SAA’s 68th Annual Meeting

BOSTON '04

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Welcome to BOSTON’04!

SA’s 2004 Host Committee is delighted that you’ve chosen to attend the Annual Meeting in our favorite city! Committee members have worked hard to provide you with a variety of tours, open houses, and receptions to enhance your conference learning experience, and with lots of good information on the SAA Web site to help you plan your touring and dining activities. If you haven’t made all your plans in advance, be sure to stop by the Host Committee Desk on the hotel mezzanine for even more ideas!

Boston is known as “America’s Walking City” as well as the “Athens of America.” (Some have even called it the “Center of the Universe.”) No matter how you approach the city and its neighboring communities, Boston offers a plethora of opportunities for education and relaxation. Not far from the Park Plaza are the Museum of Fine Arts, the Isabella Stewart Gardner Museum, the Boston Common, the Freedom Trail, the Old North Church, the Bostonian Society (housed in the Old State House), and numerous other sites of interest.

On Tuesday and Wednesday, there will be a variety of full- and half-day tours. These tours were designed with archivists in mind, and they focus on the historical and picturesque character of New England. Among the offerings are trips to historic and maritime Salem, historic and literary Lexington and Concord, the Northeast Document Conservation Center and the American Textile History Museum, located in the Wintimuck Valley, the Adams Family historic site, and the JFK Kennedy Library and Museum. In addition, you may enjoy a boat tour of the Charles River Basin or a walking tour of Beacon Hill.

Evening events will give you a chance to enjoy the city as you meet up with SAA colleagues. Thursday evening’s opening reception at the Children’s Museum on the waterfront will surely bring out the “kid” in each of you. And on Saturday evening, what better way to celebrate the close of Boston 2004 than with a visit to Fenway Park, MLB’s oldest ballpark, where we’ll have a great view of “The Green Monster” from the .406 Club, along with rock ‘n roll and ballpark cuisine.

Boston and its environs have far more to offer than one can easily take in during the conference. The Host Committee looks forward to helping you discover new ways to enjoy our city. Stop by the Park Plaza mezzanine for answers to any questions, directions to your destinations, and lots of selection options. We hope that you have a wonderful learning experience, and that you enjoy your stay.

Gregor Trinkaus-Randall
2004 Host Committee Chair
Massachusetts Board of Library Commissioners

Paul Bogdany
Northham New Hampshire City Hall

Jessica Bronco
Tufts University

Brigitte Coy
Boston Symphony Orchestra

Lanie Cowden
Historic New England

Stephen Dalton
Northeast Document Conservation Center

Debra Langlo Dillitch
Rhode Island Office of Library and Information Services

Sean Fiske
Massachusetts Department of Conservation and Recreation

Temer Evangelista-Doughtery
Rare Book and Manuscript Library, Columbia University

Michelle Light
Northeastern University

Maura McInerney
Museum of Fine Arts, Boston

Alexis Pacharos
Simmons College

Mark Savolis
College of the Holy Cross

Elizabeth Shane
University of New Hampshire

Lash Weiner
WGBH

Thanks to the 2004 Program Committee!

The outstanding program for Boston 2004 was put together by a dynamic team of SAA member-volunteers. Please be sure to thank your colleagues as you run into them during the meeting:

Mark A Green, Co-Chair
American Heritage Center, University of Wyoming

Christine Wilderman, Co-Chair
Vanderbilt University

Jeannette Bastian
Simmons College

Bryan Corbett
University of Alberta

Tamar Evangelestia-Dougherty
Rare Book and Manuscript Library, Columbia University

Ben Primer
Princeton University Library

Bruce Stark
Connecticut State Library

Sharae Ullman
American Academy of Family Physicians Foundation

Beth Kuster (ex officio)
2005 Program Committee Co-Chair
Charles Magnusson Foundation, University of Minnesota

Kathy Marquis (ex officio)
2005 Program Committee Co-Chair
Albany County Public Library, Laramie, Wyoming
General Information

SAA has an obligation to present at the Annual Meeting the widest possible viewpoints represented in the archives community. The information presented and opinions expressed in education sessions and at events is not necessarily endorsed by SAA or its Annual Meeting Program Committee.

Registration Desk Hours

- Wednesday, August 4: 7:30 am - 4:00 pm
- Thursday, August 5: 7:30 am - 4:30 pm
- Friday, August 6: 7:30 am - 4:30 pm
- Saturday, August 7: 8:30 am - 4:30 pm

Name Badges

Please wear your name badge to gain admittance to sessions. To replace a lost badge, go to the Onsite Registration Desk during registration hours.

Special Needs

If you have any special needs in order to participate fully in this event, please notify a staff member at the Onsite Registration Desk.

Host Committee Table

Members of the 2004 Host Committee are on site to assist you with any questions you may have about Boston, from dining recommendations to directions to your destination. Stop by for assistance — and to thank this dynamic group for their hard work!

Messages

The Message Center, located next to Registration, can be used to tell a friend where to meet you or receive messages from other attendees. Staff cannot forward your messages to meeting rooms or your hotel room.

Speaker Ready Room

A Speaker Ready Room will be available from 9:00 am on Wednesday, August 4, through 3:00 pm on Saturday, August 7. (Constitution)

Audiotape / Audio CD Sales

Extend your learning even after the conference ends. Many education sessions are being videotaped, and tapes and CDs are available for purchase during and after the meeting. Stop by the Audiotape Desk on the Mezzanine to order tapes/CDs.

Career Center

Wondering about your career options? Visit the Career Center to consult with an advisor about your career path or to meet with prospective employers. For job seekers or potential employers, a binder full of resumes and job announcements is available for perusal in the Career Center. (Thursday and Friday, 10:00 am - 4:00 pm, Hancock)

Career Center

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Mentoring Program

Interested in exploring your career options with someone who’s interested in helping you? Want to share your experiences with a fresh young talent? Stop by for coffee and learn about how SAA’s dynamic Mentoring Program can help you make the right connections. (Friday, 10:30 - 11:00 am, Hancock)

Repository Open Houses

Stop by the Host Committee table to confirm times and get directions. See page 29 for open house schedules.

Tours

Pitcairn Tours is responsible for all tour information and registrations. Contact Pitcairn directly at 617-696-8130 with any questions or to register. The Tour Desk will be staffed on Monday, August 2, 5:00 - 6:00 pm; Tuesday, August 3, 7:30 - 8:30 am, Monday, August 2, 5:00 - 6:00 pm; Tuesday, August 3, 7:30 - 8:30 am and 4:00 - 7:00 pm; and Wednesday, August 4, 7:30 - 8:30 am. (Constitution)

By vote of the membership, the Society maintains a “no smoking” policy that applies to all SAA meetings, receptions, and other functions.

As a courtesy to presenters and attendees, please refrain from using your cell phone during sessions.
If You’re a Student:

Boston 2004 offers lots of opportunities for you to network, exchange ideas, learn, and grow. Be sure to take advantage of these events:

**Student Mixer**
Your chance to mix and mingle with other students from other parts of the world who share your concerns — and your excitement about the profession! (Wednesday, August 4, 5:00 - 6:00 pm, Stanbro)

**Student Poster Session**
Stop by to view the work of more than 20 graduate students, ask questions, share your ideas — and network. (Thursday, August 5, through Saturday, August 7, Mezzanine)

**Student Forum**
Who says nobody listens anymore? Here’s your chance to learn from the profession’s leaders about what’s going on within SAA and within others’ education programs... to talk about the future of the profession... to discuss where to turn for practical information and advice... This is your meeting — so be there! (It’s ok to bring your lunch.) (Friday, August 6, 12:30 - 2:00, Arlington)

**Student Papers**
Support your student colleagues as they discuss their work at this special student paper session (#49) on Saturday, August 7, from 10:00 to 11:30 am. (Cambridge)

Program Changes
Please note the following changes in program sessions:

**Friday, August 6, 11:00 am - 12:30 pm**

Session 19
Archives Unplugged: A Mystery inside an Enigma? How to Get the Most from SAA
Sheila McAlister, from the University of Georgia, will replace Sarah Keen as a session speaker.

Session 21
Focus on Users: What Do We Know About Users of Records in Electronic Form?
Jon Aizen, from The Internet Archive, will replace Michele Kimpton as a session speaker. David Null, from the University of Wisconsin Archives and Records Management Service, will replace Amy Rudersdorf as commentator.

Special Events

Please plan to attend the following very special events:

**Opening Plenary Session**
Thursday, August 5 • 8:00 - 9:30 am
Featuring SAA President Tim Ericson’s Presidential Address, “Building Our Own Iron Curtain: The Emergence of Secrecy in American Government,” and a keynote address by ACLU President Nadine Strossen. (Imperial Ballroom)

**SAA Annual Business Meeting**
Thursday, August 5 • 12:30 - 1:30 pm
See page 8 for more information. (Georgian)

**Opening Reception: Children’s Museum of Boston**
Thursday, August 5 • 7:30 - 9:30 pm
Get in touch with your inner child! Free to conference registrants. Adult guests: $35; children 12 and under: $10. Tickets are available at the Onsite Registration Desk. Buses will begin departing from the valet entrance of the hotel at 6:45 pm.

**SAA Awards Ceremony**
Friday, August 6 • 7:30 - 8:30 pm
Here’s your chance to celebrate your colleagues who have contributed to the advancement of the archives profession. For more information, see page 13. (Georgian)

**Closing Plenary Session**
Saturday, August 7 • 3:00 - 4:30 pm
Incoming SAA President Rand Jimerson invites you to join in the recognition of Archivist of the United States John Carlin, learn about the A*CENSUS survey results from principal researcher Valé Walsh, hear his own perspectives on the challenges and opportunities of the coming year, thank outgoing SAA Council members, and enjoy the comments of the 2005 Program and Host Committee chairs. (Imperial Ballroom)

**Closing Reception: Fenway Park**
Saturday, August 7 • 6:00 - 10:00 pm
The Green Monster beckons from MLB’s oldest ballpark! Enjoy tours, ballpark museum, and great rock ‘n roll. Additional fee for attendance. SAA Members: $45; Nonmembers: $55. Tickets are available at the Onsite Registration Desk. Buses depart from the valet entrance of the hotel beginning at 5:30.
rules for SAA annual business meeting

at the beginning of the society’s annual business meeting, the president shall present the following rules for adoption by a majority vote of those members present and voting. these rules may be suspended or amended only by a two-thirds (2/3) majority of members present and voting unless such suspension or amendment conflicts with the society’s constitution or bylaws.

a) full members, student members, and honorary members may vote at the society’s business meetings. institutional members cannot vote.

b) in any question of the membership status of an individual, the executive office roster of members for the month in which the annual meeting begins will be definitive.

c) all members may participate in discussions at the business meeting.

d) nonmembers may speak by general consent of the membership; if a member calls into question the participation by a nonmember, the chair will ask for a vote by the members present. a simple majority will provide consent to speak.

e) persons seeking recognition from the chair shall identify themselves for the record, giving their names, institutional or other affiliation, and whether they are members or nonmembers.

f) one hundred (100) individual members constitute a quorum.

g) debate shall be limited to five minutes for each speaker; no speaker may have the floor twice until all who wish to speak have spoken.

h) all resolutions to be brought before the business meeting for action shall be submitted to a council resolutions committee no later than noon of the day preceding the business meeting and shall be available to members in writing at the meeting. resolutions from the floor may be considered by majority vote.

i) amendments to the constitution that have been approved by council in advance of the business meeting may be adopted by a majority vote. amendments to the constitution that have not been approved by council may be adopted by a two-thirds (2/3) vote. all amendments to the constitution must be filed with the executive director at least sixty (60) days prior to the annual meeting, and mailed by the executive director to all members at least sixty (60) days in advance of the meeting at which they are to be considered.

j) adoption of, or amendment to, bylaws of the society may be made by a two-thirds (2/3) vote of those members present and voting at the annual business meeting.

k) at the beginning of the meeting the president will announce the agenda, call for additions or amendments, and call for a vote to approve the agenda. after the agenda has been adopted by the majority of the members present and voting, it can be departed from only by the general consent or by two-thirds vote if any members request a vote.

l) proxy votes are not permitted.

m) aside from the rules above, Sturgis’ standard code of parliamentary procedure (latest revised edition) will govern the business meeting.

(As amended August 29, 1997)
So much to do... so little time! Choose from a variety of other scheduled events:

Archivists of Religious Collections Section Dinner Reception
Wednesday, August 4, 6:30 - 8:30 pm
(Emmanuel Church, 15 Newbury St.)

Society of Southwest Archivists Mixer
Wednesday, August 4, 8:00 pm
(Stanbro)

Preservation Section Reception
Preservation Section members and others interested in preservation are invited to enjoy refreshments, conversation, and socializing in the Boston Public Library’s historic courtyard. Sponsored by the Northeast Document Conservation Center. (Friday, August 6, 5:45 - 7:00 pm) (Take St. James St to Copley Square, use the Dartmouth St entrance of the BPL, turn right to the courtyard.)

Exhibit Hall
Friday, August 6 • 7:30 am - 7:30 pm
(Imperial Ballroom)

7:30 am Continental Breakfast
12:30 - 2:00 pm Tea Party (Light Lunch)
5:30 - 7:30 pm Happy Hour

Don’t miss Happy Hour! The annual Donald Peterson Student Scholarship Award Raffle Drawing will take place in the Exhibit Hall during Happy Hour.

University of Texas Roundup
Friday, August 6, 8:30 pm (Stanbro)

Archives in the Movies Rides Again!
What do films tell us about the archives profession? Leith Johnson, co-curator of the Wesleyan University Cinema archives, will again show how archivists, curators, and institutions that preserve the historical record are portrayed, for better or for worse, in the movies. You’ll see more than 25 clips — some of which were presented last year plus some new ones — that are sure to be amusing, entertaining, shocking! (Friday, August 6, 9:00 pm, Georgian)

Archival Leadership Brown Bag Lunch
Newly elected and appointed SAA leaders representing committees, task forces, sections, and roundtables are invited to this “brown bag” (ie, bring your own) lunch meeting to share ideas and discuss whatever’s on your mind! (Saturday, August 7, 11:30 am - 1:00 pm, Stuart)

SHRAB Brown Bag Lunch
Members of any State Historical Records Advisory Board are welcome to attend this “brown bag” (ie, bring your own) lunch meeting to share ideas and discuss issues. (Saturday, August 7, 11:30 am - 1:00 pm, Alcott)

Simmons College Alumni/Student Mixer
Saturday, August 7, 4:30 - 6:00 pm (Stanbro)

University of Michigan Alumni and Friends Mixer
Saturday, August 7, 4:30 - 6:00 pm (Arlington)
The SAA Awards Ceremony celebrates the accomplishments of SAA members and friends of the archives profession. You can learn about innovative projects and publications, support young members of the profession receiving their first honors — and learn embarrassing details about new Fellows! The 2004 Award recipients are listed below. The 2004 Fellows will be announced at the Ceremony. Come celebrate your colleagues! (Friday, August 6, 7:30 - 8:30 pm, Georgian)

Distinguished Service Award
The Bancroft Library, University of California, Berkeley
Sister M. Claude Lane, O.P.
Memorial Award
John (Jack) Ternan, Archdiocese of Chicago, Bernardine Archives and Records Center
C.F.W. Coker Award for Description
Anne Van Camp, Research Libraries Group “RLG Best Practice Guidelines for Encoded Archival Description”
Philip M. Hamer-Elizabeth Hamer Kogan Award
Walde Gifford Leland Award
Gregory S. Hunter
Fellows’ Ernst Posner Award
Volume 65: James O’Toole for “Democracy — and Documents — in America.”
Preservation Publication Award
Anne Kenney and Nancy McGovern, Cornell University
Colonial Dames of America Scholarships to the Modern Archives Institute
Summer 2004 Institute: Shugga Campbell, Reference Archivist, Memorial Research Center, Tulane University
Winter 2004 Institute: Luciana M. Spirachi, principal historical researcher for her company, Biro & Bono Historical Research, Savannah, Georgia
Donna Cott Scholarship to the Modern Archives Institute
Harald T. Pinkett Minority Student Award
Jenna Harris, University of Michigan, School of Information
Georgette Mayo, University of South Carolina
Runner-up: Ruth Bayhylle, UCLA
Theodore Cahn Peace Award
Gailstone O’Dellahan, New York University
“Diaries, Online Diaries, and the Future Loss to Archives, or, Hogs and the Blogging Bloggers Who Blog Them”
Oliver Wendell Holmes Travel Award
Bart Raffill (Ishigaki), Graduate Student, School of Library, Archival and Information Studies, University of British Columbia
J. Franklin Jameson Archival Advocacy Award
No nominations received.
Graduate Student Poster Presentations

Student posters highlight the research activities of graduate students in archives and records management programs, as well as projects and activities of SAA student chapters. Posters are on display from Thursday, August 5, through Saturday, August 7.

Individual Student Presentations

1. Karen Davidson-Heller (MLIS) Simmons College kdheller@comcast.net
   “Cataloging and Re-housing Negatives from the Research Laboratory of Electronics at the MIT Museum Archives”

2. Dharma Fowler
   University of Michigan dharmrae@umich.edu
   “Documenting Internet2, an NHPRC-Funded, Collaborative Research Project of the University of Michigan School of Information, The Charles Babbage Institute, and the University of Minnesota Libraries”

3. Cal Lee
   University of Michigan calz@umich.edu
   “The OAIS Development Process and Digital Preservation Work”

4. Susan Long (Ph.D., Engineering Management)
   University of Missouri-St. Louis slong19@fidnet.com
   “Applications of Systems Engineering to Archives Management”

5. Jennifer Mathews (MLIS)
   Simmons College jennifer@wellesleyhistory.com
   “Cornerstone Project: Building the Foundation for Sharing Unique Treasures”

6. Jinfang Niu
   University of Michigan njuf@umich.edu
   “Knowledge Map for Preservation Metadata”

7. Peter Roehl
   State University of New York, Albany prhoe@albany.edu
   “Implementing a Nitrate Film Storage Initiative”

8. Peter Roehl
   University of Michigan
   “Documenting Change: A Follow-up Survey of Regional Historical Records Repositories in the Capital District of New York State”

9. Debora Kaplan (MLIS)
   Simmons College deborah@suberic.net
   “Archiving News Websites”

10. Xiaomu Zhou
    University of Michigan xmshou@umich.edu
    “Examining Searching Functions of EAD Finding Aids Web Sites”

11. Vincent Schillaci Ventura (MLIS, SLAIS) / Jill Teasley (MAS/MLIS, SLAIS)
    University of British Columbia
    “InterPARES 2 Focus 1: Examining the Records and Record-Keeping Practices of Composers of Interactive Computer Music”

12. Erin O’Meara (MAS, SLAIS) / Randy Preston (MAS, SLAIS)
    University of British Columbia

13. Terra Dickson
    University of British Columbia
    “InterPARES 3: Governmental Activities Website Exhibit Study: Accuracy, Reliability, and Authenticity in an e-Government Environment”

14. Archival Students Guild
    University of South Carolina
    “Secretary of State, Miscellaneous Records Online Indexing Project”

15. Simmons College Student Chapter of SAA
    “Starting from Scratch: Collecting Student Organization Records”

16. SUNY Albany Student Chapter of SAA
    “Creating a Database of Manuscript Collections in the Capital Region of New York Relating to the History of Albany”

17. University of Texas Student Chapter of SAA
    “Archives in the Rio Grande Valley”

18. University of Michigan Student Chapter of SAA
    “Information About the Archives & Records Management Program at the University of Michigan”
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Visit us at Booth 22

This Is No Ordinary Tea Party!

SAA is grateful to the following exhibitors for their support of Boston 2004.

Academy of Certified Archivists
48 Howard Street, Albany, NY 12207
518/463-8644; Fax 518/463-8656
aca@caphill.com, http://www.certifiedarchivists.org
Visit the Academy of Certified Archivists to learn about the certification process.

Acme Bookbinding
100 Cambridge St, Charlestown, MA 02129
617/742-1100; Fax 617/742-7764
peters@acmebook.com, http://www.acmebook.com
Bookbinding, preservation facsimiles, enclosures, short run book production.

ADEX International
1301 Glendale-Milford Rd, Cincinnati, OH 45215
513/771-2339; Fax 513/771-3521
cwood@adex-intl.com, http://www.adex-intl.com
Design, consulting, interiors, graphics, production, multimedia services and expertise for corporations, universities, and museums.

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888/864-2767; Fax 978/777-0148
lreynolds@armsrecords.com, http://www.armsrecords.com
ARMS is a leader in servicing the records storage industry and providing customized, quality records management solutions. A reliable, dependable, service-driven company since 1959.

Boston 2004 International Archives & Information Technology Exposition

This Is No Ordinary Tea Party!

It’s 12 hours in an exhibit hall filled with good ideas, great products — and treats from morning ‘til night! More than 50 vendors, several of them new to the SAA Annual Meeting, look forward to telling you about their latest products and services and getting your ideas for enhancing their product lines. There’s sure to be something in the Exhibit Hall that’s, well, just your cup of tea... (Imperial / Plaza Ballrooms)

Exhibit Hall Hours: 7:30 am - 7:30 pm
7:30 am Continental Breakfast
12:30 - 2:00 pm Tea Party (Light Luncheon)
5:30 - 7:30 pm Happy Hour

Don’t miss Happy Hour! The annual Donald Peterson Student Scholarship Award Raffle Drawing will take place in the Exhibit Hall during Happy Hour.

See pages 24-25 for Booth Map and Exhibitor Listing

SAA is grateful to the following exhibitors for their support of Boston 2004.

Academy of Certified Archivists (ACA)
48 Howard Street, Albany, NY 12207
518/463-8644; Fax 518/463-8656
aca@caphill.com, http://www.certifiedarchivists.org

Visit the Academy of Certified Archivists to learn about the certification process.

Acme Bookbinding (ABC)
100 Cambridge St, Charlestown, MA 02129
617/742-1100; Fax 617/742-7764
peters@acmebook.com, http://www.acmebook.com
Bookbinding, preservation facsimiles, enclosures, short run book production.

ADEX International (ADX)
1301 Glendale-Milford Rd, Cincinnati, OH 45215
513/771-2339; Fax 513/771-3521
cwood@adex-intl.com, http://www.adex-intl.com
Design, consulting, interiors, graphics, production, multimedia services and expertise for corporations, universities, and museums.

Advanced Records Management Services, Inc (ARM)
249 North St, Danvers, MA 01923
888/864-2767; Fax 978/777-0148
lreynolds@armsrecords.com, http://www.armsrecords.com
ARMS is a leader in servicing the records storage industry and providing customized, quality records management solutions. A reliable, dependable, service-driven company since 1959.

Visit us at Booth 22
AGFA Microfilm/Sourcecorp (48)
300 Prince George’s Blvd.
Upper Marlboro, MD 20774
800/996-2556; Fax 801/276-3367.
fhigler@earthlink.net,
http://www.agena.com/products.htm
AGFA Microfilm can guarantee you peace of mind when you want to store your documents.

AIDS Micrographics Corporation (45)
118 Read Ave, Montgomery, NY 12549
845/457-449; Fax 845/437-9805
lisano@adus.com, http://adus.com
Micrographics equipment for capture and retrieval of documents. Digital and analog products available.

Amigos Library Services (92)
1400 Midway Rd, Dallas, TX 75244
800/483-8482; Fax 972/991-6061
carter@amigos.org, http://www.amigos.org
Amigos Imaging and Preservation Services provide preservation support and training to librarians and archivists nationwide.

ArchProteus (46)
525 West 9th Ave.
Vancouver, BC V6K 1V1, CANADA
604-737-7514; Fax 604-737-5871
nick@archproteus.ca, http://www.archproteus.com
The XSL/EDI encoding experts! Superior-quality finding aids conversion services; scanning, content restructuring, and encoding.

ARMA International (95)
1272 W 108th St, Suite I, Los Angeles, CA 90025
800-422-2782; Fax 913-541-3742
hq@arma.org, www arma.org
Professional association membership, education resources.

Association of Canadian Archivists (MCcA)
PO Box 2596, Station D, Ottawa, ON K1P 5B5, CANADA
613/234-6777; Fax 613/234-8500
assoc@archivists.ca, http://www.archivists.ca
The Association of Canadian Archivists: Preserving professional leadership and representing the needs of the archival community.

Aware, Inc (93)
40 Wakefield Temple, Bedford, MA 01730
781/276-4000; Fax 781/276-4001
jones@email.com,
http://www.aware.com/jpeg2000

Backstage Library Works (93)
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800/264-2799; Fax 801/356-8220
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Backstage Library Works can take care of all your digitization needs, off-site or on-site.

BMS Catastrophe, Inc (42)
303 Arthur St, Pt Worth, TX 76107
817/332-2770; Fax 817/332-8728
ehalford@bmscat.com, http://www.bmscat.com
BMS Catastrophe provides disaster recovery, deltamodification, document and book freeze-drying, media, and special collections.

Boston Photo Imaging (43)
355 Boylston St, Boston, MA 02116
617/267-4089; Fax 617/450-4376
dsemp@bostonphoto.com
http://www.bostonphoto.com
Boston Photo offers scanning of film, maps, broadsides, prints, lantern slides, glass negatives, rare books.

Cambridge Computer Services, Inc (9)
271 Waverly Oaks Rd, Suite 301, Waltham, MA 02452
781/250-3000; Fax 781/250-3100
Parrish@cambridgecomputer.com
http://www.cambridgecomputer.com
National integrator specializing in data protection and storage networking technologies.

* Conservation Resources International (96)
5252 Port Royal Rd, Springfield, VA 22151
800/550-8422; Fax 215/921-8489
cri@cril.org, http://www.conservationresources.org
Archival storage materials, tools, and equipment.

Crowley Micrographics (47)
5115 Pegasus Ct, Suite E, Frederick, MD 21704
301/562-4662; Fax 301/562-5528
info@crowleymicrographics.com
http://www.crowleymicrographics.com/
Document imaging equipment.

Cuadra Associates, Inc (628)
1185 W Olympic Blvd, Suite 855, Los Angeles, CA 90064
310/478-0066; Fax 310/677-1078
hq@cuadra.com, http://www.cuadra.com
Information management and retrieval software.

Description Section Finding Aids Fair 2004: Backlog on the Front Burner (57)
Explore a variety of approaches for dealing with processing backlogs. Strategies include improving access to information ... collection level catalog records for unprocessed materials, and examples of collection and series level description.

Donnegan Systems (44)
1000 Old S. Norwalk, Norwalk, CA 90652
800/222-6311, Fax 508/393-5601
penelli@donnegan.com,
http://www.donnegan.com
Archival storage systems for documents and precious materials.

The Donohue Group, Inc (37)
185 Silas Deane Highway, Wethersfield, CT 06109
860/529-2938; Fax 860/529-5849
lklem@dgiinc.com, http://www.dgiinc.com/
Contract services to libraries, museums, and archives.
Dryco (47)
1 West Lake St, Unit 8, Northlake, IL 60164
630/671-1490, Fax 222/781-5362
drycofo@globalnet.com, http://www.drycogroup.com
Document, file, and media restoration.

Film-based Imaging Association (95)
1100 Wayne Ave, Silver Spring, MD 20910
914/764-9215
mike@fiba.org, http://www.fiba.org
Non-profit association dedicated to the preservation and protection of visual information through film-based technology.

Gallery Systems (46)
261 West 35th St, 12th Floor, New York, NY 10001-1902
646/733-2239, Fax 646/733-2259
info@gallerysystems.com
http://www.gallerysystems.com
Gallery Systems provides market-leading collection and archive management software and services to over 300 institutions worldwide.

Gaylord Brothers (48)
7272 Morgan Rd, Liverpool, NY 13080
315/457-5070, ext 471; Fax 315/457-0564
ron.canestrare@gaylord.com
http://www.gaylord.com
Archival storage, conservation materials.

Hollinger Corporation (4)
PO Box 8360, Fredericksburg, VA 22404
800/634-0491; Fax 800/947-8814
hollingercorp@erols.com
http://www.hollingercorp.com
Specialists in meeting archival storage needs since 1945.

Indus International Inc (6)
540 S Oak, PO Box 890, West Salem, WI 54669-0890
662/760-8080; Fax 608/760-0786
aayoob@indususa.com,
http://www.indususa.com
Book scanners and large format scanners. Micrographic processors, readers, and digital printers.

Institute of Museum and Library Services (43)
109 Pennsylvannia Ave NW, 4th Floor, Washington, DC 20004
202/633-5800; Fax 202/633-1077
smalbin@imls.gov, http://www.imls.gov
Federal grant-making agency supporting archives, libraries, and museum services.

Iron Mountain/ National Underground Storage (43)
1277 Branchton Blvd, Boyers, PA 16020
724/794-7314; Fax 724/794-2538
Tom.Benjamin@ironmountain.com,
http://www.ironmountain.com
Records storage and management services.

Lockheed Martin (35 & 39)
1401 Corporate Blvd, Rosedale, MD 21237
301/481-2015, Fax 301/540-5416
jgilbert@muoters.com
http://www.lockheedmartin.com
Partner in electronic records archiving.

Media Matters, LLC (42)
500 W 37th St, 1st Floor, New York, NY 10018
202/382-5552
stevem/media-matters.net
http://www.media-matters.net
Automated videotape migration system.

Metal Edge, Inc (14)
6340 Bandini Blvd, Commerce, CA 90040
323/721-7800; Fax 323/721-7900
lgl@metaledge.com, http://www.metaledge.com
Archival preservation products.

Microsearch Corporation (26)
999 Broadway, Saugus, MA 01906
781/231-9991; Fax 781/231-9999
adixit@microsearchcorp.com
http://www.microsearchcorp.com
Microsearch provides libraries with complete Web-based Special Collection services including scanning, searching, and Internet hosting.

MINISIS, Inc (46)
355 Terminal Ave, Suite 802, East Penthouse, Vancouver, BC V6A 2L7
Canada 604/255-4366; Fax 604/255-4367
minisis@minisisinc.com
http://www.minisisinc.com
Complete archival automation software to manage: accession, description, enquiries, space audit, circulation, and online orders and requests.

Munters Corporation (45)
79 Harvard St, Andover, MA 01810
800/422-6779; Fax 978/888-4939
jgilbert@munters.com, http://www.munters.com
Munters specializes in dehumidification/VOC, humidification/ventilation, and disaster restoration/temporary climate control (MCS).
Northern Micrographics (43)
2004 Kramer St, LaCrosse, WI 54605
608/761-8930; Fax 608/761-5895
sarah.grinde@nmt.com
Northern Micrographics provides preservation imaging services to archives, libraries, and other organizations across the US.

*OCLC (8)
6565 Frantz Rd, Dublin, OH 43017
800/848-5878; Fax 614/764-6096
berntos@oclc.org, http://www.oclc.org
Digitization and preservation software products.

Preservation Technologies (19)
111 Thompson Park Dr, Cranberry Township, PA 16066
724/779-2111; Fax 724/779-9088
info@ptlp.com, http://www.ptlp.com
Bookkeeper, deacidification products and services for archives and libraries.

ProQuest (3)
500 North Zeeb Rd, Ann Arbor, MI 48103
800/521-0600; Fax 734/975-6404
Lisa.alent@il.proquest.com
http://www.proquest.com
Since 1938, ProQuest Information and Learning has served as a global leader in collecting, organizing, and distributing value-added information to researchers, faculty, and students in libraries, government, universities, and schools in over 160 countries. ProQuest Information and Learning markets its products under four major brands: ProQuest, UMI, Chadwyck-Healey, and XanEdu.

Safe Sound Archive (29)
21 W Highland Ave, Philadelphia, PA 19138-3309
215/242-2086; Fax 215/242-2177
groat@soundarchive.com, http://www.safe sounded.com
Audio reformating from obsolete formats to tape, optical, online, and Web; also off-site climate-controlled storage.

Scarecrow Press (42)
4901 Forbes Blvd, Suite 200, Lanham, MD 20706
800/462-6428; Fax 800/538-4570
custserve@rowman.com
http://www.scarecrowpress.com
Scarecrow Press offers award-winning publications for archivists and special collection libraries. Check out our practical guides, reference works, and texts.

The Cutting Corporation (10)
4940 Hampden Ln, Suite 300, Bethesda, MD 20814
301/645-2887; Fax 301/654-3271
cuttingarchives@aol.com, http://www.cuttingarchives.com
A full-service archival lab that preserves and restores audio materials for generations to come.

The Electronic Scriptorium, Ltd (50)
26 Fairfax St SE, Suite E, Leesburg, VA 20175
703/779-0378; Fax 703/779-0378
brett@electronicscriptorium.com, http://www.electronicscriptorium.com
Solves complex information management and data conversion problems for corporations, government agencies, libraries, and museums.

The Tape Transcription Center (21)
129 Tremont St, Boston, MA 02108
617/423-2886; Fax 617/423-9388
rmm@ttctranscriptions.com
http://www.ttctranscriptions.com
Since 1966, Boston-based Academic/OH Transcription, all analog/digital formats includelarge project turnaround, never rush charges.

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26 Fairfax St SE, Suite E, Leesburg, VA 20175
703/779-0378; Fax 703/779-0378
brett@electronicscriptorium.com, http://www.electronicscriptorium.com
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The Raw Chocolate Corporation (10)
4940 Hampden Ln, Suite 300, Bethesda, MD 20814
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cuttingarchives@aol.com, http://www.cuttingarchives.com
A full-service archival lab that preserves and restores audio materials for generations to come.

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129 Tremont St, Boston, MA 02108
617/423-2886; Fax 617/423-9388
rmm@ttctranscriptions.com
http://www.ttctranscriptions.com
Since 1966, Boston-based Academic/OH Transcription, all analog/digital formats includelarge project turnaround, never rush charges.

University Products, Inc (30 & 31)
517 Main St, Holyoke, MA 01040
800/628-1912; Fax 800/532-9281
jadunphy@universityproducts.com
http://www.universityproducts.com
Simply stated, University Products offers the largest, most comprehensive collection of archival materials available anywhere.

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517 Main St, Holyoke, MA 01040
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jadunphy@universityproducts.com
http://www.universityproducts.com
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The following groups are available on the Mezzanine at the designated times on Friday, August 6, to answer your questions and provide their perspectives. Take this opportunity to learn more about a group or project of interest.

7:30 - 8:30 am  International Council on Archives/Section on Professional Associations
8:30 - 9:30 am  Society of Florida Archivists
9:30 - 10:30 am Society of Georgia Archivists / National Association of Government Archives and Records Administrators
10:30 - 11:30 am Mid-Atlantic Regional Archives Conference / SAA Awards Committee
11:30 am - 12:30 pm NHPRC Electronic Records Fellowships / Society of North Carolina Archivists
12:30 - 1:30 pm  SAA Electronic Publications Working Group / Visual Materials Section
1:30 - 2:30 pm  SAA Lone Arrangers Roundtable
2:30 - 3:30 pm  A*CENSUS Project / Heritage Health Index
3:30 - 4:30 pm  International Council on Archives/Section on Professional Associations / SAA Glossary Revision Project
4:30 - 5:30 pm  National Endowment for the Humanities
5:30 - 6:30 pm  ARMA/SAA Joint Committee / American Archivist
6:30 - 7:30 pm  National Historical Publications and Records Commission
About SAA

The Society of American Archivists, through its own work and in cooperation with other professional associations, is the voice of the nation’s archival community. Although SAA is considered to be the national professional association for archivists in North America, its worldwide membership consists of 5,000 individuals and institutions in more than 50 countries. SAA’s membership represents university, corporate, and religious archives; historical societies; museums; and government agencies.

SAA provides leadership to archival professionals through career development, publications, and educational opportunities, and works to strengthen archival standards, advance archival knowledge, and enhance the profession’s voice to the public and to policymakers. The SAA Annual Meeting offers archivists and those interested in SAA’s work a unique opportunity for personal and professional growth.

For more information, contact SAA, 527 South Wells Street, Fifth Floor, Chicago, IL 60607; 312-922-0140; or visit www.archivists.org.

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Repository Open Houses

Join your Boston-based colleagues for a tour of their repositories throughout Boston 2004 week!

For more information, go to the Host Committee Desk. (Mezzanine)

American Antiquarian Society
Wednesday, 2:00 - 4:00 pm

American Jewish Historical Society, Massachusetts
Wednesday and Thursday, 9:00 am - 4:00 pm
Friday, 9:00 am - Noon

Boston Public Library:

Behind the Scenes for SAA
Wednesday, 11:00 am - 12:30 pm
Friday, 10:00 - 4:30 pm

Boston Public Library:

Tours for the General Public
Tuesday and Thursday, 6:00 - 7:00 pm
Friday and Saturday, 11:00 am - Noon

Boston University
School of Theology Library
Wednesday through Friday, 10:00 am - Noon

Brandeis University, Robert D. Farber University Archives & Special Collections Department
Friday, 2:00 - 5:00 pm

Burns Library, Boston College
Wednesday, 9:00 am - 5:00 pm

Fine Arts Library, Harvard University
Guided Tour: Friday, 11:00 am

Framingham State College Archives
Wednesday, 11:00 am - 4:00 pm

Harvard University Archives
Guided Tours: Wednesday and Friday, 11:00 am and 3:00 pm

Houghton Library, Harvard University
Guided Tours: Wednesday and Friday, 10:00 am and 2:00 pm

Imaging Services, Harvard College Library
Wednesday and Friday, 2:00 pm - 3:00 pm

Massachusetts Archives
Wednesday, 3:00 - 4:00 pm

MIT Institute Archives and Special Collections
Wednesday, 4:00 - 5:30 pm

National Archives and Records Administration (NARA) Northeast Region
Wednesday, 1:00 - 4:00 pm

New England Historic Genealogical Society
Wednesday through Friday, 10:00 - 11:00 am and 2:00 - 4:00 pm
Saturday, Noon - 2:00 pm

Northeastern University Archives and Special Collections
Wednesday, 9:00 am - Noon

Project SARR

American Photograph Archives
Monday through Thursday, 10:00 am - 6:00 pm
Friday, 10:00 am - 5:00 pm
Saturday, 10:00 am - 6:00 pm (Closed)

Property Information Resource Center, Harvard Real Estate Services, Harvard University
Wednesday, 10:00 am - 1:00 pm

Society for the Preservation of New England Antiquities
Wednesday, 2:00 - 4:00 pm

Special Collections, Frances Loeb Library, Harvard Design
Wednesday, 11:00 am - 4:00 pm

State Library of Massachusetts
Wednesday and Thursday, 3:00 - 4:00 pm

Wellman Preservation Center, Harvard University Library
Wednesday and Friday, 10:00 am - Noon

WGBH Educational Foundation
Friday, 10:00 am - Noon
New England Archivists

welcome you to Boston.

Ask us about New England!

www.newenglandarchivists.org

Boston 2004 Schedule-At-A-Glance

**MONDAY • AUGUST 2**

8:30 am - 9:00 am
Third SAA Archival Educators Forum
Simmons College

9:00 am - 9:00 pm
Pre-conference Workshops
Sorry you missed these outstanding offerings! Be sure to look for them in New Orleans in 2005.

**TUESDAY • AUGUST 3**

8:30 am - 9:00 am
Tours

9:00 am - 1:00 pm
Committee on Ethics and Professional Conduct
Beacon Hill

9:00 am - Noon
ACA Certification Exam
Georgian

9:00 am - Noon
Pre-conference Workshops
Sorry you missed these outstanding offerings! Be sure to look for them in New Orleans in 2005.

2:00 - 5:00 pm
A*CENSUS Working Group
Cabot

**WEDNESDAY • AUGUST 4**

8:00 am - Noon
Publications Board
Back Bay

8:00 am - Noon
Committee on Education and Professional Development
Cambridge

10:00 am - Noon
Diversity Committee
Charles River

10:00 am - Noon
Standards Committee
Whittier

Noon - 4:00 pm
Business Archives Colloquium
Arlington
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>1:00 - 2:00 pm</td>
<td>2004 Program Committee</td>
<td>White Hill</td>
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<tr>
<td>1:00 - 2:30 pm</td>
<td>Museum Archives Working Group</td>
<td>Charles River</td>
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<tr>
<td>1:00 - 3:00 pm</td>
<td>ALA/ASAVAM Joint Committee on Libraries, Archives, and Museums</td>
<td>Charles River</td>
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<td>Archives Committee</td>
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<td>Technical Subcommittee on Descriptive Standards</td>
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<tr>
<td>1:00 - 4:00 pm</td>
<td>American Archivist Editorial Board</td>
<td>Back Bay</td>
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<tr>
<td>2:00 - 4:00 pm</td>
<td>2005 Program Committee</td>
<td>White Hill</td>
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<td></td>
<td>Women’s Collections Working Group</td>
<td>St. James</td>
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<tr>
<td>2:30 - 4:00 pm</td>
<td>Membership Committee</td>
<td>Stuart</td>
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<tr>
<td>3:00 - 4:00 pm</td>
<td>Student Mixer</td>
<td>Stanbro</td>
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<tr>
<td>4:00 - 5:30 pm</td>
<td>Student Mixer</td>
<td>Georgian</td>
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**THURSDAY • AUGUST 5**

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<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>4:00 - 6:00 pm</td>
<td>Electronic Publishing Working Group</td>
<td>Back Bay</td>
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<tr>
<td>8:00 pm</td>
<td>Society of Southwest Archivians’ Mixer</td>
<td>Stanbro</td>
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<tr>
<td>10:00 am - 4:00 pm</td>
<td>SAA Annual Business Meeting</td>
<td>Georgian</td>
</tr>
<tr>
<td>12:30 - 1:30 pm</td>
<td>1. Archives Unplugged: Introduction to Copyright Basics for Archives</td>
<td>Georgian</td>
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<td></td>
<td>2. Impact of the USA PATRIOT Act on Archives and Archivists</td>
<td>Georgian</td>
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<tr>
<td>1:45 - 3:15</td>
<td>Managing the Digital Destiny: Research Results and Initial Findings</td>
<td>Clarendon</td>
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<tr>
<td>2:00 - 4:00 pm</td>
<td>Keeping the Customer Satisfied! Developing Offline and Online User Services to Meet User Needs</td>
<td>Bedford</td>
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<tr>
<td>4:00 - 6:00 pm</td>
<td>Electronic Publishing Working Group</td>
<td>Back Bay</td>
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<tr>
<td>5:30 am - 5:00 pm</td>
<td>SAA Bookstores</td>
<td>Fairfield</td>
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<tr>
<td>10:00 am - Noon</td>
<td>SAA Bookstores</td>
<td>Fairfield</td>
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<tr>
<td>10:00 am - Noon</td>
<td>Council of Religious Collections Section</td>
<td>Clarendon</td>
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<td></td>
<td>Business Archives Section</td>
<td>Arlington</td>
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<td></td>
<td>College and University Archives Section</td>
<td>Georgian</td>
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<td></td>
<td>Government Records Section</td>
<td>Bedford</td>
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<td></td>
<td>Manuscript Repositories Section</td>
<td>Terrace</td>
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The ROCKEFELLER ARCHIVE CENTER congratulates the Society of American Archivists on an outstanding meeting, and invites all SAA members to view the new Rockefeller Archive Center website: http://archive.rockefeller.edu
<table>
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<tr>
<th>Time</th>
<th>Event</th>
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</thead>
</table>
| 9:00 am - 12:00 pm | 1. Documenting Global Business: Best Archival Practices for Multinational Companies  
|              | 2. Archival Unplugged: Tips on Strengthening SAA Session Proposals  
|              | 3. Tackling Copyright in Visual Materials                             |
|              | 4. MARC and EAD: Making Archival Surveys Usable and Accessible       |
|              | 5. Facilitating Description: Developing Standard Series              |
|              | 6. Women’s History Repositories: 21st Century Directions              |
|              | 7. Documenting Russian and Eastern European Immigrant Culture in American Manuscript Repositories  
|              | 8. The Value of the Archival Perspective: White Hill                 |
|              | 9. Information Policy and Its Impact on Archives and Information Management: A Canadian Example and an International Perspective: White Hill  
|              | 10. Lasting Legacy or Broken Promise? The First Decade of the Harold T. Pinkett Award  
|              | 11. Architectural Records Roundtable                                 |
|              | 12. Archival History Roundtable                                      |
|              | 13. Archivists and Archives of Color Roundtable                      |
| 1:00 pm - 4:00 pm | 1. Congressional Papers Roundtable                                  |
|              | 2. International Archives Roundtable                                 |
|              | 3. Labor Archives Roundtable                                         |
|              | 4. Lesbian and Gay Archives Roundtable                               |
|              | 5. Local Government Records Roundtable                               |
|              | 6. Lone Arrangers Roundtable                                         |
|              | 7. Performing Arts Roundtable                                        |
|              | 8. Recorded Sound Roundtable                                         |
|              | 9. Research Libraries Group Roundtable                               |
|              | 10. Science, Technology, and Health Care Roundtable                  |
|              | 11. Women’s Archives Roundtable                                      |
|              | 12. Women’s Collections Roundtable                                   |
| 4:30 pm - 5:30 pm | 1. Opening Remarks: Children’s Museum of Boston (Buses begin departing from valet entrance of hotel at 4:05 pm)  
|              | 2. Women Archivists Roundtable                                       |
|              | 3. Women’s Collections Roundtable                                    |
| 7:00 - 8:00 pm | 1. Key Contacts Breakfast                                            |
|              | 2. International Archives Roundtable                                 |
|              | 3. Local Government Records Roundtable                               |
|              | 4. Lone Arrangers Roundtable                                         |
|              | 5. Performing Arts Roundtable                                        |
|              | 6. Recorded Sound Roundtable                                         |
|              | 7. Research Libraries Group Roundtable                               |
|              | 8. Science, Technology, and Health Care Roundtable                   |
|              | 9. Women’s Archives Roundtable                                       |
|              | 10. Women’s Collections Roundtable                                   |
| 8:00 - 9:00 pm | 1. AFA Installation                                                  |
|              | 2. Archival History Roundtable                                      |
|              | 3. Archivists and Archives of Color Roundtable                      |

**FRI DAY – AUGUST 6**

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<th>Time</th>
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<tr>
<td>10:00 am - 12:00 pm</td>
<td>1. Congressional Papers Roundtable</td>
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<td>2. International Archives Roundtable</td>
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<td>3. Labor Archives Roundtable</td>
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<td>4. Lesbian and Gay Archives Roundtable</td>
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<td>5. Local Government Records Roundtable</td>
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<td>6. Lone Arrangers Roundtable</td>
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<td>7. Performing Arts Roundtable</td>
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<td>8. Recorded Sound Roundtable</td>
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<td>10. Science, Technology, and Health Care Roundtable</td>
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<td>11. Women’s Archives Roundtable</td>
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<td>12. Women’s Collections Roundtable</td>
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<tr>
<td>12:00 pm - 2:00 pm</td>
<td>1. Electronic Records Section</td>
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<td>2. Oral History Section</td>
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<td>3. Preservation Section</td>
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<td>4. Reference, Access, and Outreach Section</td>
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<td>5. Visual Materials Section</td>
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<tr>
<td>2:00 pm - 4:00 pm</td>
<td>1. Architectural Records Roundtable</td>
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<td></td>
<td>2. Archival History Roundtable</td>
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<td>3. Archivists and Archives of Color Roundtable</td>
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<tr>
<td>4:00 pm - 6:00 pm</td>
<td>1. Archival History Roundtable</td>
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<tr>
<td></td>
<td>2. Archivists and Archives of Color Roundtable</td>
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</tbody>
</table>
| 6:30 pm - 8:30 pm | 1. Opening Remarks: Children’s Museum of Boston (Buses begin departing from valet entrance of hotel at 6:05 pm)  
|              | 2. Women Archivists Roundtable                                       |
|              | 3. Women’s Collections Roundtable                                   |

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<table>
<thead>
<tr>
<th>Time</th>
<th>Session Description</th>
</tr>
</thead>
</table>
| 11:00 am - 12:30 pm | 17. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
18. Political Pressure and the Archival Record: American Perspectives
19. Focus on Users: What Do We Know About Users of Records in Electronic Form? Terrace
20. Information Technology for Practicing Archivists: Georgia |
| 12:30 - 2:00 pm  | 21. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
22. Preservation Policies for Digital Resources: Georgia
23. Developing Primary Resource-Based Educational Programs That WORK! Berkeley
24. Twenty Years Later and the Box is Blacker than Ever: Stanbro
| 2:00 - 3:30 pm  | 26. Archives Unplugged: Literary Manuscripts: Arlington  
28. Assuring the Integrity of Electronic Records: Clarendon
29. Archival Issues in Digital Rights Management: Georgia |
| 3:30 - 4:30 pm  | 30. Archival Issues in Digital Rights Management: Georgia  
31. Assuring the Integrity of Electronic Records: Clarendon
32. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 4:30 - 5:30 pm  | 33. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
34. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
35. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
36. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 5:30 - 6:00 pm  | 37. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
38. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
39. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 6:00 - 7:00 pm  | 40. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
41. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
42. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 7:30 - 8:30 pm  | 43. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
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| 8:30 - 9:00 pm  | 46. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
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| 9:00 - 10:00 pm| 49. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
50. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
51. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 10:00 - 11:00 pm| 52. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
53. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
54. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 11:00 - 12:00 am| 55. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
56. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
57. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 12:00 - 1:00 pm  | 58. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
59. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
60. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 1:00 - 2:00 pm  | 61. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
62. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington
63. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
| 2:00 - 3:00 pm  | 64. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington  
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93. Archives Unplugged: A Mystery Inside an Enigma? How to Get the Most from SAA Arlington |
## Boston 2004 Schedule-At-A-Glance

### Sunday, August 8

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 - 8:00 am</td>
<td>American Archivist Breakfast Forum</td>
</tr>
<tr>
<td>8:00 - 9:30 am</td>
<td>Archival Education Roundtable</td>
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<td></td>
<td>Archival Management Roundtable</td>
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<td></td>
<td>Records Management Roundtable</td>
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<td></td>
<td>Visual Materials Cataloging and Access Roundtable</td>
</tr>
<tr>
<td>8:00 am - Noon</td>
<td>SAA Breakfast</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>Archives Unplugged: Fundamentals of Electronic Records Management</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>The Law and Ethics When Dealing with the Records of Indigenous Peoples</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>Crafting a New Approach to Scrapbooks</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>Student Paper Session</td>
</tr>
<tr>
<td>11:30 am - 1:00 pm</td>
<td>Archival Leadership Brown Bag Lunch</td>
</tr>
<tr>
<td>1:00 - 2:30 pm</td>
<td>Archives Unplugged: Ownership Issues in Manuscript Repositories</td>
</tr>
<tr>
<td>3:00 - 4:30 pm</td>
<td>Closing Plenary Session</td>
</tr>
<tr>
<td>4:30 - 6:00 pm</td>
<td>University of Michigan Alumni and Friends Mixer</td>
</tr>
<tr>
<td>6:00 - 10:30 pm</td>
<td>Closing Reception: Fenway Park (Buses begin departing from valet entrance of hotel at 5:30 pm)</td>
</tr>
</tbody>
</table>

### Saturday, August 7

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 am - Noon</td>
<td>EAD Working Group</td>
</tr>
<tr>
<td>9:00 am - Noon</td>
<td>SAA Bookstore</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>Archives Unplugged:  Fundamentals of Manuscript Repositories</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>Executive Order 13292: The Progress and Pitfalls of Government Records Declassification</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>Managing Architecture and Design Records in Electronic Formats</td>
</tr>
<tr>
<td>10:00 - 11:30 am</td>
<td>All for One and One for All Cataloging All Kinds of Collections in One System System</td>
</tr>
</tbody>
</table>

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- **Lockheed Martin**: Proud sponsor of the Society of American Archivists’ 68th Annual Meeting, Boston 2004

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**Icon Key**:  
- **Education Session**  
- **Special Event**  
- **SAA Group**
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