

Reviews

MARY ELIZABETH RUWELL *and*
BRENDA A. BEASLEY, *Editors*

Confidential Information Sources: Public and Private. By John M. Carroll. Los Angeles: Security World Publishing Co., Inc., 1975. 333 pp. Appendix, bibliography, index. \$14.95.

Project SEARCH: The Struggle for Control of Criminal Information in America. By Gordon Karl Zenk. Westport, Conn: Greenwood Press, 1979. 176 pp. Appendix, bibliography, notes, index, \$16.95.

Neither of these works may be "must" reading for those in the archival profession, but they do deal with two problems of increasing concern. Daily, more and more information of a personal or private nature on individuals is finding its way into the files of businesses, government agencies, educational institutions, and elsewhere. Much of this data, in addition to its current value to those creating the files, has permanent value that will prove useful to a wide range of researchers. The problem is, of course, the protection of the privacy of those whose statistics make up the files. The second problem is that much of this information is stored on computer tapes; indeed, to be useful to many of the organizations it must be automated. This causes a host of concerns for the archivist who may wish to preserve such materials.

Confidential Information Sources: Public and Private discusses a wide variety of personal information files including credit reports, law enforcement records, government records such as internal revenue and census, medical files, and student records. Much of the text deals with how these various items are created and the data is safeguarded. The chapter on student records, for example, is almost a history of the growth of student files from the elementary level to university. It deals with such sections as admissions, financial aid, and grades.

The problem faced by universities and others, as more and more of their files become automated, is illustrated by the description of events at Sir George Williams University, in Montreal in 1969. Dissident students seized the university's computer center and dumped on the floor or out the windows magnetic tapes, punch cards, and other items. Their action, of course, hopelessly jumbled the university's records.

It is the last chapter, "The Issue of Privacy," that may prove of most interest. As Carroll sees it, there has been a tendency to lump together at least five separate issues when discussing privacy of personal records. These are: privacy, confidentiality, secrecy, freedom of information, and security. Although they may appear to be similar, each is a separate issue, and the author clearly defines each.

One gets the distinct impression that Carroll is not at all certain that the trend toward opening more files to the general public is a good thing, coming, as it does, in direct conflict with a search for privacy by many. As he says, "The privacy issue is one manifestation of a worldwide malaise." He then describes how everybody wants the things that were once available only to the upper class, and at the same time wants his own privacy protected. The implication is that in order to buy an auto on credit, finance a home, have top-rate medical care, and send the children to college, one may have to give up some of that privacy.

The second book, *Project SEARCH: The Struggle for Control of Criminal Information in America*, is the story of the development by a six-state consortium of an automated system for the storage of information about criminals. The acronym stands for System for Electronic Analysis and Retrieval of Criminal Histories. Much of the work is devoted to a description of the conflict that developed between the consortium and the FBI over the form and control of the project.

Within the story of the project are found several points of interest to those in the archival profession. As the author points out, "The history of this project provides important insight into some of the most significant contemporary issues facing the American people. The increasing use of computer systems to handle information about individual persons . . . has brought the issues of individual privacy and freedom to the forefront of political argument."

One point that perhaps not all archivists and researchers using machine-readable records continually keep in mind is the complete objectivity of the computer. All information put into the computer—good or bad, objective or not, complete or incomplete—will always be repeated in the same format. The computer makes no judgment about the quality of its information. This may seem to be an elementary statement, but all too often the information produced by computers is revered as gospel.

As stated earlier, these works may not be required reading for those in the archival profession; but they may prove interesting to many.

Wayne State University

WARNER W. PELUG

College and University Archives: Selected Readings. Subcommittee on Selected Readings, SAA Committee on College and University Archives, comp. Chicago: Society of American Archivists, 1979. 234 pp. Bibliography and appendixes. \$11.

The Subcommittee on Selected Readings of the SAA Committee on College and University Archives winnowed through over 150 articles published prior to June 1978 to produce a reader of seventeen articles and six appendixes. Since there is no systematic book-length treatment of college and university archives, and since many of the articles and documents are not easily obtainable, the reader fills an important gap in the literature.

Beginning archivists will find the reader an invaluable guide, but must recognize that it is not intended as an inflexible standard and that the articles represent "a diversity of philosophical viewpoints and procedures." Since the articles were chosen for their specific relevance to college and university archives, some areas of archival administration, such as conservation, computer applications, or security, are not covered. Experienced archivists will find these well-selected articles a useful tool for explaining the function of an archives to university administrators or library directors, a particularly important function in this era of tight budgets. Appended statements of the SAA Committee on College and Univer-

sity Archives covering theses and dissertations, and the Family Educational Rights and Privacy Act, are important policy documents. The "Core Mission and Minimum Standards for University Archives," prepared by the University of Wisconsin Archives Council, is helpful for program evaluation, but does not entirely compensate for the omission of the "Standards for College and University Archives," which were printed in the January 1978 *SAA Newsletter* but were still under consideration by Council when the reader went to press. Records management is well covered by two articles, one including a retention schedule, an appended retention and disposal schedule from the North Carolina Division of Archives and History, and a filing system from the Wayne State University Archives.

Archivists from non-governmental institutions have adapted and modified concepts and procedures originally developed for manuscript collections or for the management of governmental archives. Unlike government archives, college and university archives are often responsible for the collection of manuscript material related to their institution. This reader gives the profession a chance to evaluate the success of university archives in applying the record group concept, records management techniques, and other administrative procedures to holdings which often include both official records and private papers, or where the distinction between official and private can become very blurred. Persons responsible for business, religious, or social welfare institutions may find that the solutions developed for college and university archives fit their particular needs.

The reader is a benchmark for the profession. It shows the considerable success and ingenuity of college and university archivists in managing the records of non-governmental institutions. However, it should not be taken as a standard. The ultimate utility to the profession of this reader will depend on its ability to focus the attention of archivists on areas in need of improvement and to suggest new areas for research and development.

State University of New York at Buffalo

CHRISTOPHER DENSMORE

Film Cataloging. Prepared by the Cataloging Commission, International Federation of Film Archives. New York: Burt Franklin & Co., Inc., 1979. 178 pp. Illustrations, appendixes, index. \$17.97.

A survey of the documentation on the cataloging of archival audiovisual collections would show that audiovisual archivists are still a long way from agreeing on a set of standard cataloging rules. Foreseeing the possible consequences of an ever-increasing number of different cataloging systems in film libraries and archives, the International Federation of Film Archives set up a commission to study the matter and to propose correctives. The subsequent publication of the practical guide, *Film Cataloging*, would, it was hoped, foster "inter-archival and international cooperation, . . . prevent wasteful duplication of efforts and the needless proliferation of incompatible systems," and help "avoid errors perpetrated in isolation and perpetuated in ignorance."

The Cataloging Commission, which consists of members of some of the world's most prestigious film archives, offers to readers of *Film Cataloging* a selection of tested cataloging procedures, rules, and guidelines from which they might choose, according to their requirements, without straying from the practices most commonly in use. The authors manage to cover in this fashion such esoteric details as filmographic and technical data, numbering systems, accession records complete with illustrations, and information storage systems such as card catalogs, manually punched card files, and electronic systems, including computers. A fairly extensive selected bibliography is provided as a guide to further research. An outstanding added feature, which takes up almost two-thirds of the book, consists of eleven appendixes containing lengthy passages and examples garnered from the cataloging manuals of member institutions. The contributors include the National Film Archives and the Imperial War Museum, London; the Deutsches Institut für Filmkunde, Wiesbaden; the Jugoslovenska Kinoteka, Belgrade; the Staatliches Filmarchiv der DDR,

Berlin; the Magyar Filmtudományi Intézet és Filmarchívum, Budapest; the Library of Congress, Washington; and the Filmoteka/Ceskoslovenský Filmový Ústav, Prague.

The authors of *Film Cataloging* waste no time in getting down to the gist of the matter at hand. In so doing, they have brought out a somewhat disjointed and unevenly structured work, almost devoid of stylistic niceties. What is more important, however, is that they have produced a treasury of information, replete with lists of suggested terms, point-by-point expositions, and relevant recommendations that will be most useful to beginning and experienced catalogers alike. Particularly interesting are the recommendations regarding the need in the preliminary design of a catalog for realistic appraisals of the resources available, the purpose of the catalog, and the advantages of a certain degree of compatibility with other archives. The guidelines relating to the technical aspects of films are equally valuable and rather belie, in their appropriateness, the claim of the authors that the "purpose of the publication is advisory rather than prescriptive." Archivists and catalogers will do well to heed them closely, since there is very little room for choice in the correct handling of archival film. If only for these reasons, *Film Cataloging* will undoubtedly prove to be an effective aid to the International Federation of Film Archives in furthering its aim toward a common approach to film cataloging.

National Film Archives, Public Archives of Canada

JEAN T. GUÉNETTE

The Oral History Collection of Columbia University. Edited by Elizabeth B. Mason and Louis M. Starr. New York: Oral History Research Office, Butler Library, Columbia University, 1979. 306 pp. Introduction. \$22.50.

The use of oral history to document personal histories, events, and entire movements has grown markedly since its inception in the 1940s. Once viewed with considerable skepticism as a vehicle for the collection of valid historical data, oral history today is widely accepted as a useful and frequently necessary complement to the written record. In the age of disposable computer tapes, microwave communications, and an ever-decreasing volume of substantive paper records, oral history is likely to assume a position of increasing importance.

It is appropriate that Columbia University, the birthplace of modern oral history, should hold one of the largest and most significant collections in that field. *The Oral History Collection of Columbia University* is the fourth edition published by the university, all of them edited by Louis M. Starr, director of the Columbia Oral History Research Office, and his associate, Elizabeth B. Mason. The current catalog is different both in substance and format from the earlier editions, and contains a good deal more information of value to researchers who are not able to use the collections in person. The catalog is a guide to the memoirs of 3,638 persons; the available transcriptions cover nearly a half-million typed pages. The volume includes cross references by topic and name, although the sheer volume of the holdings ensures that the references are not as comprehensive as either the editors or the user would like.

The catalog supplements an extensive master biographical card index at Columbia; there are also biographical indexes appended to each memoir and to many of the special projects. These may be consulted by telephone or letter, once the researcher has identified specific memoirs and topics. A growing number of Columbia's memoirs are also available in microform.

Information on access to these and other resources of the Columbia Oral History Research Office is contained in a section intended to serve as an introduction to Columbia's operations and procedures. This feature appears to have been devised in response to comments on the lack of adequate explanatory material in previous editions. The section is helpful, but the question and answer format adopted to outline basic information about use of the collections is perhaps unnecessary and even a bit confusing. A single, two-page list of basic procedures might have been more effective in the end.

The introductory pages contain a brief but useful description of the Columbia oral history program, entitled "Coming to Terms: Oral History," followed by a list of major books that have drawn upon Columbia's oral history holdings. Also included are lists of subject headings (the first time the catalog has included a topical cross reference), and additional lists of special projects and abbreviations used in the catalog entries.

The catalog's new format is generally excellent, providing the user with easily read entries for both individual memoirs and the longer descriptions of major special projects. Entries are terse but fully compatible with the purpose of the catalog.

This latest Columbia oral history guide will surely prompt as many questions as it answers about the collections; that is at once a benefit and a problem of nearly any guide. It provides a very usable road map to a major oral history collection, and Columbia University should be commended for issuing the book a mere seven years after the last. Given the far longer waiting periods between guides to other major collections, this alone is an impressive accomplishment.

Minnesota Historical Society

JAMES E. FOGERTY

Spanish and Mexican Records in the American Southwest: A Bibliographic Guide to Archives and Manuscript Sources. By Henry Putney Beers. Tucson: University of Arizona Press, 1979. 493 pp. Bibliography, appendixes, maps, index. Paper. \$8.95.

Henry Putney Beers has put into the hands of any serious researcher of the early history of the American Southwest a valuable tool. It is not only a valuable tool to locate and find materials for research; it also contains a workable background to those materials. The historical narrative in which he couches the types of materials and their locations definitely helps the searcher to sort out clearly what materials he or she may be looking for, even before going to the place of deposit.

An archivist looking at the book finds it a ready handbook for quick location of records and what the records contain. "Their [the records] acquisition, preservation, and publication by American institutions and individuals are faithfully cited," as stated on the back cover of the soft edition. This statement quite accurately describes the content of this excellent book-handbook.

This handbook contains the quantity, location, and types of Spanish and Mexican records of what are now the states of Texas, New Mexico, Arizona, and California, from the earliest *entradas* to the mid-nineteenth century. It takes each of these states and divides the records relating to it into provincial records, legislative records, land records, ecclesiastical records, documentary publications, manuscript collections, and records of local jurisdiction. In making these divisions, Beers brings out the wealth of records available to the researcher. Beers also points out that these records are dispersed quite widely across the United States, Mexico, and Spain. The quantity of records is great, and the disparity of repositories is great.

The names of the repositories are extrapolated from the text itself and presented in Appendix A, under each of the four states concerned. Here again, a quick glance can help the busy archivist locate for a researcher exactly where the records are that the researcher may be seeking. Appendix B contains a "Documentary List of California Archives." Appendix C is concerned with the "Office of United States Surveyor General" in California. Appendix D relates to the contents of the "Spanish Archives in the Land Office, San Francisco, California."

Similarly, the sixty-nine pages of the bibliography are of great value. Ranging from "Bibliographies" to "Secondary Publications," the bibliography is rich in content and appropriate for reference, orderly and concise.

Another aspect enhancing the usefulness of the book is the maps that head each chapter. These maps contain the loci of the places the records refer to. These valuable maps help to pinpoint spacially the areas described in the records.

Henry Putney Beers's volume comes at a time when interest in the United States Southwest is very high. Also, this publication is the culmination of many years of work and tedious inquiry. Having been connected with the United States government as archivist, historian, and editor, Beers has the background to present this timely and well-worked volume to the archivists and research historians of the United States Southwest. It is hoped that Henry Beers will write a comparable volume on the other former Spanish territories in the United States, such as Florida, Georgia, Alabama, Mississippi, and Louisiana.

Just one small note. Being the archivist for the "Catholic Archives at San Antonio," I can attest that the name Catholic Archives at San Antonio is the official name, not "Archives of the Roman Catholic Archdiocese of San Antonio" as found on page 375. Also, the San Fernando Cathedral Archives no longer exist. The precious volumes once kept at San Fernando Cathedral are now in the Catholic Archives at San Antonio, Chancery Office, San Antonio, Texas (pp. 181, 182, 375).

This volume is highly recommended by the reviewer for every archivist and for the researcher in early United States Southwest history. It is a treasure of a handbook to have for easy reference and quick knowledge.

Catholic Archives at San Antonio

BARNABAS DIEKEMPER, OFM

A Guide to Manuscripts Relating to America in Great Britain and Ireland. Edited by John W. Raimo. Westport, Conn.: Meckler Books, 1979. A revision of the *Guide* edited in 1961 by B. R. Crick and Miriam Alman. 467 pp. \$65.

Brilliant pioneers sometimes reconnoiter new territory so well that a sense of anticlimax inhibits equally critical secondary exploration. Crick and Alman's 1962 *Guide*, a giant among Anglo-American historical finding aids, has perhaps exerted such an influence over its 1979 revision. Working almost alone, apparently, the editor has presented us with a very serviceable updating—nothing less. Congratulations are due John Raimo and the sponsoring British Association for American Studies. Some researchers, however, may find the second edition less innovative than might have been hoped.

The revision's merits are not to be underestimated. It boasts 65 percent more entries than its predecessor. Much of its new material reflects local and county record holdings, mending a self-confessed flaw in the 1961 *Guide*. The preface notes an increase in the number of social and economic (vis-à-vis political) sources, a shift many historians will applaud. Numerous location changes are recorded, including those entailed by the redrawing of British county boundaries in 1974. Raimo even extends hope for an abatement of the notorious wanderlust prevalent among British manuscript collections; he notes a modest gravitation of private papers toward permanent institutional resting places.

In considerations of format there are pluses and minuses in what will doubtless come to be dubbed "the new Crick and Alman." One improvement comes in the table of contents, still arranged by counties but now subdivided into cities before repositories are alphabetized. The new double column pages scan more rapidly, though placing more information on each page becomes a mixed blessing because more time is now required to locate each indexed citation. (Attaching an abstract number to each collection entry and indexing accordingly, instead of by pagination, would have been a time-saver.) Too, the new volume relinquishes the use of repository names as right-hand page headings, making it a bit more troublesome to skim quickly to a given repository's entries.

So much benefit accrues from this relatively low budget project that one hesitates to quibble. Nevertheless, if future editions follow, more attention might be directed toward smoothing some of the admitted unevennesses, so forgivable in the 1961 *Guide*, that have

been perpetuated here. Unwillingness to grapple with information concerning reprography and microform availability is far less excusable now than it was eighteen years ago. (As research travel becomes more expensive, obtaining copies threatens to become almost as vital as locating sources in the first place.) Footnotes citing monographs making extensive use of surveyed materials were a welcome feature of the original Crick and Alman; few new notes can be found here. We read with sadness, if not astonishment, that about 5 percent of the material listed in 1961 can no longer be traced. A purpose might have been served by spotlighting these fugitives in an appendix rather than letting them disappear in silence. Finally, let it be decried that the price of this excellent tool has ascended from \$13.45 in 1961 to \$65. Those who oversee future revisions might bear in mind that the ultimate usefulness of any reference work is, in part, a function of how many copies potential users can afford to buy.

Colonial Williamsburg Foundation

DAVID J. MARTZ, JR.

Jewish Immigrants of the Nazi Period in the U.S.A. Edited by Herbert A. Strauss. Volume 1: ***Archival Resources***. Compiled by Steven W. Siegel. New York: K. G. Saur, 1978. 279 pp. Introduction, index, list of repositories. \$32.25.

Although much has been written on the destruction of European Jewry by the Nazi regime, little information has been assembled on those fortunate German Jews who emigrated and settled in countries of refuge, particularly in the United States. Despite bureaucratic and political obstacles, 130,000 of them were admitted to this country during the years 1933 to 1945. The YIVO Institute for Jewish Research, in New York, and Yad Vashem, Martyrs' and Heroes' Remembrance Authority, in Jerusalem, have produced many guides and bibliographies on the destruction of Europe's Jewish population, but no comparable volumes have been published that catalog the archival resources for studying those who escaped, particularly German Jews. This volume, compiled by Steven Siegel for the Research Foundation for Jewish Immigration, fills this need; it is the first volume in a projected six-part series on "Jewish Immigrants of the Nazi Period in the U.S.A."

The purpose of the guide is to "document materials relevant for social and communal history" that reflect the immigration, resettlement, and acculturation of German Jews in the United States. To this end, the volume is divided into four sections. The first lists national organizations, projects, and topics of national significance, arranged alphabetically. The second section enumerates the archives of regional and local organizations, including both immigrant self-help and American groups. It is arranged alphabetically by state and then by locality within each state. Part three lists alphabetically people whose papers mirror aspects of German-Jewish resettlement, including some who were immigrants themselves. The fourth part is a list of oral history collections containing interviews that relate to the field. A list of "Repositories and Archival Holdings" follows in which the guide's entries are arranged according to their archival agencies.

Each listing consists of the name of the organization, project, or individual; an address for further contact; a general history and discussion of activities pertaining to the immigration; references to significant literature; and a description of archival or manuscript material with current location, existence of finding aids, and access restrictions.

Each collection or organization entry indicates the care with which the guide was prepared. The historical descriptions are concise, including general purposes, important dates, and the extent of involvement in the German-Jewish immigration. Mergers or name changes are described, important because communal organizations are created and disbanded regularly. The entry under "Jewish Welfare Agencies" is a mini-essay, summarizing the involvement of Jewish social welfare organizations in immigrant aid, as well as in the Jewish community at large. Siegel's frustration with these welfare agencies (a frustration shared by researchers) is evident in his description of the deplorable attitude that

these agencies have toward their records; in fact, many of them have destroyed decades of archives as if they were trash. The introduction states that, while wishing to include only extant and available collections, the Research Foundation found it necessary in several instances to list important collections that had been destroyed, "in order to draw the attention of responsible Jewish organizations to the serious damage done to scholarship in this manner." If only others would be brave enough to point their fingers.

The data on archival holdings were gathered by mail inquiry, forcing Siegel to depend upon the respondents for accuracy. But at least the researcher can contact the repositories themselves before flying off to all corners of the country.

Another guide has recently been published that appears at first glance to duplicate Siegel's work. *Guide to the Archival Materials of the German-speaking Emigration to the United States after 1933*, by John Spalek, actually complements the *Archival Guide*. The Spalek volume focuses on individuals prominent in their respective fields who fled the Nazi tide to come to the United States. While the Siegel guide deals exclusively with German Jewry, this volume also lists non-Jews who were *persona non grata* with the Nazi regime.

With the appearance of this volume the study of German Jews in the United States has been given a great boost and a valuable finding aid. I look forward with anticipation to the resulting research, as well as to the five remaining volumes in this series.

Spertus College of Judaica

RICHARD W. MARCUS

The American Image: Photographs from the National Archives, 1869–1960. An exhibit at the National Archives, Washington, D.C. Catalog: *The American Image: Photographs from the National Archives, 1869–1960*. Office of Educational Programs, National Archives and Records Service. Introduction by Alan Trachtenberg. New York: Pantheon Books, 1979. xxxii, 191 pp. Cloth, \$20; paperback, \$10.

An exhibition entitled "The American Image" implies a particular viewpoint, and suggests the context within which the exhibition is to be judged. The exhibition of that name which opened at the National Archives in November 1979 consists of 250 photographs chosen from millions in the Archives collections. Arranged and presented on the wall, these photographs are given a position within a definable context—or several places within different contexts, as suggested in the essay by Alan Trachtenberg which accompanies the catalog. He describes and discusses very well the differences in meaning and significance an image can have at various times, seen in different formats, by a variety of viewers.

My reactions to and impressions of these photographs are based on seeing them as an exhibition, individually framed images placed upon the wall in a predetermined context and sequence. The arrangement within thematic groups gives a stronger sense of structure and purpose than is possible with the basically utilitarian layout of the catalog. Viewing the exhibition, the eye is caught and directed by the varieties of size and tonalities, and the ordering and placing of the photographs on the wall. It is a handsome exhibition, an effective introduction to the photographic collections of the Archives.

As a visual experience it is successful. Any questions and doubts have to do with its intellectual and/or esthetic intentions. Beginning with the title, one asks if there is an "American Image" defined and explained here. Do these images have anything in common that is peculiarly American? There are references to many periods of American history and in fact it is difficult to understand many of the pictures fully without some knowledge of this history. Apart from that context, some images lose much of their meaning or acquire a content different from what was originally intended. Perhaps this is not important in some cases. The landscapes, for example, have a universal accessibility and are easily placed and understood in an artistic context derived from the experience of landscape as a traditional art genre.

To some extent this is also true with the portraits, since without specific identification they are abstractions, symbols for a general idea of man, woman, or child. Sometimes there

is something in the picture itself that gives a kind of identification, but this too is often a generalization or stereotype. This is most obvious in the group of Indian portraits, which, without some fairly specialized knowledge, are another symbol and concept, one which says "Indian"—which, of course, is one part of an American image.

There are photographs of three wars. Those from the Civil War are static, telling us mostly about things, about the material appearances of men and environment. Except for one picture of bodies and burial, these images do not touch the terrible actualities of the conflict. By the time we move to WWI, there is a shift from things to events, but for the most part they are pseudo-events and posed situations. The most realistic image is perhaps that of the wounded in the ruins of a church. The one picture of actual combat is in fact rather romantic, more esthetic than documentary. WWII seems closer to reality with scenes of combat, burial, and the taking of prisoners. But there is also much that has more to do with propaganda and the pseudo-event, and in some cases with esthetics. With its conscious composition and use of contrast and tonality, the image of American troops storming a North African beach could be taken as a classic example of a salon photograph. The esthetic aspect is even more significant in the photograph by Wayne Miller showing Lord Mountbatten. This is primarily a picture of pattern and texture, and it is only with an effort that one sees the individual figures and the event described in the caption.

This well-designed and well-installed exhibition is one which many people will enjoy, as it is made up of historically, socially, and perhaps artistically significant images. If there is a single quality here that defines the American images, it is the notion of diversity. The concept suggested in the title is broad, and broadness is one impression given by this exhibition. Of more significance, perhaps, is the way in which it shows the changes that have taken place in the uses of the photographic medium. Ranging from early, careful recordings of places, materials, and things, to more recent images of events and incidents, the exhibition has much to tell us about how we use photography to preserve and present our history and society.

Library of Congress

JERALD C. MADDOX

Life and Times in Shoe City: The Shoe Workers of Lynn. An exhibit at the Essex Institute, Salem, Massachusetts, 14 September 1979, through 27 January 1980.

In the last few decades, interest has increased in so-called non-elitist American history. This development has been manifested in the efforts of historians, citizens' groups, historical societies, and state and federal agencies to preserve and interpret heritages of the "little man," which, because they are relatively unglamorous, might otherwise be forgotten or destroyed.

The special exhibition at the Essex Institute of Salem, Massachusetts, *Life and Times in Shoe City: The Shoe Workers of Lynn*, is a superb example. Interpreting the pre-Depression social history of a former major New England industry, it was conceived by the director and librarian of the Essex Institute, Bryant F. Tolles, Jr., and prepared by him, Curator Anne Farnam, the staff of the Essex Institute, and special consultants and interns. The exhibition coincided with state plans for an Urban Heritage Park in the City of Lynn, and it may be permanently installed in one of the former shoe factory buildings in the downtown area of that city.

The exhibition, on view from 14 September 1979 through 27 January 1980 in the auditorium of the Essex Institute, focused on the period 1870–1920 of the shoe industry in Salem's neighbor city, Lynn. The space was divided into seven theme areas separated by low partitions and other devices, such as room settings; the sequence was loosely chronological. Initial areas concentrated on methods of manufacturing, progressing from hand production in small family workshops known as "ten-footers" to total mechanization in massive factory buildings erected after the 1889 fire in Lynn. Subsequent areas illustrated

how these changes in production methods affected the status, life style, and aspirations of the ordinary shoe worker, and how the emerging owner class lived and spent its leisure time. Final areas, aided by a huge blow-up of a photo of bustling Central Square around 1910, led the visitor into the peak production period of "Shoe City," the first two decades of this century, a period replete with commercial prosperity and neighborhoods of diverse ethnic, social, religious, and political colorations.

The balance struck between the display of artifacts, memorabilia, and furnishings, on the one hand, and documents and pictorial and graphic material on the other, was exactly right. There was no cluttering; blow-ups of photos and of quotations were hung at eye level; information on large-lettered explanatory cards was concise and clear. Eye appeal was both exciting and pleasing, and the variety of exhibit items, which ranged from tools to banners, badges, household furnishings, architectural plans, and oil paintings, offered interest to all types of visitors. Credit was given for each item that was on loan. Well-placed ceiling spot lights and the natural light from the windows provided excellent, uniform lighting. There were touches of humor throughout, such as the model of the "New Patent Modesty Machine for Fitting the Ladies," a wooden screen with a round hole through which a woman extended her leg.

Essex County residents contributed ideas and items to the exhibition, and former shoe workers volunteered for oral history interviews. Substantial grants from the National Endowment for the Humanities helped finance preparation and installation. These grants also support current outreach programs such as lectures, documentary film and dramatic presentations, and trips Essex County school children made to view the exhibit. In addition, money was provided for the publication of three highly attractive and informative publications. Two of these carry the title of the exhibit, *Life and Times in Shoe City*, one a collection of scholarly essays, the second an illustrated exhibit catalog with text by guest curator Keith Melder. The third is a map, with captions, entitled *Walking Tours in Shoe City*.

The Essex Institute exhibition was a model of meticulous research and imaginative presentation. It clearly merits a permanent place in Lynn's projected Heritage Park.

Harvard Law School Library

ERIKA CHADBURN

John F. Kennedy Library. Permanent exhibit. Boston, Massachusetts.

The John F. Kennedy Library could be subtitled "An Appreciation of the Camelot Years of American Politics." I. M. Pei's inspired design fully capitalizes on the site by incorporating a magnificent view of the Boston skyline with a sweeping seascape looking out over the harbor islands. The structure will lend itself to an easy flow of the large crowds that will undoubtedly visit this mecca.

Visitors to the library are first shown a thirty-minute film which has been superbly produced and beautifully edited by Charles Guggenheim. Each showing is introduced by a staff member who explains the historical and educational purposes of the facility—a human touch that somehow softens what to many people might otherwise be a shattering experience.

Artifacts, documents, and audiovisuals are combined in the exhibits to demonstrate powerfully and movingly the growth and eventual permeation of the Kennedy mystique. A timeline reflects family history in contrast with national and international events of political, social, and scientific import and leads the visitor through the first sections of the exhibit. Museum objects and archival documents are counterpoised and interspersed with huge photographic transparency murals illuminated from the rear. Video, used with exceptional effect, pinpoints specific areas of interest such as press conferences, the election campaign, civil rights, and the space program, reflecting perfectly the individual who used this medium so successfully.

Of particular merit also is the manner in which documents have been ingeniously and almost exclusively used to convey certain concepts. In the central area surrounding the "Office of the President," a re-creation of JFK's desk in the Oval Office, there are display areas which "explain twelve of the president's functions." These functions, i.e., head of state vis-à-vis foreign leaders, political party leader, national figurehead, etc., are explained through a most judicious and careful selection of materials.

There are some exhibits, however, which even after several viewings remain confusing. One in particular, dealing with "personal interests, cultural affairs, and family life," treats an extremely wide variety of materials in very small and awkward space. Perhaps it is impossible to compress architectural renderings and models, correspondence, flags, furniture, gowns, mounted birds, paintings, photos, portraits, scrimshaw, ship models, swords, and much more into such an area and make it coherent. Potpourri may have been the intent; but hodgepodge is the result.

Although the displays are attractive, much of the exhibit is not easy to see. The timeline, for example, is mounted in the walls above the display cases. The height alone presents a problem for anyone with vision problems (such as the person using bifocals), and its position above the cases makes it impossible to see while standing close enough to read materials in the display cases. This is not a particularly serious inconvenience when there are only a few viewers in the museum. When the museum is crowded however, one cannot move back and forth easily in order to make the connection between the two. The height of several of the display areas will make them difficult to view for many handicapped people. Upon inquiring, I was told that special consideration had been given to the problems of the handicapped; but this does not seem to be the case.

The overall impression, however, of the exhibit is of a carefully planned, meticulously researched project that admirably and eloquently accomplishes its goal of celebrating that fondly remembered period.

I was among the first paying customers through the doors on opening day (22 October 1979) and felt so strongly about the museum's merits that I sent my entire staff to see it on succeeding days. Two weeks later our curator of exhibits and myself were granted a behind-the-scenes tour of the exhibit areas. It was during this visit that some serious archival/conservation problems became apparent.

Some of these problems are inherent in the use of original documents in exhibits, while others are related to the understandable desire of the design firm, Chermayeff and Geisman Associates, to have a brightly lit and colorful product. Still others can be considered as those that are created by the establishment of any new museum exhibit: time and budget constraints combined with design and curatorial conflicts.

I was so concerned after this visit that I discussed the matter with several archivists and conservators, including William Moss, the JFK Library archivist, who confirmed my impressions and expressed his own concern with the situation. Although rigid environmental standards had been established by the archival staff for the display areas, many of the standards were not observed. In the final rush toward completion, the matter was totally out of the archivist's hands. Numerous subcontractors were involved, each with his own interpretation of "standards," and the final product was simply turned over to the archival staff, leaving them to cope with these rather serious problems:

1. Large banks of unfiltered fluorescent lights illuminate the exhibits from behind (usually through transparencies), while smaller incandescent spots, also apparently unfiltered except possibly for heat, are used on most other documents and objects. In the larger cases, containing mainly museum-type objects, larger floods and/or spots are used, again all apparently not UV filtered. Although these materials generally show the effect of the exposure gradually, the end result will be no less devastating.
2. New concrete block walls and concrete floors and ceilings were not properly sealed prior to the installation of the display cases. Dust from these surfaces is pumped into the ventilation/AC system and spread over the exhibits unmercifully.

3. As previously noted, original items such as books, letters, newsclippings, and posters are used throughout the exhibits. The documents usually have been hinged to museum mount which, in turn, has been taped to the display surface with no covering over the surface of the document. This means that in many instances the original document is totally unprotected and fully exposed to the air and light conditions described above. Many of these items had, within two weeks, curled and pulled away from their backing; all, of course, had a coating of dust. The exhibit cases are so designed that it is extremely difficult to gain access for cleaning or maintenance.

It must be emphasized that these comments refer only to the exhibit areas. A recent tour of the seven floors, all above the exhibit level, that will soon house the JFK Archives allows me to end this review on a positive note. It is an extraordinary facility, the type that we all dream about having someday for our own materials. It also indicates that, where William Moss and his staff had complete control, the result could be impressive beyond most of our wildest hopes. Some of the features:

1. Two floors of environmentally controlled stacks for papers and manuscript materials.
2. Separate storage areas for photographs, for black and white film and negatives, and for color film and slides, each controlled to exacting specifications (0° F. and 30% RH for the last, for example).
3. Another area, for extremely valuable and classified materials, protected by a halon system and separated from the other storage areas.
4. Well-conceived and beautifully appointed research areas, staff offices, and work rooms.
5. For meetings and functions, public areas that incorporate Kennedy memorabilia and furnishings.

By the time this review appears in print, the JFK Archives will be occupying its new home and becoming functional once again. The move was scheduled for 28 January 1980. This archives facility will establish standards that we will all be striving to equal for many years to come.

M.I.T. Historical Collections

WARREN A. SEAMANS

BRIEFLY NOTED

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

A Conservation Bibliography for Librarians, Archivists and Administrators, by Carolyn Clark Morrow and Steven B. Schoenly, has been published by the Whitston Publishing Company of Troy, New York. The bibliography attempts to draw together into one sourcebook citations to conservation literature from the fields of librarianship, archives and manuscripts, bookbinding, art restoration, museology, micrographics, and other related fields. The book is arranged in two parts. Part I is a classified annotated bibliography from selected resources; Part II is a comprehensive bibliography of the literature since 1966. The bibliography cites literature which has appeared since 1966 because that was the year of the flood in Florence, Italy, which spurred a worldwide revolution in conservation techniques among art curators, librarians, archivists, and others. The 271-page bibliography is available for \$18.50 from the Whitston Publishing Co., PO Box 958, Troy, NY 12181.

The Department of Manuscripts of the British Library has published *Manuscripts Indexing*. (By Jane Hudson, Head of Large Collections. London: British Library Board, 1979. 43 pp. Appendixes. Paper. \$5, including postage.) This is a guide to their current practices in compiling the printed indexes to the *Catalogue of Additions to the Manuscripts in the British Museum (Library)*. Items are indexed directly from the manuscripts rather than from the

descriptions of the collections. Of particular interest are Appendixes C and D which deal with arrangement of manuscripts and dating manuscripts. Checks should be made payable to the British Library.

The American Association for State and Local History has published *The Preservation and Restoration of Sound Recordings*, by Jerry McWilliams. (Nashville: American Association for State and Local History, 1979. 138 pp. Bibliography, index, illustrations. Paper, \$8.95). A short introduction and history of the sound recording are followed by a detailed presentation of storage, maintenance, and equipment. The accompanying photographs, although not extensive, are pertinent and clearly explained. In addition to an extensive bibliography, this practical and useful handbook contains a Directory of Manufacturers and Suppliers and a Directory of Major North American Sound Archives (omitting, among others, the Sound Recordings Branch of the National Archives). Archivists with discs, tapes, cylinders, and wire recordings should welcome this work.

A Manual of Archival Techniques (edited by Roland Baumann. Harrisburg: Pennsylvania Historical and Museum Commission, 1979. 127 pp. Appendixes, bibliography. Paper, \$2.75) is a compilation of workshop presentations given in Pennsylvania during 1978. It is designed as a guide to local and private institutions which have collections of historical material but lack professional assistance. Although the entries are a bit uneven in quality, the book covers many useful topics and provides an excellent introduction to the basics of an archival program. Copies may be ordered from the Pennsylvania Historical and Museum Commission, Box 1026, Harrisburg, PA 17120.

Obituaries on File is a two-volume reference aid compiled by Felice Levy and published by Facts on File, Inc., 119 West 57th Street, New York, NY 10019. It is a compilation of the obituaries which have appeared in *Facts on File*, the weekly world news digest, since the beginning of the journal in late 1940, through 1978. Its 25,000 entries include politicians, royalty, performers, dictators, scientists, soldiers, and sportsmen. References are made to men and women representing all fields of endeavor in the United States, Europe, Africa, and Asia. The two-volume work is divided into three sections. The first contains the obituaries themselves, listing the person's name, age, accomplishments, and date and place of death. The second is a chronological listing, beginning in 1940, of the persons, by date of death. The third section is a comprehensive subject index that enables one to locate the name of a person simply by knowing such information as his or her country, profession, company affiliation, or work of art. Additional updates of the volumes are anticipated. *Obituaries on File* should be a helpful ready-reference tool in libraries as well as archives, particularly those archives with collections of papers of twentieth-century figures.

G. K. Hall and Company have recently published an eleven-volume *Checklist of Printed Maps of the Middle West to 1900*. The work is a systematic listing of early maps of Ohio, Indiana, Michigan, Illinois, Wisconsin, Minnesota, Iowa, Missouri, North Dakota, South Dakota, Nebraska, Kansas, and the Great Lakes and Northern Great Plains regions. It describes 26,000 items in 127 different collections and provides complete bibliographic citations to each map. Entries are arranged alphabetically by geographic area and subdivided by date and subject. Funded in part by grants from the National Endowment for the Humanities, planning, coordination, and editing were performed at the Newberry Library in Chicago. The volumes in the *Checklist* contain an estimated 53,444 cards. The books measure 8½ X 11 inches and are sold both individually and as a set. Prepublication price (for the complete set): in U.S. \$725.00, outside U.S. \$833.75; after July 31, 1980, in U.S. \$850.00, outside U.S. \$977.50. For complete information write: G. K. Hall & Co., Publishers, 70 Lincoln Street, Boston, Massachusetts 02111.

The Guide to the Manuscript Collections of the New Jersey Historical Society (by Don C. Skemer and Robert C. Morris. Newark: New Jersey Historical Society, 1979. 245 pp. Illustrations, appendixes, index. \$21) updates the previous guide published over twenty years ago by Fred Shelley. The 1,057 entries describe many new collections and expand original entries. Although arrangement is not included in the descriptions, an interesting feature is the deliberate effort made to name important correspondents and organizations for each collection. All the names appear in the extensive, 46-page index. The appendixes are especially useful, consisting of a description of the society's archives, a list of relevant microfilm in other institutions, and a chronological list of collections broken down by decades.

The Georgia Department of Archives and History has recently published the *Mary Letitia Ross Papers: A Descriptive Inventory*, compiled by Johanna Mendelson, edited by Paul Ellingson. Mary Letitia Ross (1885-1971) was a teacher and historian whose work contributed greatly to the historiography of Spanish Georgia and Florida of the sixteenth century. Her papers include family, personal, and professional materials and center around her work with documents from the Spanish National Archives. During her career, Mary Ross collected hundreds of transcriptions and translations of documents dealing with Spain's colonial occupation of what is now the southeastern United States. The collection should be of interest to historians as well as to archivists who have similar collections with primarily foreign-language documents. The inventory is available for \$2.50 from the Georgia Department of Archives and History, 330 Capitol Avenue, S.E., Atlanta, GA 30334.

Among the fall releases of the University of Nebraska Press is *The Commissioners of Indian Affairs, 1824-1977*, edited by Robert M. Kvasnicka and Herman Viola, with a foreword by Phillip Nash. (Lincoln: University of Nebraska Press, 1979. 384 pp. \$19.75.) This volume, dedicated to Jane F. Smith, archivist associated with the records of the U.S. Department of the Interior for over thirty years, is a review of the careers of forty-three commissioners. These officials, some barely known, played an important role in the formation of the nation's Indian policy. The thirty-one scholars whose work is presented are authorities for their respective administrative periods. The editors are archivists specializing in the field of Indian-white relations and have worked extensively with records of the Bureau of Indian Affairs. The sketches, together with the descriptions of sources and the list of Commissioners' Annual Reports, make the volume a valuable reference tool that should be an incentive for further research in this area. [SARA D. JACKSON]

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CORRECTIONS: We apologize to Associate Librarian Hilda Bohem of the University of California at Los Angeles for misspelling her name in the October 1979 Reviews department. Also, the price of R. F. Hunnisett's book, *Editing for Publication*, published by the British Records Association, is 4 pounds, and not \$4 as stated in the review in the January 1979 issue (vol. 42, pp. 70–71). *The Editors*