

Reviews

MARY ELIZABETH RUWELL, *Editor*

Archives Administration: A Manual for Intermediate and Smaller Organizations for Local Government. By Michael Cook. Folkestone, Kent, England: Dawson, 1977. x, 258 pp. £10.

Drawing upon his experience as student and lecturer in archives administration, as city and university archivist, and, most recently, as director of the Archival Regional Training Centre for English-speaking Africa in Accra, Ghana, Cook maintains that it is no longer possible for one person to write a complete survey of professional practice in the administration of archives—"too many specialties have developed, and the scope of the work has grown too wide" (p. viii). He excludes the "larger" national archives services at one end of the spectrum, and "smaller" entities, who will find it "unrewarding" to create their own services, at the other; but unfortunately he does not adequately define the size range of those services with which he is concerned. Cook does specify industrial and business firms and local government, but since these vary greatly in functions and in size of staff, budget, etc., it is difficult to relate the information he provides to specific needs of particular size services. Nevertheless, in the judgment of this reviewer, the staffs of not only the larger national services but also those of the smallest archival agencies would benefit from a careful reading of this treatise.

In his initial chapter on "The Archives Office—Objectives and Structure," Cook states the case for clear objectives explicitly stated by archival agencies. He classifies these objectives into three broad areas which he labels "acquisitive," "conservative," and "exploitative" activities. In his treatment of legislation, however, fewer details of current British laws and fuller discussion of fundamentals would have been more useful to his wider audience. His comments on staffing and budgeting are highly relevant, but both these subjects deserve more extended treatment, for all sizes of archival agencies.

The limits of a normal review preclude detailed comments on the brief (209 pages) text. There are individual chapters on records management; operating records centres; appraisal of records; disposition of records; acquisition and accessioning; arrangement; description; conservation; searchroom services in public repositories (two chapters); development services (educating users and management aspects of exhibitions and microfilming); school services using archives; and cooperative local archives services. Cook's summaries and recommendations in all of these areas, if not always comprehensive, are generally practical and judicious.

Publications for review should be sent to the Editor, *The American Archivist*, National Archives Building, Washington, D.C. 20408.

To the text are appended the outline standards issued by the Society of Archivists in 1971 for British Local Government Archive Services; an extract from the *PRO Guide from Departmental Records Offices* on "Criteria for Selection of Public Records for Permanent Preservation" (the two-review system regarding which serious reservations have since developed); a model Schedule of General Conditions for Deposit of Archives; a model of Regulations for Records; and a statement on Access to Public Records in Britain. Footnotes are grouped at the end of the work, which concludes with a classified bibliography covering the most useful and reasonably accessible writings in English and French, and with an adequate index. Both the beginner and the experienced archivist will benefit from this study. If it has any major deficiency it is only its brevity.

UNESCO

FRANK B. EVANS

Archives and Manuscript Surveys. By John A. Fleckner. Society of American Archivists Basic Manual Series. Chicago: Society of American Archivists, 1977. v, 28 pp. Bibliography. Paper. \$4.00 (\$3.00 SAA members).

In twenty-eight pages John Fleckner has managed to say quite a lot about surveys of archives and manuscripts. As a volume in the SAA Basic Manual Series, a considerable portion of the text is devoted to a step-by-step approach to survey projects. Noting the variety in such projects, Fleckner goes beyond simple how-to-do-it statements, and challenges the reader to think about the purpose and potential of surveys.

The manual, though brief, provides a significant amount of basic detail on the subject. Fleckner discusses personnel, collecting strategies, general administration, and forms, all of which pose problems in any survey. He has particularly interesting sections on testing survey strategy and on monitoring the progress of a survey project. The section on guides to surveys might have been expanded a bit to alert project administrators to the best means of circulating findings. While he does stress the need for accurate editing, and he does nicely discuss the various purposes surveys can serve, a section relating the final published product of the survey to its stated purposes would be helpful.

A particularly fine feature of this guide is its attempt to convey a sense of the various kinds of surveys and the various purposes they serve. The author distinguishes between traditional surveys of related manuscript collections and surveys designed for records management purposes. He notes this important distinction, but does not develop the records management end as fully as he does the manuscript survey. His procedures are geared more for a survey which searches for information rather than for cost efficient storage. The section on purposes is nicely developed, alerting his reader to the general administrative and scholarly benefits which can result. He notes also that a survey can provide in-house benefits, further a field program, and assist in long-range planning.

Throughout the text Fleckner raises a number of interesting issues, not all of which are resolved. In his discussion of budgets he notes the difficulty in fixing costs which will be both reasonable in the eyes of funding agencies and enough, still, to get the job done. But what is reasonable to get the job done? A survey project can be endless, always seeking a greater level of detail. Thus, it seems a related question might consider the relationship between predicted costs and predicted thoroughness.

A second issue raised pertains to the institutions surveyed. Fleckner discusses at some length various strategies to insure a response from various institutions. However, there is little to guide the archivist who receives ten or so questionnaires a month. What then is the relationship between the value of surveys and the capacity of the profession to respond? Should this concern be a factor in the design and expectations of a survey? Of course a basic manual is not required to come to grips with such issues. Fleckner writes in such a way that the reader is alerted to the complexity of surveys. The quality of manuscript surveys should improve as a result of his work. If the manual does not provide all the answers, it certainly does alert the reader to the most appropriate questions. In the area of surveys, where so little has been written, such a manual is indeed a contribution.

University of Michigan

FRANCIS X. BLOUIN, JR.

American National Standard for Bibliographic References. New York: American National Standards Institute, Inc., 1977. 72 pp. Paper. \$11.50.

The American National Standards Institute has published a new American standard that attempts to provide guidelines for the consistent citation of all types of bibliographic material. Rules are given for the inclusion, style, and punctuation of bibliographic elements (the emphasis is on the separate elements of a reference), and the hierarchical levels (essential, recommended, or optional) for these elements of cited material are established. The standard covers the preparation of bibliographic references to all the common print materials (books, articles, reports, proceedings, patents, laws, maps, music, etc.). Particularly relevant to archivists are the guidelines for referencing unpublished written works and materials in other media such as films and sound recordings. The standard is organized into an introduction, a glossary of terms and bibliographic elements (this is essential to refer to for an understanding of some of the terms used), a listing of elements in order by bibliographic group, an important section of principles and guidelines, appendixes, and an index.

Although this standard, developed by a committee representing various universities, libraries, and governmental and business organizations, will doubtless prove helpful to bibliographers using printed materials, its usefulness in the field of manuscripts and archives will be very limited. The major difficulty is that the location element in the citation to letters (p. 58) and manuscripts (pp. 59-60) is not complete enough. An identification of a manuscript as located in the Bodleian Library, Oxford, England, or of a letter in Record Group 77, National Archives, Washington, D.C., assumes that repositories have itemized control over their archival and manuscript holdings; of course, most institutions do not, except in the case of extremely valuable collections. Further, the location element is listed only as a recommended element of bibliographic citations to letters, and not as an essential element. Having personally undertaken many searches for researchers who come to archival and manuscript repositories with incomplete and vague citations to items which they wish to locate, I would strongly suggest that the location element be considered essential instead of recommended and that the location be designated as specifically as possible—down to the series level when possible, but at least identifying the collection, and not just “Located at: University Library, Edinburgh, Scotland.”

The section of principles and guidelines is quite short (less than seven full pages), and one must refer to the examples of bibliographic references in Appendix A in order to get a clear idea of the rules which ANSI is establishing. Given the price of \$11.50 for this ninety-two page standard, the publication will be more useful for those working with printed materials and with films and sound recordings than for those wanting to develop complete citations to manuscript materials.

Delray Beach, Florida

SYLVIE J. TURNER

A Report of the Commission on Federal Paperwork: Final Summary Report. Washington, D.C.: Government Printing Office, October 3, 1977. 74 pp. Letters of transmittal, illustrations, appendixes. Paper. \$2.20.

This commission was established by Public Law 93-556 (88 Stat. 1789) to investigate ways of minimizing the reporting burden within the federal government and on private and other public institutions. Unlike the recommendations of commissions dealing with controversial political matters that are often ignored, the recommendations summarized in the final report are resulting in some reforms. As a number of the more than 770 recommendations by this commission have been proposed by members of the executive and legislative branches, earlier commissions, and many lobbies, archivists and records managers may take a cynical attitude toward those suggestions that have become clichés. Cynical or not, archivists and record managers are advised to read this brief, simply written, final summary report and the appropriate specialized reports.

The recommendations relate principally to inadequate planning, poor design of and instructions for federal reports, overlapping and redundant requests for information, inconsistency in matters concerning confidentiality and privacy, and the burden of costs to suppliers of information. Each of these factors is considered in much greater detail in the thirty-six specialized reports disseminated by the commission. These reports are summarized very briefly in an appendix of this final report.

The longest of these reports concerns "Confidentiality and Privacy" (175 pages). It attempts, in part, to deal with the consequences of the shift from a manufacturing to an information-based economy (p. 4). The commission concludes that federal laws concerning confidentiality and privacy are inconsistent, confusing, and inadequately policed. It recommends clarifying directives by the President and establishment of an agency to coordinate information management functions for, and substantial amendments to, the Freedom of Information and the Privacy Acts. The difficulty of legislating in the area of access to information is evident in a few inconsistencies by the commission itself in dealing with the exchange of information among federal agencies and with non-federal organizations. (See, for example, the section on disclosure to state and local governments, pp. 67-68.)

Parts of the report on "Records Management in Federal Agencies" (66 pages) will be of interest to archivists. This report is introduced by a history of federal records management, including estimates of volume by period and of the findings by the several commissions since 1887 which dealt with paperwork. Artel Ricks is quoted about the main elements of records management. This section is followed immediately by a critical analysis of NARS programs. The

commission recommended the introduction of a program (Information Resources Management) for shifting attention to the data content and form of information instead of the "traditional focus of record/paperwork management" (p. 61). IRM is the subject of an entire report (76 pp.).

Other reports deal with excessive reporting by educational and business institutions and with duplication of reports to federal, state, and local authorities.

National Archives and Records Service

MEYER FISHBEIN

Guide to the Microfilm Edition of Temperance and Prohibition Papers, Randall C. Jimmerson et al., editors. Ann Arbor: University of Michigan, 1977. xv, 379 pp. Unindexed. Paper. \$8.00.

Randall C. Jimmerson and his colleagues, Francis X. Blouin and Charles A. Isetts, are to be congratulated for producing this excellent guide to the important temperance and prohibition papers in the collections of the Ohio Historical Society, Michigan Historical Collections, and the Woman's Christian Temperance Union. The *Guide* is the culmination of several years of laudable scholarly cooperation among these institutions, cooperation made possible largely by grants from the National Historical Publications and Records Commission. The scholarly community can only hope for more such projects to bring widely scattered collections into a manageable whole.

The *Guide* provides researchers with information concerning a dozen temperance organizations ranging in importance from the Anti-Saloon League of America and the WCTU to the World League Against Alcoholism, which was largely the creature of Ernest Cherrington, a leading apparatchik of the league. In addition, the papers of four of the league's most important figures are described. The project also microfilmed the institutions' holdings of several temperance newspapers, including the league's *American Issue*, and brief descriptions of each are included in the *Guide*, as is also a miscellany of materials dealing with the post-repeal fate of several prohibitionist organizations. All in all, the materials covering aspects of the movement's history from about 1830 to the present are described. The bulk of these deal with the Anti-Saloon League and the WCTU from the years 1875 to 1933.

Archivists and manuscript curators will be pleased with the brief introduction of Francis Blouin and Charles Isetts who served respectively as the project's editor and director. Blouin and Isetts give a succinct history of the project and a careful explanation of how the provenance of the various materials was established and maintained, and how the chronological-topical arrangement of the microfilm edition was achieved while preserving the integrity of the individual collections. The brief "Series Description" and "Note to Researchers" that accompany each of the twenty-one series will be of particular utility, especially as the latter gives pertinent information concerning property and literary rights pertaining to these materials. It must be said again that the project is an outstanding accomplishment and the *Guide* a fitting capstone to the undertaking. It will immeasurably ease the task of research.

That said, what of the quality of the materials so laboriously assembled, cataloged, and microfilmed. Was it, in other words, worth the effort? To some extent the question is moot because we are told that the physical condition of much of the WCTU and Anti-Saloon League material necessitated microfilming as a means of preservation. On the other hand neither organization epitomizes the

antiliquor movement in America, which was extraordinarily diverse and decentralized. It would be a mistake to suppose that an adequate history of that reformation could be written solely from these materials.

Of all the materials, those in Series I, dealing with the early movement, appear the most slender and fugitive, confined as they are to the state of Michigan; but they will provide researchers with an overall view of how the early movement organized itself on the local and state levels. Series II, which contains material from the Prohibition Party, is similarly weak. The party's national committee records date only from 1888, and are of interest only until 1896 when the party split into two factions and thereafter ceased to be a serious political force at any level. Materials relating to the WCTU are to be found in Series III. These are notable and important for the Frances Willard papers they contain, which could form the basis for an authoritative biography of that extraordinary woman.

The bulk of the *Guide* is given over to describing the records of the Anti-Saloon League of America and four of its principal figures, including H. H. Russell and Ernest H. Cherrington. It is disappointing not to find substantial materials relating to Ohio's "Dry Boss" Wayne B. Wheeler or to William D. Anderson whose collision with John D. Rockefeller, Jr., marked the beginning of the league's demise. But there is much here to reward the patient and diligent researcher, and the *Guide* itself is a remarkable aid in probing better than 350 cubic feet of materials. Nevertheless, researchers should not expect to find the "cause" of prohibition unlocked in these records. What they do suggest is that the league, itself, has been by far too much the center of historical concern; that indirectly, the roots of America's antiliquor sentiment were sunk far more deeply into the socio-economic groundwork of American society than has been supposed. They also suggest strongly that the league had not nearly the base of middle class support it claimed for itself, nor did it exercise the overall political leadership it so eagerly sought. In short, these records suggest that the league leaders were far more devoted to and successful at promoting themselves than prohibition.

To return to my original question, I will answer yes, the quality of these materials does warrant this elaborate microfilm publication, and the *Guide* is a trustworthy aid to these varying and complex materials. My sole caveat in this respect is Randall Jimmerson's article-length essay attempting to assay the temperance movement from Benjamin Rush to the twenty-first amendment. It seems odd that a *Guide* to so much previously unavailable material should contain an essay that makes no use of that material and offers a pallid version of the current orthodoxy concerning the temperance movement.

National Archives and Records Service

JOHN J. RUMBARGER

Preserving Yesterday for Tomorrow: A Guide to the Archives of the Lutheran Church in America. By Joel W. Lundeen. Chicago: The Archives of the Lutheran Church in America, 1977. 84 pp. Plus Holdings List by Record Groups (unpaginated). Paper.

One of the most difficult tasks for the archivist, and the most necessary, is that of compiling and publishing comprehensive finding aids. Scholars have a right to ask, "Why preserve historical materials if they are not accessible for research?" It is a valid question and one that plagues every archivist.

In 1972 the Lutheran Brotherhood took steps to deal with the situation in regard to the archives of the Lutheran Church in America. They instituted a grant to provide for "the comprehensive listing, indexing, locating, preservation, and selective microfilming of the official documents and related source materials pertaining to the history of the Lutheran Church in America and its predecessor bodies." The publication, *Preserving Yesterday For Tomorrow*, is the result of that effort.

The project included acquiring, arranging, and describing the archives of the Lutheran Church in America. Some of those materials represent three hundred years of history. In the process of describing and arranging, index entries were prepared on the various official papers, correspondence, and records of departments and agencies of the church or synods and congregations. The index became a real guide to the holdings of the denomination. Divided into record groups by types of materials, divisions of church organization, outstanding subjects treated, and chronological arrangement, the index provides an excellent basis for research.

This guide is a good source for scholars desiring to know more about the Lutheran Church. It can become a good example to others publishing finding aids to religious archives.

Jenkins Memorial Library and Archives Center

NANCY NELL STANLEY

Correspondence à l'arrivée de la Louisiane, Volume 1, Inventaire des Archives Coloniales. Paris: Archives Nationales, 1976. 479 pp. In French. Illustration. Paper. FF 120.

A cursory glance at this one volume, over a year ago, led this reviewer to conclude that the two-volume work would be an invaluable, nay an indispensable, tool for the researcher in Louisiana history and, further, that all archivists should have it on their reference shelves. Now, after a more detailed examination of the contents of Volume 1, the same reviewer has come away with a renewed sense of excitement over the variety of documents inventoried and the wealth of information thus placed at the disposal of the historian/researcher.

Sub-series C¹³ of French colonial archives comprises those documents dealing with the French colonial period in Louisiana, with only a few isolated documents representing the period between the cession of Louisiana to Spain in 1763 and its return to France in 1802. Volume 1 of the inventory covers C^{13A} 1-37, those documents dating from the period 1678-1753. Volume 2 will include C^{13A} 38-54 (1754-1803) with two supplements: C^{13B} 1 (1699-1803) and C^{13C} 1-5 (1675-1782). An alphabetical index, also to be included in volume 2, will complete the work.

The three-page introduction to the work is of considerable importance. It is there we read that the Louisiana referred to is not the present state of Louisiana, but, as might be expected, the entire Louisiana Territory, the entire Mississippi Valley, in a word. The introduction tells where to find certain colonial documents one might properly expect to find listed here but which have been grouped elsewhere for one reason or another. It points up very succinctly the importance of this inventory in the ethnological study of the various Indian tribes and nations located in the Mississippi Valley. Also in the introduction is the important observation that this particular collection is a rich, untapped re-

source for the study of geography and explorations; the study of botany; of meteorological phenomena, such as hurricanes, earthquakes, floods, etc.; and for the study of many other problems of genuine concern to the scientist today.

Among the almost four thousand items inventoried here are reports from the governor and from other officers who administered the province of Louisiana during the period under consideration. Added to these are financial reports; rather detailed memoirs on the condition of the colonies and colonists, on crops, on minerals and other products, and on relations with the Indians; and a few letters from individual colonists themselves, among them priests and members of religious orders. There are some few architects' drawings of forts, towers, and other buildings to be constructed. Of particular interest is a memoir on the financial state of affairs in Louisiana in 1743, with a reference to an increase in the cost of living!

The inventory of C^{13A} 1-37 is arranged more or less in chronological order. Where there is a slight deviation from the strict chronological order, it is apparently out of "respect pour l'ordre primitif." A single sentence often suffices to give the contents of a particular document, but greater detail is given whenever a document warrants it. The entire collection is presented in a thorough, logical, clear, and concise manner.

What is especially gratifying in reviewing a work of this nature is the knowledge that one does not have to visit the National Archives in Paris to have access to the documents in this inventory. The entire C¹³ sub-series has been micro-filmed by the Library of Congress, and copies have been deposited at the University of Southwest Louisiana, Lafayette; at Loyola University, New Orleans; and at Memphis State University, Memphis; as well as in the Mississippi State Department of Archives and History, Jackson, Mississippi.

One cannot over-estimate the value of an inventory of colonial documents relating to such an important period in our nation's history. This work was presented to French and American researchers in our American Bicentennial year, and we can only echo the wish of French National Archives Director Jean Favier that the inventory will serve as a vivid reminder to both French and American researchers of a page in history common to both nations, and of the place it holds in the formation of our national consciences.

Roman Catholic Archdiocese of New Orleans SISTER MARGUERITE BROU, O.P.

The Indian Legacy of Charles Bird King. By Herman J. Viola. Garden City, New York: Doubleday, and the Smithsonian Institution Press, 1976. 152 pp. Illustrations, index, bibliography. \$19.95.

In 1828 a delegation of Winnebago Indians visited the Indian Office in Washington, D.C., where they viewed with considerable interest the portrait gallery of American Indians. "We see no Winnebagoes here," they told their guide. Thus were Winnebago leaders added to the growing portrait gallery of the "Archives of the American Indian," established by Thomas L. McKenney, first head of the Bureau of Indian Affairs.

Winnebago, Santee Sioux, Iowa, and other Indians posed for Charles Bird King, the well-known artist commissioned by McKenney to paint the Indian delegates who came to Washington, D.C., in the 1820s and 1830s for treaty talks

and other negotiations with the federal government. Between 1822 and 1842, King painted more than 100 Indian portraits, representing at least twenty tribes and including such famous leaders as Black Hawk (Sac), Pushmataha (Choctaw), and Red Jacket (Seneca).

King's record was exceeded only by George Catlin, the contemporary artist who traveled widely in Indian country. Several works have been published on Catlin, but King has not been recognized by a single book-length study until the present account by Herman J. Viola: *The Indian Legacy of Charles Bird King*.

The success of this study is due in large part to Viola's familiarity with the period. Author of *Thomas L. McKenney, Architect of America's Early Indian Policy, 1816-1830* (Chicago, 1974), Viola brings to this account an understanding of early nineteenth-century Indian policy. With an imaginative use of illustrations and a perceptive appreciation for the cultural nuances of his story, Viola has written a sympathetic narrative. The book also benefits from an introduction by John C. Ewers.

Viola's study brings together for the first time a representative collection of the King portraits, gathered from public and private collections, and from the lithographs originally published in the three-volume work by Thomas L. McKenney and James Hall, *History of the Indian Tribes of North America* (Philadelphia, 1836-44). It also includes a group of recently discovered charcoal sketches by King. Useful for archivists, scholars, and art lovers is a complete list, with locations, of all of King's extant Indian portraits.

Through this account, Viola has given us a taste of nineteenth-century Indian affairs in the capital, where Prairie warriors once sat on the stage to view a talented ballerina. In addition, he has successfully introduced "this gentle artist from Rhode Island," who contributed so greatly to the "pictorial record of the Native American in the early years of the Republic."

Albuquerque, New Mexico

MARGARET CONNELL SZASZ

Early Texas Oil: A Photographic History, 1836-1966. By Walter Rundell, Jr. Montague History of Oil Series. College Station: Texas A & M University Press, 1977. 260 pp. Photographs, index, bibliography. \$19.50.

When I was thirteen, my family moved to Texas. I expected to see a lot of two things, oil derricks and cowboys. Well, we did see a lot of cowboys, but we were disappointed by the absence of oil derricks. Now that I have read Walter Rundell's book, I know I should have been in Texas at the turn of the century. The rule of capture prevailed then. The oil belonged to the fellow who pumped it out of the ground first and anyone knew that oil underneath one's property today would have migrated to a neighbor's tomorrow if not captured today. Some of the most memorable pictures in the book show oil fields, boomtowns, and residential areas with oil derricks as close together as they could be gotten in order to capture the migratory petroleum.

Rundell's photographic history of early Texas oil is, as it should be, an enjoyable visual record of the times. The casual reader will find the photographs informative and interesting and sometimes even amusing and ironical. The captions are well written. The reader does not have to consult the text to understand the photograph. The text and photographs are arranged by oil-producing re-

gions which are dealt with in loose chronological sequence. The essays for each chapter are short and anecdotal. Rundell's text does precisely what the text in a photographic history should do, it enlivens the photographs. Rundell is also adroit at describing technical processes in terms a layman (for whom of course the book is written) can understand. Even this reviewer, who has difficulty differentiating between clockwise and counterclockwise, could understand the rotary rig.

While many of the photographs are of technical details such as drive chains, cone bits, reamers and rollers, the book does not overlook the social, economic, and human consequences of the discovery of vast amounts of oil under the caliche, sand, and piney woods of Texas. Howard Hughes invented a cone bit which facilitated drilling, and started his fortune; boomtowns prospered but had ruts for streets; young men straight from the farms and in hopes of making their fortunes crowded together in trains bound for the oil fields; and shanties and tents rivalled derricks for space in the oil fields. The book creates a strong visual impression of Texas in its early *Giant* era.

Considering the author's background and position in this society, I am astounded that he chose to omit exact citations for his photographs. Rundell cites only the depository in his caption, though he does mention some collections in his acknowledgements. I cannot think that adding the name of the collection would have unnecessarily cluttered his caption. Nevertheless, Rundell's book is an excellent example of effectively utilizing photographic resources.

National Archives and Records Service

SHARON FAWCETT

The Eagle and the Shield: A History of the Great Seal of the United States. By Richard S. Patterson and Richardson Dougall. Washington, D.C.: Department of State, 1976 (Released 1978). xlvii, 637 pp. Illustrations, bibliography, index. \$12.00.

Sigillography is one of the more interesting auxiliary sciences studied by European archivists with their heritage of medieval documents, but few American archivists are privileged to enjoy it. The authors of this monumental volume obviously revelled in their task, and the result is certainly the definitive history not only of the Great Seal of the United States but of the seals of the President, the Vice President, and the Department of State derived from it.

The steps in the adoption of the device of the seal by the Continental Congress, the probable origins of the components of the design, the various dies that have been made of it, and the designers and public officials associated with it are described in exhaustive detail. The uses of these and other seals are discussed. The account closes with "Questions and Answers" providing "various details" which "fail to fit into an orderly and coherent narrative."

Encyclopedic in character, this is not a book one will read through in an evening. The U.S. Department of State commissioned Patterson to write it as the Department's principal Bicentennial project. Patterson died before the work was completed and Dougall finished the research and writing, but Patterson's rather dry prose style makes the work more of a reference than a narrative.

It is a pity that the book is bound in undistinguished buckram. The quality of paper and printing do little justice to the ninety-two carefully documented illustrations, only two of which are in color. Many of the design sketches and por-

traits would have lent themselves to the production of a fine, colorful edition which might have graced coffee tables as well as library reference shelves.

The book is available from the Superintendent of Documents, catalog number 044-000-01543-9.

National Archives and Records Service

VIRGINIA C. PURDY

BRIEFLY NOTED

The following are notices and brief reviews of recent publications. Unsigned notes are by members of the *American Archivist* editorial staff.

Scott Bruntjen has gathered three of the manuals of Douglas C. McMurtrie, in *Source Documents for American Bibliography: Three "McMurtrie Manuals,"* and has added an introduction and notes. McMurtrie wrote his "Manual of Procedure," "Instructions for the Description of Broad-sides," and "Instructions for the Examination of Newspaper Files for Material Relating to the History of the Press" in 1939 to provide bibliographic instructions to field workers in the Historic Records Survey of the Works Progress Administration. Bruntjen says: "In reproducing these three 'Manuals' in this convenient and inexpensive form, it is hoped that those who use American bibliography will now have an opportunity to better understand how and why that record was produced, to recognize the strengths and limitations of that record, and to appreciate the efforts that made the development of the record possible." Although the mainly double-spaced, typed format is difficult to follow, having these articles reprinted is a service archivists should appreciate. The ca. 92-page publication is available from the Director, School of Library Service, Dalhousie University, Halifax, Nova Scotia, Canada, B3H 4H8 for \$3.00.

UNESCO has published *Directory of Documentation, Libraries and Archives Services in Africa*, by Dominique Zidouemba and revised and enlarged by Eric de Grolier (Paris: UNESCO, 1977. 311 pp. \$20.) This volume revises a 1965 publication and expands the number of countries covered and information about the holdings, staff, and services available in the archives and libraries of forty UNESCO member states in Africa, including Algeria, Morocco, Libya, and Egypt. National and university libraries, specialized libraries and documentation centres, some public libraries, and film and record libraries are included. Bibliographical information about holdings, legislation relating to documentation agencies, professional associations, and participation in international information systems are also noted. The volume is available from Unipub, Inc., Box 433, Murray Hill Station, New York, N.Y. 10016. [Aloha South]

The Urban Information Thesaurus: A Vocabulary for Social Documentation, by W. T. Dürr and Paul Rosenberg, was originally developed to enable the staff of the Baltimore Region Institutional Studies Center to retrieve documents and files based on the information contained. Because of the nature of BRISC's collections, the thesaurus is weighted toward areas of planning, urban development, and social history. It will be of greatest interest to archival institutions with post-Civil War social records, to special libraries with collections focusing on social

history and urban development, and to records management programs for use in subject classification and files management.

Designed to lead the user, whether cataloger or researcher, both from general concept to specific topic and vice versa, the thesaurus performs this function well, once its secrets are unlocked. There is, unfortunately, no concrete example to demonstrate its usefulness, only a jargon-laden preface and a nearly indecipherable flow chart. The thesaurus was developed as an in-house tool and undoubtedly has served BRISC well. Whether it is more useful than the similar *Urban Vocabulary* compiled by the U.S. Department of Housing and Urban Development, and whether it is as widely applicable or as easily adaptable as it claims to be remains to be seen. The hardbound, 375-page thesaurus is available for \$25.00 from Greenwood Press, Inc. (51 Riverside Avenue, Westport, CT. 06880.) [Kathryn Allamong Jacob]

The Parkside Area Research Center (ARC), a cooperative project of the State Historical Society of Wisconsin (SHSW) and the University of Wisconsin-Parkside, has published a *Checklist of Archives and Manuscripts* for its holdings, as of March 1977. The center has records and papers from Racine and Kenosha counties for a variety of individuals, organizations, businesses, and governmental units. Its seventy-three-page, spiral-bound guide contains separate subdivisions on manuscript collections, county and local government records, newspapers, genealogical materials, and the archives of the University of Wisconsin-Parkside. In addition to the resources held at Parkside ARC, which is one of thirteen SHSW cooperative centers in Wisconsin, researchers have access through inter-center loans to the society's composite holdings. [Rodney Ross]

The Washington State Division of Archives and Records Management has published an *Oral History Index* compiled by Ann Rune (Olympia, Washington: State Printing Plant, 1977. 329 pp. Maps. \$4.00). The *Index* serves as a guide for 10,121 pages of transcribed interviews collected during 1975-76 documenting contributions of the "common" man, woman, and ethnic minorities to Washington's heritage. The individual description (Transcript Index Sheet) is very clear and complete, and includes biographical summaries and cross-references to a companion photograph collection. Unfortunately, although proper names and key words are specified, there is no overall name and subject index to the interviews. The manuscript collection is available on microfiche for \$75.00.

McMaster University Library Press has published Part 1 of a guide to the Vera Brittain (1893-1970) research collection (Ontario, Canada: *Library Research News*, November 1977. 101 pp.). Part 1 of this guide was compiled by Terry Smart and Charlotte Stewart with the assistance of Norma Smith. The foreword by William Ready states that "it is only a generous beginning sampler of what the entire collection contains." The collection, divided by subject, is filed chronologically within each category. The category descriptions are concise and samples of the contents of the collection are often given. This work presents itself in such a manner as to create an interest in Vera Brittain and her work and is not solely a research aid for someone already familiar with this lady of letters. [Pat Gholson]

The Bundesinstitut für Sportwissenschaft (Federal institute of sport science), of Cologne, West Germany, has published the *Avery Brundage Collection, 1908-1975* (Schorndorf: Hermann, 1977), a guide to the papers of Avery Brundage, businessman, philanthropist, and sportsman, which are located in the Archives of the University of Illinois at Urbana-Champaign. Prepared by the university archives staff under the direction of Maynard Brichford, this publication provides a folder-title listing of the 324 boxes and a catalog of the 122 scrapbooks which Brundage gave to the university in 1974. The bulk of the material deals with Brundage's tenure as president of the Amateur Athletic Union (AAU) of the United States and as president of the International Olympic Committee (IOC). It consists of correspondence; circular letters, minutes of AAU and IOC meetings; press clippings; articles and speeches; photographs; scrapbooks of articles, clippings, and photographs; motion pictures and tapes; and microfilm. A major subject and name index is also included. [Christopher Beam]

The Samuel Milton Jones Papers . . . An Inventory to the Microfilm Edition (By Morgan J. Barclay and Jean W. Strong. Columbus: Ohio Historical Society, 1978. 95 pp. Photographs. Bibliography. Paper. \$5.95) is a guide to a fifteen-roll microfilm publication of the papers of Samuel "Golden Rule" Jones, reform mayor of Cleveland at the turn of the century. The National Historical Publications and Records Commission sponsored the project which included all the manuscripts held by the Toledo-Lucas County Library as well as selected correspondence from other institutional and private collections. After a lengthy biographical note and chronology, the film is described both by series and by roll. The bulk of the guide is a thirty-one-page index to correspondence with entries only for persons represented by four or more letters, although national figures were included with less. Also listed are Jones's speeches, publications, and poetry as well as a nice bibliography.

Joseph G. Svoboda and David G. Dunning have compiled a very useful research tool entitled *Preliminary Guide to Ethnic Resource Materials in Great Plains Repositories* (Lincoln: University of Nebraska-Lincoln, 1978, 48 pp.). This finding aid's most attractive and time-saving feature is its listing by ethnic group of the repositories within the region (which includes portions of Canada) that possess relevant holdings. Manuscript, oral history, and diverse organizational records as well as newspaper and other published sources are mentioned for consideration by scholars interested in ethnic studies. The contents of the *Guide* were derived primarily from the results of a survey conducted in the latter part of 1977 by the Center for Great Plains Studies at the University of Nebraska-Lincoln. Unfortunately, many of the repositories to whom questionnaires were sent failed to respond and thus go unrepresented. Assuredly, the success of the present volume will do much to ensure their participation in later expanded and updated versions. Information as to purchase price can be obtained by writing the Center for Great Plains Studies. [John Vernon]

The Inventory of the Archives of the Holland Land Company, 1789-1869, is a seventy-five-page translation (by Sytha Hart) of a guide prepared by Wilhelmina G. Pieterse, *Hoofdchartermeester* of the Municipal Archives of Amsterdam. The excellent introduction explains the history of the company and its role in early U.S.

land development, as well as describing the history of the archives and any archival decisions that affected the records. There are separate indexes for subjects, personal names, and topographical names. An extra attraction is the inclusion of eleven maps showing lands owned by the company. The Library of Congress helped sponsor this guide whose contents should be of interest to business historians and whose presentation should serve as an example for business and other institutional archives.

The Bureau of Cultural Relations at the Spanish Ministry of Foreign Affairs is publishing a series of twelve volumes based on documents in the Spanish Archives relative to U.S. independence. They are guides to information kept in the "Archivo de Indias, Seccion de Gobierno—Audencias de Santo Domingo y Guadalajara e Indiferente General" [Indian archives, government section—meetings of Santo Domingo and Guadalajara and miscellaneous information] and at the "Archivo General de Simancas—Secretaria de Estado: Inglaterra y secciones varias" [General Archives of Simancas—state secretariat: England and various departments]. At present only the first and second part of volumes 1, 3, and 5 have been published.

Klaus Mehnert's *Kampf um Maos Erbe, Geschichten machen Geschichte* (Stuttgart: Deutsche Verlags-Anstalt, 1977. 320 pp.) available from May & Co., Darmstadt, contains a number of references to archivists, including a chapter (pp. 57-68) on "Tschang und die Archivare." The story was that Chiang Kai-shek closed the Shanghai archives for the 1930s after archivist Ko Tscheng-hui provided adverse documents for publication. The archives was reopened in 1976. There are numerous scattered references to archivists and their role in China. While this book does not appear to be a great contribution to scholarship, we have heard practically nothing about Chinese archives. [Maynard Brichford]

The Index to the George Hyde Clarke Family Papers: A Guide to the Collection at Cornell (compiled by Jane Knap Gustafson. Ithaca, New York: Cornell University Libraries, March 1978) has appeared as promised. The *Guide* was briefly reviewed in the January 1978 issue of *The American Archivist*.

The New Jersey Historical Commission and the League of Historical Societies have published *Historical Organizations of New Jersey: A Directory*. It provides current information about 286 agencies, including historical societies, museums, and government agencies.

SELECTED NEW PUBLICATIONS

The American Archivist has received the following books of interest. Books reviewed are not listed here, but listing does not preclude future review.

Documentary History of the Ratification of the Constitution, Volume III: Ratification of the Constitution by the States: Delaware, New Jersey, Georgia, Connecticut. Edited by Merrill Jenson. Madison: State Historical Society of Wisconsin, 1978. 668 pp. Chronology, indexes, microfiche supplement. \$25.00.

- The Duke/Bedford Family Papers, 1882-1925.* By D. A. Yanchisin. Memphis, Tennessee: Memphis/Shelby County Public Library and Information Center, 1978. 4 pp. Unindexed. Paper. Also *Captain Rees Vernon Papers.* By Delanie Ross. 16 pp. Index, illustrations. Paper.
- The Federal Republic of Germany: A Selected Bibliography of English Language Publications.* Second Revised Edition. Compiled by Arnold H. Price. Washington: Library of Congress, 1978. 116 pp. Index. Paper. \$3.00.
- A Guide to Virginia Military Organizations in the American Revolution, 1774-1787.* Compiled by E. M. Sanchez-Saavedra. Richmond, Virginia: Virginia State Library, 1978. ix, 226 pp. Bibliography, index, appendixes including calendar of unit names and variants. \$15.00.
- Journals of the House of Representatives of Massachusetts, 1770-1771.* Volume 47. Edited by Malcolm Freiberg. Boston: Massachusetts Historical Society, 1978. xvi, 315 pp. Index. \$15.00.
- Personal and Organizational Papers Relating to Maryland: A Guide to Holdings of the Archives and Manuscripts Department of the Special Collection Division of the University of Maryland Libraries at College Park.* By Mary A. Boccaccio and Robert M. Pierson. College Park: University of Maryland, 1978. iii, 14 pp. Index. Paper. Free to Maryland residents, \$3.00 for institutions outside the state.
- Records of the Secretary of State: California State Archives Inventory No. 6.* Compiled by W. N. Davis, Jr. Sacramento: California State Archives, 1978. ii, 51 pp. Index. Paper.
- The Taff Vale Case: A Guide to the A[malgamed] S[ociety] [of] R[ailway] S[ervants] Records.* Compiled by Christine Woodland. Edited by Richard Storey. Coventry, England: University of Warwick, 1978. 28 pp. Appendixes, illustrations. Paper.
- Thomas Jefferson and the Library of Congress.* By Dumas Malone. Washington: Library of Congress, 1977. 31 pp. Paper. No charge. Also *Thomas Jefferson and the World of Books.* A Symposium held at the Library of Congress, September 21, 1976. 37 pp. Paper. No charge.
- Venezuela y Los Estados Unidos, 1810-1888.* By Benjamin A. Frankel. Caracas: Ediciones de la Fundacion John Boulton, 1977. In Spanish. xv, 404 pp. Index. Paper.