ANNE R. KENNEY, Editor

Book Reviews Editor's Note: As evidenced in the reviews of *Rare Books and Manuscripts Librarianship* and *Labor's Heritage*, the reviews section now includes review essays of periodicals and other types of serials that may be of interest to archivists but which they may not normally see in their daily work. Suggestions of serials to review and offers to review them are most welcome.

Rare Books & Manuscripts Librarianship. Chicago: Association of College and Research Libraries, American Library Association. ISSN 0884-450X. Issues reviewed: volumes 1-3, 1986-88. Annual subscription rate: \$20.00.

When a specialist area in a profession has reached a certain level of maturity and self-awareness, a new journal, devoted solely to its esoteric and arcane pursuits, is often spawned. The fact that the Association of College and Research Libraries has initiated the publication of Rare Books and Manuscripts Librarianship, devoted to "articles on the theory and practice of special collections librarianship," indicates that this field has apparently reached puberty. Just what constitutes "special collections librarianship" remains undefined but presumably, like art, we all know it when we see it.

RBML is published twice a year, each issue averaging approximately eighty pages, containing three to five substantive articles, five or six book reviews, and numerous advertisements for dealers in antiquarian materials. It is distinctly different in appearance from the average American Library Association journal, giving ample evidence that some care was taken with its typography, paper, and design.

From its title and its appearance, one

might be led to conclude that RBML is heavily slanted toward antiquarian and bibliophilic interests, and thus of little utility to archivists. This would be an error. In the six issues produced so far, there are no articles plumbing the depths of compositorial analysis, none exploring esoteric aspects of imposition and collation, and not a single exposition on emblem books or armorial bindings. There is instead much here that is (or ought to be) of relevance and interest to archivists. The articles cover a wide range of topics, including security, fund raising, collecting and processing manuscripts, appraising congressional papers, and lending materials for both exhibition and research. They are generally not based on research, but rather are descriptive and practical in nature. Some of the authors will be familiar to readers of the American Archivist: they include William Joyce, Thomas Hickerson, and Anne Kenney.

Among the articles of specific interest to archivists are Marcella Grendler's detailed delineation of the process through which the National Endowment for the Humanities makes grant awards under the Access program; Margaret Kimball's very useful discussion of the workflows in processing manuscripts in the Research Libraries Information Network (RLIN); and Lauren Brown's description of the appraisal and accessioning of a group of congressional

papers. The symposium on the interinstitutional loan of rare and unique materials in the Fall 1988 issue is especially timely and germane to archivists.

Even among the articles that are apparently addressed to the concerns of rare book librarians, archivists will find much that will prove useful, or at least heuristic. Edwin Wolf and Daniel Traister, for example, both residents of the rarified bibliothecal circles of Philadelphia, have contributed articles which, although focused on rare book librarianship, have much to offer the thoughtful archivist.

The book reviews produced thus far have tended to focus rather heavily on the rare book end of the RBML spectrum: archivists will presumably have little interest in works on Hebrew incunables or nineteenth-century French edition bindings. But this apparent emphasis on the antiquarian book may be a function of the material available for review rather than a conscious editorial policy, for even in the review section of RBML there is much overlap with archival concerns. Among the works that have already received thoughtful reviews are Karen Paul's senatorial records management handbook, Maygene Daniels's and Timothy Walch's reader, the final report of the Harper's Ferry conference on congressional papers, and Nancy Peace's Archival Choices. RBML in no way duplicates the American Archivist. It instead provides a different—and useful—perspective on many important problems and issues of common concern for archivists and special collections librarians. (Dare I say that it provides evidence of the convergence of the two professions?) Archivists would be well advised to add it to their regular list of professional reading.

ROBERT S. MARTIN Louisiana State University

Labor's Heritage: Quarterly of the George Meany Memorial Archives. Silver Spring, Md.: The George Meany Memorial Archives. Issue reviewed: volume 1, No. 1 (January 1989).

Does the world need another periodical devoted to the history of the American worker? Labor History, published since 1960 as a quarterly, is the most venerable serial publication devoted to the subject. Its chief rival is the bi-vearly International Labor and Working Class History which tends. as its name indicates, to have a more comparative and international perspective and which has been published in its present form since 1976. For at least the last decade or so, labor scholarship has also been very well represented in such publications as Business History Review, The Journal of American History, and International Review of Social History. So the question remains, should another labor history periodical be welcomed into the bibliotheca? The answer is ves, certainly, since Labor's Heritage is desirous of serving a much broader audience than that of professional scholars who are the primary consumers for the other journals in the field. It also has a very different format from its potential competitors.

Obviously inspired in form by *Prologue*, the quarterly of the National Archives, Volume 1, No. 1 of *Labor's Heritage* is replete with interesting, scholarly, and eminently readable essays which are lavishly but appropriately illustrated. This number contains articles on railroad shop craft workers and the impact of the industry on their community of Bloomington, Indiana; work rules and race relations in New Orleans; and the story of artist and social activist Ben Shahn's work to illustrate a 1946 union organizing drive in the South for *Fortune* magazine.

Although archivists will take particular note of the piece on Detroit sources for the historical study of women and the United Auto Workers and the review of the labor collections at the University of Colorado at Boulder by the late John A. Brennan and Cassandra M. Volpe, the whole initial number can be studied to advantage as a model of good public history. No. 1 is entertaining as well as informative, takes advantage of the writing talents of labor practitioners and archivists as well as historians, and packages the whole product in an extremely congenial fashion. In short, this initial offering is successful in bringing "... public attention to the rich and varied heritage of American workers, and to resources and exhibits for further exploration of this subject," which is Labor's Heritage's stated objective.

The editor of the new publication is Stuart B. Kaufman, who is assisted by Katharine Vogel, Managing Editor. These individuals are also respectively the director and chief archivist of the George Meany Memorial Archives. The Archives is a unit of the George Meany Center for Labor Studies, the educational facility of the American Federation of Labor-Congress of Industrial Organizations (AFL-CIO). The AFL-CIO is to be congratulated on the enthusiasm and professional skill of its archivists and encouraged to continue to support their innovative public programming.

RICHARD STRASSBERG Cornell University

Researcher's Guide to Archives and Regional History Sources. Edited by John C. Larsen. Hamden, Conn.: Library Professional Publications, 1988. Bibliographies, index. xiv, 167 pp. Cloth. ISBN 0-208-02144-2.

Archivists have called recently for a comprehensive manual for users that will

help them use library and archival holdings in a relatively systematic way. Aimed, according to the foreward written by John Y. Cole, Library of Congress, "both at the researchers and at the librarians who work in . . . libraries" that are small and limited in staff and holdings, this compilation of essays by reputable archivists and librarians might have been that book. Sad to say, it is not. For reasons internal to the book but also beyond its scope, Researcher's Guide is a curious patchwork of essays, some of them with information that is almost, but not quite, right, suffering largely from failure to visualize a specific audience. If, as the preface says, the guide was intended to provide "a background for archival research, identifying basic procedures and tools, and suggesting ways in which research can be undertaken efficiently," it misses the mark.

The title is confusing enough. Regional history sources include archival materials: a number of archives are identified as regional history collections; and using "regional history" as a term that includes institutional history will probably mislead most researchers. But the confusion only begins here. Two kinds of records, church and business, are apparently intended to cover the topic of regional history. A chapter on historical site documentation by Ottilia Koel tells us the history of the New Haven Soldiers and Sailors Monument, occasionally refers to minutes and account books, and lists the institutions in which material was found, but fails to suggest how it was found or with what tools. A chapter by Judith Ann Schiff, "Nonmanuscript Sources," turns out to be primarily about types of audiovisual materials, but does not suggest how they can be used as evidence; few researchers think of them as more than illustration. Christopher Densmore provides excellent insight into sources for local history and also reviews dictionaries, geographical reference books and the like, but neither he nor his peers in this book

give any sustained information about the use of inventories and guides to archival collections. Only Willa K. Baum and Bonnie Hardwick, discussing oral history, devote any attention to published finding aids in their field, thus legitimizing their use and suggesting a strategy for approaching research. Unfortunately, unless the researcher reads this book as if it were a novel, Baum's and Hardwick's well constructed essay is likely to be overlooked. Bonnie Jo Cullison ends the collection with a description of preservation techniques far beyond the researcher's needs.

It isn't all bad. David B. Gracy II is at his lucid best in a chapter on how archives are acquired and organized, information a researcher must know, not only to gain access to records but to understand their contents. Philip F. Mooney is sensible and to the point about the uses and limitations of business records, and Roman Drazniowsky writes an illuminating essay about the characteristics and research uses of maps and the bibliographic tools they require; we might have hoped for this coverage on audiovisual materials. Enid T. Thompson does well with the enormous topic of public records, particularly records of local jurisdictions (she's a bit cavalier about those at state and federal levels, but choices had to be made), and Judith Ann Schiff, in a chapter unhelpfully called "General Use of Archives," lays out well the protocols of archives, including talking with archivists, understanding the rules, and using personal papers. Floyd M. Shumway in "Ethics of Archival Research" puts as positive a light as possible on such issues as restrictions and publishing approvals; it is a well built and intelligent essay. One chapter covers genealogical research; Ottilia Koel is deferential to the excellent how-to books in genealogy, which should be models for us all, and deals gently with the vexing question of genealogists' relations with archivists and historians.

The problems of this book are not solely

those of its editor, however, even though he did not realize that the sum of these parts would not make a whole. The fact is that very little else has been produced of this sort, either by archivists or librarians, and we must therefore be thankful for this collection. Moreover, the lack of focus that characterizes this book is a function of the problem that no one will name: our ignorance about who our researchers are and how they go about their work. Until we collect this kind of information, we will not be able to put together a coherent volume that addresses researchers' questions and provides them with a strategy for working through the archival maze. And that is not John Larsen's, or his authors', fault.

ELSIE T. FREEMAN National Archives

Intellectual Property Rights in an Electronic Age. Proceedings of the Library of Congress Network Advisory Committee Meeting, April 22-24, 1987. Network Advisory Committee. Network Planning Paper No. 16. Washington, DC: Library of Congress, 1987. Bibliography. 66 pp. ISSN 0160-9742.

Drafters of the Copyright Act of 1976, the first full copyright revision since 1909, tried to write a "technology independent" law, by describing copyrightable works as those "fixed in any tangible medium of expression now known or later developed." Whether they succeeded in doing so in a technology-driven age was the topic at a program meeting of the Network Advisory Committee of the Library of Congress in April 1987, from which this publication was drawn. The discussion focused on the 1986 report of the U.S. Congressional Office of Technology As-

sessment (OTA), entitled "Intellectual Property Rights in the Age of Electronics and Information," and its conclusion that problems created by rapidly advancing and sophisticated technologies would soon require significant changes in the entire intellectual property system (or copyright). The five presentations reproduced here place the copyright conundrum in the late 1980s right where it was when copyright revision first got under way in the 1960s and where it remained throughout the final work in the 1970s. Twentieth-century technology, unlike the technology of the printing press of an earlier age, has startlingly altered definitions of "authorship" and "reproduction."

This publication is not a manual, and a certain level of understanding is necessary. But neither is it technical. Two excellent papers by Linda Garcia, project director for the OTA's report on intellectual property rights, and by an attorney with the project cogently describe the context in which the OTA works with Congress and the history of technology's impact on the concept of copyright. They offer their own candid views on the deficiencies of the current copyright system in articulate non-technical language. Ralph Oman, Register of Copyright, takes a more sanguine view of the future of the 1976 copyright law, and blames the courts for not interpreting it as broadly as Congress intended. Other participants, a library director and marketing and legal representatives of the American Chemical Society, discuss thorny copyright questions in the downloading of databases and copying of software. All of the papers provide clear, literate, intelligent discussion of issues addressed to representatives of library organizations, professional societies, publishers, and bibliographic networks.

Unfortunately, two speakers at the meeting whose papers might have been of great interest—Michael Remington, counsel to the House Judiciary Subcommittee on Courts, Civil Liberties, and the Adminis-

tration of Justice, and David Peyton, director of government relations for the Information Industry Association—did not provide written statements of their presentations for inclusion in the proceedings.

These papers will not be of immediate interest to every archivist, but they provide an accessible introduction to a complex topic that increasingly will engage all of us who work with information technologies and the records thus created. The authors write from first-hand knowledge of the issues and the ways in which Congress and other constituencies interact to effect change. The publication is easily digested and should be available at a government document depository.

The Society of American Archivists is a member of the Library of Congress Network Advisory Committee, at present represented by Richard Szary, Yale University. William Joyce attended the 1987 program meeting at which these papers were presented.

LINDA M. MATTHEWS *Emory University*

MARC for Archival Visual Materials: A Compendium of Practice. By Linda J. Evans and Maureen O'Brien Will. Chicago: Chicago Historical Society, 1988. 424 pp. Loose-leaf binder.

This MARC visual materials (VM) format guide is more than the sum of its 424 pages. It documents a prodigious amount of work by many people, as the slimmer Archival and Manuscripts Control (AMC) Compendium did. One must review the project, not just a book. How useful is the VM format, how significant was the conference, and how good is this report?

The authors indicate that repositories

which are cataloging visual materials can use either AMC or VM, depending upon specific needs. They provide advice about selection, but go on to say that the two formats are destined to become "almost identical," so it may be pointless to ponder the selection too long. Is this Compendium an example of planned obsolescence? The cataloging of archival visual materials is in transition, and if such volumes constitute interim reports of work in progress, perhaps their primary value is to stimulate MARC cataloging by repositories other than the conference participants whose practices are displayed herein. The Compendium encourages choices from a feast of fields and subfields in the versatile MARC formats, although the examples suggest a need for more prescription and adherence to MARC standards. As we look over the shoulders of catalogers in nine archival organizations, occasionally observing deviations from MARC standards, we notice many neglected fields and subfields. "Not used" is a frequent phrase, indicating both the flexibility of MARC and an inadequate appreciation of its virtues.

Cataloging guides may venture into definitions, but let the cataloger beware. An egregious error under "photomechanical prints" (p. 33) states that a "snapshot made to document a painting or a Xerox copy of a print are considered photomechanical reproductions." The Dictionary of Contemporary Photography defines "photomechanical" as the "combining of photography and mechanical printing processes to make multiple copies in ink." The Compendium definition could wreak real havoc. Curators, archivists, and librarians who care about precision in describing visual materials should heed those fuddy-duddies who insist upon the original usage. Xerographic and "snapshot" copies of art works are indeed surrogates for the "originals" -- as photomechanical prints often are-but "photomechanical" describes processes, not function; not all photomechanical prints are reproductions. The Compendium definition may be a misinterpretation of "photomechanical reproduction" in Elisabeth Betz's Graphic Materials: Rules for Describing Original Items and Historical Collections.

Color definitions (p. 34) promote further confusion. "Single-color"—defined as a color other than black in monochrome non-photographic materials—is distinguished from "black-and-white," which is reserved exclusively for monochrome photographs. This paints catalogers into a corner (with black paint). How to catalog a non-photograph printed in black? "Black-and-white" is an imprecise, misleading photographic term which deserves retirement from cataloging authority lists. Many monochrome photographs are not "black-and-white" at all.

Obviously the virtues of the important VM project outweigh its faults. The sample records are especially useful.

DAVID HABERSTICH
National Museum of American History

Automating Intellectual Access to Archives. Anne J. Gilliland, issue editor. Library Trends, Vol. 36, No. 3 (Winter 1988).

A clear indication of the recent development of a community of interest between archivists and librarians in the field of automation is the publication of this special issue of *Library Trends*. Edited by Anne J. Gilliland, who also wrote one of the eight articles in the issue ("The Development of Automated Archival Systems: Planning and Managing Change"), it includes seven other articles encompassing a diverse spectrum of subjects relating to the field: "Educating Archivists for Automation," by Lisa B. Weber; "Squaring the Circle: The Refor-

mation of Archival Description in AACR2," by Steven L. Hensen; "Archival Information Exchange and the Role of Bibliographic Networks," by H. Thomas Hickerson; "The Cost of Converting to MARC AMC: Some Early Observations," by Patricia D. Cloud; "The Application of Microcomputer-based Local Systems with the MARC AMC Format," by Frederick L. Honhart; "At the Creation: Chaos, Control, and Automation-Commercial Software Development for Archives," by W. Theodore Durr: and "Increasing Access to Archival Records in Library Online Public Access Catalogs," by Matthew B. Gilmore.

Space limitations preclude detailed observations about each individual article. On the whole, the issue provides a useful summary of the status of archival automation at a particular time, not January 1988, when the issue appeared, but in 1986 and 1987, when the articles were written. By the time this review is in reader's hands and those who are interested obtain a copy of the journal, some of the information will be more than three years old. This is no fault of either the authors or editor Gilliland, but is a reflection, rather, on the amount of time that the traditional publication and review process can take. This is an especially critical concern in writings on automation and other high technology fields, which can and do change more rapidly than many other areas of specialization. In the case of this issue, the original release date was postponed because of the absorption of the nowdefunct Drexel Library Quarterly by Library Trends and the consequent decision to publish previously accepted Quarterly material before moving ahead with new Library Trends items.

Having said this, it should also be noted that several articles in the issue are sufficiently broad in focus and of continuing significance so as not to fall prey to the fate of instantaneous obsolescence. Especially noteworthy in this respect are the Weber, Gilliland, Hensen, and Hickerson articles. The entire issue is an admirable effort to inform the library community (and archival readers as well) about a subject of common concern. It should be of particular interest to those librarians and archivists who are responsible for administering archival and special collections programs within a larger library context or who are interested in participating in online automation or bibliographic control systems. Information on ordering copies may be obtained by writing to The Graduate School of Library and Information Science, 249 Armory Building, 505 East Armory Street, Champaign, Illinois 61820.

NANCY SAHLI
National Historical Publications and
Records Commission

Index to Personal Names in the National Union Catalog of Manuscript Collections, 1959-1984. Edited by Harriet Ostroff. Alexandria, Va.: Chadwyck-Healey, 1988. 1,202 pp. in 2 volumes. Cloth. \$450.00. ISBN 0-89887-037-2.

This two-volume index contains, for the first time, a cumulation of personal and family names found in the descriptions of manuscript collections that have appeared in the National Union Catalog of Manuscript Collections (NUCMC) from 1959-84. It should be of great interest to anyone who has need to locate manuscript material. Prior to this publication, researchers have had to work their way through six separate cumulations, covering three to five years at a time, in order to locate potential collections of interest. Approximately 200,000 names are included in one alphabetic sequence in this most recent and extensive cumulation.

The index is bound in library buckram, printed on acid-free paper, and formatted in three columns per page. Introductory information provides a concise description of the scope of the work, and explains clearly how to use the index.

Each entry consists of a name, with birth, death, or flourish dates. The name is followed by a two-part citation number, familiar to any user of NUCMC, that refers to the relevant number in NUCMC by which the entries are arranged. As with previous NUCMC cumulations, readers are able to differentiate names that represent main entries, or names that are connected with maior portions of collections, from names that are referred to in collection descriptions. Those that fit the first category are represented in the index in italics. While I confess to needing bifocals. I found it difficult to distinguish the italics from regular type. and would have preferred the appropriate numbers to be underscored, as in previous cumulations.

The editor, Harriet Ostroff, states in the introduction that the index includes many corrections and revisions to names previously listed in earlier cumulations. It is obvious that care has been taken to resolve name conflicts concerning similar names, whenever possible. As before, unresolved name conflicts are identified for the reader by an asterisk which precedes the citation number. Adequate cross references are included in the index, linking variant names to the name established in cataloging. Wherever warranted, subdivisions such as "Correspondent," "Genealogy," and "Oral History" have been added to assist the reader in sorting through numerous entries under one name. It is occasionally necessary to examine the catalog entries to understand differences between subdivisions. For example, the subdivisions "As correspondent," "Letters By," and "Letters To" are all listed under the entry for "Pearl Buck."

While this index eliminates the need to search for personal names in the six previous cumulative indexes of NUCMC, it is important to recognize that it does not totally replace those earlier cumulations. It does not include corporate names or subjects, as the earlier indexes do.

As a reference tool, however, this index is clearly a useful and welcome addition. It shows evidence of being carefully prepared, is easy to use, and should be of great aid to those interested in locating manuscript material listed in NUCMC. Its high price, unfortunately, may preclude its availability at smaller institutions with limited resources.

SHERYL WILLIAMS University of Kansas

Funding for Museums, Archives and Special Collections. Edited by Denise Wallen and Karen Cantrell. Phoenix, Arizona: Oryx Press, 1988. Notes, program profiles, indexes, bibliography. xi, 355 pp. Paper. \$48.00.

Denise Wallen is research development coordinator of the Office of Research at the University of New Mexico, Albuquerque. Karen Cantrell teaches anthropology at the same university. They are coeditors of several other guides to funding, in the field of anthropology and foreign travel.

In attempting to survey the whole field of extramural funding for museums and archives, the editors have produced a survey volume which may be of only marginal utility to archivists. They have included support for aquariums; art, history, natural history, science and science/technological museums; botanical gardens; historic sites and museum villages; planetariums; and zoos, as well as archives and special collections. The paucity of direct citations for archives is shown in the lengthy subject

index which contains close to 1,000 entries, of which only 33 appear under the headings "archives, research," "archives, support," "catalogues," "conservation/documents, records," and "reference materials, development." The directory also includes extensive listings of support sources for research in, or travel to, collections and for advanced training in museology and other professional disciplines. Thus the number of citations for programs specifically supporting such basic archival activities as acquisition, appraisal, processing, reference, and preservation is disappointingly small.

Wallen and Cantrell provide no information on methodology, so the reviewer is unable to determine how they came to select foundations, businesses, and government agencies for inclusion. Likewise, what method was utilized to screen information for accuracy and timeliness is unclear. Most entries appear to have been taken word-forword from information published by the funding source itself, with little effort to update or verify entries. Thus the two entries for Hagley Museum and Library reprint verbatim that institution's brochure announcing fellowships, while the entry for Eleutherian Mills Historical Library utilizes information, and even a name, several vears out of date.

The guide largely ignores the important group of funding sources known as community foundations. For many archives at the local level, these more than three hundred non-profit organizations can be, and often are, a major source of funding. Their inclusion appears haphazard and capricious. The Columbus (Ohio) Foundation is listed while the older, larger, and wealthier Cleveland (Ohio) and Dayton (Ohio) Foundations are left out. And so it goes across the country.

Perhaps the most useful tool included in this guide is the geographic restriction index. It helps to pinpoint corporations and foundations that limit their support to one state or region, usually that in which they do business. Certainly, archivists seeking funding will find this information useful, but it is readily obtained from such other sources as *The Foundation Directory* and *The Corporate Fund Raising Directory*. At \$48.00 for a 350-page paperback, most archivists will be better off spending the money on their own collections.

PATRICK B. NOLAN Hagley Museum & Library

Modern Buildings of National Archives. Michel Duchein, issue editor. Archivum: International Review on Archives 31 (1986). 142 pp.

For archivists planning a new archives facility or renovation of an existing facility, there is little published on the subject. Surprisingly, prior to the 1986 issue of Archivum, there were few references to archives facilities. Victor Gondos's article in the American Archivist on planning archival buildings (October 1964) and his Reader for Archives and Records Center Buildings, published by the Society of American Archivists in 1970, continue to be useful sources for archivists preparing for new facilities. Michel Duchein's Archive Buildings and Equipment (Munich: Verlag Documentation, 1977), while containing outdated information on issues such as temperature and humidity, remains a classic guide. In addition, there have been a few recent articles in the Journal of the Society of Archivists devoted to new or renovated archives. Plans are under way for a much needed SAA manual on the subject of archival facilities and one hopes that some of the recent lectures on the topic will see their way to publication. Until then, this issue of Archivum provides archivists and archi-

tects with information that will assist them in their planning and design work.

Duchein has long been recognized as an expert in archival facilities. He has directed the planning and construction of numerous archival buildings and has communicated his experiences in many forums. It was under his direction that the editorial committee of Archivum chose to dedicate Volume 31 of the review to modern national archives buildings. The committee aimed to present, as precisely as possible, the features of the recent buildings described in this issue. They hoped to "bring out innovative elements that might inspire architects of other archives buildings in the future, and any specific problems that might have been encountered, together with the solutions desired" (p. 14).

Ten papers, each describing a recently constructed or renovated national archives facility, were selected for this issue; five are written in English, three in French, and two in German. The facilities described are: the Botswana National Archives in Gaborone; the German National Archives in Koblenz; the French modern archives in Fontainebleau; Indonesia's National Archives in Jakarta; Malaysia's National Archives in Kuala Lumpur; the Netherlands' General State Archives in The Hague; Norway's National Archives in Oslo; the Swiss National Archives in Bern; the central State Archives of the Czechoslovak Soviet Socialist Republic in Bratislava; and the British Public Record Office at Kew.

The articles generally describe the historical background and goals of each project and the pertinent technical details of interest: size, location, form, structure, material, security, equipment, and systems. Each article is accompanied by illustrations, including plans, architectural drawings, and photographs, although Editor-in-Chief Hubert Collin warns that it was not possible to include as many photographs as the authors had hoped. Archivists, architects, and engineers collaborated

on some articles. Others were written solely by the director of the archives or chief project archivist.

For many American readers, the book requires some deciphering. While the plans and photographs greatly aid the reader, half the articles require proficiency in a foreign language. All measurements are in metric terms; all cost figures are in the respective countries' currency. Though the metric measurements are easily converted to the English system, the cost figures are more difficult to understand. For the reader interested in evaluating building costs, monetary figures must be converted to U.S. dollars (only the Botswana author provided a footnote converting pulas to dollars), and then some inflation factor added in order to estimate current costs.

As with any collection of essays, especially one represented by such a variety of countries and experiences, there is an unevenness among the articles. All the authors give some background history of their building efforts and a description of their facility. But only a few provide insights into their planning process or analyze the problems and successes of their buildings based on occupancy. It would have been most informative if all the authors had provided sufficiently detailed explanations of why some building design features were chosen over others. Some authors did describe the advantages or disadvantages accruing from design choices.

For example, The Hague simplified its mechanical installations by using insulating construction materials. Norway found its compact shelving system to be "very satisfactory" in providing increased storage capacity and shorter travel distances for the staff, but found its elevators to be too small. Readers would benefit from additional details on the design solutions selected and those overlooked.

Nevertheless, *Modern Buildings of National Archives* is an important contribution to the limited literature on this subject. It

permits the reader to compare approaches to the design of ten different archives buildings and thorugh that to gain a sense of how these archives are organized and functioning. Archivists will be reminded that building or renovating archives facilities takes extensive planning and that innumerable compromises must be made.

MICHELE F. PACIFICO
National Archives and Records
Administration

Celebrating the Constitution: A Bicentennial Retrospective. A commemorative issue of Prologue, Quarterly of the National Archives. Washington, DC: National Archives and Records Administration, 1988. 83 pp.

This special issue tells us as much about the staff of the National Archives as it does about the way in which the Archives celebrated the two hundredth anniversary of the writing of the Constitution. It tells us in words and pictures (many in color) that these archivists are devoted to serving the people, that they feel privileged to be the custodians of our great national documents, and that they were joyful in sharing their devotion and privilege with the rest of the country. And they worked hard for years to give us a great and lasting celebration of freedom.

Each of the essays in the issue is signed, but no further identification is provided about the authors, which is too bad. I would like to know more about them. Frank Burke, who was Acting Archivist of the United States at the time of the bicentennial, leads off with an introduction that sets the context for the essays to follow. He also sets the tone when he movingly describes how the Archives came to celebrate Constitution

Day every 17 September. Arthur Blotnick chronicles the travels of the Constitution from the time Convention secretary William Jackson took it to Congress in New York to its present place of honor in the Archives. William Blakefield describes two film series that ran from 18 July to 17 September and were attended by more than 6,000 people in Washington, D.C. and at the field branches of the Archives.

An anonymous photoessay recalls the celebrities who came to the Archives "to help celebrate the Constitution's anniversary" in 1987, ranging from former Chief Justice Warren Burger to boxer Sugar Ray Leonard. Emily Soapes's account of the various exhibits of documents indicates that the Archives wanted the public to be touched by the documentary record, and the designers used technology and other innovative techniques to reach those who might not otherwise be moved by documents. The old-fashioned appeal of a smart honor guard was not overlooked either.

The Archives tried to help teachers learn more about the Constitution, reports Jean West Mueller, by preparing educational materials for classroom use that emphasized the use of great and insightful documents; the Archives also developed a "slide/talk" program for schools.

Mary C. Ryan demonstrates that the printing press was not forgotten. The Archives published books and posters reproducing great documents, issues of Prologue devoted to the Constitution, and volumes of the lectures that were presented at the Archives. These lecture series took place over several years, Ralph Pollock reports. The speakers constituted a who's who of constitutional thinkers. More detail about what was said would have been useful. It is intriguing to be told, twice, that Congressman Michael Barnes spoke "courageously (almost heroically)," but what could he have said to justify this extraordinary description? More detail about the substance of the lectures (and indeed the other

aspects of the celebration) would have been useful.

The National Archives is a national treasure. The people who work there obviously know it. Just as clearly, they would like to share their knowledge with the nation. It would be wonderful if they were given the resources to do the job they are capable of.

RICHARD LEFFLER University of Wisconsin-Madison

A Strategic Plan for Managing and Preserving Electronic Records in New York State Government. State Archives and Records Administration. Albany: The University of the State of New York, 1988. vii, 36 pp.

Reviewing a planning document is like reviewing a film after the first reel. The characters have been introduced, but the plot is a little thin and no one knows how it will end. The New York State Archives and Records Administration's ambitious program for electronic records has a substantial "first reel" as documented in the report under review.

The report is the final planning document in a process that has continued for several years in the state. An earlier report completed as part of a National Historical Publications and Records Commission (NHPRC) grant identified electronic records as an area of substantial need in the state. A follow-up study conducted by the state archives further detailed the needs in what were called special media (audiovisual and electronic records). The state archives then established a Special Media Project to further analyze the issues and establish a strategic plan. The Special Media Project issued this report. (There is a

separate report for audiovisual materials.) This strategic plan developed as part of a larger review of archival and records management needs and in the context of a major reorganization that brought state records management programs under the administration of the newly amalgamated State Archives and Records Administration. Within the profession, the strategic plan was created with the SAA's Goals and Priorities Task Force report as background.

The strategic plan is divided into three major parts: an overview that identifies strategic issues, a discussion of broad objectives for the program, and a list of twenty-seven specific activities and resources required to carry out a five-year plan. Each section is organized to reflect the administrative divisions of the state archives: records analysis, agency services, and archival services.

The plan's primary concerns are working with agencies to identify and capture archivally valuable electronic records and to provide for their secure storage in the archives. These concerns are reinforced by a desire for a general improvement in the management of electronic records in state government agencies. What makes this report particularly valuable is its emphasis on cooperation with creating agencies in general records management programs to strengthen the overall context for the creation of electronic records. Only a smoothly operating agency records program can insure both the efficient and effective creation and use of records and their safe archival capture. The emphasis is therefore appropriate and essential in a planning document.

The plan, however, almost missteps in one of its early premises. The report announces that it will stop short of outlining a broad information policy for New York State. Fortunately the report does not take its own advice literally. While it is true that the plan does not outline such a policy (and probably can not for political and practical

reasons), the report plans for legislation, interagency cooperation, and active work with creating agencies, spelling out by implication a framework for the evolution of a statewide information policy. It is clear from the admittedly limited archival experience with electronic records that such cooperation and early intervention is essential to implementing a successful records management program. Any government archival program that shies away from cooperation with creating agencies in information and systems policy planning will (to adapt a Churchill aphorism) have a modest program with much to be modest about.

The New York State Archives and Records Administration's strategic plan with its background documents is a good place for any government archives to begin study for an electronic records program. Furthermore, because of the institutional and professional context of multiple and separately-issued overlapping planning documents and reorganization, it provides examples of steering a straight course in a complex and confusing context.

Dim the lights and roll the film. Let's see how it comes out. (Sorry, no popcorn in the archives' viewing room.)

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National Archives and Records
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Guide to Kentucky Archival and Manuscript Collections. Vol. 1. Edited by Barbara Teague. Frankfort, Kentucky: Public Records Division, Department for Libraries and Archives, 1988. Index. xii, 222 pp. Looseleaf binder.

In the late 1970s, the National Historical Publications and Records Commission

(NHPRC) funded a series of projects to survey archives and manuscript collections on a statewide basis and to create guides to those collections using a common database structure and SPINDEX III software. Volume One of the *Guide to Kentucky Archival and Manuscript Collections*, edited by Barbara Teague, is a fine example of the results of one of these projects.

The Guide is presented in an attractive looseleaf format, presumably to facilitate updating. There is a table of contents to towns and repositories. An introduction describes the guide and provides instructions for its use. The guide itself is divided into two parts: a descriptive register and an index. The register is arranged alphabetically by city or town, then alphabetically by repository. Each entry has been assigned a guide number, using the numbering system developed by the NHPRC for its Directory.

The volume includes information from twenty-eight repositories in fifteen towns or cities; additional volumes will complete the remaining 257 repositories in Kentucky. Repository entries are followed by entries for the holdings of that repository. While most of the descriptions are at the collection or record group level, some are at the subgroup or series (loosely defined) level. It is not always clear what the criteria were for description at the lower levels; in some cases it seems that the record length limitations of SPINDEX may have been a factor. For each entry, information includes the name of the creator of the records, a title, inclusive dates, volume, a summary statement, historical note, scope and content note, and arrangement note. The descriptions are usually clear and concise, although the "summary" statements (originally required in the NHPRC database) are repetitious. Each entry is identified by a guide number. The index provides access to personal names, corporate names, geographical place names, and topical subjects in one alphabetical arrangement. Index terms were drawn from the historical

note or the contents note, and are based on a local authority file. The three-column format and italicized multi-digit guide numbers may make using the index somewhat difficult for people with less than perfect vision.

Since I have been involved in a similar state survey, the New York Historical Documents Inventory, I was particularly interested in comparing the data from the two states. Although the current Kentucky sample may be too small to make any definitive statements, my review of this guide reinforces some of the conclusions we have made in New York. Ten of the twenty-eight repositories in this guide were public libraries, another three were local historical societies or small museums. It seems clear that over the years these repositories have tended to collect materials relating primarily to genealogy and local history-local history defined as mainstream institutions such as schools, churches, businesses, and organizations, and to the papers of the communities' "Great White Families." There is little documentation of blacks. ethnic minorities, or the poor. With a few exceptions, military collections relate to the Civil War (in Kentucky, both Union and Confederate are represented, of course). Transportation, especially railroads, is well documented. Interestingly, there seems to be relatively little information about agriculture in Kentucky, at least as far as the repositories in this sample.

The other major category of records included in this guide consists of eleven repositories associated with three colleges or universities. While these include academic archives (both the New York and Kentucky surveys demonstrate that higher education is well represented), there are also major collections documenting regional history, folklore, folk music, and folk culture of the southern Appalachian region. Descriptions of the holdings of repositories, such as the Southern Appalachian Archives at Berea College which never have been reported to

the National Union Catalog of Manuscript Collections (NUCMC), make the guide particularly valuable. In terms of updating, it will be important to keep information about this type of repository current. For the small libraries and historical societies, it may only be necessary to update information about the repositories themselves, since users can extrapolate information about the types of holdings from what is now in the guide.

The NHPRC guide project has been controversial within the archival profession. One of the motivations for the formation of SAA's National Information Systems Task Force was to determine whether the NHPRC database or NUCMC was best designed to be a national system. It is therefore quite remarkable that, as of 1989, data from several of the original NHPRC projects (Minnesota, New York, and Wisconsin) have been converted and will be loaded into RLIN; information included in the Kentucky guides is now being converted and will be loaded into RLIN this spring, and NUCMC is itself entering records into RLIN. A new state survey project in Utah will enter records directly into RLIN as well. Clearly, the most important element is not the system but the data. Moving from either the NHPRC database or NUCMC has not meant major dislocations. At this time, RLIN provides most of the requirements of a national information system. An online database will not, however, necessarily replace the printed guide. Although the New York Historical Documents Inventory has been entering records into RLIN since 1984, we have continued to publish guides (on a county-by-county basis) regularly. With relatively little publicity effort, we now distribute about eighty copies per month to individuals and to libraries.

NUCMC, the NHPRC guide projects and their successors, and current projects are providing us with substantial information about the holdings of American repositories. We are now in a strong position to analyze both the data itself and the impact

of its availability for historical and other research. Reading through this guide leaves one with some impressions of Kentucky and its history. We need to find ways to determine the accuracy of this view and to remedy the gaps in it. In addition, we need to assess the effectiveness of current means of accessing the information contained. Only then can we begin to fully realize the potential of our historical resources.

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Guide to the "Archiv für Sozialwissenschaft und Sozialpolitik" Group, 1904-1933: A History and Comprehensive Bibliography. By Regis A. Factor. Bibliographies and Indexes in Law and Political Science, No. 9. Westport, Conn.: Greenwood Press, 1988. viii, 214 pp. \$65.00.

The publication of a specialized bibliography about the German periodical Archiv für Sozialwissenschaft und Sozialpolitik, 1904-1933, should be welcome to scholars and students of European intellectual history, political sociology, and specialists interested in the refugee German-language social scientists who fled to the United States after 1933. However, this Guide is somewhat disappointing.

The slender volume contains three main sections. The largest section (pp. 53-214) consists of two indexes to the journal: an alphabetically organized index by contributor and by subject. As the original index for most of the journal already exists as part of the original journal, it is not clear why another index—albeit more detailed and upto-date—is necessary. It hardly justifies the expense and work of the volume. The first section is a brief historical introduction (pp. 1-26). The second section (pp. 27-44) pro-

vides discursive biographies of fifteen frequent contributors and editors, augmented by a slender four-page essay about the significance of other personalities affiliated with the journal as occasional contributors.

After 1904, the Archiv became the central journal for the developing new academic discipline of historical sociology. The editorial board included such luminaries as Emil Lederer, Robert Michels, Joseph Schumpeter, Werner Sombart, and Max Weber. Among the contributors were socialists such as Eduard Bernstein, Otto Bauer, and Gustav Radbruch; legal theorists, philosophers, and political scientists, including Franz Borkenau, Hans Kelsen, Otto Kirchheimer, Georg Lukacs, Herbert Marcuse, and Karl A. Wittfogel; sociologists such as Georg Simmel, Leo Strauss, Ferdinand Tonnies, and Eric Voegelin; and the feminists Henriette Furth and Alice Salomon.

The brief historical introduction relates the *Archiv* to the complex political and economic context of Imperial and Weimar Germany. Nevertheless, this introduction is often simplistic. There are few personal vignettes and the personalities and contributors' relationships remain obscure. Further, the constraints of space cannot be blamed for Professor Factor's failure to mention anything about the sales, subscriptions, or distribution of the *Archiv*.

The two linked biographical sections are the weakest part of this *Guide*. Those personalities mentioned only in the four-page biographical supplement should have been integrated into the longer biographical section for the fifteen most frequent contributors, thereby creating a more useful single cumulative biographical listing. Further, Factor should have consulted available reference books (e.g., Mommsen, Dennecke, and Spalek) to provide relevant entries about the personal papers and archival collections of these personalities. One instance suffices to prove this point. Factor cites the Julie Braun-Vogelstein Papers at the Leo

Baeck Institute, New York (p. 45, note 4) about the sale and restructure of the *Archiv* in 1904, but failed to note that the Alice Salomon Papers were also at the Leo Baeck Institute Archive. The volume lacks relevant archival bibliography in general.

Produced in offset type, the book is clearly designed with no typographical errors. However, this expensive volume has slight usefulness as a general archival reference work about the *Archiv für Sozialwissenschaft*.

Sybil H. Milton
United States Holocaust Memorial
Museum

Literary Archives Guide. National Archives of Canada, Manuscript Division. Ottawa: National Archives of Canada, 1988. 59 pp. Text in English, with French text on 66 pp., inverted. ISBN 0-662-55424-8.

The Literary Archives Guide of the Manuscript Division, National Archives of Canada, falls into the same trap as so many other "guides" to collections, although in this case it does so in two languages and in a pleasant and readable manner. The trap, of course, is the one of direction, or absence of direction. For whom is the guide being written and for what purpose(s)? There is a difference between how a literary researcher uses a guide and, say, an archivist at a different institution who has reference shelves of guides. In this case, Literary Archives Guide works quite well for the latter but not so well for the former.

Literary Archives Guide does a very good job of giving one the basics about using the collections—where, when, how—and of stating its limitations: collections from the 1860s to 1987; French and English only. And the reader is informed that other col-

lections of literary merit are to be found in other divisions of the Archives as well. Also, the guide limits itself to "major" literary collections, although among the 143 collections listed, one was limited to four pages of correspondence from Lily Beck to E. G. A. Holmes, and another is a two-page letter from Paul Morin to Jean Menard. And, finally, the (unnamed) editors of the guide do state that the guide "does not offer a full description, and researchers interested in learning more about a specific collection should contact the Manuscript division."

Thus, even though one is not sure for whom the guide is intended, what one does find is a nicely and economically printed, softbound document, without illustrations or the usual facsimiles of "high spots." Each collection entry is in four parts: subject with call number; brief biographical note; size of collection, original or microform state, and finding aid number if an aid exists; and a short content note that describes formats and correspondents. The volume is typographically honest, with ample spaces between entries and constant type sizes, with subjects in capital letters and text indented beneath. References to related non-literary collections are included. complete with their call numbers. The collections are presented in a single alphabetical order, combining names of individuals with numerous societies and associations. No index is provided, however, so one cannot easily find out what individuals may be represented within the various collections.

The 143 collections indicate strength in the areas of French-Canadian writing, theatre, and literary and theatrical associations, although "literary" is interpreted broadly. A number of individuals are prominent: Bliss Carman, Lovat Dickson, Timothy Findley, John Glassco, Stephen Leacock (mostly on film), Marshall McLuhan, Judith Merril, F. R. Scott, and Earnest Thompson Seton, to select a few. Unfortunately, the circumstances leading to acquisition of the individual collections,

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always interesting reading and usually important, are lacking.

In fine, this reviewer would be happier if this were billed as an "introduction" to the literary archives rather than a "guide." It seems more like an overview for a new

employee or docent rather than a document that will alert the researcher and lead him from a distance to discovery.

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BRIEFLY NOTED

Public Accountability and Our Documentary Heritage: The Indiana Access to Public Records Law, by J. Thomas Brown, is a new publication of the Society of Indiana Archivists (Publication Number 3, 1988, 27 pp.). The booklet is an introductory guide to the provisions and administration of the Public Records Law passed in 1983. A clear, concise synopsis of the law is presented. Moreover, the author traces the history of public records legislation and notes weaknesses in the current law. For example, individuals may challenge denials of access only in court and perhaps at considerable expense. All custodians of historical records in Indiana are advised to consider the law's impact on their holdings. A case study of the procedures adopted by the Indiana State University Archives provides useful administrative guidelines drawn from the experience of the author. Copies are available from the Society of Indiana Archivists, c/o Indiana Historical Society, 315 West Ohio Street, Indianapolis, IN 46204. [Charles B. Elston, Marquette University1

The Social Sciences and Humanities Research Council of Canada funded The Central Okanagan Records Survey. Compiled and edited by Kathleen Barlee and published by Okanagan College Press, the survey represents part one of the Okanagan-Similkameen-Shuswap Records Survey in British Columbia. It is a guide to archival documents held by public repositories, government and private agencies, and in some cases, individual citizens. Entries are organized hierarchically, first under broad categories (cities, school districts, hospitals, businesses, courts, museums), then by the individual units (British Columbia Fruit Growers' Association), followed by record group or collection, and finally by sub-group or series. This classification system is sometimes confusing (city records are found in several categories) and would not lend itself well to a larger, more populated geographic area. Addresses of custodians are located in an appendix: they would have been more helpful listed under the individual entries. Fortunately the survey is maintained as a machine-readable database. which can be updated and may be used for online searching at Okanagan College or via modem at other research institutions. Finally the survey has resulted in increased public awareness concerning the importance of preserving historical records and a Central Okanagan Archives Feasability Study has been commissioned by area businesses and local levels of government. The Survey is available from Dr. Duane Thomson, Okanagan College, 1000 KLO Road, Kelowna, BC V1Y 4X8 and costs \$15.00.

Two recent RAMP studies from UNESCO will be of interest to archivists concerned with preservation. The first, Prevention and Treatment of Mold in Library Collections with an Emphasis on Tropical Climates (Paris, 1988) was prepared by Mary Wood Lee. The volume includes general information on mold growth and its damaging effects on books, paper, photographs, negatives, microfilm, and related material. The author takes a conservative position on the use of fungicides and fumigants, stressing instead preventative actions and nonchemical treatments, such as freezing and vacuuming. While aimed at libraries in tropical climates, the volume provides clear and concise information that would be helpful for repositories in this country that are plagued with high humidity and no climate controls.

The second volume, *Methods of Evaluation to Determine the Preservation Needs in Libraries and Archives* (Paris, 1988) was prepared by George M. Cunha, Director Emeritus of North East Document Conservation Center and Adjunct Professor of

Conservation at the University of Kentucky. Cunha offers practical advice on developing a conservation plan which takes into consideration the causes of deterioration, the physical environment, staffing, costs, storage, security, surveys of the collection, preparing the report, and recommendations for treatment. Sample survey forms for general environmental surveys and collection surveys are included, as is a selected bibliography.

A Guide to Museum Pest Control, edited by Lynda A. Zycherman of the Museum of Modern Art, serves as an updated seguel to the book Pest Control in Museums. The volume is divided into four sections: Policy, Law, and Liability; Pests and Pest Identification: Treatment: and References. While aimed primarily at museum artifacts, much of the information is relevant to archives, especially the "Illustrated Guide to Common Insect Pests in Museums" found in Section II and the discussion of the effects and effectiveness of various insecticides in Section III. Books and paper are covered in the references and in the index under such headings as bookbindings; books; blue ink, effect of DDT on; and paper. This book represents a good source for any archival institution faced with an insect infestation. Unfortunately it offers very little help with other vermin. Copies may be ordered from: Association of Systematics Collections, 2nd Floor, 730 11th St. NW, Washington, DC 20001-4584.

Irish Records: Sources for Family & Local History is a guide to available records for each county in Ireland. Written and compiled by James Ryan, the volume provides the most comprehensive listing of Irish family records. The geographical arrangement is especially valuable for those who know only that a certain person came from a certain place. For each county, the

records are listed under the following headings: Brief History: Census and Census Substitutes: Church Records: Commercial and Social Directories; Family History; Gravestone Inscriptions; Newspapers; Wills and Administrations: Miscellaneous Sources: and Research Sources and Services. Entries under Church Records, for instance, list parishes with their location on county maps, mailing addresses, and information on date spans for existing records. All too often, the status on records is recorded as lost. Anyone who has conducted research on Ireland knows that the records are sparse. The Catholic Church generally did not record births and marriages until 1800, and the state began around 1864. Many of these records were destroyed in a fire in the Public Records Office in 1922.

The 562-page volume is available from Ancestry Publishing (Salt Lake City) and costs \$34.95.

The Burton Historical Collection of the Detroit Public Library is one of the best genealogical collections in the United States. Unfortunately its unique system of numbering titles, among other factors, has made it difficult for patrons to use. Joseph Oldenburg, Assistant Director of the Detroit Public Library, has produced A Genealogical Guide to the Burton Historical Collection (Salt Lake City: Ancestry Publishing, 1988, \$9.95) to assist researchers in using the collection. The guide describes the holdings, both by geographical area and by types of sources, e.g., censuses, ship passenger lists, vital records, and land records. Of particular value is the chapter entitled "Card Catalogs and Floor Plans," which introduces the researcher to the library's physical layout and the various catalogs for locating information. The 106-page book ends with a subject index and a bibliographical index which is subdivided into books, serials, and manuscripts.

The September 1988 issue of *Illinois Libraries* (Vol. 70, No. 7) focuses on genealogical research at various public libraries, historical societies, archives, and

county courthouses in Illinois. Lowell M. Volkel served as the guest editor for this issue.

SELECTED RECENT PUBLICATIONS

- The Care of Fine Books. By Jane Greenfield. New York: Nick Lyons Books, 1988. Bibliography, index. ix, 160 pp. ISBN 1-55821-004-0.
- Documenting America, 1935-1943. Edited by Carl Fleischhauer and Beverly W. Brannan. Berkeley, Los Angeles, and London: University of California Press in association with the Library of Congress, 1988. Bibliography, index. xi, 361 pp. ISBN 0-520-06220-5.
- Guide to the Archives of the Polish Institute of Arts and Sciences of America. Second, revised and enlarged edition. By George Simor. New York: Polish Institute of Arts and Sciences of America, 1988. Appendix, index. 414 pp. ISBN 0-940962-54-3.

- Humanities in America. A Report to the President, the Congress, and the American People. By Lynne V. Cheney. Washington, DC: National Endowment for the Humanities, 1988. vi, 47 pp.
- Immigration History Research Center Report to the Collection Development Advisory Committee. Compiled by Joel Wurl and Lynda J. DeLoach. St. Paul, Minn.: Immigration History Research Center, 1988. 92 pp.
- Maps Contained in the Publications of the American Bibliography, 1639-1819: An Index and Checklist. By Jim Walsh. Metuchen, N.J. and London: The Scarecrow Press, Inc., 1988. Indexes. xv, 367 pp.
- The Original Scots Colonists of Early America, 1612-1783. By David Dobson. Baltimore: Genealogical Publishing Co., Inc., 1989. Index. 370 pp.