inflating the prices of collections.

Charles M. Wiltse of Dartmouth College was chairman of the meeting on documentary publications, which he had subtitled, "Are We Building Cenotaphs or Disseminating Historical Resources?" Letterpress publication of documents was too expensive, too slow, and too limited to meet the requirements of the modern scholar, in the opinion of Steven Boyd of the University of Wisconsin. James Mooney of the American Antiquarian Society and Donald C. Swain of the University of California at Davis tended toward Mr. Boyd's view that a wide dissemination of sources through photo-reproductive techniques was better than letterpress production. On the other hand, Herbert C. Cohen of the Greenwood Press declared that hidden costs and unadvertised difficulties with the photographic product would keep it from superseding print for some years to come. Many of those who spoke from the floor believed that annotated letterpress publication still served a genuine scholarly need, although they advocated increased reproduction of documents on microfilm. Furthermore, they counseled editors to publish more social, scientific, technological, and ethnic sources than had heretofore been printed.

Those who went to the program on "Confidentiality of University Archives" heard about the law affecting the confidential status of records and about current archival methods of preserving confidentiality. Chairman of the session was Shonnie Finnegan of the State University of New York at Buffalo. Robert M. O'Neil, then with the University of California at Berkeley and now with the

University of Cincinnati, asserted that colleges and universities were particularly vulnerable to compelled disclosure of records and to surveillance. He cited some potentially important, though still inconclusive, court decisions on the matter and suggested certain procedures that might provide universities with legal remedies if the files were jeopardized. William Deiss, then with Washington University and now at the Smithsonian Institution, reported on a survey, which he had taken at various institutions of higher education during 1970, of restrictions on common classes of records. Mr. Deiss concluded that the policies lacked any kind of uniformity and were often ambiguously worded. He proposed that the SAA formulate guidelines that university archivists could use in developing more consistent and rational policies on access. Miriam Crawford of Temple University emphasized the archivist's responsibility to the researcher. Many institutional records were restricted merely out of expedience, she maintained, and she called upon the archivist to convince the university administrator of the need for greater access. She urged the SAA to support more freedom of access to institutional archives as well as to national records.

Willa K. Baum of the Bancroft Library chaired the session on "Nuts and Bolts of an Oral History Program." According to Charles W. Crawford of Memphis State University, oral history projects received funds primarily from the host institution, although historical associations, corporations, and private and Federal foundations also contributed to oral history projects. Mr. Crawford indicated that costs varied widely, depending on the way in which the project was directed, the amount of travel involved, and other factors. Allen W. Jones of Auburn University discussed some points that the archivist must consider in deciding whether to establish an oral history program as an independent project or to include it in an academic department or a department of the library. In his opinion, circumstances unique to each institution would determine the administrative locale of the oral history program. Ann M. Campbell of the National Archives and Records Service, Region 9, ended the meeting with a description of the actual processing of oral history tapes.

A panel of Californians under Peter A. Evans of the California Historical Society presented a program on "Preserving Local Public Records: The Historical Society's Role." W. N. Davis, Jr., of the California State Archives talked about the growth of local public archives in his State and noted that the counties had yet to develop a statewide records management program. He cautioned historical societies against entering into archival management, however, because so few of them were equipped to administer public archives.

Virgil L. Elliott, speaking for the City and County of San Francisco, recommended that local governments publish manuals describing their records, devise better indexes to local records, and work with citizens' advisory committees in formulating a disposal policy. The historical society could be most helpful in the last capacity, he thought. John E. Caswell of Stanislaus State College suggested that the historical society make a survey of the local public records; induce the municipal or county government to designate a storage area for noncurrent records and to put a trained archivist in charge; and form an ongoing committee, which would ensure that archival work went on through successive political administrations.

The program for Thursday morning, October 14, opened with a session on "Shame of the Cities: The Public Records of the Metropolis," with Edward N. Johnson, of the Florida Bureau of Archives and Records Management, in the chair. Sam Bass Warner of the University of Michigan spoke to the topic, giving it as his opinion that we (historians, archivists, social scientists, librarians) as professionals and members of urban institutions have been part of the long-standing urban problem and not, as yet, part of the solution. Cities (or rather metropolitan areas) should narrow the focus of their archives—one concentrating on labor, one on housing, one on health, one on education, and so forth. Archivists of the specialized urban archives must become historical reporters of their own time—collecting textual records and creating oral and photographic records, where they do not exist, from members of protest movements and other groups whose records are underrepresented in the sources. Such archivists must also develop sampling techniques to preserve historical series of massive sources. Dennis East of Wayne State University and Allen Weinberg, Archivist of the City of Philadelphia, commented on the paper.

"To Take Into Custody: Accessioning and Establishing Initial Control Over Your Holdings" was the title of another morning session. Jack K. Jallings, Deputy Archivist of Wisconsin, told of his State's aggressive program to control material before, during, and after accessioning. Karyl Winn of the University of Washington maintained that the archivist, by using a modest amount of arrangement and description, could administer a collection with such effective authority that searchers could be allowed immediate, if limited, access. Chairman of the program John D. Knowlton, of the Library of Congress, gave details of the accessioning process at his own institution. His remarks prompted members of the audience to comment on the importance of strong initial control of manuscripts and records.

Harry N. Fujita of the University of Washington called his pro-

gram "To Keep or Destroy: Preparation of a Retention and Disposal Schedule." Three panelists considered typical problems of scheduling within the Government, the business firm, and the educational establishment. According to Isadore Perlman of the National Archives and Records Service, criteria had to be developed for judging such matters as which records were archival and which were temporary as well as which documents made up a records series. The Federal Government had been among the first to devise guidelines for retention scheduling, he claimed, and the guidelines had been set down in readily available handbooks. George F. O'Brien of the Ampex Corp. advised that Federal, State, and local ordinances, in addition to company rules, had to be taken into account in developing a retention policy for the business firm. He said that although the business archivist usually retained such records as by-laws, minutes of board meetings, and general ledgers, he had to destroy promptly many documents of limited long-term value. Afton E. Crooks of the University of California and Mr. Fujita informed the audience that the free environment of the university posed special problems for the formulation of a records retention policy. It was up to the university archivist, they declared, to persuade the top administrators of the need for a records management program and to specify all procedures for scheduling the documents.

No report has been received of the proceedings of the meeting titled "Varieties of Oral History Projects," a joint session with the Oral History Association. John F. Stewart presided over a panel consisting of Amelia Fry, Earl Warren Oral History Project, Bancroft Library; Susan Schrepter, Forest History Society; Eleanor Alexander, Civil Rights Documentation Project; and Joseph Cash, American Indian Research Project and South Dakota Oral History Project.

More than 50 people attended the session "What Do Historians of Science Want Us to Save?" with Joan N. Warnow, American Institute of Physics, as chairman. Roger Hahn, University of California at Berkeley, spoke on "What Should Be Saved? The Perspective of a Historian of 18th-Century Science"; Daniel J. Kevles, California Institute of Technology, on "Observations on Research in the Institutional Development of Science"; John L. Heilbron, University of California at Berkeley, on "The Use of Oral History in Documenting a Field of Modern Physics"; and Kenneth O. May, University of Toronto, on "What Archivists Should Know About Scientists: Experiences of a Mathematician Involved in the Preservation of Personal Papers."

On the afternoon of October 14, the conferees had the choice

of either touring the Hoover Institution on War, Revolution and Peace at Stanford University or participating in the regular meetings.

"Ariadne's Thread: The Descriptive Register or Inventory" was the classic title that Frank G. Burke of the National Archives gave to his session. Mr. Burke told about a finding aid survey, which the Committee on Techniques for the Control and Description of Archives and Manuscripts had taken. The study revealed that fewer than half of the 204 finding aids surveyed contained all the basic elements that had been recommended in professional archival literature. Mr. Burke, chairman of that committee, pledged that it would submit some standards to the SAA Council, and he hoped that the Council would promulgate the standards among all archivists. Kathleen Jacklin of Cornell University conveyed the opinions of some researchers at the Collection of Regional History and Archives regarding finding aids. She reported that most of the researchers preferred a general guide that furnished folder title information rather than a detailed analysis of the documents. In addition to dealing with finding aids in page format, Richard C. Berner of the University of Washington discussed methods of attaining subject control over manuscript collections. He advocated more indexing by name to facilitate the use of such collections. Although the *National Union Catalog of Manuscript Collections* was a helpful publication, according to Robert Rosenthal of the Regenstein Library, University of Chicago, its usefulness as a finding aid to finding aids was diminishing as it became more ponderous. One important result of the NUCMC project, he thought, was that it would reveal those areas of American studies in which manuscript material was still deficient. Concluding the meeting, Robert S. Gordon of the Public Archives of Canada declared that calendars were obsolete and item indexes obsolescent. In recent times, he said, production costs and labor and space requirements had mitigated against item indexes except in collections of extremely high research value.

"Micromation: Old Friends in New Shapes" was chaired by Bonnie Svoboda, Office of the Secretary of State of Nebraska. After showing a film about the uses of microfilm, Wynn D. Crew of the Dakota Microfilm Service in Denver offered a new concept of high reduction microphotography for large editions of printed materials, principally books and catalogs. John R. Robertson of the Eastman Kodak Co., currently president of the National Microfilm Association, talked of the advancements being made in microfilm technology, and Don Rule of Ampex Videofilm Information Systems gave a slide presentation on the capabilities of videotape.

Stanley B. Gordon of the City of Los Angeles immediately opened his session on "Public Records: Yesterday, Today, and Tomorrow" to audience participation. He conducted the discussion with the assistance of Joseph F. Halpin of the New Mexico State Records Center and Archives and Samuel S. Silsby, Jr., of the Maine State Archives. All those at the meeting wanted to form some organization for archivists who managed the records of State, county, and municipal governments. The association would not interfere with the work of the SAA or the American Records Management Association but would instead supplement the activities of those organizations. Accordingly, the participants selected Mr. Silsby to head a six-man steering committee and charged it with studying the possibility of establishing such a group. The steering committee was to prepare a preliminary report in the spring of 1972.

Some conferees chose to attend the session on "Turning Undergraduates Loose in the Archives: An Alternative Approach to the Teaching of History." Hugh A. Taylor of the Provincial Archives of New Brunswick favored letting undergraduates confront the documents on the ground that such a technique involved all the senses. Stephen Nissenbaum of the University of Massachusetts concurred with Mr. Taylor and told how his students had used original materials on the Salem witchcraft trials. In that way, he stated, the students had been able to form their own view of the events without the intrusion of the professor's interpretation. Chairman of the session George C. Rogers, of the University of South Carolina, took the other side and stressed the value of the professor's providing the students with an intellectual framework before they proceeded with their own investigations. Several people in the audience spoke about methods of teaching history and conceded that instructors ought to make more use of local archival material in their courses.

That evening, the conferees attended the presidential reception and dinner. Richard A. Erney, chairman of the Awards Committee, announced that Professor Walter Rundell, Jr., of the University of Maryland had received the Waldo Gifford Leland Award for his book *In Pursuit of American History: Research and Training in the United States*. The Awards Committee also gave a special commendation to *Prologue*, the journal of the National Archives, for excellence of format, distinction in facsimile reproduction, and richness of content. On behalf of the Professional Standards Committee, Everett O. Alldredge declared that the following people had been elected to the rank of Fellow of the Society: Richard A. Erney, Associate Director of the State Historical Society of Wisconsin; Bruce C. Harding, Chief, Archives Branch, National Archives and

Records Service, Region 5; Peter S. Iacullo, former Regional Director, National Archives and Records Service, Region 2; William Lewis McDowell, Jr., Deputy Director, South Carolina Department of Archives and History; and Merle William Wells, Idaho State Historical Society. After the presentation of the Fellows, Philip P. Mason gave his address as president of the Society. [His address, "The Society of American Archivists at the Crossroads," appears in this issue. Ed.]

The sessions on Friday morning, October 15, included one on "Reference Problems" led by Mary Lynn McCree of the University of Illinois, Chicago Circle. Jean Preston, Curator of Manuscripts, Henry E. Huntington Library, discussed problems concerning identification of researchers, admission procedures and requirements, and internal security. She proposed a national researcher's identification card recognized by all U.S. repositories as being helpful to archivists and their agencies. After setting forth some of the difficulties encountered in allowing researchers to use unprocessed collections, Sandra Taylor, Historical Manuscripts Librarian, University of California at Los Angeles, recommended that they should be made available if the institution has established primary control over the documents. Pointing out the dearth of literature on handling written requests, Richard Jacobs, Assistant to the Assistant Archivist for Presidential Libraries, spoke of National Archives procedures and controls for handling such requests. To make any reference service more meaningful and more economical he suggested: descriptive finding aids, enough clerical help to allow the archivist to concentrate on archival responsibilities, greater use of photocopies, better use of form replies, better methods for genealogical requests, and a subject index for all significant reference responses.

Marvin Williams of the Disciples of Christ Historical Society conducted a meeting on "Unique Aspects of a Church Archivist's Work." Earl E. Olson of the Church of Jesus Christ of Latter-day Saints advised that in addition to obtaining formal training in history or social studies and in archival procedures, the church archivist should acquire knowledge of the history and doctrines of his own denomination and of other religious groups. The church archivist should prepare himself by joining professional associations, participating in archival workshops, visiting other repositories, and studying on his own. To earn the good will of his coreligionists, Mr. Olson said, the church archivist should hire a capable staff, try to enlarge his holdings, and let his work be known. Lynn E. May, Jr., of the Southern Baptist Historical Commission added that the archivist ought to collaborate with other local archival agencies in

order to give his collection wider publicity. The next speaker, Reverend David E. Green of the Graduate Theological Union Library in Berkeley, covered problems of financing, storage, and classification. He emphasized that church archives not only gave information on the internal life of a particular denomination but also provided sources for demographic and social history. The Venerable Charles Rehkopf of the Episcopal Diocese of Missouri noted that the greatest need of archivists on the diocesan or parish levels was money for the maintenance and storage of records. Members of the audience then discussed the archivist's place in the structure of the church, the means of preserving ecumenical collections, and the problems of central denominational archives now faced with the creation of regional repositories.

The Archivist of the United States, James B. Rhoads, directed a program on "Promotion of Archives in Developing Countries." According to Wilfred I. Smith, Dominion Archivist of Canada, good records management improves the efficiency of Government agencies responsible for social and economic planning in the developing nation and contributes to the growth of a national identity. He believes that efficient records management could best be achieved by concentrating the authority for such management in a single institution. Morris Rieger, Special Assistant to the Archivist of the United States for International Relations, reported on the progress of the movement to establish multinational archival training centers, which the International Council on Archives and Unesco were sponsoring. Mr. Rieger stated that a regional center had just opened at Dakar, Sénégal. He expected another to be established at Accra, Ghana, and perhaps a third center at Kuala Lumpur, Malaysia. Herbert E. Angel, Deputy Archivist of the United States, summarized the long effort to provide Iran with an effective system of national records administration. The project, initiated in 1954, came to fruition in 1970 with the founding of the Iran National Archives Organization. Robert A. Mayer of the Ford Foundation said that foundations had become increasingly aware of the vital importance of cultural pride to national unity and stability and that the larger foundations had begun to make grants to developing nations for archival purposes.

There is no summary of the Friday session entitled "Records Storage: Why Not Rent a Center?" chaired by William E. Satterfield, City of San Francisco. B. K. (Ken) Johnson, Standard Oil Co. of California, defended "It's Better To Build It," whereas Joseph Raymond, Bekins Archival Services (Hollywood, Calif.), proposed "Save Money—Rent Your Space."

No report has been received of the session "Selection, Collection,

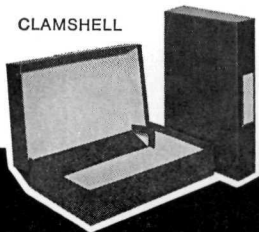
and Use of Motion Picture Films," at which Samuel T. Suratt, CBS News, served as chairman. James B. Gibson, recently retired from the National Archives and Records Service, told how "Government Audiovisual Records [Have] Become a Million-Dollar Business"; Ken Munden of the American Film Institute gave a slide-illustrated talk on the American Film Institute catalog; and Paul Ward, American Historical Association, discussed "The AHA Film Project."

The 35th annual meeting ended with the annual business meeting on the afternoon of October 15, 1971 [see p. 103 in this issue.—Ed.].

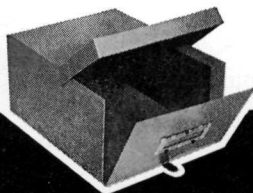
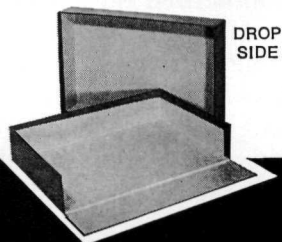
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OF

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THE AMERICAN UNIVERSITY

FOR AN ESSAY ON THE HISTORY OR
ADMINISTRATION OF ARCHIVES

1972 Competition

The author of the winning entry in 1972 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. Frank B. Evans is senior representative of the University. Entries for the 1972 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" × 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, 1972.

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.

“Among the Evils Consequent on a Depreciation of Money”

By DONALD B. SCHEWE and MARY JANE DOWD

ON THE EVE of the third Independence Day celebration, inflation was as perplexing as on the eve of the American Revolution Bicentennial. John Cox and Charles Pettit, Assistant Quartermasters General under Nathanael Greene, wrote the President of the Continental Congress lamenting the economic situation. Many letters addressed to Congress outlined similar complaints, but the solution proposed by Cox and Pettit was uncommon—Government price controls. The letter has added interest for archivists because Pettit served from 1769 to 1778 as Surrogate and Keeper and Register of the Records of the Province of New Jersey.

The following document is representative of hundreds of original manuscripts of the pre-1789 period that are currently being indexed by staff members of the Center for the Documentary Study of the American Revolution of the National Archives. Some 50,000 discrete manuscripts comprising in the aggregate approximately 200,000 pages are now being carefully read and then name-and-subject indexed. The program will be completed with the help of a 2-year, \$150,000 grant from the Ford Foundation to the National Archives Trust Fund. After this work is accomplished, researchers will be able to retrieve data by consulting a multi-volume publication keyed to the present microfilm edition of *The Papers of the Continental Congress*.

Three computerized aids will be prepared: a subject index and item-by-item and chronological lists. Topics in each document, such as the fiscal affairs that concerned John Cox and Charles Pettit in their letter of July 3, 1779, will be found in a subject index. The document's arrangement in the papers will be recognized in an item-by-item listing. Finally, each document will be entered chronologically, enabling researchers to examine it in the context of the other incoming and outgoing correspondence of Congress.

Each document will be included by inference in a Guide to Pre-Federal Records in the National Archives now in preparation under the Center's

Mr. Schewe, a trainee with the Office of Presidential Libraries of the National Archives and Records Service, and Miss Dowd, Associate Editor of the *American Archivist*, wish to thank Henry Bartholomew Cox, Chief of the Center for the Documentary Study of the American Revolution, for information on the Center's activities.

direction. Many items dealing with the period 1774-89 lie outside the Records of the Continental and Confederation Congresses and the Constitutional Convention (Record Group 360). They have been identified by type and subject for inclusion in a one-volume subject guide that will describe pre-1789 materials in the National Archives.¹

The inflation complained of by Cox and Pettit was a persistent problem throughout the Revolution. To finance the war, Congress resorted to a method of public finance often used earlier—the issuance of paper money. On May 19, 1775, Congress authorized the printing of Continentals, and soon after the first issuance, scrip began to decline in value.² The quantity of money in circulation, the status of the war effort, and local circumstance influenced the purchasing power of the Continental dollar. Its value was commonly expressed as a ratio of the number of paper dollars required to purchase the equivalent of one specie dollar. Contemporaries used this method: as the Continental depreciated, merchants began a dual pricing system, quoting both specie and scrip prices for their goods.³

The January 1777 ratio of 1.25:1 reached 8:1 in January 1779, an increase of 540 percent in 2 years. Thereafter the rate of inflation began accelerating rapidly, and during the ensuing 2 years the Continental became nearly worthless. By July 1779, when Cox and Pettit wrote Congress, the ratio was 19:1, an increase of over 200 percent in 6 months. By April 1781, when trading in Continentals ceased, \$167.50 in scrip was required to equal \$1 in specie, an increase of nearly 900 percent in 22 months.⁴

In September 1779, Congress attempted to arrest inflation by limiting the issuance of Continentals to \$200 million.⁵ By the end of the year, when that amount was reached, the States assumed responsibility for printing money and paying the army, thereby weakening the power of the central Government. Even these drastic measures did not halt the rising inflation. Only by issuing a new currency and canceling the old was Congress able to approach a stabilized economic situation.⁶

Inflation continued to plague the Government under the Articles of Confederation. Sound money did not become a reality until Alexander

¹ Many additional services are planned by the Center throughout the Bicentennial. Researchers will be able to consult microfilm copies of pre-Federal records in a specially designed reading room on the second floor of the National Archives Building. Significant monographs highlighting the Revolutionary era will supplement National Archives records. A small exhibit area will display pertinent documents and artifacts. The Center will sponsor conferences relating to pre-Federal American history, and a Senior Fellow, appointed annually throughout the Bicentennial, will assist the Center.

² Worthington C. Ford, ed., *Journals of the Continental Congress, 1774-1789*, 1:117 (34 vols; Washington, 1904-37). Hereafter cited as *Journals*.

³ Anne Bezanson, *Prices and Inflation During the American Revolution*, p. 25 (Philadelphia, 1951).

⁴ E. James Ferguson, *The Power of the Purse: A History of American Public Finance, 1776-1790*, p. 32 (Chapel Hill, N.C., 1961).

⁵ *Journals*, 15:1019.

⁶ For a discussion of other proposed schemes and the devaluation procedure, see Ferguson, *The Power of the Purse*, p. 25-69.

Hamilton's financial system in the 1790's established the public credit of the Government of the United States at home and abroad.

Philadelphia 3d. July 1779

Sir,

Several causes consequent on the growing depreciation of money have for a considerable time past so greatly embarrassed the business of the Quarter Master's department, that it has been with great difficulty the necessary supplies have been procured for & transported to the army. These embarrassments are daily increasing, and have at length risen to a degree that threaten a total obstruction unless some measures can be devised to remove them. The want of confidence in the money makes a larger sum necessary to effect any given quantity of business. The expenditure of these large sums alarms the people and hastens the destruction of that confidence without which money has no power at all. This want of force in money renders all the branches of business more difficult: every article wanted for publick use, instead of being brought to market for sale, must be sought at the very spot of its production, and even there it is reluctantly parted with for a consideration that is esteemed doubtful and precarious. This occasions a vast increase of the number of agents and teams employed in collecting, and of course takes off a great number of people, as well as horses from other useful employments, besides the increase of expenses for their wages. . . .

From these considerations we are induced to trouble your Excellency with the following observations, and we flatter ourselves they will be thought worthy of the attention of Congress, or at least that our good intention in offering them will be deemed an excuse for the liberty we have taken.

Among the evils consequent on a depreciation of money, the backwardness of the people to sell the articles most wanted in the publick service, is of no small note. Adding to the price is but a temporary expedient which soon loses its effect, and leaves the business in a worse state than it was before: repetitions of this expedient must therefore be destructive, and yet, in the present depreciated and depreciating state of money the servants of the publick have no other means of inducing the people to sell what they are under a necessity of procuring than by following the lead of private purchasers in raising prices. . . .

The disorder is too deeply rooted and too extensive to be removed but by radical measures, and vigorous exertions supported by the

highest authority. The restoration of a proper degree of credit to, & confidence in the money emitted by Congress seems to be absolutely necessary to give efficacy to such other measures as may be devised. We confide in the wisdom of Congress to effect this desirable end: but as the measures for that purpose, however wisely planned, will unavoidably require a good deal of time for their operation, some temporary expedient to abate the disorder, or at least to prevent its increase, seems necessary in the mean time. The effect of regulating laws, even if the several States could be induced to pass them on an uniform plan, is at best doubtful and uncertain. Attempts of this kind have hitherto proved rather mischievous than beneficial. So many opposite interests contend with each other in the formation of such laws, that the prices of the different articles will hardly ever be duly proportioned to each other; and if they should be thus proportioned at first setting out, circumstances are so constantly changing their relative value, that the equilibrium would soon be destroyed, and it would then be the interest of so many to evade the law, that means for that purpose would not be wanting. The same measure of prices would not equally suit all places; as scarcely any one place produces all the articles of its consumption. Some articles must therefore be transported from one place to another, and the price must necessarily be higher at the latter than the former.

We would therefore beg leave to suggest another plan as a temporary expedient till something better can be done, which may be less liable to be perplexed with these difficulties and therefore more easily carried into execution; especially if the Legislatures of the different States shall be pleased to give it their aid. The plan is as follows—

That Congress will be pleased to fix on some proportionate advance on the current prices in the year 1773 or 1774, as 8, 10, or 15 fold, as they shall think proper, and instruct their officers to give no higher prices than at such rate; That these prices be ascertained by the magistrates of the respective counties in each state; in order to which they should carefully examine what the current prices of each article was in the said year in the several townships or districts in their county, and from thence form a table of rates for each district, to be printed in hand-bills for the information of the people and of the officers or contractors who are to purchase for the publick. Probably the different Legislatures, on the recommendation of Congress, would pass Laws to this effect; but in the mean time the magistrates would be likely to carry the scheme into effect on the like recommendation; and, in some States, the laws already in being would give the necessary aid; and the people, knowing that the purchasers for the publick were restrained from giving higher prices would probably conform to it without compulsion. If plenty or any other circum-

stance should, however, enable the officers to purchase lower than at these rates, they should be left at liberty to do it. These regulations to extend only to articles of country produce. If any regulations should be thought necessary for imported articles, the limitation should probably be at least double the rate of the others, especially for those coming from Europe, and perhaps more. But how far it may be prudent to limit imported articles at all, is with deference submitted.

This plan it is imagined will be likely to give as general satisfaction, or rather as little dissatisfaction as may be expected from any limitation of prices, as it will be accommodated to the local situation and circumstances of every district, in a simple, easy manner, and may have a tendency to revive the custom of bringing the articles to the usual markets for sale, which would produce a great saving to the publick, by lopping off a vast number of inferior agents, and of the teams now employed in collecting forage, and relieve its servants from a large proportion of their present trouble, anxiety and difficulty.

But whether this is the best scheme that can be devised or not, we beg leave to suggest as a matter of absolute necessity that some plan for establishing a greater equality of prices, than those now floating on the minds of the people, be very speedily adopted. For the reasons herein before mentioned we have thought it prudent to suspend the purchasing of hay in Jersey till some farther order can be taken. Large supplies of forage are immediately wanted. It may be dangerous to let the present season, on the first coming in of a plentiful crop, pass without taking measures to secure a considerable purchase, as well to form magazines as for daily consumption; and the sudden change from scarcity to plenty affords a favourable opportunity for a liquidation of Prices.

We have the Honor to be, with the most perfect Respect,

Your Excellency's most obedient
& most humble Servants

[s] John Cox

[s] Chas. Pettit

Assist. Q. Masters Genl

His Excellency The President of Congress

Item 78, Miscellaneous Letters Addressed to Congress, vol. 5, p. 359-366, Records of the Continental and Confederation Congresses and the Constitutional Convention, Record Group 360, National Archives Building.

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. Resources are needed for a publication program and other professional services; but most important, the Society must be able to afford a full-time, paid secretary in the near future.

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 January 1, 1972, twenty-three institutions have joined as Sustaining Members. The realization of the Society's goal of one hundred Sustaining Members will enable it to make definite plans for a permanent secretariat.

For further information, please write Robert M. Warner, Secretary, Society of American Archivists, Michigan Historical Collections, 160 Rackham Building, Ann Arbor, Mich. 48104.

Barnard College Archives
Buffalo and Erie County Historical Society
Public Archives of Canada
Colorado State Archives
Cornell University Collection of Regional History
Illinois State Archives
University of Kentucky Library
Kentucky State Archives
Commonwealth of Massachusetts
University of Michigan, Michigan Historical Collections
Archives of the Moravian Church, Bethlehem, Pa.
National Archives and Records Service
New Jersey State Library
New Mexico State Records Center and Archives
North Carolina Department of Archives and History
Ohio Historical Society
Ohio State University Archives
University of Ottawa Library School
Pennsylvania Historical and Museum Commission
Texas State Library
USDA National Agricultural Library
*Wayne State University Archives of Labor History
and Urban Affairs*
Wisconsin State Historical Society

President's Page

THE MEMBERS of the Society who attended the San Francisco convention in October made it clear that they feel strongly about two things at least: what their magazine is called and where they meet. The interim report of the Committee for the 1970's raised many questions, but these two matters provoked more talk than any others at the general session on the morning of October 13.

The report tentatively suggested a new name for the *American Archivist*—a title more in keeping perhaps with the ever-broadening interests of the Society's membership. A chorus of protests greeted this idea: what term could be broader than *archivist*? Besides, doesn't the present name indicate one of the basic points we make about ourselves—the professionalism of our work? Think of the difficulties a change of title would give to librarians and bibliographers . . . Behind such complaints as these, one sensed a real love for our journal, but more than that: a feeling that here we find our identity more than anywhere else. Change our name, and we lose our history; we lose ourselves. Not a chance. The journal itself will change, as we change editors, as the membership and its leadership and their interests change; but we shall hold on, I think, to the *American Archivist*.

The magazine goes to all members, but not all members go to the annual meetings. Yet at least a large part of the society can be seen at annual meetings, solemnly listening to presidential addresses, scurrying busily to workshops and symposia, talking shop in hotel rooms and lobbies, or cavorting about town with scholarly decorum. Yes, the society finds its identity at annual meetings too; and reminiscing members document its history with place names like "Austin," "Kansas City," "Santa Fe," and "Atlanta." So why, asked a number of members (obviously loving San Francisco and looking forward to the glamour of another famous port city), had the Council shifted the site of the 1972 meeting from New Orleans to Columbus, Ohio?

Communications to the Society President may be addressed to Mr. Charles E. Lee, Director, South Carolina Department of Archives and History, 1430 Senate St., Columbia, S.C. 29201.

The Council—at least those exposed to view on the podium—tried to explain. Columbus was nearer the center of population; it would be less expensive; a recession seemed in the offing when the decision was made; it was thought that more members could attend. Well, to be honest, perhaps the decision hadn't been considered thoroughly by all Council Members and certainly the officers had bungled in not sending formal regrets to our would-be hosts in Louisiana. Did the members wish to put the choice of cities to a vote? No; but about one hundred members did petition council to reconsider. The Council did so; and (perhaps remembering Aesop's fable of the farmer, his boy, and the ass) the Council stuck by its decision to go to Columbus.

I can now report that I think the decision was a good one. Former Secretary Gerald Ham had assured Council that Columbus would be a fine place for us to meet, and he was right. Present Secretary Robert Warner, Program Chairman Herman Viola, and I went to Columbus on November 22 to meet with David Larson and his Local Arrangements Committee to see for ourselves. We liked what we saw.

The Sheraton Columbus, although it cannot boast a Garden Court like San Francisco's Sheraton Palace, is in many ways as elegantly appointed and is admirably equipped with ballrooms, auditoriums, meeting rooms, and press rooms to handle our convention. (The Young Turks of the Society can caucus in the all-weather swimming pool.) The lobby is commodious. The food that we sampled was excellent. The hotel is located just around the corner from Ohio's State capitol, considered by many the finest architecturally of them all. You won't be disappointed.

But we won't spend our entire time at Columbus in the hotel. On Wednesday, November 1, while the records managers stay in town for an afternoon session and a reception given by the local ARMA chapter, the more academically minded will go to the Ohio State University campus for a panel on the writing of scholarly history from archival sources and a reception at the Faculty Club. Then, on Friday morning, November 3, all of us will take part in workshops (real workshops; people doing things, not just talking about them) at the new home of the Ohio Historical Society.

All of you have seen pictures of this new building. The pictures are intriguing. The building itself is great—reason enough in itself for us to meet in Columbus. Its main feature, like that of the Georgia Archives, is a floating box, but flatter than Georgia's (Pohlig, rather than "records center"), and instead of being finished in white marble, it is covered with specially treated, russet brown (buckeye?) silo brick. The overall effect is geometric, but not the "beauty bare"

that Millay thought Euclid looked upon: rather, a softened geometry, with straight lines subtly changing to curves; poured concrete planes left rough and particolored in varied shades of grey; an esthetically pleasing structure. Inside, cement walls and floors are relieved by rich brown woodwork, leaf-green carpeting, tapestrylike hangings. Offices have a feeling of hidden privacy. Public spaces are central and open; a multilevel stack area is wrapped around them, as husks unfold the kernel of a nut (buckeye again?). To the casual visitor it appears beautifully functional. It is a *professionally exciting* building.

Come to think of it, "professionally exciting" is what I expect the Columbus meeting to be. San Francisco's excitements (or incitements) were not of our making; great as they are, they are not particularly "archival"; you don't have to be an archivist to enjoy them. (Indeed, the Nob Hill cable cars, Chinatown, Fisherman's Wharf, and the ferry to Sausalito may have been a bit too diverting. That interim report never did get a fair hearing.) Columbus's excitements will be largely of our own making. Panel discussions as usual of course; but, if the Program Committee has its way, new faces and "other voices." Open committee meetings again (even an open meeting of the Council?), but meeting places clearly assigned in advance. A general session again—this time really to come to grips with the suggested changes of the Committee for the 1970's. A professional meeting, hosted by professionals. The Local Arrangements Committee boasts professionals from 18 different organizations and institutions. Plain living and high thinking? Not entirely. At last count, the Local Arrangements Committee had four cocktail parties (one with band) lined up. And those of you still pining for Bourbon Street may take heart: Otis Hebert has graciously renewed his invitation. So, after St. Louis in 1973 and Toronto in 1974, perhaps we shall go to New Orleans after all in 1975. In the meantime, plan to be in Columbus.

Technical Notes

CLARK W. NELSON, *Editor*

Specifications for Permanent/Durable Paper for Carbon Copies:

Report of the Paper Research Committee of the Society of American Archivists

A major archival problem that is causing increasing concern and expense is the rapid deterioration of the paper on which many relatively recent documents are written. All paper deteriorates with time, ultimately becoming so weak and brittle that it can no longer be handled without destroying the document, but whereas the paper of most records now several hundred years old is still quite strong and shows every likelihood of enduring for several hundred years more, many of the records produced during the last century are already virtually unusable, and an increasing number, reflecting the annual increase in the number of documents produced, are becoming unusable each year. Because the continued use of paper with such a rapid rate of deterioration will result in either early loss of recent records or ever-increasing expenditures for preservation or recopying, research has been underway for some time to identify the causes of rapid deterioration in order to improve the longevity of currently manufactured paper. Substantial progress has already been made, primarily with respect to printing papers, that has already resulted in the availability of much more permanent/durable paper than a few years ago, but much still remains to be done.

Because of this, the Paper Research Committee of the Society of American Archivists was created to work with the National Archives and Records Service in helping to support and direct further research, particularly pointed toward identifying all factors affecting the per-

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

manence and durability of archival records and determining the nature and extent of their effects, in order to be able to specify the materials and conditions that will assure the maximum practicable longevity of such records. Paper itself is of primary interest, of course, but attention will also be given to such things as file folders, adhesives, storage conditions, and materials used for recording images on paper (e.g., the inks used in pens and typewriter ribbons and on carbon papers and the dyes, chemicals, and other materials used by office copying machines). As quickly as sufficient data are available in each case, the Paper Research Committee will issue specifications covering the materials used in archives and the conditions under which they are housed, designed to define those characteristics that will provide the maximum practical longevity of archival materials.

For many modern records the copy remaining with the originator, which ultimately becomes the archival copy, is not the original but a "carbon copy." Thus the permanence and durability of the paper used for the carbon copy (called "manifold paper") is of primary concern to the archives. Further, though no institution can control the kind of paper used by others who send it letters and other communications, it can control the kind of manifold paper to be used for its own records. For these reasons, the committee and the National Archives and Records Service have given their first attention to the need for permanent/durable paper for carbon copies and are now able to recommend the following specification for such paper.

Gordon Williams, Chairman
James L. Gear
F. Gerald Ham
A. K. Johnson, Jr.
Edward N. Johnson
Philip P. Mason
Clark W. Nelson
Frazer G. Poole
James B. Rhoads
Forest L. Williams

Society of American Archivists

Specifications for Permanent/Durable Paper for Carbon Copies

1. INTRODUCTION

Studies of both old papers that have lasted for several hundred years and more recent papers have shown that the primary factor affecting their *rate* of deterioration under a given storage condition is their acidity,

measured by their pH. (The measurement of pH is on a logarithmic scale of 0 to 14. On this scale 7.0 is neutral; the lower the pH less than 7 the more acid the substance, the higher the pH greater than 7 the more alkaline it is.) Thus, under given conditions of storage and use, a particular paper will have a greater longevity if it is alkaline rather than acid, that is, if its pH is above 7.0, and these specifications therefore require a minimum pH on the alkaline side. But even though a paper can start its life as alkaline, a number of factors, including some intrinsic to the paper and some external to it such as pollutants in the atmosphere, can reduce the alkalinity and ultimately make the paper acidic. The most practical way to prevent this is to include a buffer such as calcium or magnesium carbonate in the paper to neutralize acids as they are formed and thus keep the paper alkaline. These specifications therefore require such a buffering.

The longevity of a paper under given conditions of storage and use is a function not only of its intrinsic rate of deterioration but also of its initial strength. Thus, of two papers having the same intrinsic rate of deterioration and given the same conditions of storage and use, the one with the greater initial strength (as measured by its folding endurance and resistance to tear) will last longer than the initially weaker one. The requirements for initial strength given in this specification can be met readily and economically by contemporary materials and manufacturing methods and are given as the minimum initial strength required of any paper intended for archival use. Paper meeting the requirements for pH and buffer and exceeding this minimum initial strength can be anticipated to have an even longer life expectancy and should therefore be selected for archival use whenever available.

The dependence of the longevity of a paper on the balance between initial folding endurance and tear resistance should be especially noted. A paper is too deteriorated for further use when it has become so weak that it either breaks when bent (a function of its folding resistance) or is easily torn when handled (a function of its resistance to tear). The one of these two failures that occurs first thus determines the useful life of the paper, and a paper will not have a longer expected life, if for example, it has a folding endurance significantly more than the minimum specified unless the tear resistance is also higher.

The Paper Research Committee of the Society of American Archivists has prepared this specification on the basis of data from a number of sources, including especially reports of research conducted by the National Bureau of Standards and the W. J. Barrow Research Laboratory.

2. SCOPE

This specification applies to paper to be used for carbon copies intended for permanent retention or that have any likelihood of becoming worth permanent preservation.

3. SPECIFICATIONS

3.1 Paper stock

The stock must be fully bleached wood pulp, or new cotton or linen

pulp, or a mixture, and must not contain any unbleached or ground wood pulp.

3.2 Basis weight

The basis weight may be as specified by the user, but paper used for carbon copies typically falls within the range of 31 to 36 grams per square meter.

3.3 Filler

The paper must contain an alkaline filler of calcium carbonate and/or magnesium carbonate amounting to not less than 2 percent, calculated to calcium carbonate, of the oven dry weight of the finished paper.

3.4 Sizing

If sized, the sizing must be nonacid, and shall be sufficient to prevent feathering when written on with aqueous inks.

3.5 pH

The paper must have a pH of not less than 8.0, hot extraction.

3.6 Initial strength

The folding endurance as measured on the MIT tester at $\frac{1}{2}$ kg. tension must average not less than 1,000 folds.

The average number of grams of tearing resistance in the weakest direction must not be less than 26.

3.7 Retention of fold and tear properties

After artificially aging in air at $100^{\circ}\text{C.} \pm 2^{\circ}$ for 6, 12, 18, and 24 days the paper shall show a retention of not less than 50 percent of its folding strength and of not less than 85 percent of its tear strength. The air supplied to the testing oven during such artificial aging shall have a relative humidity of 50 percent ± 2 percent when measured at 73°F. The percent retention shall be calculated from the logarithmic regression line established by the data from control strips and the artificially aged strips, the line being drawn from the data in accordance with the procedure described by W. J. Barrow in the article "Establishing Least Square Regression Lines for Data of Aged Paper" in *Tappi*, vol. 45, pp. 209A-210A, (Sept. 1962).

3.8 Ash content

The ash content must be not greater than 10 percent.

3.9 Color

The color may be white or colored, but if white the brightness must be not less than 75, with the fluorescent component excluded.

3.10 Variation

The variation in thickness and in weight in any shipment must be not more than 5 percent of the average thickness and weight of the shipment.

3.11 Sampling

Sampling shall be done in accordance with one of the methods specified in section 4.1.

4. METHODS OF TESTING

4.1 The following properties shall be determined in accordance with the ASTM (American Society for Testing Materials) or TAPPI

(Technical Association of the Pulp and Paper Industry) method indicated:

<i>Property</i>	<i>Method</i>	
	TAPPI	ASTM
Fiber Analysis	T 401	D 1030
Acidity (pH)	T 435	D 778
Basis weight	T 410	D 646
Thickness	T 411	D 645
Folding endurance	T 511	D 2176
Tearing resistance	T 414	D 689
Ash content	T 211	—
Brightness	T 452	D 985
Sampling	T 400	D 585

4.2 Carbonate content

There being no standard TAPPI or ASTM method for determining carbonate in paper, the following method shall be used:

Qualitative

Place about 0.5 g. of paper in a test tube of any convenient size. Cover to a depth of about 1 cm. with 6 *N* HCl. A gentle continuous effervescence (not to be confused with initial desorption of gases from the surface of the paper) indicates the presence of carbonate.

Quantitative

Weigh out about 1 g. of paper, making a correction for the moisture content, to the nearest milligram, and place in about 25 ml. of water in a 125 ml. Erlenmeyer flask. Pipette 20 ml.¹ of standardized 0.1 *N* HCl into the flask, heat to boiling, and boil for about 1 min. Add 3 drops of aqueous methyl red. Cool to room temperature and titrate to the first lemon yellow with standardized 0.1 *N* NaOH.

If a trace of pink indicator remains adsorbed on the surface of the paper, boil briefly to desorb the pink. Usually about a drop of NaOH will restore the lemon yellow to the solution.

Calculate the carbonate content of the paper as calcium carbonate using the following formula:

$$\text{CaCO}_3, \% = \frac{(\text{ml.} \times N)_{\text{HCl}} - (\text{ml.} \times N)_{\text{NaOH}} \times 0.050 \times 100}{\text{wt. of specimen, grams}}$$

where 0.050 is the milliequivalent weight of CaCO₃. Duplicate determinations should agree within 0.3 percent calcium carbonate.

¹ For a 1 gram specimen, this is sufficient to neutralize the carbonate in a paper containing about 10 percent carbonate.

NEW PRODUCTS & DATA

New Barrow Research Grant

The Barrow Research Laboratory of Richmond, Va., has entered a new 2-year program cycle with funding in the amount of \$265,350 from the Council on Library Resources, Inc., of Washington, D.C. To carry out the program, the Laboratory has appointed Forestier Walker to succeed Robert N. DuPuis as director. Dr. DuPuis will continue to assist the Council as its technical representative to the Barrow Laboratory. The Barrow Laboratory was established in 1961 by the late William J. Barrow, with the Council's assistance, to investigate problems relating to the preservation of books and archival materials. Mr. Barrow conducted a number of important investigations—including the development of a permanent/durable paper capable of being manufactured from chemical wood pulp within the normal price range of book papers; historical investigations into the manufacturing history of book papers from the 16th to the 20th centuries; investigations into the effect of heat and temperature on the life of stored book papers; development of methods for extending the life of book papers; and investigation of adhesives for "perfect binding," among other activities. These have been reported in the series, *Permanence/Durability of the Book*, published by the laboratory. Following Mr. Barrow's death in August 1967, Dr. DuPuis was appointed to succeed him on a part-time basis. During his period as director, work was completed on the study of old papers and work begun on the deacidification of paper by gaseous diffusion. Papers used in certain U.S. Government publications were tested for the Library of Congress as well as papers used in its binding and restoration shops. The effect of storage temperature and humidity on paper and the potential of seven polymers for strengthening weak papers have also been subjects of investigation. Among subjects currently under investigation at the laboratory are: establishment of new specifications for permanent/durable uncoated book paper, a project cosponsored by the Library of Congress; specifications for permanent/durable book paper other than uncoated; maximum safe pH of book paper; effect of temperature, humidity, light, and air on book paper; possible improvement of testing equipment and methods; and the establishment of a paper archive. Among subjects planned for future investigation are: vegetable parchment; the suitability of various laminating films for the protection of documents; and problems of microfilm storage. Dr. Walker, before coming to the Barrow Laboratory, was director of research for the Huyck Corp., now of Stamford, Conn., manufacturers of components for the paper industry. His research background has been in the areas of pulp and paper technology and synthetic yarns and fabrics, and in the planning and supervision of research. He holds a Ph. D. in physical chemistry (cellulose) from McGill University.

Archival Box

Bankers Box, 2607 North 25th Ave., Franklin Park, Ill. 60131, has introduced the R-Kive Records Organizer #711. The wood-grain tone corrugated fibreboard container is 15 inches deep, 12 inches wide, and 11

inches high. It is advertised as a complete filing system that provides a portable file with cover, 12 hanging folders, and clear plastic tabs with inserts. A unique hanger support has been incorporated into its construction, which enables the top to fit freely over the hanging folders and indexing tabs. Beneath these hanger supports are cutouts for gripping the box when moving it about. The container will, of course, accommodate standard lettersize correspondence as well as smaller documentation. Despite the R-Kive name, the \$4.50 price makes the box rather unattractive for large scale archival use. It would appear to be a more useful tool in office areas where a small, portable file is needed.

Quiet Slide Projectors

Three new quieter operating Kodak Ektagraphic slide projectors have been announced by Eastman Kodak Co., 343 State St., Rochester, N.Y. 14650. The second generation versions of the Ektagraphic projectors models AF, B, and E offer three distinct advantages of interest to professionals. Projector noise is reduced to near inaudibility because of a new, smaller, more efficient projector lamp coupled with a slower speed fan. The smaller lamp means that heat generated from projector operation will be reduced by more than one-third, and power requirements for running the projector will be lowered substantially. In combination, these advantages are significant in study carrel rooms and multimedia presentations because they reduce the total power required for running several projectors at once and also significantly reduce the load on ventilation systems. The second generation Ektagraphic slide projectors, being denoted by a number "2" following the model letter designator, are available in models AF-2, B-2, and E-2 from Kodak dealers selling audiovisual equipment.

Oral History in NUCMC

According to Information Circular No. 7 of the Library of Congress:

Oral history records will be included in the *National Union Catalog of Manuscript Collections* when they meet the regular policies of the program. The definition of oral history is: A record of information gathered in oral form, usually on tape, as the result of a planned interview. For inclusion in the catalog such materials must be in the form of transcripts of the oral record. Qualifying oral history collections may include tapes in the same way that usual manuscript collections reported to NUCMC may include memorabilia, associated printed matter, films, tapes, or the like. Oral history collections are to be reported on the Data Sheet for the *National Union Catalog of Manuscript Collections*, available from the Descriptive Cataloging Division, Manuscripts Section, Library of Congress, Washington, D. C. 20540.

To qualify for reporting, an oral history collection should consist of 10 or more transcripts of interviews unless fewer are justified by the reporter on such grounds as unusual historical importance, research potential, or association value. The interviewing of one person is considered one item regardless of the number of sessions, the number of pages of transcript, or the number of hours of interviewing. Interviews on the same subject involving two or more respondents interviewed separately may count as separate items; however, group interviewing is considered a single item.

Appropriate oral history material may, preferably, be incorporated into reports of the papers of an individual, a family, or a company, or into a group of manuscripts relating to a central theme even if the two were acquired separately and are not stored

together. On the other hand, oral history materials consisting of transcripts of 10 or more interviews may be reported as a collection and such a report may include mention of interviews not yet transcribed. In any event, material should be reported only once. The NUCMC index will show any associations.

A collection that is expected to grow may be reported with the current dates and size and a note of anticipated additions. Unanticipated additions may also be reported. When the additional material is received and processed, it should be reported as an addition to the collection as originally reported. See Information Circular No. 3.

8 mm. Microfilm

In the field of home movies, 8 mm. and more recently Super 8 have been the standard films. It is not surprising that microfilm promoters should finally consider these film sizes useful. Milli File, Inc., 3 Westchester Plaza, Elmsford, N.Y. 10523, has announced a Milli-File Super-8 microfilm system. It features a Super 8 recorder and a reader. The recorder is a pushbutton-operated microfilm camera that automatically copies documents and books up to legal size. The recorder uses 50-foot cartridges of Super 8 microfilm that will reproduce 1,600 images. It features a fluorescent lighting system, master on-off button, fixed-focus lens, high-speed advance button, red warning end-of-film light, and markings on platform to center documents easily. After exposing the film, it is processed by Milli File and returned to the user as a 160 image microfiche. The film is viewed on a specially designed Milli-File reader, which features 42 \times magnification, high-low light intensity switch, 11 $\frac{1}{2}$ " \times 15 $\frac{1}{2}$ " nonglare viewing screen, adjustable focus, and a rigid microfiche carrier. Milli File figures the cost of producing a document in the final microfiche form to be approximately 2c. The recorder-reader system sells for \$1,500. Micro 8 Co., Suite 509, Fairfax Circle Bldg., 3251 Old Lee Highway, Fairfax, Va. 22030, has also announced an 8 mm. microfilm cassette system. The firm plans to market three basic viewers at first. These are to be followed by cameras, printout units, and cassette-to-cassette duplicators. The heart of the system is a small, plastic, double-core cassette carrying 1,500 or 2,500 frames depending on the film base used. The double core allows the film to be removed from the reader anywhere within the roll. The first reader to be announced is a Model A Microfilm Viewer. It is 7 inches wide, 10 $\frac{7}{8}$ inches high, and 3 $\frac{5}{8}$ inches deep and weighs 6 $\frac{1}{2}$ pounds. The reader features 25 \times magnification, a 6" \times 5 $\frac{1}{2}$ " tinted screen size, two-speed motor drive, high-low brightness control, instant magnetic stop in either direction, built-in page locator, carrying handle, and pop-in cassette loading and lever ejection.

Conservation Seminar Proceedings

The Boston Athenæum has published the proceedings of its 1971 Seminar on the Conservation of Library and Archival Materials. The seminar, held from May 17 through May 21, was under the direction of George M. Cunha, Conservator of the Athenæum, and his associate, Norman P. Tucker. Included in the session was a review of the physics and chemistry of library and archival materials. Environmental considerations, causes and effects of deterioration, and measures for preservation

were also discussed. The discussions were supplemented by demonstrations of the modern techniques of cleaning, sterilization, sizing, mending, deacidification, lamination, and repair. The morning and afternoon sessions were interspersed with the observation of actual work in progress at the Cunha laboratory workshop in Topsfield. Attendance was limited to 30 persons. The volume of proceedings is available for \$8. Checks should be made payable to the Library of the Boston Athenæum, 101½ Beacon St., Boston, Mass. 02108.

Library of Congress Preservation Laboratory

The long proposed Preservation Research Office at the Library of Congress was formally established in January 1971, under the direction of John C. Williams, formerly director of research for AMF Cuno. In April, Peter Waters, the well-known British bookbinder and conservator, assumed direction of the Restoration Office. The past year has been one of planning the research program as well as designing, preparing the specifications, and ordering and installing furnishings and equipment for the new facility. The basic furnishings and most of the specialized equipment are now in place. Dr. Williams heads a staff of three chemists. The supporting staff includes two laboratory technicians and clerical assistance. Mr. Waters is assisted by two compatriots and a staff skilled in all aspects of book and document restoration. Mr. Waters, who was formerly of the firm of Roger Powell & Peter Waters, brings to the Restoration Office a remarkable experience in restoration accomplishments at the Biblioteca Nazionale Centrale in Florence. Several members of the Preservation Office staff have participated in international and national preservation activities. The Assistant Director for Preservation, Administrative Department, is the Library designee to the Standing Committee for the Rome Centre (International Centre for the Study of the Preservation and Restoration of Cultural Property). In addition he serves as the U.S. representative to the Organizing Committee for the proposed International Training Center in Florence. The research program proposed by the laboratory is divided into pure and applied research as well as testing and quality control. No schedule has been established, but the work will be initiated as rapidly as circumstances permit.

News Notes

HELEN FINNERAN ULIBARRI, *Editor*

SOCIETY OF AMERICAN ARCHIVISTS

Spring Luncheon

On April 6, 1972, the Society will hold its annual joint luncheon session with the Organization of American Historians in Washington, D.C. Frank B. Evans will speak on "A Proposal for a National Inventory of Archival Resources."

1971-72 Officers

In accordance with the constitution of the Society, CHARLES E. LEE, 1970-71 vice president, succeeds to the 1971-72 presidency. On October 15, 1971, at the annual business meeting of the Society, the other officers for 1971-72 were elected as follows: WILFRED I. SMITH, vice president; ROBERT M. WARNER, secretary; A. K. JOHNSON, JR., (reelected) treasurer. Elected to the Council for the 4-year term 1971-75 were EDWARD N. JOHNSON and WALTER RUNDELL, JR. HAROLD T. PINKETT was elected to a 1-year term (1972) to fill the vacancy caused by Dr. Smith's election as vice president. Continuing Council Members, with the years of expiration of their terms, are BARBARA G. FISHER (1974), JAMES B. RHOADS (1974), ELIZABETH E. HAMER (1973), C. HERBERT FINCH (1973), and FRANK B. EVANS (1972).

Committees 1971-72

AD HOC COMMITTEE ON ARCHIVES-LIBRARY RELATIONSHIPS: Elizabeth E. Hamer, *chairman*; Patricia A. Andrews, Howard L. Applegate, Robert D. Armstrong, Robert L. Clark, Jr., John C. Colson, Miriam I. Crawford, F. Gerald Ham, Nancy V. Menan, Nancy E. Peace.

COMMITTEE ON THE ARCHIVES OF SCIENCE: Murphy D. Smith, *chairman*; Warren Albert, K. Jack Bauer, Maynard J. Brichford, Clyde M. Collier, Robert J. Devlin, Ralph E. Ehrenberg, Jean Clark Jones, Eugenia Kucherenko, F. B. Libaw, Richard H. Lytle, Robert MacClaren, Leland S. McClung, Peter M. McLellan, John A. Popplestone, Joan N. Warnow.

COMMITTEE ON AUDIOVISUAL RECORDS: John B. Kuiper, *chairman*; Raymond Fielding, John Flory, Mark R. Ford, James E. Gibson, Samuel Kula, Stephen A. Masar, Ann H. Maurer, Arthur F. McClure, James

News for the next issue should be sent to Daniel T. Goggin,
Room 11-E, National Archives Building, Washington, D.C. 20408.

W. Moore, Herbert J. Schwarz, Jr., Sanford I. Smith, Samuel T. Suratt, Mary F. Whalen.

AUDITING COMMITTEE: Robert Williams, *chairman*; Wilbur Kurtz, Jr., William R. Linder.

COMMITTEE ON BUILDINGS AND TECHNICAL SERVICES: Frank B. Evans, *chairman*; Mary Boccaccio, Ralph H. Funk, Olney W. Hill, T. Harold Jacobsen, Watt P. Marchman, N. Harold Mundell, Rockwell H. Potter, Jr., Kenneth W. Richards, Henry R. Schauer, Sarah Ann Warren.

CHURCH ARCHIVES COMMITTEE: August R. Suelflow, *chairman*; V. Nelle Bellamy, Robert G. Carron, John J. Doyle, Oscar Fleishaker, Melvin Gingerich, Richard D. Leonard, Brooks B. Little, Lynn E. May, Jr., William B. Miller, Vernon H. Nelson, John H. Ness, Jr., Earl E. Olson, Charles F. Rehkopf, Edwin Schell, John F. Schmidt, John W. V. Smith, Paul Snezek, Robert C. Wiederaenders, Marvin D. Williams, Jr., John R. Woodard, Jr.

COMMITTEE ON COLLECTING MANUSCRIPTS: John E. Wickman, *chairman*; Judith Austin, Edmund Berkeley, Jr., M. Gary Bettis, John W. Bonner, Jr., Earle Connette, Kenneth W. Duckett, Barbara J. Kaiser, Matt P. Lowmann II, Philip F. Mooney, James F. O'Neil, Judith A. Schiff, Charles R. Schultz, Ann Allen Shockley, Laura Simmons, Thomas P. Wilted, Charles M. Wiltse.

COMMITTEE ON COLLEGE AND UNIVERSITY ARCHIVES: Ruth W. Helmuth, *chairman*; Leonard R. Ballou, William E. Bigglestone, John M. Clayton, Jr., J. Fraser Cocks III, J. Frank Cook, Roy Sylvan Dunn, Shonnie Finnegan, Robert A. Gamble, Ethelyn Harlow, Ralph Havener, Harley P. Holden, James R. K. Kantor, Julie V. Marsteller, Paul McCarthy, Stephen C. Morton.

COORDINATING COMMITTEE FOR SYMPOSIA AND REGIONAL ACTIVITIES: Paul A. Kohl, *chairman*; E. J. Basgall, E. G. Campbell, A. K. Johnson, Jr., Howard P. Lowell, Samuel A. Sizer.

COMMITTEE ON DATA ARCHIVES AND MACHINE-READABLE RECORDS: Meyer H. Fishbein, *chairman*; Jerome M. Clubb, William E. Eastman, Rollin Godfrey, Jack K. Jallings, Richard T. Martin, Gus A. Meade, Richard C. Place, Gerald J. Rosenkrantz, Edward J. Tribble.

COMMITTEE ON EDUCATION AND TRAINING: David C. Duniway, *chairman*; Maynard J. Brichford, Frank B. Evans, Philip P. Mason, Seymour J. Pomrenze, Hugh A. Taylor.

COMMITTEE ON FEDERAL AND STATE GOVERNMENTAL RELATIONS: Robert Williams, *chairman*; William T. Alderson, David C. Duniway, Lawrence E. Gelfand, Elizabeth E. Hamer, Louis H. Manarin, Robert F. Metzdorf, Samuel S. Silsby, Jr.

COMMITTEE ON INTERNATIONAL ARCHIVAL AFFAIRS: Wilfred I. Smith, *chairman*; Oliver W. Holmes, Kathleen Jacklin, Alan K. Lathrop, Loh Keng Aun, Morris L. Radoff, James B. Rhoads, Morris Rieger, J. Ignacio Rubio Mañé, Marie C. Stark, George S. Ulibarri, Bernard Wax, Robert V. Williams, Dorman H. Winfrey, Patricia K. Grimsted.

- LOCAL ARRANGEMENTS COMMITTEE (1972): Daniel R. Porter and David R. Larson, *cochairmen*.
- COMMITTEE ON ORAL HISTORY: John F. Stewart, *chairman*; Willa Baum, Ann M. Campbell, Gould P. Coleman, Seymour V. Connor, Carole Sue Warmbrodt DeLaite, Robert B. Eckles, Allen W. Jones, Elizabeth B. Mason, Elwood R. Maunder, Leon C. Metz, James V. Mink, David J. Rosenblatt, Leon P. Spencer.
- AD HOC COMMITTEE ON PAPER RESEARCH: Gordon R. Williams, *chairman*; James L. Gear, A. K. Johnson, Jr., Edward N. Johnson, Philip P. Mason, Clark W. Nelson, Frazer G. Poole, James B. Rhoads, Forest L. Williams.
- COMMITTEE ON PRESERVATION METHODS: Clark Nelson, *chairman*; Donald C. Anthony, Russell P. Baker, Eleanor C. Bishop, H. Bartholomew Cox, James L. Gear, Virginia M. Ingram, William L. McDowell, Jr., Paul Mucci, Frazer G. Poole, Richard D. Smith, John C. Wright.
- PRESIDENT'S AD HOC COMMITTEE FOR THE 1970's: Philip P. Mason, *chairman*; Frank B. Evans, F. Gerald Ham, Willie L. Harriford, Herman Kahn, David R. Larson, Charles E. Lee.
- PROFESSIONAL STANDARDS COMMITTEE: Philip P. Mason, *chairman*; all past presidents.
- PROGRAM COMMITTEE: Herman J. Viola, *chairman*; Robert L. Clark, Jr., Frank B. Evans, Shonnie Finnegan, Donald F. Harrison, Albert Leisinger, Jr., Andrea Lentz, Mary C. Lethbridge, Philip Mason, Donald McCoy.
- PUBLICATIONS COMMITTEE: Howard L. Applegate, *chairman*; Wilfred I. Smith, Herman J. Viola.
- RESOLUTIONS COMMITTEE: Merle W. Wells, *chairman*; Jesse E. Boell.
- COMMITTEE ON RECORDS MANAGEMENT: Ivan Eyler, *chairman*; Judy Beck, William Benedon, Louis G. Carrico, George M. Derry, Carl J. Dye, Jr., Virgil L. Elliott, John E. Fellowes, Harry N. Fujita, Alan E. Gorham, James O. Hall, Alice L. Halton, Gerald L. Hegel, Robert M. Johnson, Harold A. Moulds, Bonnie F. Svoboda.
- COMMITTEE ON REFERENCE, ACCESS, AND PHOTODUPLICATION POLICIES: Mary Lynn McCree, *chairman*; Joseph N. Ernst, Elsie F. Freivogel, Robert S. Gordon, Josephine L. Harper, Herman Kahn, Anita L. Nolen, Jean Preston, Mary Jo Pugh, Edwin A. Thompson, Enid T. Thompson, Sylvie J. Turner, Sarah Jackman Wilson, Karyl Winn.
- COMMITTEE ON STATE AND LOCAL RECORDS: Edward N. Johnson, *chairman*; Arthur R. Abel, Esther R. Benzing, John P. Bloom, Dennis R. Bodem, Michael P. Cox, Stanley B. Gordon, Willard Heiss, Cleo A. Hughes, Donald H. Kent, John M. Kinney, Julian L. Mims, Phyllis Nottingham, Irving A. Polster, Leonard Rapport, Alan D. Ridge, Merle W. Wells, Frank F. White, Jr.
- COMMITTEE ON TECHNIQUES FOR THE CONTROL AND DESCRIPTION OF ARCHIVES AND MANUSCRIPTS: Frank G. Burke, *chairman*; James J. Atherton, Richard C. Berner, Lester J. Cappon, Judith O. Combs, Arline Custer, Barbara G. Fisher, Sara S. Fuller, Ruth S. Green, Warner W. Pflug, Thomas E. Powers, G. Martin Rouss, Carolyn H. Sung, John B. White, Ian E. Wilson.

AD HOC COMMITTEE ON TERMINOLOGY: William L. Rofes, *chairman*; C. F. W. Coker, Frank B. Evans, David E. Horn, John D. Knowlton, David C. Maslyn, Belden Menkus, Alan D. Ridge, Edwin A. Thompson, A. Robert N. Woadden.

COMMITTEE ON URBAN AND INDUSTRIAL ARCHIVES: Dennis East, *chairman*; Lynn B. Donovan, Ronald L. Filippelli, Herbert Finch, Melvin G. Holli, Wilbur G. Kurtz, Jr., Andrea D. Lentz, Robert W. Lovett, Patrick M. Quinn, Merl E. Reed, Peter Silverman, Frank A. Zabrosky.

New Fellows

Newly elected Fellows of the Society of American Archivists, announced at the 1971 meeting, are RICHARD A. ERNEY, Associate Director of the State Historical Society of Wisconsin; BRUCE C. HARDING, Chief, Archives Branch, National Archives and Records Service, Region 5; PETER S. IACULLO, former Regional Director, National Archives and Records Service, Region 2; WILLIAM LEWIS McDOWELL, JR., Deputy Director, South Carolina Department of Archives and History; and MERLE WILLIAM WELLS, Director, Idaho State Historical Society.

Contributing Members

The contributing membership is an opportunity for individual members of the SAA to provide greater financial support for several vital Society programs than that provided by regular membership. Partly because of contributing members, the SAA has been able to increase the amount of money available to support committee projects and to fund a more frequently issued *Placement Newsletter*.

Contributing membership dues of \$25 a year provide an extra \$10 yearly per member to support these activities. Owing to continually rising costs of services and supplies, we need more contributing members. Contributing members receive copies of all SAA publications issued during the year of membership. Once a year, each contributing member's name is listed in the *American Archivist*. The persons who provided this extra measure of professional support during the past year are:

Luis Guillermo Alvarez
Lorna S. Anderson
Donald C. Anthony
Russell P. Baker
Leonard R. Ballou
E. J. Basgall
J. Joe Bauxar
Edward M. Berntsen
Stanton F. Biddle
Dennis Bodem
Joe Bowen
John W. Brentlinger
Carl Charlick
Maxine B. Clapp
Robert Claus

John M. Clayton, Jr.
C. F. W. Coker
John R. Coleman
William J. Coleman
Clyde M. Collier
Agnes C. Conrad
David R. Crippen
Helen M. Baker Cushman
Joseph Danahar
W. N. Davis, Jr.
John Donofrio
May Dornin
Roy Sylvan Dunn
Virginia Ehrliche
Thomas F. Elliott

David E. Estes	Stephen C. Morton
Paquita Estiada	Rhoda Norman
W. Michael Evangelist	Benjamin F. Oliver
Frank B. Evans	James Kevin Owens
Herbert Finch	Kermit J. Pike
Shonnie Finnegan	Harold T. Pinkett
Meyer H. Fishbein	Charles F. Poole
John Flory	Rinehart S. Potts
Vesta Lee Gordon	James Powers
John W. Gross	John H. Reed
Sandra A. Guillaume	James B. Rhoads
Alice Halton	Rose S. Rock
F. Gerald Ham	Edith Rubinowitz
Elizabeth E. Hamer	Ardin A. Sallquist
Bruce C. Harding	Vernon B. Santen
Joyce E. Harman	Anne G. Schlosser
Donald F. Harrison	Fred Shelley
Diana C. Haskell	Robert A. Shiff
John P. Heard	Samuel S. Silsby, Jr.
Barbara A. Hearn	Samuel A. Sizer
Harley P. Holden	Murphy D. Smith
Oliver W. Holmes	Wilfred I. Smith
John Janitz	Carol Sodetani
Almer K. Johnson, Jr.	Marie Charlotte Stark
Edmond L. Johnson	Mel Starkman
Herman Kahn	Jean Stephenson
John M. Kinney	Louise M. Sullivan
Peter Noel Knost	Samuel T. Suratt
David R. Larson	Hugh A. Taylor
Charles E. Lee	Lionel W. Van Kersen
Mary C. Lethbridge	Homer C. Votaw
Loh Keng Aun	Walter W. Walker
Robert W. Lovett	Robert M. Warner
Albert S. Lyons	Catherine E. Weidle
Paul H. McCarthy, Jr.	Gordon L. Williams
Mary Lynn McCree	Marvin D. Williams, Jr.
Mary Loretto McEnroe	O. G. Wilson
M. J. Madaj	Mary Margaret Wolfskill
Philip P. Mason	Juliet Wolohan
Ann Huber Maurer	Ruth R. Yeaman
Russell E. Miller	

Deaths of Members

PETER S. IACULLO, 61, of West Orange, N.J.; on October 18, 1971. Mr. Iacullo retired in August as Regional Director, National Archives and Records Service, Region 2, New York, after 33 years of Government service. Mr. Iacullo started as an organization and methods examiner in 1946 and became Chief, Records Management Division, in 1951. In 1954

he became Manager of the New York Federal Records Center and Regional Director in 1960. He was recently elected to the rank of Fellow in the Society.

Minutes of the Officers' Meeting *Dallas, Texas, June 21-22, 1971*

In the absence of President Philip P. Mason, the meeting was called to order in Room 817 of the Fairmont Hotel at 3 p.m., June 21, by Vice President Charles E. Lee. Also present were F. Gerald Ham, secretary, and A. K. Johnson, Jr., treasurer.

The afternoon was spent in reviewing the results of the committee preference sheets, the suggestions from present committee chairmen regarding which members should be retained or deleted from the committee and which new members should be added, and in working out committee assignments, particularly chairmanships, for 1971-72. The meeting recessed at 7 p.m. and resumed the following morning at 9 a.m. with President Mason in attendance. The officers completed committee assignment work and various officers were requested to contact reappointed or newly appointed chairmen to determine whether they will be willing to serve for the coming year. Once committee chairmanships have been confirmed and the chairmen have had an opportunity to present the president-elect with suggestions on the makeup of their committees, the secretary is to notify each chairman and member of his appointment by letter and suggest that the committee call a meeting for both present and newly appointed members for Tuesday, October 12, 1971, at the Sheraton-Palace in San Francisco.

A motion by Mr. Ham, seconded by Mr. Lee, authorizing the transfer of \$2,500 from the SAA Paper Research Fund for the use of the Committee on Paper Research was approved. Mr. Johnson was requested to send a list of the names and addresses of all contributors to the SAA Paper Research Fund to the officers and the Chairman of the Paper Research Committee.

Regarding the possible revision of the IRS Code concerning donations of papers to nonprofit institutions, Mr. Mason reported that he has received Council approval, by mail, to explore informally with related organizations the best manner in which to proceed with this matter. He stated that he would contact the executive officers of such organizations as AHA, OAH, AASLH, Special Libraries Association, and others and inform them of our interest in this matter and discuss the possibility of a joint approach to Representative Mills' committee. Mr. Mason was also requested to check with Mr. Alderson of AASLH to determine how the Society might work for a change in the present code without jeopardizing its tax-exempt status.

The officers approved the price of \$100 for the sale of the SAA mailing label list to commercial organizations. The price to nonprofit professional and educational groups was left to the discretion of the secretary and the treasurer.

The officers also established a cutoff period during which a member or subscriber may claim back issues of the *American Archivist* without

charge. A 6-month period from the date of mailing was established for domestic members and subscribers; a 9-month period for foreign members and subscribers. The secretary was requested to have a notice to this effect published in the *American Archivist*.

Concerning the sale of SAA-sponsored publications, Mr. Mason moved that the Finance Committee be empowered to establish the publication price of all SAA publications as well as handling and mailing fees. The motion was seconded by Mr. Lee and approved.

Because the officers and Council have been unable to get a tentative date of publication for the Index to Volumes 21-30 of the *American Archivist* the officers requested that Mr. Johnson discuss this matter with the Archivist of the United States and attempt to arrange a meeting of all persons involved in this project to arrive at a realistic publication date.

Based on a telephone ballot of the Council Members on a motion to rescind the Council action approving New Orleans as the site of the 1972 annual meeting and a motion to accept the invitation of the Ohio Historical Society to meet in Columbus—both of which were approved—the officers approved the selection of the Sheraton Columbus Motor Hotel as the 1972 meeting headquarters.

The officers also approved the allocation of \$100 to the California Historical Society to aid in the effort to organize the Society of California Archivists.

The meeting was adjourned at 1:05 p.m.

F. GERALD HAM, *Secretary*

Minutes of the Council

San Francisco, October 11-12, 1971

The meeting was called to order by President Philip P. Mason at 7:40 p.m. in his suite, room 840 at the Sheraton-Palace Hotel. Present were Charles E. Lee, vice president; F. Gerald Ham, secretary; A. K. Johnson, Jr., treasurer; Harold T. Pinkett, editor; and Council Members Frank B. Evans, C. Herbert Finch, Elizabeth E. Hamer, Wilfred I. Smith, Robert M. Warner, and Dorman H. Winfrey. Edward Weldon also attended the meeting.

The minutes of the April 15, 1971, meeting of the Council, as circulated and corrected, were approved on a motion by Mr. Finch, seconded by Mrs. Hamer. The minutes of the Officers' and Finance Committee meetings of June 21-22, 1971, were also approved.

In his report, Mr. Mason informed the Council that he had received a letter from Paul Ward, Executive Secretary of the American Historical Association, asking the Society to send two representatives to the October 23, 1971, meeting of the Joint AHA-OAH Committee on the Historian and the Federal Government. The purpose of the meeting is to explore ways to establish more effective communication between archivists and historians and to discuss means to handle disputes involving members of both professions. Mr. Mason recommended that Mr. Warner and

Herman Kahn meet with the Joint Committee. A motion to approve the recommendation was passed. The motion also requested the Society's representatives to report to the Council in December on the results of that meeting.

The president commented on the occasional overlap of the SAA's annual meeting with those of such related organizations as the Western History Association, American Records Management Association, and the Oral History Association. This overlap results primarily from the fact that the above organizations as well as the American Association for State and Local History hold their annual meetings within a period of approximately thirty days in the early fall. To prevent future conflicts, the Council suggested that the Society through the secretary take the lead in attempting to coordinate the meeting dates of these various organizations. The Council also recommended that the Society explore the possibility of occasionally holding concurrent or joint meetings with some of the above groups.

In his report, Mr. Lee told the Council that he plans to reorganize the administration of committee activity for the coming year. Under this reorganization each Council member, with the exception of the secretary and the treasurer, will have the responsibility to oversee the work of approximately three committees. Each Council member will act as a liaison between the Council and the committees under his jurisdiction and will report to the Council on the activities of these committees. Mr. Lee then announced which committees would be assigned to particular Council members [see Minutes of the Council for October 15—Ed.].

The secretary reported that during the past year the Society had more than recouped any relative losses resulting from the dues increase of January 1970 and that the SAA now had a stable membership base on which to build for the future. In the past year the Society added 286 new members and subscribers and deleted 173. This resulted in a net gain of 113 and a membership-subscription total of 2,393.

The Society's placement service in 1970-71 registered an increase in the number of persons seeking archival employment and a slight decrease in the number of employment opportunities. Mr. Ham pointed out that this situation has *de facto* raised the minimum standards for archival employment; practically no candidates without a master's degree were employed through the Society's placement service. More institutions are now utilizing this service, and the *Placement Newsletter*, with a circulation of over 1,000, is sent to many university and governmental placement offices. Mr. Ham also reported that his office, in response to an increasing number of requests for information on archival education, had just issued the first *Archival Education Directory*, which we hope will be updated annually.

The secretary further reported that a majority of committees were relatively inactive this year; few had anything to show in the way of real accomplishment. This opinion, he said, was based on the recent reports submitted by the committee chairmen. To improve this situation, the secretary had contacted each chairman asking him what members should

be dropped from his committee, and at their June meeting the officers had attempted a thorough evaluation of each chairman's performance. The secretary noted that despite the modest performances of several committees, there are many members who desire to be, but are not, involved in the work of the Society through its committee system. This is particularly true of those members who work in nongovernmental archives. In 1970, over 100 members, or nearly one-third of those returning the annual committee preference sheet, were unable to secure a committee assignment. The secretary suggested that the Council give consideration to ways in which the Society might provide meaningful involvement for more members.

In his report, the treasurer stated that receipts (\$30,756.90) and expenditures (\$34,916.50) were running as projected for this period of the year; traditionally the biggest increase in receipts is in the last quarter. Despite a modest rise in income this year, Mr. Johnson pointed out that this increase did not mean the Society had money for new programs, for there has also been a corresponding increase in expenditures. For example, he said that expenditures for the *Placement Newsletter* were running much in excess of the original budget projection, and he suggested that the Council review the desirability of continuing the *Newsletter* in its present form. The treasurer further stated that the funds provided for the Committee for the 70's by the SAA and the Council on Library Resources, Inc., had been expended, with the exception of a final payment of \$1,000 by CLR when the final report is completed. Therefore, if the committee is to continue in operation, additional funds must be appropriated by the Council. Concluding his report, Mr. Johnson said that there had been little solicitation activity for the Paper Research project; this year the Society received only \$5,230 compared with \$21,980 in the previous year.

In a report circulated to the Council, the editor said that one of his important objectives has been to obtain useful articles from all possible sources and thereby to broaden the journal's content and make it less dependent upon papers delivered at the annual meeting. At the same time, Mr. Pinkett said he had given attention to the publication of manuscripts on archival topics that have not been extensively treated in earlier issues. He further reported that a reduction in staff assistance had forced delays in the July and October issues of the *American Archivist*; that continuing efforts are being made to obtain additional advertising; and that the advertising editor, William E. Bigglestone, had requested to be relieved of his duties.

Commenting on the projected publication of the Index to volumes 21-30 (1958-67) of the journal, Mr. Johnson said that, as requested by the Council, he had discussed this matter with the journal's associate editor and with another member of the NARS staff. The unpublished index had been turned over to the Government Printing Office for the composition of camera-ready copy, which should be ready in January 1972; according to present expectations the *Index* should be published sometime next spring.

Mr. Evans inquired about the progress of a feasibility study on the conversion of the journal index to machine readable form requested earlier by the Council. A motion by Mr. Evans directing the editor to continue with the feasibility study was seconded by Mrs. Hamer and approved.

The Council, at its April 15, 1971, meeting, had asked the editor to investigate how the table of contents of each volume of the journal might be mailed with the October issue without incurring the additional fee the post office charged last year. Mr. Pinkett said that the best solution is to bind the table of contents with the October issue in such a way that it can be removed easily and rebound at the beginning of the volume.

The first item of old business was an inquiry by Mr. Evans about what action had been taken on the 1970 report of the Awards Committee. This report recommended a revision of the terms of the Gondos Memorial Award, the creation of an award in memory of Theodore R. Schellenberg, and an extension of the eligibility period for publications submitted for the Leland Prize. Currently only those publications issued in the previous 12 months are eligible; the report recommends extending this period to the previous 18 months. Action on these matters was postponed until the following Council meeting.

Mr. Ham reported that no action had been taken on Council motion of December 30, 1969, directing the Archivist of Colorado to transfer the SAA archives in her custody to the secretary in Madison, Wis. The press of other duties has prevented the Archivist of Colorado from carrying out this directive; therefore, the Council agreed that the Society, through the Archivist of the United States, should seek to use the services of the Federal Records Center in Denver to pack, ship, and otherwise assist the Archivist of Colorado in transferring the archives to Madison. The Council authorized the secretary to continue the work of organizing the Society archives that Mrs. Renze began. The Council also directed Mr. Ham to contact those past officers and committee chairmen who have retained SAA files in their custody and ask them to send their records to Madison.

The final item of old business was a request from the chairman of the Committee on Buildings and Technical Services for Council approval to circulate to the membership a questionnaire on archival facilities; this would be the first phase of a larger projected survey of national archival resources. No specific action was taken on this request. Rather, a motion was approved requiring that any questionnaire distributed by a SAA committee be channeled through the committee's Council liaison to the Finance Committee. The Finance Committee will then approve all funds for duplicating and mailing questionnaires.

Mr. Evans also reported that the National Microfilm Association's Committee on Standards is promoting microfilming standards for public records; in the process the committee has reorganized the joint NMA-SAA committee, which originally was assigned responsibility for drawing up these standards. Mr. Evans said that the SAA representative has resigned as chairman of the committee. Mr. Lee agreed to take the matter under consideration.

The first item of new business concerned the Society's publications program. Mr. Johnson commented that there has been a lack of communication and coordination between the Council, the Publications Committee, and the other committees in the issuing of SAA-sponsored publications. To remedy this situation, the treasurer moved that the Publications Committee draw up guidelines for the submission, approval, and distribution of material published under Society sponsorship or imprint. The motion was seconded by Mr. Finch and approved.

Mr. Johnson informed the Council that one of the Society's best selling publications, *A Preliminary Guide to Church Records Repositories* (1969), was out of print. Mr. Mason asked Mr. Lee to discuss the feasibility of revising and updating the publication with the chairman of the Committee on Church Archives. The treasurer also reported that Victor Gondos, Jr., asked about the possibility of receiving royalties for his compilation of *Reader for Archives and Records Center Buildings*. Before any consideration of royalties, Mr. Mason suggested that the treasurer give the Council a report on such matters as SAA financial assistance for the publication, publication costs, and sales volume.

Mr. Evans reiterated his willingness to have *The Administration of Modern Archives: A Select Bibliographic Guide* (1970) reissued under the SAA imprint. Mr. Mason agreed to discuss the matter with the Archivist of the United States.

Introducing another item of business, Mr. Ham moved that the Society accept the recommendation of the Finance Committee and partly reimburse Sam Bass Warner of the University of Michigan and Stephen Nissenbaum of the University of Massachusetts for the travel expenses they incurred as speakers at the annual meeting. Although the Society does not generally pay such expenses, this year it was necessary to make an exception for these two speakers. Mr. Ham's motion was seconded by Mr. Warner and approved.

Mr. Mason announced that Mr. Pinkett had been assigned new responsibilities at the National Archives and, therefore, found it necessary to tender his resignation as editor of the *American Archivist*. The president reported that he had consulted individually with each member of Council, including the Archivist of the United States, concerning a suitable replacement for Mr. Pinkett and there was general agreement that the position should be offered to Edward Weldon, Chief, Archives Branch, Federal Records Center, Atlanta. A motion by Mr. Warner, seconded by Mrs. Hamer, approving the appointment of Mr. Weldon to a 3-year term as editor was passed unanimously.

The Council instructed the Resolutions Committee to prepare a statement to be presented at the 1971 annual meeting expressing the Society's gratitude for Mr. Pinkett's work as editor. In addition, a motion by Mr. Evans expressing the Council's appreciation to the editor for his services to the Society was seconded by Mrs. Hamer and approved. Acting on William E. Bigglestone's request to be relieved of his duties as advertising editor, Mr. Mason asked the incoming editor to consult with the Editorial Board concerning Mr. Bigglestone's replacement. The

president also informed the Council that the term of Editorial Board member Lester W. Smith expires at the end of the year. Mr. Mason recommended Wilfred I. Smith be appointed to replace him. The President pointed out that Wilfred I. Smith had ably served on the Publications Committee and was eminently qualified for the board position. Mr. Evans moved that Wilfred I. Smith be appointed to a 4-year term on the Editorial Board. The motion, seconded by Mrs. Hamer, was passed.

The Council next discussed ways to make the Editorial Board a more active and effective body. To accomplish this object, one Board member suggested to Mr. Mason that a chairman be selected from the four-member Board with the power to call meetings and give general direction to Board activities. Mr. Evans introduced a motion that the newly elected editor meet with and inform the Board of the Council's discussion. He further moved that the Board recommend appropriate measures to improve the effectiveness of that body, including possible revision of the bylaws, for Council action at its December meeting. The motion was seconded by Mr. Finch and approved.

The secretary circulated copies of the Committee on Paper Research "Specifications for Permanent/Durable Papers for Carbon Copies," which had been drawn up by Chairman Gordon R. Williams and approved by the committee at its last meeting. Mr. Mason stated that the report has also been approved by the project's cosponsor, NARS, through the Archivist of the United States. A motion was introduced to: approve the report; direct the editor to print the report in the "Technical Notes" of the January issue of the *American Archivist* [see above, p. 81—Ed.]; direct the Secretary's Office to make copies of the report available on request; instruct the committee to explore other media for the distribution of the report; and request the committee to work for the adoption of these specifications by governmental and other agencies. The motion was seconded and approved.

Commenting on other aspects of the Paper Research project, Mr. Mason said that the National Bureau of Standards is currently developing specifications for writing papers and for file folders. The report on these projects will be completed about the first of the year. In addition, NBS will also conduct research on the permanence of electrostatic images; specifications should be available by the middle of 1972. Mr. Mason further suggested that the incoming president direct the Committee on Preservation Methods to begin preparatory work on the proposed manual on archival preservation by drafting a detailed statement of content recommendations.

The president also recommended that the Council create a new committee to deal with urban public records. His recommendation was based on comment from researchers and from a recent survey by one of his staff members documenting the appalling negligence in the preservation and administration of the public records of most major American cities. In Mr. Mason's opinion, immediate steps must be taken to preserve this important archival resource properly. Mr. Lee suggested that this matter be turned over to the Committee on State and Local Records

and the Committee on Urban and Industrial Archives for their reaction and recommendations and that these two committees report back to him through their Council liaison.

The secretary circulated data on the comparative cost of hotel accommodations for the 1974 annual meeting in Toronto. Based on this data, a motion selecting the Royal York as the conference hotel was seconded and unanimously approved. The secretary also read into the minutes the following motion: Moved that the Council hereby rescinds its action designating New Orleans as the 1972 annual conference site and accepts the invitation of the Ohio Historical Society to hold the meeting in Columbus. The motion was made by Mr. Ham, seconded by Mr. Mason, and approved by the Council on May 24, 1971, by telephone ballot.

The meeting recessed at 11:40 p.m. and resumed at 9:40 a.m. the following morning.

Mr. Lee invited two members of the President's Ad Hoc Committee for the 1970's, Mary Lynn McCree and Hugh Taylor, to attend the meeting. The major item of business was a review and critique of the Committee for the 1970's interim report and a discussion of Mr. Lee's dissenting statement to that report. Mr. Mason briefed the Council on the background, objectives, and work of the committee. Discussion that followed centered on the basic changes recommended by the committee, financial support necessary to implement the report's major recommendation creating an office of executive director, provisions of the grant from the Council on Library Resources, Inc., mailing of the interim report, and distribution of the final report. Mr. Lee proposed the creation of a "blue ribbon" committee composed of Mrs. Hamer, Mr. Rhoads, and Mr. Mason (chairman) to determine whether the Society could raise the requisite money for an executive office from foundations. No action was taken on this proposal. There was general agreement that the final report of the committee should have an introductory statement on the relation of the Society to the common concerns of the world of scholarship; more data to buttress the recommendations; and alternative budget proposals for carrying out the committee's recommendations on the office of executive director.

The following motion was introduced by Mr. Ham: Moved that the expiration date of the President's Ad Hoc Committee for the 1970's be extended to permit the committee to complete its final report, that the committee hold one additional meeting, and that the final report be completed by March 1, 1972, for distribution to the membership and for appropriate action by the Council. The motion was seconded by Mr. Finch and unanimously approved. Mr. Lee suggested that the four officers attend the final meeting, and the Council approved the proposal. Mr. Winfrey moved that funds to cover the expenses of the committee members and officers for the final meeting be appropriated from the Society's meeting fund. The motion was seconded by Mrs. Hamer and passed unanimously.

Mr. Lee expressed the Council's appreciation to the outgoing president and secretary for their work on behalf of the Society.

The meeting adjourned at 11:40 a.m.

F. GERALD HAM, *Secretary*

*Minutes of the Awards Banquet**San Francisco, October 14, 1971*

Richard A. Erney, chairman of the Awards Committee, presented the 1971 Awards. The Committee received no nominations for the Distinguished Service Award, and consequently the trophy will remain with last year's winner, the Division of Archives and Manuscripts of the Pennsylvania Historical and Museum Commission. The Committee received no nominations for the Gondos Memorial Award and therefore makes no award this year.

The Committee makes two presentations: It awards the Waldo Gifford Leland Prize to Walter Rundell, Jr., for his book entitled *In Pursuit of American History*.

In surveying the use of original documentary source materials in graduate research and teaching, Mr. Rundell has made a constructive and much needed contribution to dialog between archivists and academic scholars.

In noting the judgments of each group about the other, the author has given both a unique assessment of the state of their respective arts and the relationship between their professions.

For clarifying the separate but interdependent functions of archivists and historians in the collection and use of documentation, Mr. Rundell has earned the Waldo Gifford Leland Prize in 1971.

The Leland Prize Subcommittee felt another publication, which did not appear to meet the technical requirements of the Leland prize, was nevertheless so meritorious that it deserved commendation, as follows:

For notable boldness and imagination in design and excellence of format

For distinction in facsimile reproductions and graphic representation

For content dramatically demonstrating the richness of American historical documentation

And, for enhancing the stature of the archival profession

The Waldo Gifford Leland Prize committee hereby bestows this public and special citation on the Journal of the National Archives—*Prologue*.

Everett O. Alldredge, acting for Herman Kahn, chairman of the Professional Standards Committee, announced the election to the rank of Fellow of, and gave certificates to, the following: Richard A. Erney, Associate Director of the State Historical Society of Wisconsin; Bruce C. Harding, Chief, Archives Branch, National Archives and Records Service, Region 5; Peter S. Iacullo, former Regional Director, National Archives and Records Service, Region 2; William Lewis McDowell, Jr., Deputy Director, South Carolina Department of Archives and History; and Merle William Wells, Director, Idaho State Historical Society.

F. GERALD HAM, *Secretary*

*Annual Business Meeting**San Francisco, October 15, 1971*

The annual business meeting of the Society was called to order at 1:08 p.m. by President Philip P. Mason in the Rose Room of the Sheraton-Palace Hotel. All officers and members of the Council were in attendance except Barbara Fisher and Dorman H. Winfrey. In addition, ap-

proximately 250 individual members and representatives of institutions were present.

A motion was made, seconded, and approved to dispense with the reading of the minutes of the 1970 annual meeting and to accept them as published in the *American Archivist*.

The secretary, as directed by the constitution, presented his annual report to the membership. This report will be printed separately in the January 1972 issue of the *American Archivist* [see below—Ed.].

The annual report of the treasurer [printed below—Ed.] was presented and placed on file with the secretary subject to the report of the Auditing Committee. Edward N. Johnson, in the absence of the Chairman of the Auditing Committee Robert Williams, presented the following report:

The Auditing Committee has had the treasurer's accounts of the Society of American Archivists for the year ended December 31, 1970, audited by John F. McMullan, certified public accountant of Atlanta, Ga. Mr. McMullan 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.

A motion that the treasurer's report and the report of the Auditing Committee be accepted and ordered filed with the secretary was seconded and approved.

Mr. Mason then made the following remarks:

Today marks two changes in the administration of the Society. Owing to a promotion in the National Archives, Harold T. Pinkett, who has served as the Editor of the *American Archivist* since 1968, has asked to be relieved of his duties as editor. He has ably served the Society as well as the archival and historical professions. His writings, which have appeared in the leading historical journals, have reflected the important contributions of archivists to the world of scholarship. The Society owes a debt of thanks to Harold Pinkett.

Another of your officers, F. Gerald Ham, is also finishing his final year as your secretary. He, too, has served the Society with distinction. For the past decade, and especially the last 5 years, I have had the privilege of working closely with Dr. Ham. As a member of the Council and for the past 3 years as secretary, he has served the Society and the membership with great dedication and conviction. His imaginative leadership and his concern for involving a wider range of members in the work of the Society have left their mark. The Society will miss him.

Under new business, Elsie F. Freivogel introduced the following motion: Moved, that the full final report of the Committee for the 1970's be published and distributed to the entire membership by spring 1972. The motion was seconded by Shonnie Finnegan and adopted unanimously.

The following petition, dated San Francisco, October 13, 1971, and signed by 105 members, was turned over to the Council for their consideration:

We, the undersigned members in good standing of the Society of American Archivists, respectfully petition the Council of the Society of American Archivists to reconsider the designation of Columbus, Ohio, as the 1972 annual meeting site and, in lieu thereof, to honor its prior offer or commitment to New Orleans.

A resolution introduced by Dolores C. Renze expressing the apprecia-

tion of the Society to the National Archives for providing staff and other facilities for the publication of the *American Archivist* was seconded and approved.

A similar resolution, introduced by Elizabeth E. Hamer, expressing the Society's debt of gratitude to the State Historical Society of Wisconsin for providing both staff time and facilities for the operation of the secretary's office was seconded and approved.

In the absence of Merle W. Wells, Chairman of the Resolutions Committee, W. N. Davis, Jr., presented the following report:

I move the adoption of the following resolutions:

WHEREAS, San Francisco has provided an ideal place for over 400 archivists from Canada and the United States to assemble in the 35th annual meeting (October 12-15, 1971), of the Society of American Archivists, and

WHEREAS, the success of this convention is largely owing to the untiring efforts of the officers, council members and committees of the Society during the past year, be it
Resolved, That the Society of American Archivists, through its secretary, formally extends appreciation to

William E. Eastman and all the members of his local arrangements committee; to August R. Suelflow and all the members of his program committee; and to all participants in the instructive and informative sessions of this conference.

The registration and information desk staff and to the manager and staff of the Sheraton-Palace Hotel.

The Eastman Kodak Co. for the Wednesday buffet breakfast.

The Hollinger Corp.

The Minnesota Mining and Manufacturing Co.

The Bancroft Library, the Oakland Museum, and the Hoover Institution on War, Revolution, and Peace for tours of their facilities.

All exhibitors and their representatives for presenting new ideas, materials, and equipment of value to archivists. And be it

Resolved, That the Society also extend its appreciation, for their many years of dedicated service, to its retiring officers and Council Members:

Philip P. Mason, as secretary, vice president, and president; F. Gerald Ham, secretary; and Robert M. Warner and Dorman H. Winfrey, Council Members; and to Harold Pinkett, Editor of the *American Archivist*.

WHEREAS, the Society of American Archivists has sustained losses during the past year by the deaths of Davis C. Woolley, January 15, 1971; Eugenia Dickson LeJune, March 12, 1971; Philip May Hamer, April 10, 1971; Helen J. Poulton, April 25, 1971; William James Van Schreeven, July 29, 1971; Judy Beck, September 10, 1971; and Elizabeth Hughey. Therefore be it further

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

The adoption of the report of the Resolutions Committee was moved, seconded, and approved.

The chairman of the Nominations Committee, Ruth W. Helmuth, presented the committee's report.

Charles E. Lee, South Carolina Department of Archives and History, becomes President as provided by the Constitution.

The Nominations Committee in compliance with the bylaws makes the following nominations to be voted upon at the annual business meeting at San Francisco, California, October 15, 1971:

For *Vice President*, WILFRED I. SMITH, Public Archives of Canada; For *Secretary*, ROBERT M. WARNER, University of Michigan; For *Treasurer*, A. K. JOHNSON, JR., National Archives and Records Service, Atlanta, Ga.; For the *Council*, to serve until 1975, EDWARD N. JOHNSON, Florida Bureau of Archives and Records Management, and WALTER RUNDELL, JR., University of Maryland

It was moved, seconded, and approved that the report be accepted by acclamation.

The election of Mr. Smith to the office of vice president created a vacant Council position. Mrs. Helmuth, reporting for the Nominations Committee, nominated Harold T. Pinkett to fill Mr. Smith's unexpired term of 1 year. The nomination was seconded. The nomination of Samuel D. Sizer by Ivan D. Eyler was seconded, and then a motion to close nominations was approved. Mr. Pinkett was elected to fill out Mr. Smith's term.

As the new secretary, Mr. Warner made a few remarks stating that he welcomed his new assignment and would do his best to carry out his responsibilities to the members.

Mr. Johnson stated that all contributing, institutional, and sustaining members would soon be receiving a copy of the 1971 *Directory of State and Provincial Archivists and Records Administrators* issued by the SAA and the Tennessee State Archives that they are entitled to receive by the terms of their membership.

On behalf of the Society, Mr. Mason thanked Margaret Uridge of the University of California for serving as parliamentarian.

With the election of new officers, Mr. Mason turned over the gavel to the incoming president Charles E. Lee who thanked the members for the vote of confidence they had given him last year in Washington and said he would serve the Society to the best of his ability.

President Lee made the following announcements: the Seventh International Congress on Archives will be held in Moscow, August 22-25, 1972; the joint luncheon of the Society and the American Historical Association will be on December 28, 1971, in New York City with Sidney Fine and Norman Graebner, the two AHA representatives on the National Archives Advisory Council, speaking on the work of the council; the Society's joint luncheon with the Organization of American Historians will be held on April 6, 1972, in Washington, at which Frank B. Evans will speak on "A Proposal for a National Inventory of Archival Resources."

The meeting adjourned at 2:15 p.m.

ROBERT M. WARNER, *Secretary*

Report of the Secretary, 1970-71

For the Society this has been a year of modest performance but also one of intensive planning for the future, with our major effort focused on the work of the Committee for the 1970's. In many ways the interim report of the committee makes unnecessary a lengthy report from your secretary. But I do have a few comments and observations on this year's activities. In the Society's annals 1970-71 should go down as the Year of the Questionnaire. The secretary's office sent out a lengthy membership profile questionnaire and questionnaires dealing with oral history, audiovisual records, education and training, along with the usual committee preference sheet and the suggested nominations form. "Never, ever for my money,"

exclaimed one member, "have I received at one time so many questionnaires with so many questions asking so much of so few! Whew!"

More than 130 of our members also patiently took the time to return what I call the "blue gripe sheet," giving us critical comment on the Society's shortcomings and future program needs. The Committee for the 1970's found many of your reactions highly useful. Given the healthy diversity of our membership, what was one person's meat was often another's poison. "You are doing an excellent job," one of our more friendly critics wrote, "especially in your cooperation with NARS." Though to another member the "SAA appears to be dominated by a tight clique of persons connected with the National Archives." Still another member denounced the SAA as a "travesty on an intellectual calling," though a more accommodating soul wrote: "Nothing more is necessary. More activities would mean increased dues. Low dues make people happy. Let's stay happy."

We have recovered from the dues increase of 1970, and this year our membership showed a satisfactory increase. We added 286 new members and subscribers and deleted 173, for a net gain of 113. Our membership and subscription total now stands just 7 short of 2,400. Another encouraging development was the impressive gain in the number of persons who have become contributing members. We now have 109 contributing members, up 83 from last year. A new half-price student membership was instituted early this year as part of an effort to interest younger people in the Society.

Placement has been, in the opinion of many of our members, a very valuable activity. The *Placement Newsletter* now has a circulation of over 1,000 and is sent to many university placement offices. Several employers wrote us this year concerning the effectiveness of the *Newsletter*. "The response to the ad we ran," reported one university librarian, "has been positively overwhelming! Frightening, even!" Still another successful employer wrote, "As a token of my appreciation, I am raising my membership . . . to a contributing member." While the lack of teaching jobs for beginning historians has depressed the market, there are still several available openings, though employing institutions are able to select candidates with considerably higher qualifications than in the past. Many institutions now insist on candidates with prior archival education or experience.

Intimately related to job placement is the profession's developing archival education programs. In this area, the profession continues to make substantial gains. In 1970-71 no less than 26 academic or archival institutions offered a course or institute and at least seven universities now list a sequence of courses as a part of the master's degree in library science and/or history. Quantitatively, then, archival education is now less a major problem, and more schools are considering the adoption of such programs. But to some people this proliferation of course offerings is cause for concern, particularly to those who have taken a course or institute that was a "bummer." They strongly urged the Society to establish standards for accreditation, including qualifications for archival in-

structors, for curriculum content, and for truth in packaging when describing archival offerings. Yet, other disciplines, particularly library science, are now attempting to rid themselves of rigid curriculum requirements imposed by their professional organizations. In this period of flux and experimentation in professional education, some archival instructors feel SAA accreditation and curriculum dictation undesirable. Rather, they believe, we should encourage experimentation in archival education, we should test alternatives, and for the present, allow the various programs to find their own level of parity in a free and open academic market.

Responding to an ever increasing number of requests for information on archival education, the Secretary's office has just issued the first *Archival Education Directory*, which I hope will be updated annually. In addition, we revised the brochure on career opportunities in archives-manuscripts. Also, this past year my office, in cooperation with the Education and Training Committee, prepared and circulated a questionnaire designed to give us accurate quantitative data on the current status of archival education. The committee report of findings should be available to the membership shortly.

During the year we continued to broaden and strengthen our ties with other professional organizations with whom we share certain common interests. For the second year, the SAA held a lively and well-attended joint session with the American Library Association at their annual meeting; they have reciprocated and, at this meeting for the first time, have held a joint session with us. The recently formed joint committee of the SAA-ALA also held its first meeting in June, developing an impressive statement of functions and objectives; this committee will meet again at the ALA midwinter meetings to implement these objectives. Partly as a result of the Loewenheim affair, the historians' professional associations made overtures to improve relations with archivists. The OAH appointed one of our officers to a recently formed committee on archival matters, while two SAA representatives were appointed by President Mason to the joint OAH-AHA Committee on the Historian and the Federal Government. The Society is also exploring the formation of a committee on archives composed of representatives of the SAA, OAH, AASLA, and AHA to "provide concerted action on matters of common concern."

Before going on to other Society matters, let me call to your attention an important housekeeping chore—the maintenance of the SAA archives. Missing from the archives are many committee files which, most likely, have found their way into the other papers of those who have served as chairmen. Unbelievably, one person claimed he could not turn over his files because they were confidential—apparently made so by his own fiat. Neither have all the past presidents dutifully sent their official papers to the archives. Many who served the SAA in these capacities will receive a letter asking you—as many others have already done—to send your files to Madison. Now with time to spare, I hope to continue as requested by the Council the fine work begun by the Archivist of Colorado of properly

organizing these records so they will be available to the Council and membership. I urge your cooperation in this matter.

I also want to acknowledge the dedication and hard work of the Society's membership secretary Diane Dambach, who thinks overtime is a way of life, and also David J. Delgado, our able and talented administrative assistant. These two people, unknown to most of you, are primarily responsible for what effectiveness and efficiency has resided in the secretary's office.

For the remainder of my report, I would like to share with you some of my observations on the state of the Society and to discuss what you the members said about our association.

Your comments and questionnaires underscored the fact that we are increasingly a broad-based Society of individuals who deal primarily with nonbook documentary material regardless of format. In addition to archivists and manuscripts curators, our ranks include oral historians, records managers, librarians, information specialists, curators of aural and graphic records, historical editors, historians, and others. But beneath this diversity many of you did perceive a basic unity and the need to emphasize that unity. "Top priority," wrote a NARS staff member, "must be given to a better definition of an 'archivist' . . . to include all those concerned with the administration of historical research materials. The narrow definition that archivists are only concerned with the records of organizations," he exclaimed, "must be totally destroyed at once." Apparently most of you do favor a broader definition. When asked what term our members use to describe their position, 43 percent said archivist and less than 7 percent replied manuscripts curator. This is more significant when you consider that a majority of our members, according to the profile questionnaire, work with nongovernmental archives and so-called manuscripts collections. Indeed the available data indicates that our real strength lies as much, if not more, in the private rather than the public archives sector. For example, 92 persons listed as either their first, second, or third choice the Committee on Collecting Manuscripts or the one on Techniques for the Control and Description of Archives and Manuscripts. But how poorly are we meeting their needs. Over 100 people who listed a committee preference primarily in the areas of manuscripts or private papers were unable to obtain an assignment. Small wonder many of you stressed the unyielding problem of the meaningful involvement of younger members. "Many of the young professional archivists with whom I have contact," wrote one critic echoing the sentiments of still others, "are not interested in joining the Society because it appears not relevant to them and does not offer them an opportunity to become members in the workings of the Society." Certainly we do not include the young on our Council, whose members are all on the shady side of 40. Small wonder, too, that many of you characterized the leadership as unresponsive, unrepresentative, and elitist and accurately pointed out that it is selected primarily from major archival institutions and from institutions more concerned with public than nonpublic archives. Some of you expressed dissatisfaction with the program sessions.

Asking if there were not "new concepts, entirely new ways of looking at our problems and coming up with meaningful solutions," one respondent characterized the meetings as a "drag." "The sessions," he wrote, "bore titles we've used over and over like warmed over vegetable soup." "The Archivist and the Scholar," he concluded, "is an arch exemplar." I agree, though I think our programs have shown continuous improvement. This year's meeting, for example, offered a systems approach to several basic archival functions that are of concern to us all: beginners and seasoned professionals and public records archivists and custodians of nonpublic records and personal papers. There was also an impressive array of special sessions, some held jointly with related organizations, and there were many new faces in the program lineup.

Equally impressive was the number of well-attended regional conferences and symposia. And the members, particularly those who often cannot attend the annual conference, say they want more of these forums to exchange ideas on professional problems and their solutions. This year we sponsored nine regional symposia in cooperation with NARS and other institutions. These meetings focused not only on the uses of archival resources but more importantly on basic problems of archives administration. Yet the Society's role in these meetings remains primarily facilitative: advancing funds, mailing promotional literature for distribution at the session, and sending letters inviting the participants to join the Society. The SAA has yet to take the lead in developing a systematic series of regional meetings on topics of special interest to our members.

The regional and State archival groups continue to flourish, and, in a few instances, their programs serve as models for the national society. An example was the imaginative program of the Society of Ohio Archivists this past spring on the "Complexity of Urban Research Materials: The Contemporary Challenge for Archivists and Librarians." With the addition of the newly organized Society of California Archivists—and on behalf of the SAA I wish you great success in stimulating interest in archival affairs in that State—there are now four State and regional groups that, in many ways, more effectively reach the grassroots of our profession than does the SAA. These organizations, as one of you pointed out, have developed outside the SAA instead of being stimulated by it. As they succeed without our assistance, I fear they will tend to think that they can do very nicely without us. To foster cooperation and mutual assistance, one of the first imperatives of the new Council should be to work out procedures for the affiliation of these groups with the SAA.

As a society we have paid much lip service to the importance of our committees in carrying out the work of the SAA. We have enumerated the many changes made to facilitate and upgrade committee work. We have organized more committees concerned with basic archival functions and with SAA external relations. But both the reports of this year's chairmen and your comments underscore the fact that the system, with a few notable exceptions, is at best cumbersome and at worst ineffectual. "We seemed to get off to a good start," was a typical response, "then little happened—we have a hot subject and should be doing more." I believe the Society's leadership must bear much of the blame for this general

malaise: we have failed to define effectively the role of the committee in the overall Society structure; we have given insufficient attention to what specific tasks and objectives we expect our committees to carry out; we have been more concerned with form than function. Our committees do work under considerable handicaps; many of you gave us constructive suggestions for ways to overcome some of these obstacles. Yet without more thoughtful analysis of the function and objectives of each committee and without more critical selection of committee chairmen, I do not expect the system to function much more effectively in the future than it has in the past. I will add that the failure of some committees to carry out their assigned task too often results in putting an additional burden on the secretary's office.

A few respondents eloquently underscored the fact that for all our claim to professionalism there has been no discernable development of archival theory and the concomitant refinement of practice in the last generation. We have given insufficient attention to the analysis of the informational content of our holdings; we have yet, as one person pointed out, "to examine carefully and systematically how researchers approach archival materials"; we lack standardization of finding aid formats and minimum requirements for guides and other descriptive devices; and we tend to emphasize the unique aspects of archival work, while failing to see the interrelatedness of all information gathering, processing, and use. For further evidence of shortcomings in this area one has only to glance through our professional literature. I shall not even comment on the failure of our awards program.

Seemingly, our profession also lacks an awareness of current social problems. Conspicuously missing from your replies was any suggestion that archivists live a life that is totally integrated with the world about them. No one suggested that we take cognizance of the dramatic social changes of the past decade. No one suggested that we combat discrimination in service to and employment of individuals from all minority groups, whether the distinguishing characteristic of that minority be ethnic, sexual, religious, political, or some other. No one suggested that we give special attention to the recruitment and training of members of minority groups; no one acknowledged the important role of the archivist in preserving and promoting the public's right of access to the records of their public servants or, conversely, that we bear some responsibility to protect individual citizens from any invasion of their privacy; and no one suggested that we should cooperate with such organizations as the ALA, whose council has taken a strong stand in these matters, to improve the society in which we live and work.

For all its shortcomings, many of you stated that the SAA responds to the needs of its members better than many other larger and more bureaucratic professional organizations; you also expressed appreciation for the professional and technical assistance the Society does offer. But the SAA still has much unfinished business. The work of the Committee for the 1970's is yet to be completed. In the general session on Wednesday, we received your constructive criticism of the interim report. Last week the report was also mailed to the general membership, and we await their

reaction. Based on this input, we shall prepare a final report—and we must file this final report to satisfy the terms of the Council on Library Resources, Inc., grant. The report should serve as the basis for far-reaching and even radical changes in the whole range of Society activities and priorities. The Committee's proposed blueprint can be effective, however, only if it is translated into action by the Council and the members. Without implementation, the report will be interred in the Society archives beside an ill-fated report of a similar committee of 1950. Should this happen, I fear that many of the members who, for a moment, saw in the SAA the prospect of meaningful change, will conclude that the Society is an ineffectual vehicle for meeting the needs of our profession. As one of you wrote: "We cannot continue to incant the phrases of the past and let them solve the problems of the future." If we are to be a concerned and dynamic Society, we must bid farewell to the standpattism that has too often plagued our Society.

F. GERALD HAM, *Secretary*

Report of the Treasurer, January 1, 1970–December 31, 1970

This report covers the Society's fiscal year beginning January 1, 1970, and ending December 31, 1970. During the current fiscal year (1971) 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 employee Identification No. 84-602-3531.

Cash on hand as of January 1, 1970, amounted to \$33,790.64, and receipts during the year totaled \$67,839.50 as follows: membership dues, \$26,467.60; subscriptions to the *American Archivist*, \$10,000.04; advertising in the *American Archivist*, \$1,640.75; sales of Society publications and microfilm, \$1,527.12; Johnson Reprints sales, \$885.68; royalties (University of Chicago Press), \$19.45; income from regional symposia, \$566.48; Permanence of Paper Fund contributions, \$19,865; contributions to the Endowment Fund, \$825.85; SAA Newsletter—ARMA, \$615.76; receipts from the Washington, D.C., annual meeting, \$1,680.77; and Miscellaneous, \$500. In addition transfers were made to the General Operating Account from other sources as follows: the Publication Revolving Fund (for Gondos's *Reader*), \$1,323.80; the Waldo G. Leland Prize Fund, \$135; and the Life Membership Fund, \$430.70. Not included in the general receipts but received during the year from the Xerox Corp. was \$2,500, which was deposited in the Special Projects Fund for the Permanence of Paper Research Project. Receipts by the Society in 1970 exceeded 1969 income by \$4,000. It is interesting to note that income from memberships of various categories increased from \$16,433.30 to \$26,467.60, but of concern is the very small increase shown in subscriptions. In 1969 income from subscriptions was \$9,423.30, and for 1970 the figure is \$10,034, or an increase of only \$577.04. Our other Operating Account income received from such sources as sales of Society publications was down from 1969.

Disbursements from the General Operating Account for the year amounted to \$66,345.39, distributed as follows: president's office, \$693.87; vice president's office, \$412.60; secretary's office, \$16,779.01; treasurer's office, \$984.46; committee expenses, \$761.30; meetings, \$610.65; printing and mailing the *American Archivist*, \$12,618.89; other expenses related to the editor's office and publishing the *American Archivist*, \$426.85; advertising editor's expenses, \$12; Service Bureau, \$564.58; Society Publications, \$7,898.48; organization dues, \$23; bank charges, exchanges, and refunds, \$201.15, Leland Prize, \$135; and contingencies, \$147.50. Transfers in the amount of \$23,568.12 were

made to other funds as follows: Endowment Fund, \$968.85; Publication Revolving Fund, \$885.68; Meeting Fund, \$133.59; Permanence of Paper Fund, \$19,480; Life Membership Fund, \$600; and Research Manual Fund, \$1,500. Operating expenses for 1970 exceeded those for 1969 by \$15,302.00, resulting primarily from an approved increase in the budget for the secretary's office and the high cost of publishing the Society's *Directory of Individual and Institutional Members*.

The General Fund and Operating Account balance at the end of the year amounted to \$35,284.31, of which \$5,851.39 was in the Citizens & Southern National Bank in Atlanta; \$5,366.37 in the Hilldale State Bank in Madison, Wis., and \$24,066.55 in the Fulton Federal Savings & Loan Association in Atlanta.

SPECIAL PROJECTS FUND

In addition to the General Fund, the Society in 1970 maintained eight separate funds that are exempt under Internal Revenue Code 501 (c) 3, having the collective Identification No. 84-602-3532. These funds are maintained apart from the Operating Account and are so reported to Internal Revenue Service each year. These funds may be used by direction of the Council and then only within the purposes for which each was established. As of January 1, 1970, the Special Projects Fund totaled \$47,239.24, and at the end of the year, December 31, 1970, the funds totaled \$71,995.72, an increase of \$24,756.46. A new fund—the Research Manual Fund—was established during the year as a part of SAA's commitment to the Permanence of Paper Project. The significant increase in the total amount is attributable primarily to contributions and grants received toward the Permanence of Paper Project. The status of the Society's Special Funds as of December 31, 1970, was as follows:

The Asia Foundation Fund balance was \$1,936.44. During the year \$450 was withdrawn from this fund and applied to Asian memberships.

The Waldo G. Leland Prize Fund balance was \$2,638.04, reflecting an award of \$135 made during the year.

The Life Membership Fund balance was \$4,046.14, reflecting a transfer to the General Fund of \$430.70.

The Meeting Fund, \$11,329.33.

The Publications Revolving Fund balance was \$6,459.30, reflecting a withdrawal of \$1,323.80 for the Gondos Reader for Archives and Records Center Buildings.

The Permanence of Paper Fund balance was \$35,041.43, reflecting a disbursement of \$2,017.09 for administrative expense.

The SAA Endowment Fund, \$8,987.79.

The Research Manual Fund, \$1,557.25.

The Society's attention is directed to the Endowment Fund which evidenced growth of only \$1,280.66 during the year.

In addition to these Special Projects Funds on deposit in the Fulton Federal Savings & Loan Association in Atlanta, Ga., the Society maintains a special checking account in the Citizens & Southern National Bank in Atlanta to cover administrative expenses for the Permanence of Paper Project. This account, as of December 31, 1970, had a balance of \$460.36.

SUMMARY

The balance as of the close of business December 31, 1970, for the General Fund amounted to \$35,284.31, and the Special Project Funds totaled \$71,995.72, thus making the total of all funds belonging to the Society \$107,280.03. Funds on deposit with the Fulton Federal Savings & Loan Association in Atlanta earned \$4,708.28 in interest during the year.

CURRENT FINANCIAL SITUATION

At this time I should also like to report very briefly to the members on the current status of the Society's financial situation. As of September 30, 1971, our operating income amounted to \$30,756.90 against a budgeted figure of \$47,540. Our disbursements are \$34,916.50 against a budgeted

figure of \$47,513. At this point, our expense exceeds income by \$4,159.60. We project that we will have no difficulty in making our budgeted income figure or even exceeding the \$47,540 figure as traditionally our renewals of memberships and subscriptions are heaviest during the last part of the year. Also, as reported to you by the secretary, there has been a significant increase not only in number of members but of members in the contributing categories.

A. K. JOHNSON, JR., *Treasurer*

Minutes of the Council

San Francisco, October 15, 1971

President Charles E. Lee called the meeting to order at 3:05 p.m. in the President's Suite of the Sheraton-Palace Hotel. In addition to President Lee, those present were Wilfred I. Smith, vice president; Robert M. Warner, secretary; A. K. Johnson, Jr., treasurer; Edward Weldon, editor of the *American Archivist*; and Council Members Frank B. Evans, Elizabeth E. Hamer, James B. Rhoads, C. Herbert Finch, Edward N. Johnson, and Harold T. Pinkett. Council members Barbara Fisher and Walter Rundell, Jr., were absent.

Consideration and approval of the minutes of the Council meetings of October 11 and 12, 1971, were postponed until the Council meeting of December 12, 1971. For the benefit of those not present at the previous Council session, the president briefly reviewed the major items on the agenda of that meeting and the actions taken by the Council. He also reported on a luncheon meeting of the 1972 Program Committee at which ideas for the next annual meeting were surveyed.

President Lee's remarks prompted the Council to discuss the implementation of the resolution, passed at the business meeting, requesting that the final report of the Committee for the 1970's be published in the spring of 1972. The consensus of the Council was that the report should be published first in the easiest and most expeditious manner to be followed later by more formal publication in the *American Archivist*. The President noted that the previous Council had agreed to finance one further meeting of the Committee for the 1970's so that the committee could complete its task. President Lee would meet with the committee as a continuing voting member, and Vice President Smith, Secretary Warner, and Treasurer Johnson would attend as nonvoting participants. President Lee directed the secretary to work with Philip Mason, chairman of the committee, in scheduling a session sometime in January 1972, at a site that would be most convenient to the officers and members of the Committee and that would minimize their travel expenditures. It was planned that the final report of the Committee would be completed by March 1, so that the Council could study it in time for action at the April meeting.

Stressing the necessity for economy in handling the Society's business, Treasurer A. K. Johnson, Jr., questioned the value of continuing the newsletter. The president said that the entire matter of Society publications should be deferred until a later meeting, after the new editor and

the new secretary had become familiar with their respective responsibilities. President Lee instructed the secretary to ascertain the number of persons who have been placed through the newsletter.

President Lee requested that the final reports of the committees of the past year be sent to the new Council Members. He then told of his plans for the committees during his administration. In an effort to increase their effectiveness, the president said, he would place individual Council Members on various committees to serve as liaison between the Council and the committees. Each Council Member would monitor the committee to which he had been named and would inform the Council of its activities. President Lee assigned the following Council Members to the following committees:

Charles E. Lee, Auditing, Awards, Committee for the 1970's, Finance, Local Arrangements 1972 (with Warner), Nominations, Professional Standards, Program 1972 (with Warner), Resolutions, and the Editorial Board of the *American Archivist*;

Wilfred I. Smith, International Archival Affairs, Local Arrangements 1973 (with Warner), Program 1973 (with Warner), and Publications;

Robert M. Warner, Local Arrangements 1972 (with Lee), Local Arrangements 1973 (with Smith), Program 1972 (with Lee), and Program 1973 (with Smith);

A. K. Johnson, Jr., Records Management;

Elizabeth E. Hamer, Archives-Library Relationships and Joint Committee of American Library Association and Society of American Archivists;

Frank B. Evans, Buildings and Technical Services, Data Archives, and Symposia Coordinating;

C. Herbert Finch, Church Archives, Collecting Personal Papers and Manuscripts, and Urban and Industrial Archives;

Barbara G. Fisher, College and University Archives, Reference, Access, and Photoduplication, and Audiovisual;

James B. Rhoads, Control and Description, Paper Research, and Preservation Methods;

Walter Rundell, Jr., Education and Training and Terminology;

Edward N. Johnson, State and Local Records, and Federal and State Relations;

Harold T. Pinkett, Oral History and Archives of Science.

Mr. Lee said he will ask the committee chairmen to submit copies of committee reports to the secretary and to the Council Member responsible for that committee. The secretary recommended that a manual of instructions be sent all committee chairmen, informing them generally of their responsibilities such as required reports, procedures, and limitations on funds received from the Council. The president replied that he had something similar to that suggestion in mind and that he would include such information in a letter to all committee chairmen.

President Lee brought up the subject of the International Congress on Archives to be held in Moscow in August 1972. He stated that he had asked his own board to pay his transportation to the meeting, but that he would need a *per diem* allowance from the Society in order to attend

the congress. Frank Evans presented, and A. K. Johnson, Jr., seconded, a motion to authorize an expenditure not to exceed \$300 to cover the *per diem* costs of the President at the International Congress on Archives. The Council approved the motion.

Secretary Warner reported on the process of transferring the office from Madison, Wis., to Ann Arbor, Mich. After consulting with the Society Finance Committee, he had offered the position of administrative assistant to the secretary to Judith Koucky, formerly of the Oakland University faculty. She had accepted the appointment, effective October 15th. The secretary said that Miss Koucky would travel to Madison next week and would spend 4 days learning the operations of the office. No clerical secretary had yet been hired, the secretary observed. He also reported that the office would be reorganized, with more responsibility being given to the administrative assistant. He noted that office space in the Rackham Building had been obtained from the University of Michigan for Society headquarters. The office would not be fully operable for two or three weeks, until the records had been moved from Madison to Ann Arbor and the staff completed.

The secretary also mentioned that the next Council meeting minutes would be tape recorded.

The question of continuing the Heffernan Press, Inc., as printer of the *American Archivist* was discussed. Treasurer A. K. Johnson, Jr., moved that the contract, subject to the normal negotiation, be continued for the coming year. Harold T. Pinkett seconded the motion, which the Council then approved.

A. K. Johnson, Jr., reported that the index to the *American Archivist* would probably be ready by April 1972. It would be sold, except for the free copies supplied to Contributing Members. Mr. Weldon was instructed to get cost figures for the publication and possible sale of the index.

The following Council Members made brief committee reports. Mr. Finch stated that the Committee on State and Local Records did not want to include the area of urban records among its responsibilities. According to Mr. Finch, the Church Archives Committee was urging that exhibition space for institutional members be provided at the next annual meeting. Further discussion of that item was postponed until the December meeting, but it was generally agreed that if such space were furnished, no actual sales should be permitted. Mr. Rhoads reported on the Ad Hoc Committee on Paper Research; Mrs. Hamer on the joint ALA-SAA Committee program; and Frank Evans on the Terminology, Buildings, and Technical Facilities and Education and Training Committees.

(At 5:05 p.m. the secretary asked personal privilege to withdraw from the meeting for a few minutes. Permission was granted, and Mr. Evans assumed the secretary's duties.)

The Council considered the question of setting standards for microfilm copies of original records of permanent value that are to be destroyed. The Council suggested that Mr. Rhoads inform Herbert Angel of the

National Archives about the problem and that Mr. Angel discuss the matter with Charles La Hood of the Library of Congress.

Mrs. Hamer raised the problem of setting standards for library schools offering courses in archives administration. The Committee for the 1970's is to report on the issue.

The question of the Society archives was raised. Mr. Finch reported his discussion of the matter with Mrs. Renze and recommended that the president thank her for the care of the records. Mr. Finch introduced and Mr. Rhoads seconded a motion that the president obtain the Society archives from Mrs. Renze, assuring her that they will not stay permanently in Madison but are being placed there for the purposes of arrangement and organization. The Council passed the motion.

The Council next discussed a resolution prepared by Oliver Wendell Holmes of the National Historical Publications Commission. A motion to adopt the resolution was made by President Lee, seconded by Mr. Finch, and unanimously adopted by the Council, with instructions that the president send it to the Executive Director of the National Historical Publications Commission. The resolution is as follows:

WHEREAS the Council of the Society of American Archivists, a national organization composed chiefly of persons professionally concerned with the care and use of official records and private papers of historical value, feels strongly that there should be a wider dissemination of the contents of these documents to scholars, teachers, students, and educated Americans generally by means of publication either in printed volumes or by microfilm or by other photocopy techniques, and that such publication will save the original papers from the inevitable deterioration that accompanies heavy use, insure preservation of their contents in case of accidental damage to or loss of the original, and equalize opportunities for scholarship in all parts of the Nation by making copies available when needed any place by any person; and,

WHEREAS, in the next 5 years, special consideration needs to be given to describing and publishing documentary materials of importance to the study of the American Revolution and the establishment of our Federal Government; now, therefore, be it

Resolved, That this Council, meeting at San Francisco on October 15, 1971, respectfully requests the Congress of the United States to increase the appropriations made available to the National Historical Publications Commission for use as grants to encourage and assist nonprofit educational institutions, historical societies, libraries, and others in collecting, preparing for publication, and publishing the papers of the Nation's leaders and the papers reflecting the history of our people.

The Council took up the subject of the site for the 1972 annual meeting. Petitions signed by 105 persons were received, requesting the Council to reconsider its decision to designate Columbus, Ohio, as the site and instead to relocate it in New Orleans. (At this point, Secretary Warner returned to the meeting and resumed taking the minutes.) The matter in all of its aspects was discussed at great length. Members of the Council examined reasons for making the change and the possible consequences of moving the meeting back to New Orleans, particularly in the absence of a specific invitation to return there. Mr. Finch moved that the Council, after reviewing the equities of the situation, reaffirm its decision to meet in Columbus in 1972. Mr. Evans seconded the motion, and the Council approved it unanimously.

Future meeting sites were discussed in general. Mr. Finch raised the

question of avoiding conflict with the Jewish holidays for the annual meeting. He pointed out that there is a conflict next year and moved that the Society try to reschedule if possible. The motion, seconded by A. K. Johnson, Jr., passed unanimously.

President Lee announced the SAA-sponsored joint sessions: at the American Historical Association meeting in New York in December and the Organization of American Historians meeting in Washington in April 1972. He announced that the Council would meet next at the New York Hilton on December 28, the same day as the SAA-AHA luncheon session. He asked the secretary to reserve a bloc of rooms for Council Members at the New York Hilton for that meeting.

Mr. Evans introduced, and Edward Johnson seconded, a motion that the meeting be adjourned. The motion carried, and the President adjourned the meeting at 5:55 p.m.

ROBERT M. WARNER, *Secretary*

Report of the Committee on the Archives of Science

Work has continued on an attempted evaluation of the types of papers a scientist creates and saves and of their importance for preservation. The committee has agreed on certain categories, but there are some about which questions have been raised and others about which none of us seems to know anything.

The next year should see the completion of this evaluation, for we hope to formulate acceptable answers to all questions this year.

MURPHY D. SMITH, *Chairman*

Report of the Committee on Audiovisual Records

At the beginning of the year the committee set the following goals: to distribute a preliminary audiovisual interest questionnaire to SAA members; to investigate present and future technologies that might contribute to the development of a more satisfactory medium for the preservation of color motion pictures and television; and to increase public awareness of the need to preserve audiovisual materials, partly by identifying other organizations that might help mobilize support of the preservation task.

The questionnaire was distributed to SAA and University Film Association members. Of the 289 responses, 284 were usable. The responses indicated that 61 organizations (21 percent) have substantial audiovisual collections, 117 (41 percent) have middling collections, and 106 (38 percent) have small collections. Concerning the level of activity of their collections, the respondents' replies show that 44 organizations (15 percent) have high levels, 69 (24 percent) have moderate levels, 116 (41 percent) have light levels, and 55 organizations (20 percent) have no activity. Of the 284 respondents, 247 (87 percent) evinced further in-

terest in the committee's work, either by stating a willingness to complete a more detailed questionnaire or by asking to receive information from the committee on problems of audiovisual work.

As a result of the interest expressed by the questionnaire return rate, the committee should distribute the second, comprehensive questionnaire as soon as possible. A mid-year meeting of the committee should be held to discuss the results of the first survey and to rewrite the detailed survey.

The chairman and committee member Sam Kula conferred with members of organizations interested in audiovisual archives. The National Endowment for the Arts, National Science Foundation, Vanderbilt University, American Historical Association, American Film Institute, and Association for Recorded Sound Collections were all contacted and agreements reached on the exchange of information at the committee level. The chairman and Mr. Kula should continue to work with groups interested in developing new preservation and display media. The National Endowment for the Arts and the National Science Foundation seem particularly disposed to investigate this area.

Because of the growing interest of many organizations, a joint meeting of representatives from these organizations should be encouraged. More information should be exchanged in order to understand the common and divergent goals of these institutions and to prevent overlapping activities. The Society ought to communicate with the AFI, the AHA, and other organizations capable of underwriting such a meeting.

JOHN B. KUIPER, *Chairman*

Report of the Committee on Buildings and Technical Services

At its organizational meeting in Washington in October 1970, the committee considered a variety of activities and projects of possible value to the Society and the profession. After considerable discussion it was agreed that any useful long-term program in the areas of buildings and technical services should be based upon a thorough familiarity with the current situation in the United States and Canada. To obtain the basic data needed for such a study, the committee decided to devote its major effort to the development of a comprehensive questionnaire to be sent to all archival depositories in the two countries.

The final form of this questionnaire represents input and comments from virtually all committee members and from other interested and knowledgeable members of the profession who were invited to review the draft. The committee intends to have subcommittees tabulate and analyze the data gathered through the questionnaire, probably by type of depository (Federal, State, college or university, church, manuscript repository, etc.). Then the committee will inform Society members through a series of published articles of where we stand and what are our specific problems and needs in regard to buildings and technical services. The full data, including copies of blueprints or other plans,

would be made available to members and institutions planning new buildings, renovations, or additions to existing facilities.

A second activity of the committee has been the preparation, by the chairman and two members, of a draft standard for certified microfilm copies of public records. This draft standard was circulated for review and comment, and a copy of the final version was presented by the chairman at a meeting of the National Microfilm Association in Washington earlier this year. Following the submission, the chairman was notified that the draft standards had not been accepted by the NMA Standards Committee, primarily because it did not approve the destruction of certain classes of records unless they had been copied on roll microfilm that met archival standards of quality, arrangement, and certification.

FRANK B. EVANS, *Chairman*

Report of the Church Archives Committee

Because of the extreme diversity, the many variations and a host of differences existing among church archives, the committee had to address itself to these differences and take into consideration such matters as untrained part-time workers, limited budgets, voluntary help, substandard facilities, the absence of policies and procedures, individualism and a host of other unique problems. Although we are not aware of any new archival agencies dealing with ecclesiastical resources, the number of depositories in this area still stands at over five hundred.

The committee, therefore, had to address itself to the host of practical problems as well as its general objectives. To achieve these more effectively, the committee was again subdivided into four work-study groups, namely: Public Relations and Promotion, under the chairmanship of Earl E. Olson; Symposia and Workshops, under the chairmanship of V. Nelle Bellamy; Finance and Foundations, under the chairmanship of Brooks B. Little; and Coordination and Literature, with the undersigned as chairman.

The subcommittee on Public Relations and Promotion is working on methods to improve the image of archivists and archives in order to make the transmission of resources and reference and research services more effective. Membership recruitment for the Society among church archivists also is a part of the subcommittee work.

Because of the unique problems confronting the church archivist, the subcommittee on Symposia and Workshops is dealing with such matters as in-service training for part-time workers, dialog among church archivists, and special educational features through such media as regional workshops. First efforts, of course, are made to inform other church archivists of existing conferences and symposia. In addition, the subcommittee is attempting to establish regional conferences for such areas where there is a particularly heavy concentration of part-time church archivists. Because of the lack of funds, implementation of such regional conferences still lies in the future.

One of the most pressing problems in church archival work is the lack of adequate funding. As a result, the subcommittee on Finance and Foundations has been making limited studies on salaries of full and part-time church archivists. In addition it has considered foundations' help and attempted to offer guidance to church archives desiring to tap such a source. The committee further attempts, on request, to counsel agencies in other financial matters.

Church archival work, along with other denominational activities, has felt the current economic pinch. This may be one of the reasons why it has been somewhat difficult to enlist the aid and support of some of the workers in this area either in special projects or in the general work of this committee. Other involved and busy full-time church archivists carry heavy burdens in their own denominations. One of the casualties from the financial point of view during the past period was the discharge of the archivist of the National Council of Churches for purely financial reasons. Our committee has been alert to such situations, and further has addressed itself also to the problem of providing guidance on church archives when mergers are planned among denominations.

AUGUST R. SUELFLOW, *Chairman*

Report of the Committee on Collecting Manuscripts

During this past year the committee has concentrated on refining and completing the draft standards that the outgoing chairman presented in 1970. A special subcommittee, headed by James O'Neill, Special Assistant to the Archivist of the United States, has handled this most difficult problem. Several statements have been produced and, with the concurrence of the committee at the San Francisco meeting, will be sent on the Council. As the other statements are finished, they will be similarly sent on for Council consideration and action.

During the year the chairman also solicited from members suggestions on ways in which the committee can better serve the objectives of the Society.

The major thrust of the committee has been cleaning up old business. With that work approaching its conclusion, the committee is looking forward to taking up some of the problems encountered by Society members in the area of collecting personal papers and manuscripts.

The major committee accomplishment in the past year was opening communications between committee members and the rest of the Society. We look forward to continuing results from this new dialog.

JOHN E. WICKMAN, *Chairman*

Report of the Committee on College and University Archives

The Committee on College and University Archives has prepared an annotated bibliography for final approval at the San Francisco meeting.

At that meeting the committee will also discuss the possibility of issuing a new formal directory.

RUTH W. HELMUTH, *Chairman*

Report of the Committee on Education and Training

The chairman, with the assistance of Mr. Delgado, circulated a questionnaire to all persons in the United States and Canada who are giving education and training courses in archives. This elaborate questionnaire has been tabulated and a draft will be prepared summarizing the results. This preliminary report will be available for the members of the committee and members of the Council at the San Francisco meeting.

ROBERT M. WARNER, *Chairman*

Report of the Committee on International Archival Affairs

The first meeting of the Committee on International Archival Affairs was held in Washington, D.C., on September 29, 1970. This meeting was devoted to exploring possible ways of increasing the effectiveness of the committee by expanding its role and developing practical and useful projects. The last year has been spent in following up suggestions made at that meeting.

Liaison with the International Council on Archives will continue to be a major activity of the committee, and it is maintained chiefly by committee members James B. Rhoads, a member of the Executive Committee, by Morris Rieger, Deputy Secretary General of ICA, and Peter Walne, Associate Editor of *Archivum*. They will bring to the attention of the committee matters concerning which the support of the SAA is required. Recent examples are the promotion of individual and institutional memberships and support for an advisory committee report to Unesco recommending increased staff and budget for archival development. Morris Rieger has been appointed chairman of the ICA Committee on Technical Assistance to Developing Countries, Wilfred Smith has been appointed to the Unesco International Advisory Committee on Documentation, Libraries and Archives. Invitations have been sent to the ICA for the meeting of the Table Ronde in Ottawa in 1974 and for the Congress in Washington in 1976. Messrs. Rhoads and Rieger are engaged in preparations for the Moscow Congress in 1972.

As nearly 20 percent of the SAA consists of members from approximately 50 countries, the committee feels that an effort should be made to increase the coverage of news relating to foreign archives for the *American Archivist*. Arrangements are being made in cooperation with the Editor of the *American Archivist*, the National Archives, and *Archivum* for a section on foreign news.

An effort has been made to utilize more effectively the Asia Fund,

which was established to provide free memberships to the Society of American Archivists and travel grants for archivists from Asia. A notice has been published in the *American Archivist*, and the cooperation of the embassies of Asian countries in Washington may be sought.

An international anthology of important articles on archives project would make readily available in one language, in a logically organized volume, a collection of the best of modern archival literature. A sub-committee was appointed to prepare a concrete proposal, and discussions have been held with a potential editor.

Discussions are being held with the editorial staff of *Archivum* to prevent duplication of publications and to select areas where the SAA can supplement the work of the ICA.

WILFRED I. SMITH, *Chairman*

Report of the Ad Hoc Committee on Machine-Readable Records

At the beginning of the year the committee felt the most useful and immediate contribution it could make to SAA members was to have the chairman prepare an article for the *American Archivist* on how to inventory machine-readable records. The article has been drafted but not yet distributed to the committee for comment on how it might be improved.

During the year the National Archives accessioned its first reels of magnetic tape. The essence of the accessioning process is an accompanying inventory. It permits reference service by the archival agency. Giving the requester a copy of the inventory (sometimes in machine-readable form) makes it possible for him or her to have immediately the desired access to the information on the computer tape.

During the year, the American National Standards Institute became deeply involved in information interchange, and the Federal Government established two technical groups to identify and work on the barriers to be overcome. Though archivists have authority to require whatever documentation is needed to make permanently valuable machine-readable records usable, they are in a much stronger position if the documentation is standard for all tapes being transferred from one organization to another. The number of magnetic tapes now being transferred is much larger than generally realized. Within the Federal Government, for example, at least 100,000 tapes are annually interchanged by agencies.

EVERETT O. ALLDREDGE, *Chairman*

Report of the Committee on Oral History

The major objective of the committee during the past year was to gather data on the status of oral history within the archival profession. We felt this was needed before the committee could embark on a definite

program of value to the entire SAA membership. A questionnaire was prepared and distributed in the Spring of 1971, the results of which have not been completely tabulated. The immediate plans of the committee are to discuss the tentative findings of the survey, prepare a comprehensive report on the significance and implications of each segment of the survey and use this report as the basis for developing a set of projects and objectives for the committee.

The committee sponsored two sessions on oral history at the 1971 San Francisco Conference. A number of members of the committee continue to be active in the affairs of the Oral History Association. The committee believes this coordination between the SAA and the OHA to be one of the important tasks of our committee.

JOHN STEWART, *Chairman*

Report of the Committee on Preservation Methods

There are two basic problems involved in the conservation and/or preservation of recorded information, whatever the media on which such information is recorded or stored. 1) What can we do about what has already been recorded and is deteriorating or in danger of deterioration, and 2) How can we avoid or prevent a recurrence of these problems in future? The Ad Hoc Committee on Paper Research has been faced with some high priority aspects of the second of these problems.

The committee has watched with interest the various developments in the field of preservation methods. These have involved the Library of Congress and other research laboratories, the growing number of training institutes in preservation methods, the attack on the problem of adequate standards for materials and processes, and, particularly, the wide geographic distribution of such research and development and educational activities.

Articles and reports on findings of interest to all concerned with preservation methods abound in periodicals. The literature in pamphlets, near-print form (and generally in small editions) of what makes better preservation methods essential to the conservation of knowledge is substantial.

JOHN C. L. ANDREASSEN, *Chairman*

Report of the Committee on Records Management

The Committee on Records Management has outlined a manual on records management. The outlines have been reviewed, and instructions given for their completion.

An annotated bibliography and index of records management literature is still in the working stages. The task is formidable, but the work outline has been fairly well defined.

The committee is vitally concerned that more people who work directly in records management should be involved in the Society, particularly if archivists are to remain conversant with modern records management. The committee feels that some study of the role of records management within the Society should be undertaken; perhaps this would be a suitable project for the coming year. In any event the committee believes that its members should be top professionals concentrating their efforts on the dissemination of records management to the rest of the Society.

GERALD L. HEGEL, *Chairman*

*Report of the Committee on Reference, Access, and
Photoduplication Policies*

Over the past year the committee has been considering standards on access and photoduplication. On some points it is evident that there is unanimous agreement; on others, the members of the committee seem to have far differing views.

Besides its work on standards, the committee was instrumental in suggesting several programs for the annual meeting in San Francisco. A committee suggestion for a session on security classification had to be laid aside for lack of speakers, but I strongly recommend this topic again for next year because it is a pertinent and basic one.

MARY LYNN MCCREE, *Chairman*

Report of the Committee on State and Local Records

During the year, 17 Society members contributed much time and effort to the work of the committee. The *Directory, State and Provincial Archivists and Records Administrators, 1971*, was published through the cooperation of the Tennessee State Archives. It contains valuable information on operational programs, budgets, staffing, and records center operations as well as addresses and information on organizations. A bibliographic guide for State and local archives in State and Provincial depositories has progressed through the final compilation stage and is now ready for composition work and publication. Work has also progressed well on three other studies, although none of them is ready to be published: a Manual on Administrative Control of Archival Collections, a Survey of Retention and Disposal Schedules, and a Salary Survey. The committee assumed responsibility for a discussion session at the 1971 Conference entitled "Public Records: Yesterday, Today, and Tomorrow."

EDWARD N. JOHNSON, *Chairman*

Report of the Committee on Techniques for the Control and Description of Archives and Manuscripts

The most important achievement of the committee in terms of its long range implications was the establishment of a formal program of aims and objectives. After correspondence with the committee members, this program was submitted to the Council for its approval. No official word was received from the Council and, therefore, we have assumed that it was acceptable.

Some of the basic research for a plan of action has been accomplished by members of this committee. Frank Burke, in conjunction with his work on SPINDEX, presented to the committee his report on a survey to determine the nature of archival and manuscript finding aids. This report was augmented during the year by a canvas of 23 State archival institutions. Barbara Fisher submitted a report on "Descriptive Publications of Archives and Manuscript Repositories in the Pacific Northwest." Two reports on the use of "catalog" cards were also submitted. One, by Richard C. Berner, deals with the subject of "Manuscript Catalogs and Other Finding Aids: What Are Their Relationships?" [published in the *American Archivist*, 34:367-372 (Oct. 1971)—Ed.]. John B. White, using his experience as past Director of Library and Archives at the Nebraska State Historical Society (1950-63), wrote a report on "The Use of Cards in the System of Records and Controls for Archival and Manuscript Collections." Our Canadian committee member Ian E. Wilson and Mike Carroll, a former committee member, have established a Committee on Reference Systems, under the auspices of the Archives Section of the Canadian Historical Association. A final report of this committee will be presented to the CHA in June 1972. Reports from other committee members on other types of finding aids (e.g., guides, inventories, calendars, registers) were not presented to the committee this year. Copies of any of these reports can be obtained from myself or from Frank Burke.

DAVID C. MASLYN, *Chairman*

Report of the Ad Hoc Committee on Terminology

The Ad Hoc Committee on Terminology has accomplished the beginning of a glossary of terminology. The list of terms to be included has been compiled and submitted to the members of the committee. Each member has been requested to define the terms insofar as he regards them within his own field of competence.

Frank Evans has suggested that we might make better progress by reducing the number of people actually working on the definition process, obtaining a foundation grant to assist in the actual work, and then submitting a semi-finished glossary to the committee for review. We are taking this proposal to the Council at the annual meeting and are making plans to proceed with the glossary whatever the outcome.

WILLIAM L. ROFES, *Chairman*

Report of the Committee on Urban and Industrial Archives

At the September 29, 1970, committee meeting, it was agreed to continue the division of the committee into three subcommittees (Labor, Business, and Social and Civic Archives). The committee voted to complete the drafting of three brochures to publicize the advantages of retaining valuable institutional records. Dr. Williams suggested that we seek the aid of scholarly societies in distributing the brochures. The chairman proposed that the committee begin by noting in scholarly journals the availability of the three drafts. The three drafts were completed and publicized in the *AHA Newsletter* (January 1971) and *Labor History* (Spring 1971). Upon requests generated by these notices copies of the set of three were sent to 24 people.

Proposals for developing, as companions to the completed directory of business archives, directories for labor, social, and civic groups did not proceed beyond the discussion stage in order to concentrate efforts on the preparation and distribution of the brochures.

To gather data on machine-readable records and documentation of the social concern of business (urban redevelopment, racial and ethnic relations, protection of the physical environment) the chairman sent a brief questionnaire to selected firms. The Ford Motor Co. was the lone positive response to his inquiry about the preservation of data in machine-language form. The Coca-Cola Co. is retaining records on the improvement of conditions among company migratory workers, its program for "equal employment opportunities," the "ethnic" markets, and the operation at a loss of recycling plants.

MEYER H. FISHBEIN, *Chairman*

OTHER PROFESSIONAL ASSOCIATIONS

International Council on Archives

The 7th International Congress on Archives will be held in Moscow on August 22-25, 1972. The plenary sessions of the Congress will discuss relations between government and administrative archives, new archival techniques, finding aids, and archives of developing countries. Considered in the three sectional sessions will be archives of literature and art, audiovisual archives, and archives relating to architecture. Working languages of the Congress will be English, French, German, and Russian. For participants the fee will be \$12, and for accompanying persons it will be \$6.

For further information about the Congress, write the Organizing Committee, 17 B. Pirogovskaya Street, Moscow G-435, U.S.S.R. The Society of American Archivists will soon make an announcement about low-cost air transportation to Moscow.

Oral History Association

The Oral History Association has published a *Bibliography on Oral History*, compiled by Manfred J. Wasserman of the History of Medicine Division, National Library of Medicine. The bibliography lists 201

citations published through 1970. The work includes an annotated listing of "twenty selected books incorporating oral history material" and contains an author and subject index. The 40-page volume is available for \$2 from Knox Mellon, Treasurer, Oral History Association, Immaculate Heart College, 2021 North Western Avenue, Los Angeles, Calif. 90027. ¶ The association has also published *Oral History in the United States: A Directory* [reviewed on p. 65 of this issue—Ed.]. The 120-page work is available for \$4 from the Association, Box 20, Butler Library, Columbia University, New York, N.Y. 10027.

NATIONAL ARCHIVES AND RECORDS SERVICE

President Nixon formally opened the Bicentennial Era in the National Archives Building July 3, 1971, with a televised observance of the adoption of the Declaration of Independence. Speaker of the House Carl Albert and Chief Justice Warren E. Burger also participated in the celebration arranged by the American Revolution Bicentennial Commission.

Office of the Archivist

"Information Management in the Computer Age" was the topic of a keynote speech by James B. Rhoads, Archivist of the United States, at the June 28 meeting of the Association of Records Executives and Administrators in New York City. Dr. Rhoads pointed out that the electronic computer and allied mechanization have already changed the face of recordmaking and recordkeeping and emphasized that the total systems approach holds the clue for records management in the future.

Office of the National Archives

"The National Archives and Research in Historical Geography," the ninth in a series of conferences sponsored by the National Archives and Records Service, was held November 8-9, 1971, in the National Archives Building. Approximately 200 invited guests discussed Negro population; exploring, surveying, and mapping; transportation, commerce, and industry; and rural and urban settlement.

Plans are also underway for a National Archives conference on research in Federal records relating to the American Indian to be held June 15-16, 1972. The Advisory Committee for this conference, the 10th in the series, consists of Francis P. Prucha, S.J., Marquette University; William T. Hagan, State University College (New York); and Lawrence C. Kelly, North Texas State University. Further information is available from Jane F. Smith, National Archives and Records Service, Washington, D.C. 20408.

A new Microfilm Research Room has been opened in the National Archives Building. The facility currently houses 41 microfilm readers and has space for additional machines.

Recent National Archives accessions include U.S. Senate records, primarily from the 88th-90th Congresses (1963-68). There are Judiciary Committee legislative docket files (90th Congress) and nomination papers (91st Congress) and records of the committee's Subcommittee To Investi-

gate Juvenile Delinquency (1961–68) concerning juveniles and narcotics, firearms legislation, pornography, and television. The Subcommittee on Veterans Affairs records relate to the “Cold War GI Bill” (1950’s–60’s) for peacetime veterans’ benefits. Records of the Subcommittee on Employment, Manpower, and Poverty cover the legislative history of “war on poverty” bills (1960’s). General records including original bills and resolutions of the 90th Congress and credentials of Senators (1970); Committee on Labor and Public Welfare records (1957–70); and 88th Congress records relating to the 1963 Nuclear Test Ban Treaty (“Executive M”) and the Chamizal Convention with Mexico (“Executive N”) were also received. Legislative and correspondence files were accessioned for the following committees: Agriculture and Forestry (1963–66), Commerce (1962–69), District of Columbia (1965–68), Interior and Insular Affairs (1958–69), Public Works (1967–68), Select Committee on Small Business (1963–69), and Joint Committee on Atomic Energy (1955–70). Also accessioned are papers of Frederick P. Lee, Special Counsel to the U.S. Department of Agriculture, relating to drafting agricultural legislation in the 1930’s, the 1938 Agricultural Adjustment Act, proposed drafts and legislative history of bills, Federal administrative procedures, and the 1946 Administrative Procedure Act.

Among other recent accessions are the Alaska International Rail and Highway Commission master files (1956–61), chiefly Executive Director’s “Subject File,” general correspondence, hearings, reports, studies, and publicity materials; the records (1965–70) of the Atlantic-Pacific Inter-oceanic Canal Study Commission established to study the feasibility of and recommend the most suitable site for a sea-level canal connecting the Atlantic and Pacific Oceans, including supplemental studies, correspondence, and drafts and final copies of reports on national defense, foreign policy, engineering, and shipping. The records of the National Council on Marine Resources and Engineering Development, 1966–71, contain correspondence, minutes, contracts, and administrative records of the commission that advised and assisted the President on a long-range program for marine science and technology. The first records of the Office of Economic Opportunity to be accessioned contain correspondence concerning the Job Corps’s formative years, public pressures on the agency, and narrative accounts of the Community Action Program. Also included are press clippings (1964–69) relating to the antipoverty program and OEO’s role in it.

Diaries of Edward S. Stettinius, Secretary of State (1944–45) have been accessioned. The eight binders of records contain a day-by-day account of Stettinius’s official activities but do not cover his role in the Yalta, Chapultepec, and San Francisco Conferences. Permission to examine the records of the “restricted period” (currently 1942–45) must be obtained from the Historical Office, Department of State, Washington, D.C. 20520.

The National Archives has received 17 volumes of Geological Survey records (1882–1906) concerning the establishment of triangulation and astronomical stations in most of the Western United States; in the Indian

Territory; and in New York, Maine, and some other Eastern States. The records consist chiefly of mathematical data.

Approximately 400 microfiche and paper copies of German documents (1939-45) relating to nuclear research have been transferred by the Atomic Energy Commission. They were collected by the Alsos Mission during and after World War II and transferred to the Atomic Energy Commission with the records of the Manhattan Engineer District. The Commission returned the original records to the Federal Republic of Germany in 1970.

"Forbes' Purchase," a manuscript map containing historical and legal data (1804-42) for land between the Apalachicola and St. Mark's Rivers, Florida, has been presented to the National Archives by J. Edwin White of Tallahassee. Also received was an original seven-page manuscript map of the Santa Fe Trail, based in part on aerial photographs and early maps from National Archives holdings, compiled by Hobart E. Stocking, Oklahoma State University. Approximately 500 maps (1901-63) from the Bureau of Land Management relating to forestry, wildlife refuges, reservoirs, and land utilization have been received. Manuscript and annotated maps show rights-of-way for highways; roads; gas pipelines; and telephone, telegraph, and transmission lines on Indian lands (1947-58).

Recent National Archives publications include Microfilming of Revolutionary War Records Announcement No. 2: M804—Revolutionary War Pension and Bounty Land Warrant Application Files, D-G and M805—Selected Records From Revolutionary War Pension and Bounty Land Warrant Application Files, G-L; lists of National Archives Microfilm Publications Relating to Tennessee and National Archives Microfilm Publications Relating to World War II; General Information Leaflet No. 19, *The Washington National Records Center*; and Special List No. 24, *Federal Population and Mortality Census Schedules, 1790-1890, in the National Archives and the States: Outline of a Lecture on Their Availability, Content, and Use*, compiled by W. Neil Franklin. Records recently microfilmed by the National Archives are Letters Received by the Secretary of the Treasury Relating to Public Lands, "N" Series, 1831-49 (23 rolls); Letters Received by the Secretary of the Treasury Relating to the Subtreasury System, "U" Series, 1846-60 (23 rolls); Records of the Minnesota Superintendency of Indian Affairs, 1849-56 (9 rolls); Interior Department Appointment Papers: Territory of Colorado, 1857-1907 (13 rolls); Schedules of the Florida State Census of 1885 (13 rolls); and Appellate Case Files of the United States Circuit Court for the Southern District of New York, 1793-1845 (8 rolls).

Regional Archives

In fiscal year 1971 the 14 Federal Records Centers, 11 of which have Regional Archives Branches, accessioned over 1.2 million cubic feet of records and performed 9.2 million reference services for Federal agencies and the public. The centers house 11.2 million cubic feet (almost 39 percent of all Federal records).

CHICAGO: The Archives Branch has accessioned the records (1863-1946) of the U.S. District Court, Western District of Wisconsin (Madison) concerning railroad development, land speculation, bankruptcy, and naturalization; and admiralty and other records from the old U.S. Circuit Court (1870-1912). Records (1855-1946) of the U.S. District Court, Northern District of Ohio (Cleveland and Toledo) have been received. They relate to Great Lakes shipping, prohibition, patents, copyrights, bankruptcy, and naturalization. Also accessioned were U.S. District Court records (1837-1946) for the Southern District of Indiana (Indianapolis) including civil and criminal cases and pertaining to Civil War draft evasion, canal and railroad development, and automobile bankruptcy. Holdings of U.S. District Court records within the Branch now total 17,939 cubic feet. Internal Revenue Service Assessment Lists have been received for the First District of Michigan, 1914-17; First and Second Districts of Wisconsin, 1876-1917; Columbus, Ohio, 1906-17; and Springfield, Ill., 1908-17. The Roster (1893-1920) of Officers and Employees, First District of Michigan, was also accessioned.

FT. WORTH: The Archives Branch has accessioned U.S. District Court records for the Eastern District of Oklahoma (Muskogee), chiefly criminal cases, equity and law cases (mixed), and territorial court dockets.

SAN FRANCISCO: The Archives Branch accessioned correspondence, agency narrative and statistical reports, records of agency schools, census rolls, and other vital statistics of the Bureau of Indian Affairs, Northern California and Nevada Agencies (1920-53). ¶ The Branch has published proceedings of two recent archival symposiums. The 1970 proceedings deal with 20th-century California historical source materials. The 1971 proceedings describe various source records for the history of the Southwestern United States and the Pacific Ocean area in the 18th and 19th centuries. Both are available upon request from the Chief, Archives Branch, Federal Records Center, GSA, Building 1, 100 Harrison Street, San Francisco, Calif. 94105.

SEATTLE: The Archives Branch has accessioned customs records (1851-1913) from the Puget Sound area concerning curtailing the illegal entry of aliens and smuggling untaxed opium and liquor, with the resultant loss of Federal tax dollars and the deleterious effects of drugs on health.

Herbert Hoover Library

Among the recent accessions of the Library are electrostatic copies of selected records of the President's Organization on Unemployment Relief (1931-33), relating to the 1921 Unemployment Conference, business cycles, and social trends. Also received was correspondence between President Hoover and William C. Mullendore, a member of the Second Hoover Commission and an administrative assistant to Hoover (1922-23) who also served on the U.S. Food Administration and the American Relief Administration. Although largely social, the correspondence includes political observations and references to World War II food problems and Hoover's speeches and writings.

Franklin D. Roosevelt Library

Recent accessions of the Library include a small addition to the Elbert Thomas papers from the University of Utah Library. It comprises mostly printed and processed material and includes correspondence with Cyril Clemens. Over 60 tape recordings of speeches by President Roosevelt, Louis McHenry Howe, speakers at the Harvard College Tercentenary Celebration, and 1940 Dutchess County Democratic candidates were received. Also accessioned was a collection of photographs by Interior Department photographers of Roosevelt's activities in and around Washington (1936-45), including approximately 100 shots of the White House. Some papers of Marshall E. Dimock, Second Assistant Secretary of Labor, 1938-40, have also been received. They cover the mid-1930's to the early 1960's. ❧ Selected material declassified by the Joint Chiefs of Staff has been opened in the President's Map Room papers, the President's Secretary's File, and the Official File.

An editorial advisory board of seven historians has been appointed for the Franklin D. Roosevelt and Foreign Affairs publication project at the Library. Members of the board, which held its first meeting at the Library in October, are John Morton Blum, Yale University; E. David Cronon, University of Wisconsin; Robert H. Ferrell, Indiana University; Lloyd C. Gardner, Rutgers University; William E. Leuchtenberg, Columbia University; Ernest R. May, Harvard University; and Forrest C. Pogue, George C. Marshall Research Library and Foundation. The first three volumes, edited by Edgar M. Nixon, were published in 1969. The fourth volume is being edited by William J. Stewart.

Harry S. Truman Library

The Library has accessioned the papers of Henry F. Grady, president of the American President Lines (1941-47) and Ambassador to India (1947), Greece (1948), and Iran (1950). The papers (1944-57) include correspondence, memoranda, reports, speeches, and published materials and Grady's unpublished manuscript "Adventures in Diplomacy."

The Harry S. Truman Library Institute for National and International Affairs has announced the opening of its biennial competition for the \$1,000 David D. Lloyd prize for the best book on the Truman period published between January 1, 1970, and December 31, 1971. To be eligible, books must deal with Truman's public career or some aspect of U.S. social and political development from April 12, 1945, to January 20, 1953. Special consideration may be given to books resulting from research using the resources of the Truman Library, but this is not a requirement. Two copies of each book should be sent to Thomas C. Blaisdell, Jr., Department of Political Science, 210 Barrows Hall, University of California, Berkeley, Calif. 94720. All entries must be submitted by January 20, 1972.

Dwight D. Eisenhower Library

The Library has recently accessioned the papers (1916-60) of Donald A. Quarles, Assistant Secretary of Defense for Research and Development, Secretary of the Air Force, and Deputy Secretary of Defense during the

Eisenhower Administration. There are materials related to Quarles' associations with the American Institute of Electrical Engineers, the Engineers Joint Council, and the United Engineering Trustees; papers concerning his appointments and activities within the Defense Department including missile and aircraft development, military appropriations, and the reorganization of the Department; and biographical data, genealogical papers, awards, citations, and honorary degrees. The Library has also received records (1954-55) of the President's Advisory Committee on a National Highway System (the Clay Committee) concerning constructing and financing highway systems, chiefly testimony at public hearings and rough drafts, charts, and maps used in writing the Committee's final report.

John F. Kennedy Library

The John F. Kennedy Library, at its temporary site in the Federal Records Center, Waltham, Mass., has opened to research a second large part of President Kennedy's papers. The material includes the balance of the unclassified White House Central Subject Files, the White House Name File, and the President's daily appointment books. Also open without restriction are microfilm and paper copies of records from several Federal agencies. The papers of Burke Marshall, Assistant Attorney General for Civil Rights, 1961-64, are also available. They include Fund for the Republic papers (1958-59) and concentrate on Marshall's activities as head of the Justice Department's Civil Rights Division under Robert Kennedy. Part of the microfilm papers of William Josephson, Special Assistant to the Director, Deputy General Counsel, and General Counsel of the Peace Corps, 1961-66, have been opened. The six open rolls—Josephson's unclassified Peace Corps chronological file (1961-66)—relate to legal aspects of Peace Corps policies, legislation and appropriations, specific programs in the field, and personnel matters. Permission of the donor is required for access to the four rolls still restricted. Also opened are oral history interviews with Leonard Bernstein, Charles Cole, Wilbur Daniels, Stanley Fike, Edward Folliard, August Heckscher, Philip Kaiser, Joseph Keenan, Joseph Kraft, Lee Loevinger, Marie McGuire, Patrick Mulkern, Clement Norton, Daniel O'Brien, Myer Rashish, Thomas Rees, Norbert Schlei, and John Sharon. Permission of the donor is required for access to the Bernstein, Kaiser, and Sharon material.

National Historical Publications Commission

The Commission has awarded a grant of \$22,500 to the Rhode Island Historical Society for the first year of a 5-year project to assemble and edit the papers of Nathanael Greene, the Rhode Island Revolutionary War hero. The Federal grants will be augmented by funds from the Greene Memorial Association and the Rhode Island Bicentennial Commission. As part of the project, 10,000 letters of General Greene, which are now located at the society's library, the William L. Clements Library of the University of Michigan, the National Archives, and other institutions, will

be assembled, edited, and printed in a three-to-five volume selected edition and then microfilmed for future scholarly research.

The Commission and the Center for Textual and Editorial Studies in Humanistic Sources, University of Virginia, announce that they will jointly sponsor an Institute for the Editing of Historical Documents to be held in part at the National Archives and in part at the University of Virginia, Charlottesville, August 14-25, 1972. Instruction, in which several leading editors of documentary publications and the staffs of both sponsoring institutions will participate, will be devoted to all phases of documentary editing, from planning and organizing appropriate editorial projects to searching for and selecting, transcribing, and editing documents for publication. Special problems in establishing and reproducing correct texts will be considered as well as appropriate annotation. The number of participants will be limited to 20, who will be selected from all applicants and awarded scholarships covering tuition, travel, and lodging expenses. Candidates should hold at least the master's degree in American history or American civilization, and should submit a statement of reasons for their interest and a short biographical sketch by March 15, 1972. Letters from faculty advisers and other persons active in the historical profession are welcome but not necessary. Examples of writing and editing in the field of history are more important. More detailed application forms will probably be sent to those who appear qualified in order to make the final selections, which we hope will be announced by May 1. Inquiries and applications should be addressed to the Executive Director, National Historical Publications Commission, Room 100, National Archives Building, Washington, D.C. 20408.

Office of the Federal Register

The 1971/72 *United States Government Organization Manual* describing the organization and functions of Federal agencies is now on sale. This edition contains Sources of Information listings covering consumer and environmental activities, services to small businesses, employment information, information on the availability of speakers and films for educational and civic groups, and other areas of public interest. Copies can be obtained for \$3 from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402.

Office of Records Management

The National Archives and Records Service sponsored a National Symposium on Source Data Automation and the Years Ahead in the New York Coliseum, October 26-27, 1971. Held in conjunction with the Business Equipment Manufacturers Association equipment show, the symposium featured speakers from Government and industry presenting state-of-the-art reports and case studies.

Managing the Mail, a records management handbook, emphasizes the tasks in planning and designing a system for effective and economical handling of agency mail. Although it is primarily concerned with the responsibilities of a mail manager in organizing and managing the overall

agency mail system, it also provides how-to-do-it guidance on effective techniques and procedures for processing the individual mail pieces within an agency. Copies of this 94-page handbook are available for \$1 a copy from Superintendent of Documents, Government Printing Office, Washington, D.C. 20402.

LIBRARY OF CONGRESS

James Howard Hutson has been named Coordinator of American Revolution Bicentennial Programs in the Library of Congress. As Coordinator of the Library programs, Dr. Hutson will direct the staff of professional historians in the American Revolution Bicentennial Office and coordinate Bicentennial projects undertaken in other Library divisions. Already published are bibliographies, facsimilies, and other materials; in press is a guide to the Revolutionary War manuscripts in the Library; and in preparation is a major documentary work, *Letters of Delegates to the Continental Congress*. The first of a series of symposia on the American Revolution is planned for the spring of 1972.

The Library has received from United Artists Corp. the original master negatives of the entire pre-1949 Warner Bros. library of films. Representing two decades of production following the coming of sound, as well as a large selection of silent features, these films have been added to the American Film Institute collection in the Library of Congress that now comprises more than 8,000 motion pictures collected for preservation in the 3 years since the institute's archives program was launched. Included in the films are "Moby Dick" (1930), "Little Caesar" (1930), "Maltese Falcon" (1941); Looney Tunes, Merry Melodies, and Popeye cartoons; and a large selection of sound features produced by Monogram in the thirties and forties.

A series of articles entitled "Resources in France for the American Historian" are featured in the October 1971 issue of the *Quarterly Journal of the Library of Congress*.

Manuscript Division

Recent acquisitions of the Division include significant letters of 22 Presidents—especially the correspondence of Woodrow Wilson with his Secretary of State William Jennings Bryan—and papers of Lillian Gish, whose career has spanned more than half a century and whose correspondence is accompanied by a considerable amount of valuable memorabilia.

SMITHSONIAN INSTITUTION

The Archives of American Art, Washington, D.C., is now engaged in three major film projects. With the cooperation of the North Carolina Department of Archives and History, the Archives has recently finished filming records of Black Mountain College documenting its art program. Now being filmed are the records of the Corcoran Gallery of Art, Washington, D.C., dating from its 1859 founding by William W. Corcoran. The third and last part of the records of the MacBeth Gallery, founded in 1892 by a Scottish immigrant, William MacBeth, are being readied

for filming. Among the artists whose papers have been filmed or otherwise acquired are Arthur Dove, Jack Tworckov, Paula Eliasoph, Cecilia Beaux, William Littlefield, Fritz Bultman, Ernest Blumenschein, art critic Katherine Kuh, and Charles Adams, former director of the New York State Museum at Albany. Diaries, 1923-53, of John Taylor Arms, secretary and later president of the Society of American Etchers, and correspondence and other papers of Will Shuster, 1917-50, were also filmed.

Acquisitions relating to the 19th century include additions to the papers of G. P. A. Healy, with family letters and diaries kept by his daughter from 1866-1900; and correspondence (1836-76) of Hiram Powers and his benefactor, John S. Preston, South Carolina legislator. Institutional records now in the Archives include those of the Howard Wise Gallery, 1950-70, and the Kootz Gallery, both of New York; and the Institute of Contemporary Arts, Boston.

STATE AND LOCAL ARCHIVES OF THE UNITED STATES

Items for this section should be sent direct to Julian L. Mims, South Carolina Department of Archives and History, Capitol Station Box 11,188, Columbia, S.C. 29211

California

Recent accessions by the State Archives include minutes of the State Board of Medical Examiners, 1913-59, with indexes, 1906-29; Mendocino County probate court records, 1859-1921; Department of Education records containing speeches, statements, and syndicated columns of former State Superintendent of Public Instruction Max Rafferty, 1963-70; and committee hearings of the State Senate Committee on Health and Welfare, 1960-69. Accessions to statesmen's papers include additional papers of Congressman William Mailliard of San Francisco. ¶ State Archives Inventory No. 2, *Records of the California Legislature*, was published in 1971. Compiled by David L. Snyder, it is a guide to legislative source materials in the State Archives and to legislative hearing transcripts, which are included within the holdings of the Archives, the Government Publications Section of the State Library, and the Assembly Office of Research. ¶ Restoration and lamination of the 1852 special State census has been completed. The census returns for all counties are available for use.

Connecticut

The Connecticut State Library has accessioned the papers of Gov. John N. Dempsey, 1961-71, and additional gubernatorial papers of Abraham Ribicoff, 1955-61. Other recent accessions include the archives of the State Revenue Task Force, 1970-71, and papers (1938-65) of Raymond Baldwin, former Governor, U.S. Senator, and Chief Justice of the Supreme Court of Connecticut. ¶ The Archives, History and Genealogy Unit has published a leaflet describing its collections, a *List of Church Records*, and a *Preliminary Checklist of Court Records*. ¶ Robert Claus, formerly of the United Nations, joined the staff of the Connecticut State Library last year as Archivist and Head of the Unit.

North Carolina

The Local Records Section has arranged, described, and transferred to the State Archives unbound records of Granville County, some dating from the formation of the county in 1746. Other county records transferred to the State Archives include groups from Bertie, Chatham, Hertford, and Rutherford Counties. Accessions include: English Records, 1663-1779, and Cherokee Indian Records from Swain County, primarily Roll Books and Council Minutes (in English and Cherokee); and 45 motion picture films, most of which had been transferred to the Archives Section from the Division of Historic Sites and Museums and from the Governor's office. ¶ The second volume of *North Carolina Higher-Court Records, 1697-1701* has been published. The volume is a continuation of the new series, *The Colonial Records of North Carolina*. The 620-page book, priced at \$12, may be ordered from the Division of Publications, State Department of Archives and History, Box 1881, Raleigh, N.C. 27602. Also available from the Division of Publications is *North Carolina Troops, 1861-1865: A Roster, Volume 3, Infantry*, compiled by Louis H. Manarin. The volume is \$12, and copies of volumes 1 and 2, *Artillery and Cavalry*, are still in print. ¶ The General Assembly has appropriated \$1,635,000 to the Department of Administration for the construction of a State Archives Annex to house the State Records Center.

Oregon

The legislature has passed a revision of the Public Records Law as it relates to State records. The new law transfers from the Secretary of State to the State Archivist the power to grant authorizations for the destruction of State records. From 1943 to 1969 this power was vested in the Board of Control, consisting of the Governor, the State Treasurer, and the Secretary of State. The State Archivist and the Supervisor of Audits since 1947 have served as advisers to the Board. The new law gives the Archivist the authority to exercise the power for which he has long been responsible. Fiscal records cannot be destroyed without approval of the auditor for the agency concerned, and Federal regulations on the retention and destruction of records must be observed. The State Archivist will revise and expand rules of the Board of Control to implement his work. Since 1947 he has served under the Trustees of the State Library and the State Librarian.

Rhode Island

The Rhode Island Historical Society has been awarded a second year's grant for its film archive by the National Endowment for the Humanities. The new \$18,500 grant will allow the pilot preservation project begun last year to continue and will enlarge its scope by creating a new project to use motion picture archives in the secondary schools of Rhode Island. As part of this new project the society will sponsor an accredited graduate seminar in cooperation with Providence College. The seminar will be conducted by Prof. Patrick T. Conley of the college history department and will offer to a selected number of secondary school social studies teach-

ers the opportunity to study recent Rhode Island history in context with motion picture records of the period. The adaptation of this film to high school courses through written manuals and classroom evaluation will thus become part of a pioneer venture in the use of original visual historical source material. The new grant also includes funding for a series of public lectures in eyewitness history.

South Carolina

Volume 5 of *The Papers of John C. Calhoun* was published in September 1971 by the University of South Carolina Press in cooperation with the Department of Archives and History. Publication of volume 6 is set for summer 1972. ¶ The County Records Survey has completed intensive care programs with public officials in Lexington and Spartanburg Counties, and 120 positive microfilm rolls of Lexington County records are available for research. ¶ Accessions include records of the office of the Tricentennial Commission, chiefly minutes, promotional material, plans and contracts for the construction of the three regional exposition centers, and administrative correspondence. ¶ An introductory pamphlet to Archives Microcopy Number 2, United States Census, Agriculture, Industry, Social Statistics, and Mortality Schedules for South Carolina, 1850-1880 (22 rolls; \$300), has been published. A 45-page handlist, which serves as a guide to the contents of each roll, may be purchased with the film for \$5. Orders may be placed with the Department of Archives and History, Box 11,188, Columbia, S.C. 29211. ¶ Gov. Benjamin R. Tillman's letters received have been sorted, inventoried, and filed in chronological order. With work on arranging petitions for pardon and other sub-sections in the papers near completion, an orderly series of papers of the 15 Governors from 1862 to 1894 is now available for research.

Wisconsin

Recently accessioned by the State Historical Society was the administrative subject file (1965-1968) of the State Department of Agriculture, Division of Dairy, Food, and Trade. Local records accessioned include the tax rolls (1857-1918) for the city of La Crosse and the police records (1920-1963) for the city of West Allis.

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

The Historical Commission of the Southern Baptist Convention, 127 Ninth Ave., North, Nashville, Tenn., reports that 33 archival collections have been added during the past year. Three of the more significant include the Southern Baptist Business Officers Conference Papers, 1964-70;

Missions '70 materials, 1956-70; and a collection of published manuscripts by Robert J. Hastings, 1948-70. The Historical Commission maintains the Archives of Southern Baptists as part of its Dargon-Carver Library.

Complete minutes of the Baptist Association in the state of Mississippi, all issues of the *Baptist Record* and biographical files of outstanding Mississippi Baptists are some of the outstanding holdings of the Baptist Historical Commission, Box 51, Clinton, Miss. Plans are underway by the Archives for indexing the *Baptist Record*, the official paper of the Mississippi Baptist Convention. In January 1971 Ada McCaa Sumrall was named librarian.

The North Carolina Baptist Historical Collection, P.O. Box 7777, Reynolda Station, Winston-Salem, N.C., announces it has microfilmed the records of the French Broad Baptist Association, 1916-48, and the Baptist Ministers' Conference minutes, Asheville, N.C., 1921-24. Records of five churches on microfilm were accessioned and original minutes of seven congregations dating back to 1814.

Church of the Brethren

Gwendolyn Bobb has been appointed secretary of the Historical Committee and carries the responsibility for the Archives of the Church of the Brethren Historical Library, 1451 Dundee Ave., Elgin, Ill.

Roman Catholic

Studies in progress at the Archives of the Archdiocese of Portland, P.O. Box 351, Portland, Oreg., include indexing and translating St. Paul, St. Louis, Oregon City, and Vancouver records; American bishops and Blanchet records; and a study on Charles John Seghers, Catholic missionary in the Pacific Northwest, 1839-86. W. J. Price is Archivist.

Disciples of Christ

Just published by the Disciples of Christ Historical Society, 1101 19th Ave., South, Nashville, Tenn., is a *Preliminary Guide to Black Materials in the Disciples of Christ Historical Society*. The 32-page guide lists over 700 books, theses, pamphlets, periodicals, and manuscripts of black materials including educational institutions, biographical and organizational papers relating to the subject. Copies are available for 50c from the society.

Protestant Episcopal

Louis L. Perkins is presently the registrar and historiographer of the Diocese of Eastern Oregon, Box 951, Bend, Oreg.

Society of Friends

The Quaker Collection of Haverford College, Haverford, Pa., reports the addition of several significant collections to its Archives. Among these are the 11 volumes of the journal of Jane Maule, 1866-1939, and the papers of L. Hollingworth Wood, consisting of approximately 1,200

items, chiefly bulletins and correspondence of various philanthropic organizations during the first half of the 20th century.

Jewish

The American Jewish Historical Society, 2 Thornton Rd., Waltham, Mass., has acquired the Archives of the Jewish Sisters Mutual Aid Society of New York, documents of the Civil War era from Solomon J. Cohen of North Carolina, and materials used by the American Society for Jewish Farm Settlements in Russia, 1929-30. Bernard Wax is director.

Lutheran

Of unique interest in the South Dakota District of the Lutheran Church-Missouri Synod, 101 East 38th St., Sioux Falls, S. Dak., is a card index of all pastors and parochial school teachers since 1875, including each change made in the parishes by pastors. The Archives also has copies of district conventions since that date and district publications since 1924. Emil F. Schaefer is District Archivist. ☞ Minutes and records of the Lutheran Women's Missionary League have been obtained by the North Wisconsin District, Lutheran Church-Missouri Synod, 2925 Seymour La., Wausau, Wis.

Significant accessions of the Lutheran Theological Seminary Library (Lutheran Church in America), 7301 Germantown Ave., Philadelphia, Pa., include the records of the Women's Home and Foreign Missionary Society and its successor body, Lutheran Church Women.

Mennonites

The Menno Simons Historical Library/Archives, representing the Virginia Mennonite Conference, is in the process of moving into new headquarters in a new library built by Eastern Mennonite College, Harrisonburg, Va. The holdings of the Archives are of interest to anyone studying Mennonite and local Virginia history.

United Methodist

Eleanore Cammack has retired as Archivist of the DePauw University and Indiana Methodism Archives, Roy O. West Library, Greencastle, Ind., after 16 years. David J. Olson, who for the past 3 years has been Archivist at Wisconsin State University, has been appointed to succeed her.

In progress at the Archives of the Commission on Archives and History of the United Methodist Church, Box 488, Lake Junaluska, N.C., is microfilming the handwritten journals of Bishop James M. Thoburn (1836-1922) and the records of the Freedman's Aid Society of the Methodist Episcopal Church, 1866-1924. More than 10,000 feet of film have already been processed from the latter project. With the cooperation of the Methodist Librarians' Fellowship, a Union List of United Methodist Ministers, 1773-1972, is being compiled.

The South Dakota Conference Archives, 1331 West University Ave., Mitchell, S. Dak., has received the original handwritten manuscript of

the "History of Dakota Mission" by Septimus W. Ingham. Matthew D. Smith is Archivist.

Frank Stephenson has retired as Conference Archivist and Historian of the Detroit Conference, United Methodist Church, Adrian College, Adrian, Mich., and has been succeeded by Ralph D. Harper. W. Cardwell Prout, Flint, Mich., has been elected president of the Detroit Conference Commission on Archives and History. The Archives recently received all the Evangelical United Brethren materials from the Lansing, Mich., office, which was closed.

Moravian

The Archives of the Moravian Church, 1228 Main St., Bethlehem, Pa., announces that the records of the Nazareth [Pa.] Moravian Church and the manuscript collections of the Moravian Historical Society (Nazareth) have been placed on loan in its Archives. Lothar Madeheim, former research assistant, has been named assistant archivist.

Presbyterian

Elizabeth S. Hoyt has joined the Historical Foundation of the Presbyterian and Reformed Churches, Montreat, N.C., as research librarian.

Through the cooperation of the Synod of Ohio and the College of Wooster, all manuscript records of Presbyterian judicatories in Ohio have been transferred from the College to the Archives of the Presbyterian Historical Society, 425 Lombard St., Philadelphia, Pa.

Seventh Day Adventists

Five oral history tapes with transcriptions, of pioneers on the campus of Loma Linda University, have been deposited with the Historical Records at Loma Linda, Calif. Irene Schmidt is Historical Records Librarian.

Recently received by Andrews University, Berrien Springs, Mich., is a handwritten copy of the hymn book of the Ancient Transylvanian Sabbatarians. The unique copy was written before 1648.

Interdenominational

During the academic year 1970/71 the Archives of the Missionary Research Library, Union Theological Seminary, 3041 Broadway, New York, N.Y., were augmented by six important collections of records and personal papers: two of them related to China, two to Africa, one to Madeira and Latin America, and one of international scope.

UNIVERSITY ARCHIVES AND MANUSCRIPT REPOSITORIES

Personal

Charles R. Schultz has assumed duties in the **Texas A&M University Library** as its first full-time Archivist. Dr. Schultz had formerly served 8 years with the Marine Historical Association at Mystic, Conn., as librarian, and had also 3 years' experience as a manuscripts processor for

the Ohio Historical Society. **Toscanini Archives:** Walter Toscanini, a collector and archivist of the musical works of his father, Arturo Toscanini, died last August at his home in New York City. ¶ Jesse E. Boell, recently retired Archivist of the **University of Wisconsin-Madison**, wants to "phase out gradually": he is preparing a handbook for the university archivists. "Since I've been here through the whole growth of our archives, I can do the book in a third of the time it would take anyone else."

Program

The **Fisk University Library** has been awarded a grant of \$86,377 by the National Endowment for the Humanities to strengthen and support its black oral history program. The project is designed to bridge gaps in black history and culture through taped interviews with persons from all walks of life who can give fresh and different information concerning the black experience in America.

Collections

The papers of the late Allan Nevins, some 50,000 letters, manuscripts, and other items documenting the historian's long career, have been opened to scholars at the **Columbia University Libraries**. Nevins established the collection of his papers in 1953 but stipulated that it was to be closed until after his death. All of its contents are open now except his diaries and tape-recorded oral history memoirs, which will remain closed for another 5 years. The **Illinois State Historical Library** has acquired the records (1969-70) of the sixth Illinois constitutional convention, correspondence (1830's-1900's) of the Augustus C. French family, and several Civil War collections. The National Science Foundation has funded the Laboratory for Political Research at the **University of Iowa** to publish a quarterly newsletter of information on the acquisitions of social science data archives in the United States. The newsletter will contain brief descriptions of new data sets recently acquired by archives and will also include names and addresses of appropriate persons to communicate with to acquire specific data sets. To be placed on the mailing list, write John G. Kolp, Managing Editor, Newsletter of Social Science Archival Acquisitions, 321A Schaeffer Hall, University of Iowa, Iowa City, Iowa 52240. The **New York Public Library Theater Collection** has announced that it will be closed to researchers after January 1, 1971, because of lack of funds. The collections cover dance, theater, and music, and the Rogers and Hammerstein Archives of Recorded Sound. The **Maryland Historical Society** has obtained the Fowler family papers. The manuscripts include the business and personal correspondence (1841-91) of Robert Fowler, founder of the Baltimore firm of Fowler & Zeigler (flour mill and distillery); legal, business, and personal letters (1857-1909) of David Fowler, lawyer and judge on the Maryland Court of Appeals; correspondence (1873-98) of John Fowler, businessman and partner in Fowler, Zeigler & Co. (flour, grain, and commission merchants); and the papers (1879-1951) of Lawrence Hall Fowler, Baltimore architect; Rie-man business records (1807-1905); and the business papers (1867-1927) of

S. M. Shoemaker and the businesses he founded (Adams Express Co. and Adams White Lead Co.). The John Pendleton Kennedy papers of the Peabody Branch of the Enoch Pratt Free Library have been temporarily transferred to the society to be microfilmed for the National Historical Publications Commission. The papers will not be available to scholars until August 1972. Under the sponsorship of the NHPC, the Maryland Historical Society is also microfilming its Calvert papers and Lloyd papers. These two collections will be closed to researchers from May 1972 to May 1973.

The **Michigan Historical Collections** of the University of Michigan has received the papers of Albert C. Jacobs, provost of Columbia University under Dwight D. Eisenhower, later chancellor of the University of Denver, and president of Trinity College, Hartford, Conn. The Jacobs collection includes correspondence, newspaper clippings, and printed material concerning the problems of college administration since the 1940's. The papers of Henry M. Bates, Dean of the Law School of The University of Michigan and legal scholar, extend from 1886-1949. The Historical Collections increased its holdings of the papers of the Detroit Urban League and the personal papers of the League's current executive director, Francis A. Kornegay. The Kornegay collection complements the papers of the League in that it relates to his work as vocational services secretary of the Detroit Urban League, 1944-56, assistant executive director, 1956-60, and since 1960, executive director. Recently completed were reprocessing and recataloging the presidents' papers of the University of Michigan. Each collection has a new finding aid and an expanded inventory of important correspondents. The papers of President James B. Angell also relate to his career as U.S. Minister to China and Turkey.

The George Arents Research Library at **Syracuse University** has acquired papers (1855-91) of Sir Richard Francis Burton, British explorer and orientalist; the papers (1962-69) of Alice Mary Norton, a science fiction writer under the pseudonyms of André Norton and Andrew North; the papers (1804-72) of Asa Eastwood, an early settler and prominent citizen of Cicero, N.Y.; papers (1915-62) of Bernard Webster Reed, adult educator; records (1934-64) of the National Association of Public School Adult Educators, a department of the National Education Association; records (1961-64) of the University Council on Education for Public Responsibility; the papers (1777-1863, chiefly 1827-62) of Hezekiah Spencer, fur trader; the records (1889-1960) of the Clark Music Co. (Syracuse); the papers (1892-1964) of Bertie Charles Forbes, founder of *Forbes* magazine; the records (1963-69) of the bimonthly New York Review of Books; records (1805-1968) of the Community Church of Morrisville, N.Y.; and papers (1909-61) of Walter de la Mare, British poet and novelist. The Urban Archives of **Temple University** has acquired records (1871-1950) of the Metropolitan Branch of the Young Women's Christian Association; records (1956-60) of the Citizen's Council of Delaware County; records (1922-69) of the Health and Welfare Council, Delaware County District; records of Penjerdel (1957-70) and Reed Street Neighborhood House

(1874-1965); papers (1930-65) of Benjamin Barkas of the Labor Education Association; papers (1950-70) of John Patterson, Philadelphia school consultant; papers (1887-1923) of Rabbi Joseph Krauskopf; diaries (1862-1903) of Eliza Butler Kirkbride; and microfilm scrapbooks (1934-68) of Walter C. Beckett, active in the Philadelphia black community.

The papers of Ambassador J. Rives Childs documenting his service with the American Relief Administration in the Soviet Union after World War I have been opened by the Manuscript Division of the Alderman Library of the **University of Virginia**. Inquiries concerning the Childs papers should be directed to Ned Berkeley, Curator of the Manuscripts Division. The Archives of Labor History and Urban Affairs, **Wayne State University**, has acquired the papers (1964-70) of Richard H. Austin, currently serving as Michigan's secretary of state and active in professional, political, and civic affairs in Michigan for many years; and the papers (1906-67) of Ann and Heber Blankenhorn. The **University of Washington Library** has acquired the personal papers of Rev. Sydney Dix Strong, his son Tracy, and daughter, Anna Louise. The Reverend Strong and his children were interested in a variety of social reform movements.

The **West Virginia University Library** has acquired the records (1958-69) of the Harrison County Labor Federation; the correspondence, speeches, financial records, reports, pamphlets, and blueprints (1935-65) of Ernest Glenwood Otey, Bluefield businessman; the letters, speeches, newspaper clippings, government reports (1925-66) of F. Ray Power, who served as Director of the West Virginia Division of Vocational Rehabilitation from 1945 to 1966; the official correspondence (1938-68) of the West Virginia Chamber of Commerce; official records (1916-32) of the West Virginia Department of Mines; records (1892-1939) of the West Virginia Pulp and Paper Co., and the official correspondence (1901-49) of the West Virginia State Board of Control, the government body that managed all public institutions, including colleges, hospitals, and prisons from 1909 to 1949. The **State Historical Society of Wisconsin** has acquired the records (1918-68) of the Association of Wisconsin State University Faculties; the papers (1893-1964) of Thomas Emmet Coleman, Wisconsin industrialist and Republican party leader; the papers (1914-69) of William Donahay, creator of the syndicated cartoon feature "The Teenie Weenies"; papers (1934-65) of Edith Head, costume designer; and the papers (1936-68; 1942-61) of Abraham Polonsky and Howard Rodman, short-story and radio and television writers.

CANADA

Reported by Alan D. Ridge

Items for this section should be sent direct to Alan D. Ridge, Provincial Archivist, Provincial Museum and Archives of Alberta, 12845 102d Ave., Edmonton, Alta., Canada. *Public Archives of Canada*

Approximately 3,500 grade 10 students from all parts of Canada visited the Public Archives in July and August 1971. A talk and slide presenta-

tion highlighted the tour, part of the visit of the Capital region designed to interest the students in their historical heritage. The youths' expenses were underwritten by the federally sponsored Opportunity for Youth program.

Manuscript Division: Volume I of the *General Inventory* (covering Manuscript Groups 1 to 10) has been published and is available from the Publications Division. Recent accessions include the papers of Louis-René Beaudoin, Norman Robertson, Frank L. Packard, and Phillips Thompson; records of the Canadian National Railways and the Geological Survey of Canada; and the files of the Royal Commission on the Status of Women and the Royal Commission on Pilotage.

The Public Records Section is now involved in a new program of conversion from manually sorted to automatically sorted finding aids. Several computer printouts are already available—for the records of the Registrar General, the Wartime Prices and Trade Board, and some of the Trade and Commerce files.

Picture Division: Duncan Macpherson's drawings of the Front de Libération du Québec trials; a collection of Arctic landscapes and woodcraft pictures in watercolor and pen and ink by Marcel Stary; the Gaviller family albums consisting of 150 drawings and 65 photographs of villages in southern England, Canada, and the United States; three sketchbooks of the Canadian artist George A. Cuthbertson; and documentary paintings of the fur industry in Montreal by Frederick B. Taylor, R.C.A., have been acquired. On December 7, 1970, the Public Archives' first photographic exhibit, "Reflections on a Capital: Twelve Ottawa Photographers," was opened by the Governor General. The Division has recently added two new staff members, Miss W. M. E. Cooke from the Fine Art Department of the University of Toronto, and Claude Minotto, from the History Department of McGill and the Université du Québec.

Alberta

Provincial Museum and Archives of Alberta: Recent accessions include the archives of the Oblate Lay Missionaries of Mary Immaculate, ca. 1862–1940; records of the Ukrainian Canadian Committee, Edmonton Branch; and departmental records from the Provincial Secretary's Department, which ceased in the spring of 1971. A display in the Archives Gallery entitled "Focus on Ernest Brown," depicting the work of this pioneer Alberta photographer, historian, and antiquarian, opened in the fall and will be sent on tour through the Province. On the Archives staff, Mrs. E. Ference has succeeded Mr. D. Leonard, who has resigned to continue his research in England.

Glenbow-Alberta Institute Archives: During the summer, a university student worked mainly on further processing of the W. J. Oliver photographs, a valuable collection covering southern Alberta, 1912–30. Recent accessions include the original diary, notes, and correspondence of Rev. Robert T. Rundle, Methodist missionary in western Canada, 1840–48; letters, accounts, and other papers of Frank Crosby, an employee of the I. G. Baker Co. at Fort Benton, Mont., and Fort Calgary; diary and cor-

respondence of R. K. Allan, 90th Winnipeg Rifles during the Riel Rebellion, 1880; and a collection of letters (1899-1904) written by A. E. and H. Trussler, settlers in the New Norway area of Alberta.

Saskatchewan

Saskatchewan Archives Board: Significant accessions include papers of nine former Provincial cabinet ministers, Ross Barrie, Allan E. Blakeney, David Boldt, Lionel Coderre, Gordon Grant, Allan Guy, C. P. McDonald, J. C. McIsaac, and J. Wilfrid Gardiner, and of two former Members of Parliament, J. A. Maharg and Cameron Ross McIntosh. Arrangements have been made with privately owned television stations in Saskatoon and Regina for the deposit of historical film material. *Saskatchewan Executive and Legislative Directory*, 1905-70 (171 pages, \$3) was published, along with a revised and updated 65-page guide to the holdings of newspapers on microfilm and in original form.

Ontario

University of Toronto Archives: The papers of university presidents, 1955-64, comprise some of the latest additions to the archives. Others include records of the Board of Governors and its predecessors, 1828-1955; minutes of the Senate of the university, 1850-1969; University College Council records, 1892-1958; and records of the faculties of Applied Science and Engineering, 1878-1971. All but the presidents' papers have been microfilmed. University Archivist Ethelyn Harlow resigned effective September 30, 1971.

McMaster University Library: Work on the Bertrand Russell archives is well advanced, and a descriptive journal was started in the spring of 1971.

IRAN

Cyrus Parham has been appointed Archivist of Iran by the Iranian Council of Ministers. In the past 8 years Parham has been responsible for the National Records Project of the Iranian Government. He is a 1953 graduate of the University of California and in 1965 completed a 6-month training program in archives administration in the United States.

In 1970 the Iranian Government established the National Archives, a record center, and a central records disposal authority. As first Archivist of Iran, Parham faces the difficult task of organizing records accumulated over 70 years.

PROFESSIONAL INSTRUCTION

More detailed information about the archives administration courses described here may be obtained from the *SAA Placement Newsletter*. To be placed on the mailing list for future issues please write Robert M. Warner, Secretary, Society of American Archivists, Michigan Historical Collections, Rackham Building, Ann Arbor, Mich. 48104.

American University

A 2-week institute in the Administration of Modern Archives will be offered March 6-17, 1972. Cooperating institutions include the National Archives and Records Service, the Library of Congress, and the Maryland Hall of Records. Enrollment is limited to 35.

University of California at Los Angeles

Archives and Manuscripts will be offered spring quarter 1972 by Robert L. Brubaker. It is open only to full-time degree candidates. More information is available from Professor Brubaker at the Graduate School of Library Service, UCLA, 405 Hilgard Ave., Los Angeles, Calif. 90024.

University of Denver

The 11th annual Institute for Archival Studies and Related Fields will be held from July 16 to August 11. It will concern the principles and methodology of archives administration and the use of documentary source materials. Field trips to archival agencies, government departments, and places of historical interest will also be offered. For detailed information write Prof. Dolores C. Renze, Director, Institute of Archival Studies, 1530 Sherman St., Denver, Colo. 80203.

University of North Carolina (Chapel Hill)

Mattie Russell is offering Administration of Archives and Manuscript Collections during spring semester. More information may be had by writing Dr. Russell at the School of Library Science, University of North Carolina, Chapel Hill, N.C. 27514.

Ohio Historical Society

The second annual Archives-Library Institute on Historical Research Materials is scheduled for March 13-24, 1972. Tuition is \$125. Please write David Larson at the Society, Interstate 71 at 17th Ave., Columbus, Ohio, 43211, for more details.

Sacramento State College

W. N. Davis, Jr., Chief of Archives, California State Archives, will offer Uses of National and State Archives during spring 1972. If interested, contact Dr. Davis, California State Archives, 1020 O St., Sacramento, Calif. 95814.

ALA Seminar on Indexing

A 3-day seminar on indexing will be held April 24-26, 1972, cosponsored by the National Federation of Science Abstracting and Indexing Services and the American Library Association and hosted by the University of Maryland School of Library and Information Science at the university's Center of Adult Education. Fees are \$85. Further information is available from the National Federation of Science Abstracting and Indexing Services, 2102 Arch Street, Philadelphia, Pa. 19103.

American Medical Record Association

The American Medical Record Association is sponsoring seven institutes during 1972. Basic Institutes will be held at: the Sheraton-Chicago Hotel, Chicago, Ill., April 10-14; the Conrad Hilton, Chicago, Ill., July 10-14; and the Indianapolis Hilton, Indianapolis, Ind., November 6-10. Specialized Institutes will be: Selecting Nomenclatures and Classification Systems for Optimum Retrieval at the Conrad Hilton, Chicago, Ill., March 15-17; Evaluation of Medical Record Services by Costing and Work Measurement at the Pfister Hotel and Tower, Milwaukee, Wis., June 26-28; Continuing Education at the Benjamin Franklin Hotel, Philadelphia, Pa., August 16-18; and Continuing Education at Parliament House, Birmingham, Ala., November 29-December 1. For further information on any of the institutes write Mary J. Waterstraat, Executive Director, the American Medical Record Association, Suite 1850, John Hancock Center, 875 North Michigan Ave., Chicago, Ill. 60611.



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The staff will include distinguished college and university archivists and manuscript curators.

For further information write:

Mrs. Ruth Helmuth
Case Western Reserve University
Cleveland, Ohio 44106



Society Publications Available

The following publications may be ordered from A. K. Johnson, Jr., Treasurer, Society of American Archivists, P.O. Box 7993, Atlanta, Ga. 30309.

American Archivist: July 1941; July 1952; July and October 1955; October 1956; April, July, and October 1957; July 1959; July 1960; all issues for 1965; July and October 1966; and all issues for 1967, 1968, 1969, and 1970. All copies \$2.50 each.

General Index to the American Archivist, Volumes I-XX, January 1938 to October 1957. \$6.

Directory of Individual and Institutional Members, 1970. \$3.

Directory, Society of American Archivists, 1957, 1960-63, 1965. \$2 each.

Directory of State and Provincial Archivists, 1968. Free.

Directory of State and Provincial Archivists and Records Administrators, 1961-65. \$1 each.


Directory of State Archival Agencies, 1959. \$1.

College and University Archives in the United States and Canada, 1966. \$2.

Directory of Business Archives, 1969. \$1.

Archives & the Public Interest by Ernst Posner. 1967. \$5.50.

Reader for Archives and Records Center Buildings by Victor Gondos, Jr. 1970. \$5.



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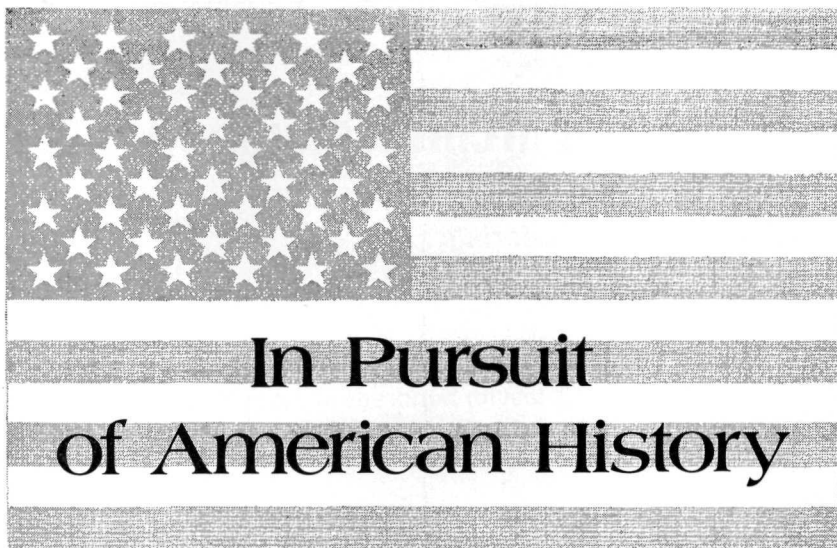
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Walter Rundell, Jr.

FOREWORD BY JAMES B. RHOADS

Winner of the Society of American Archivists' 1971 Waldo Gifford Leland Prize, *In Pursuit of American History* traces major recent trends in American historical writing, with particular attention to research in original sources. The growing importance of the study of U.S. history, evidenced by the increasing number of universities offering advanced degrees in history and the expanding list of historical publications, necessitated this evaluation of graduate research training in U.S. history. Archivists, teachers, writers, and students will find this book extremely valuable as a standard reference work. It surely will become a bench-mark for future graduate historical training. Rundell, a new member of the SAA Council, is chairman of the University of Maryland history department. \$7.95

OTHER BOOKS OF INTEREST

THE HISTORIAN'S HANDBOOK: A Descriptive Guide to Reference Works.
By HELEN J. POULTON. \$9.95. (Forthcoming)

WRITING OF AMERICAN HISTORY, by MICHAEL KRAUS. \$7.95.

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CALENDAR

Notices for insertion in this section should be sent to Miss Kathryn M. Murphy, National Archives, Warshington, D.C. 20408.

MARCH 1972

9-11/**Fifteenth Annual Missouri Valley Historical Conference**, Omaha, Nebr. Apply to: Dale Gaeddert, Department of History, University of Nebraska at Omaha, Omaha, Nebr. 68101.

12-17/**Thirty-eighth Annual Meeting of the American Society of Photogrammetry**, Washington Hilton Hotel, Washington, D.C. Apply to: The American Society of Photogrammetry, 105 North Virginia Ave., Falls Church, Va. 22046.

17-18/**Department of History, University of New York at Binghamton, Conference on Themes and Problems in Comparative World History**. Apply to: Walter Hugins, Conference Director, Department of History, State University of New York at Binghamton, Binghamton, N.Y. 13901.

23-25/**Twenty-sixth Annual Meeting of the Western Political Science Association**, Benson Hotel, Portland, Oreg. Apply to: Jerry Lansdowne, Urban Studies Center, Portland State University, Portland, Oreg. 97207.

APRIL 1972

5-8/**Annual Meeting of the Organization of American Historians**, Shoreham Hotel, Washington, D.C. Apply to: Dr. Wood Gray, Local Arrangements Chairman, Department of History, George Washington University, 2029 G Street N.W., Washington, D.C. 20006.

27-29/**Meeting of the Midwest Political Science Association**, Pick Congress Hotel, Chicago, Ill. Apply to: Charles O. Jones, Center for the Advanced Study of the Behavioral Sciences, 202 Junipero Serra Boulevard, Stanford, Calif. 94305.

MAY 1972

1-5/**Sixth International Congress on Medical Records**, Sydney, Australia. Apply to: Mary J. Waterstraat, Executive Director, The American Medical Record Association, Suite 1850, John Hancock Center, 875 North Michigan Ave., Chicago, Ill. 60611.

5, 6/**Western North Carolina Historical Association, Conference on Scottish Studies Relating to the Scottish Element in the American Colonies and the American Revolution**, Lees-McRae College, Banner Elk, N.C. Apply to: Dr. Richard K. MacMaster, Department of History, Western Carolina University, Cullowhee, N.C. 28723.

16-18/**Three-day Symposium for Editors of Documentation Library and Archives Journals**, Unesco Headquarters, Paris, France. Apply to: Unesco Division for the Promotion of Research and International Cooperation in Documentation, Place de Fontenoy, Paris 7ème, France.

JUNE 1972

15, 16/**National Archives and Records Service, Conference on Research in Federal Records Relating to the American Indian**, National Archives Building, Washington, D.C. [See p. 128 of this issue.—Ed.]

27-30/**Fourth Meeting of Cheiron: The International Society for Behavioral and Social Sciences**, University of Calgary, Calgary, Alta., Canada. Apply to: Dr. Robert G. Weyant, Programme Chairman, Department of Psychology, Faculty of Arts and Science, University of Calgary, Alta., Canada.

JULY 1972

4-7/**Conference of Anglo-American Historians**, London, England. Apply to: The Secretary, Institute of Historical Research, University of London, Senate House, London, England WC 1 E 7 HU.

23-Aug 5/**Twelfth International Congress of Photogrammetry**, Civic Centre, Landsdowne Park, Ottawa, Ont., Canada. Apply to: Secretariat of the Twelfth Congress, ISP, Surveys and Mapping Branch, 615 Booth Street, Ottawa, 4, Ont., Canada.

AUGUST 1972

22-25/**International Council on Archives Seventh International Congress on Archives**. [See p. 127 of this issue.—Ed.]

