

The Society of American Archivists

SAA Newsletter

May 1980

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GSA Administrator Meets with Concerned Professionals

On March 14, 1980, four members of the Emergency Committee to Save the National Archives met with Admiral Rowland G. Freeman, Administrator of General Services, to discuss his relations with the National Archives as well as the activities of the Emergency Committee. Attending the meeting were Emergency Committee members Ann Morgan Campbell, SAA Executive Director, former SAA President Walter Rundell, Jr., Raymond W. Smock and Ira Berlin, University of Maryland history professors, as well as Al Stern of the White House staff and Ray Kline, Deputy Administrator of General Services. The meeting lasted for over three hours.

The activities of SAA, the Emergency Committee, as well as other protesting groups and individuals, apparently have made an impression on GSA and the White House. Both Freeman and Stern made it clear they wished to persuade archivists and historians of their rectitude so as to stem the tide of adverse reaction which is flowing into Washington. (cont. on p. 2)

Wanted: Archivist of the United States

There is little new to report on the search for the sixth Archivist of the United States. After an elaborate search process, the position was offered to one candidate over two months ago. The offer was declined. As the *Newsletter* went to press, there was some evidence that the search was being reactivated. In an April 14 letter to President Carter, SAA President Maynard J. Brichford stated: *The National Archives and Records Service needs managerial expertise, reorganization and a strengthening of staff morale. It must begin with a strong appointment to the professional position of Archivist and the delegation of sufficient authority to meet the challenges of federal records keeping in the future. It is time for the Washington bureaucracy to get its act together and appoint an Archivist of the United States before an important agency of the Executive Branch is further weakened by inaction.*

Court Rules in Kissinger Case

A March decision of the Supreme Court ruled against a group of scholars and activists who had filed Freedom of Information suits against Henry A. Kissinger in an effort to gain access to transcripts of telephone conversation he conducted from his State Department office.

The Court reversed decisions of the U.S. District Court and the U.S. Court of Appeals in its ruling which argued that when the former Secretary of State removed the transcripts from the State Department to the Library of Congress, he in effect removed them from the reach of the FOIA as well. That act allows individuals to sue in federal court to prevent a federal agency from improperly withholding agency records.

The Court's majority said that an agency cannot be accused of "withholding" a document that is no longer in its files when an FOIA request comes in.

The opinion expressed no view on whether Kissinger has wrongfully removed the documents. The federal government itself could now sue to determine whether the transcripts had been improperly removed and, if so, to get them back. Such a suit would be filed under the authority of the Federal Records Act, which, the Court noted, can be invoked only by federal agency heads and not by private citizens.

In a dissenting opinion, Associate Justice John Paul Stevens wrote that the majority interpretation "creates an incentive for outgoing agency officials to remove potentially embarrassing documents from their files to frustrate FOIA requests."

The Supreme Court's action focused attention on the State Department, the agency which might be expected to pursue the question of the custody of the transcripts. However, the Department's enthusiasm for the case has not been substantial in the past. Kissinger has been a valued ally of the Carter administration in its SALT II and Panama Canal efforts.

(cont. on p. 2)

GSA Administrator, cont.

In reporting the meeting to the Society's officers and council members, Campbell noted that she "was not greatly reassured by anything which occurred. . .The Admiral remains supremely confident of his correctness in every circumstance and issue. . .He has no objection to a study of archives autonomy, but both he and Stern emphasized the budgetary problems associated with such a move."

In response to a series of questions from Campbell, the Admiral stated that the management problems he perceives at NARS are no worse in degree or kind than those he faces in the other GSA services.

The concept of dispersal of records was defended on economic grounds in this way: there is no more space in Washington; therefore, if anything more is to be saved, significant bodies of records must be dispersed to areas where space now exists. When the Committee inquired about what happened to the plan for new space for NARS as part of the Pennsylvania plan, the Admiral stated emphatically that no such plan had ever existed. SAA Council heard an extensive presentation on plans for NARS' space in the Pennsylvania Avenue plan in spring 1979 and voted its support of the project. (See *American Archivist* 42 [October 1979]: 546-7.)

White House staff member Stern expressed disagreement with the Admiral's plan to consolidate future presidential libraries. A bill to accomplish this goal has been introduced in the Senate.

Committee members also raised the issue of recent reorganizations which have placed regional archivists under regional GSA administrators, rather than Archives officials. Freeman accepted responsibility for this and defended his actions. He argued that the Administrator needs to control disbursement of funds and that this goal would be facilitated by the various realignments. Campbell pointed out that NARS has controlled its own budget at the regional level for over a decade, but Freeman argued that fiscal control must now emanate from GSA directly.

Kissinger Case, cont.

The Court's ruling that private citizens have no standing under the Federal Records Act occasioned questions as to the recent U.S. District Court decision regarding FBI field files--an opinion based on action under the Records Act in a case brought by private individuals. (See *SAA Newsletter*, March 1980.)

Business Archives Workshop Faculty Set

SAA's 4th Business Archives Workshop, "Business Archives: The Basics and Beyond," will take place August 18-22 at the Ford Archives and the historic Dearborn Inn in Dearborn, Michigan.

The workshop is divided into two courses: a 3-day "Basic Archival Procedures" course (August 18-20) and a 2-day "Selected Topics in Business Archives" course (August 21-22). Individuals may register for the entire 5-day course, or either the 3-day or 2-day course only. The registration fee for the entire workshop is \$250; for the 3-day course only, the fee is \$180 and for the 2-day course, the fee is \$95. Room and board are extra.

The 3-day basic course will be taught by Douglas Bakken, Ford Archives, and Edie Hedlin, NHPRC, who have taught the three previous basic courses as well. They will use case studies, slide presentations, practice, and lectures to cover the basic archival functions as they relate to business archives.

The 2-day selected topics course deals with subjects of special interest to business archivists. Access and Legal Issues will be taught by Philip Mooney, Coca-Cola Archives. Linda Edgerly, business archives consultant, will teach a ½-day session on Marketing Your Business Archives. Margery Long, Wayne State University, will discuss Photographs in the Business Archives and Maynard Brichford, University of Illinois-Urbana, will lead a discussion of Records Management and Business Archives. Finally, Thomas Holleman and James Gallagher of Smith, Hinchman & Grylls will teach a session on How to Write a Corporate History.

For a descriptive brochure and registration form, write Deborah Risteen at SAA headquarters.

SAA STAFF

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SAA '80: Tours and Workshops Planned for Annual Meeting

SAA '80, the 44th Annual Meeting of the Society of American Archivists, will be held in the Netherland Hilton Hotel in Cincinnati, September 30-October 3, 1980. Over the course of those four days, meeting participants can attend seminars, workshops, panel discussions and formal sessions on a wide range of archival topics. They can attend Professional Affinity Group meetings and meet colleagues with similar interests and concerns. They will have the opportunity to watch conservation demonstrations, to meet and talk with SAA officers and staff, to examine new archival products and publications in the exhibit area, and to hear the presidential address and awards presentations at the presidential banquet. Perhaps most importantly, participants in SAA '80 will renew old acquaintances and get to know new colleagues among the anticipated 1,000 meeting attendees.

Two pre-conference workshops are currently accepting applications: a 3-day basic archival workshop, scheduled for September 29-October 1 (registration fee--\$40); and a basic conservation workshop, slated for September 28-29 (registration fee--\$50). Interested persons should contact SAA staff members Tom Pardo for more information on the 3-day basic workshop and Joyce Gianatasio regarding the conservation workshop. They can both be reached at SAA headquarters, 330 S. Wells, Suite 810, Chicago, IL 60606. (312) 922-0140.

While the program committee, chaired by Trudy Peterson and Kenneth Duckett, has put together a stimulating group of over 70 sessions, seminars and workshops around the theme "Agenda for the 80's," the local arrangements committee, chaired by Alice Vestal, has planned many exciting "extracurricular" activities.

On Monday, September 29, meeting participants are invited to a reception sponsored by the Society of Ohio Archivists, the Society of Indiana Archivists, and the Kentucky Council on Archives. Another reception has been scheduled for Tuesday evening atop Dubois Tower on Fountain Square, affording a spectacular view of Cincinnati.

On Wednesday, an evening of gastronomical gaiety, "Queen City Cuisine," has been scheduled. Groups of meeting participants will be escorted by Cincinnati archivists to

some of the Queen City's finest restaurants, including Maisonette (5-star French) and Mike Fink's, which is housed in a river boat. Following dinner, the Katie Laur Band, a favorite local blue grass and country music group, will perform at the hotel.

Open houses have been scheduled at several local repositories on Thursday afternoon. Participating institutions include: Cincinnati Historical Society; University of Cincinnati Special Collections Department; Archives of the Archdiocese of Cincinnati; and the Cincinnati Art Museum Archives.

Two post-meeting tours have been arranged. A bus tour of historic Cincinnati neighborhoods will take place on Friday afternoon, following the closing luncheon. An overnight visit to Shakertown at Pleasant Hill, Kentucky, will also begin on Friday afternoon. Tours of the community, lectures by Shakertown experts, and lodging in restored buildings will be the highlights of this tour.

Other activities of interest during the annual meeting include a softball game between members of the Midwest Archives Conference ("Motley's MACaroons") and the Society of Ohio Archivists ("Vestal's Virgins") and the second annual running of the "Presidential Mile." This daily feature allows meeting participants to run, walk, or whatever with SAA President Maynard Brichford.

A complete program packet will be sent to all SAA members in mid-July. Non-members should request a packet from SAA headquarters.



Study Tour to Visit Scotland and England

SAA members and their families and friends have the opportunity to sign up for a week-long Archives Study Tour of Scotland and England. The dates for the tour are September 7-14, 1980, immediately prior to the IXth International Congress on Archives, which will be held in London September 15-19.

Interested persons may sign up for one of three tour plans. Plan I offers both the Study Tour plus six nights in London during the week of the Congress for a cost of \$864, not including airfare. This price includes first class hotel accommodations, ground transportation, breakfast every day, admission fees to museums, a ticket to a Royal Shakespeare Theater performance, services of a tour escort, and hotel taxes and service charges. Plan II, the Study Tour only, is available at a cost of \$565 plus airfare. Plan III, one week in London for the International Congress on Archives meeting, costs \$299 plus airfare. All prices are based on double occupancy at the exchange rate of 1 pound = \$2.30.

Air travel arrangements can be made to best suit the needs of each individual traveller. All study tour participants will fly first to London, followed by a short flight to Edinburgh, where the tour will begin. Air fares are subject to change but current rates from some major U.S. cities to London/Edinburgh and back are: Boston - \$522; New York - \$528; Washington, DC - \$560; Chicago - \$568.

Archivists at five repositories in Scotland and England are looking forward to meeting their American colleagues and to discussing matters of mutual interest and concern. The general itinerary for the Study Tour plus the Congress is as follows:

September 6

Depart for Great Britain via British Airways. All participants will gather at Heathrow Airport.

group will visit the Borthwick Institute.

September 10, 11

Following an historical orientation tour of York, the group proceeds through Leeds, Sheffield, Nottingham and Derby, to Worcester, with accommodations at the Star Hotel. Plenty of time for visits to historic sites, and a stop at the Worcester Record Office. A side-trip will be taken to Stratford-on-Avon for a theatrical performance and a visit to Shakespeare's Birthplace Trust.

September 12

Leaving Worcester, the tour stops in Gloucester for a tour of the Gloucester County Records Office before moving on to the Beaufort Hotel in Bath.

September 13

Following an historical orientation tour of Bath, the tour travels to Salisbury, with a stop along the way at Stonehenge. Accommodations at the Rose and Crown Hotel in Salisbury. Persons attending Congress only will depart U.S. for London.

September 14

Arrival in London. Persons returning to the United States will head for Heathrow Airport; those staying for the Congress will check in at the Russell Hotel for the next 6 nights. Those arriving for the Congress only will join the group.

September 15-19

IX International Congress on Archives. Sessions will be held at the London Hilton Hotel, which is a convenient subway ride from the Russell.

September 20

Transfer to Heathrow Airport for the flight home. Departures are scheduled so that all members will arrive in the U.S. that same evening.

A detailed itinerary will be mailed to persons sending in a \$100 deposit. Full payment for everything but airfare is due July 1. Airfare must be paid by August 1. In the event of a cancellation between now and July 1, all but \$50 of the money paid toward the tour will be refunded. After July 1, the travel agent will refund all monies returned by the tour operator in England, less \$50 per person.

Don't miss this opportunity to travel through many historically rich areas of the United Kingdom, to meet fellow archivists, and to study and discuss their operations. Return the enclosed coupon with your \$100 deposit today!



Tower Bridge and the Tower of London

(A British Airways Picture)



The Society of American Archivists

Archives Study Tour of

Scotland & England

Prior to the
IX International Congress
on Archives

Please sign me up for:

- ☐ Plan I Study Tour plus Congress
☐ Plan II Study Tour only
☐ Plan III Congress only

Enclose \$100 deposit made payable to
Business & Vacation Travel, Ltd.

Name(s) _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Office Phone _____

Return coupon with deposit to SAA, 330 S. Wells, Suite 810, Chicago, IL 60606 by May 15, 1980.

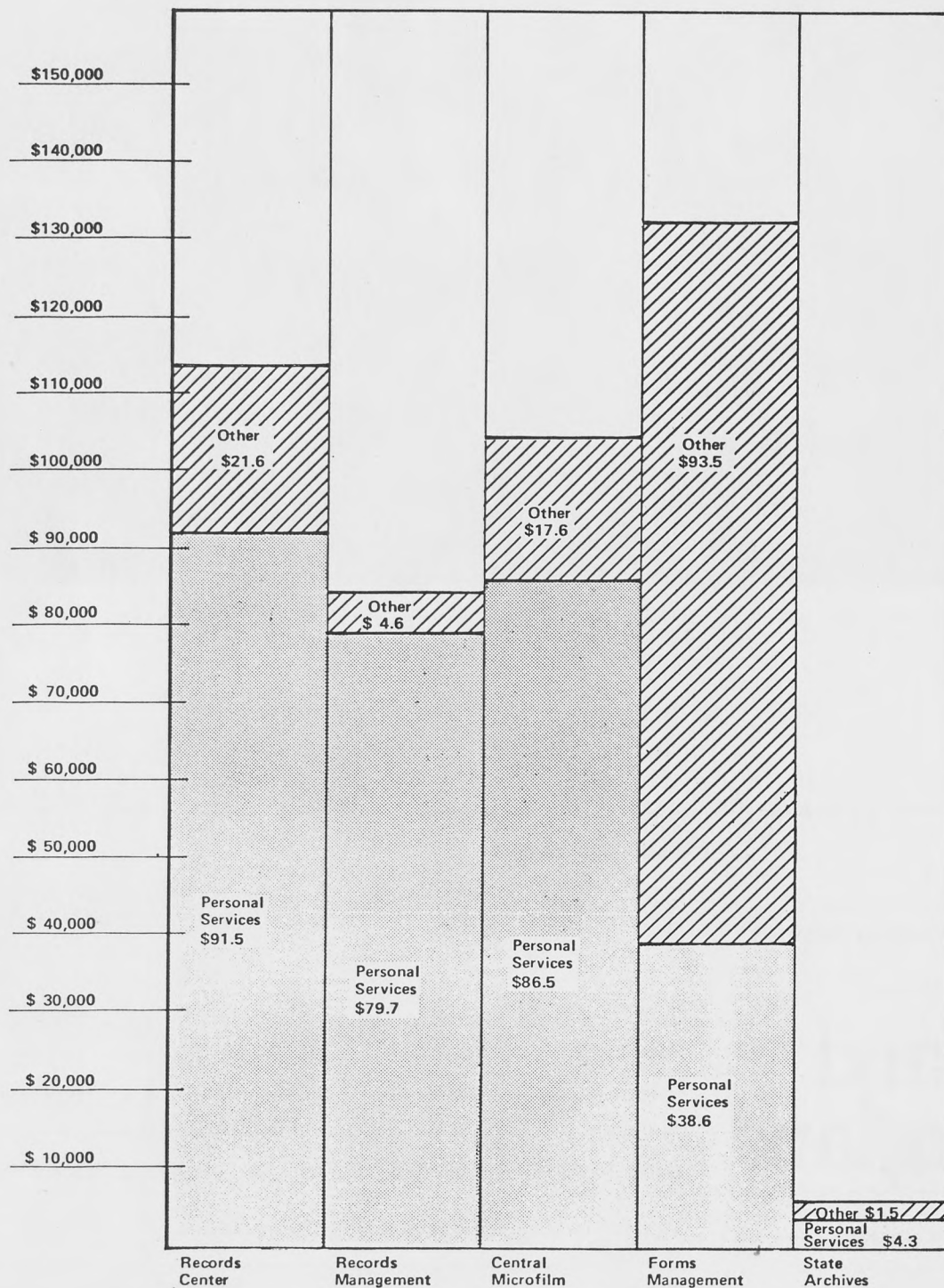
I wish to charge my airline ticket to the following credit card:

Name of card _____

Number _____ Exp. date _____

What's Missing [Almost] on this Chart?

This is the actual FY 80 budget for archives and records management in one of the fifty states.



World Conference on Records Meets in Utah

Some 10,000 people, many of them from outside the United States, will converge on Salt Lake City, Utah, in August to hear Alex Haley and other "roots" experts tell them how to write a personal or family history. The occasion will be the World Conference on Records, sponsored by the Genealogical Society of Utah and scheduled for August 12-15.

The conference theme is "Preserving Our Heritage" and the gathering and writing of personal and family histories will be stressed.

Alex Haley, author of the best selling *Roots*, will be one of a number of prominent authors, genealogists, archivists, historians, librarians, demographers and others who will speak in more than 250 seminars and classes for both amateurs and professionals in those fields, plus the general public as well.

The primary focus of the conference will be the 19th and 20th centuries, particularly as they relate to family life and history.

Hundreds of exhibits, ranging from displays of microfilming and tape recording equipment to displays by publishing firms, will be featured in the exhibit area.

5,000 persons attended the 1969 World Conference on Records. That gathering resulted in a dramatic increase in the number of genealogical records preserved worldwide on microfilm.

A detailed program for the 1980 World Conference, along with registration and housing information, is now available. The registration fee for the four-day conference is \$50.00. To receive the program and other conference information, write World Conference on Records, Genealogical Society of Utah, 50 East North Temple, Salt Lake City, UT 84150.

Draft Guidelines for Museum Archives Available

A set of draft guidelines for museum archives is now available from the Smithsonian Institution. The guidelines were drawn up by the 22 participants at a conference on museum archives held in December, 1979. They are intended to draw museum attention to this subject, encourage the responsible care of this important form of documentation, and provide a framework around which a suitable archives program may be developed. For a copy of the guidelines, contact Arthur Breton, Smithsonian Institution, Washington, DC 20560.

Program Set for IX International Congress on Archives

The Ninth International Congress on Archives, to be held in London from September 15-19, marks the thirtieth anniversary of the inaugural Congress which took place in Paris in 1950. The changing archival scene during these thirty years is reflected in the two general themes of the London Congress: "The Uses of Archives" and "The ICA, Its Achievements and its Future." The Congress will meet in the London Hilton Hotel, Park Lane.

The Congress will be made up of four plenary sessions, an opening session and two General Assembly meetings. Plenary session titles are: "The Academic Use of Archives;" "The Practical Use of Archives;" "The Popular Use of Archives;" and "The ICA, its Achievements and its Future." Charles Dollar, NARS, is the only American archivist presenting a paper at the Congress.

A number of study tours during and after the Congress have been planned for participants. In addition, SAA has organized a pre-Congress Archives Study Tour of Scotland and England (see pp. 4-5). Study tours during the conference will visit such places as the Public Record Office in Kew, the British Library Department of Manuscripts, the Greater London Record Office; the University of London Library; and the Bank of England Archives. Tours have also been planned to Cambridge, Oxford, Canterbury, and other nearby locations. Three post-Congress tours of from four to seven days in length are also available.

A brochure containing an outline of the program and other general information, plus booking forms are available from ICA IX Secretariat, c/o Conference Organizing Division, Peter Peregrinus Limited, 2 Savoy Hill, London WC2R 0BL. Those who wish to attend the Congress are strongly urged to register in advance, by mail. Booking forms should be returned to Congress organizers no later than July 20, 1980.

The registration fee for all participants in the Congress is 28 pounds and entitles registrants to attend open meetings, exhibits, to receive the Congress papers and the Congress Handbook, and to attend a reception at the Guildhall. Payment for registration, study tours, etc., is required in sterling and should be sent in advance of the Congress. If payment is not received prior to July 20, Congress papers cannot be sent out in advance.

PEOPLE PAPERS

Washington, DC The records of the Senate Watergate Committee will be preserved by the National Archives with some remaining closed for 75 years. The Senate Rules Committee tentatively approved a resolution to turn over the records to the Archives for preservation. The records had been in the Library of Congress. Acting Archivist of the United States James E. O'Neill said some of the records were "sensitive. . . classified" and would be handled by only five archivists with security clearances.

Washington, DC The American Film Institute is looking for 10 films of artistic significance for its collection. These films, the Top 10 on AFI's "Most Wanted" list, have been sought for years by those who record cinematic history. They are: "Cleopatra," starring Theda Bara (1917); "That Royale Girl," starring W.C. Fields; "The Kaiser, Beast of Berlin," a World War I propaganda film; "The Rogue Song," directed by Lionel Barrymore and featuring Laurel and Hardy; "Greed," a 10-hour epic by Eric von Stroheim; "Little Red Riding Hood," an early Disney cartoon; "Frankenstein," made by Thomas Edison in 1910; "London after Midnight," with Lon Chaney; "Camille," starring Norma Talmadge; and "The Divine Woman," starring Greta Garbo. Persons with information on these films should contact the Motion Picture Archivist, The American Film Institute, Kennedy Center, Washington, DC 20566.

New York City 20th Century Fox has announced its intention to donate its Movietone News film library to the University of South Carolina. The newsreels were filmed between 1919 and 1963. About 60% of the 60 million feet of film is outtakes, never shown to movie audiences, and much of it is nitrate film which will be converted to safety film before it is transferred.

Buckinghamshire, England The social history of cooking has always fascinated Michelle Berriedale-Johnson. An historian by education and caterer by occupation, she will soon begin giving lectures and demonstrations in medieval English cooking. Three years of research into manuscripts dealing with food and cooking, including an 8-volume diary by a 17th century overeater named Parson Woodford, are the basis of the lectures. One cooking tip from Berriedale-Johnson: "A food processor is ideal for making medieval dishes because the lack of

forks meant people concentrated on mashed-up foods. They had only a wide, flat spoon and a knife to cut lumps off the meat."

Red Deer, Alberta Over 30 archivists representing government, university, private industry, regional, religious, civic and semi-private foundation archives met on March 8 at the Red Deer District Museum and Archives. They voted unanimously to form a provincial association of archivists and set up a task force to draft a constitution, goals, objectives, etc. It is anticipated that recommendations will be ready for the association to consider in the fall.

Washington, DC The U.S. Justice Department has asked for access to 42 linear feet of files in the United Nations Archives that the Justice Department believes will help in investigations of suspected Nazi war criminals. The U.N. turned down the request, citing rules of the international organization. The records, part of the files of the U.N. War Crimes Commission, have been restricted for over 30 years. A Brooklyn historian, working on a book about war crimes, said he was amazed that "nothing had been done about these files in 30 years. What's the point of having the files when they are not available either for scholars or for government prosecutors?" U.N. Archivist Alf Erlandsson said that few requests for access to the files have been received; one member country, Israel, was given special permission to use the records for the prosecution of Adolph Eichmann. Any member wanting access to the files can raise the matter in the General Assembly and seek a change in the rules. Support for such a resolution is currently being sought.

New York City A battle over custody of a collection of original manuscripts of W.H. Auden has been won by the New York Public Library. (See *SAA Newsletter*, January 1980, p. 6.) The library was being sued by Edward Kallman, the father of Auden's friend and heir Chester Kallman who had deposited the manuscripts in the library. The elder Kallman contended that his son, who died in 1975, merely placed the papers in the library for safekeeping. Surrogate Millard Midonick, however, ruled that the three requirements for the gift had been proved by the Library: intent to make it, delivery, and acceptance.

ARCHIVAL SECURITY NEWSLETTER

O'Keeffe Wins Appeal for Return of Paintings

Artist Georgia O'Keeffe has been trying since 1976 to recover three of her paintings stolen from a New York art gallery in 1946. The paintings were kept from public view until 1976 when they were sold to a New Jersey art dealer. When she learned of their whereabouts, O'Keeffe filed suit to get the paintings back, believing that they were rightfully hers all along. In 1978, a New Jersey judge ruled against O'Keeffe, stating that she "had slept on her rights for thirty years and failed to take action that may have been productive." (See *SAA Newsletter*, November 1978).

Recently, a New Jersey Appellate Court overturned the previous decision and ruled in favor of O'Keeffe. The Court held that the six-year statute of limitations on personal property actions did not begin to run until O'Keeffe knew where the paintings were and who had them.

In an article in the *Art Theft Archive Newsletter*, O'Keeffe's lawyer, Roger Lowenstein, stated: "The significance of the opinion cannot be underestimated. Those courts which have unduly honored the 'rule of repose,' interpreting a statute of limitations to cut off a true owner's rights merely with the passage of time, must now seriously question such a result. People who deal in stolen goods can never be secure in their possession. People who purchase valuable art must insist upon proper proof of title in order to be secure."

The case was appealed to the New Jersey Supreme Court. Whatever the final decision, its effect on the cases involving replevin of archival materials will be interesting to follow.

Researcher Charged in Document Theft

Bernard M. Riley, a volunteer historical researcher at the Union County (N.J.) Office of Veterans Affairs, was arrested recently and charged with the theft of rare documents by deception and receiving stolen property.

Riley allegedly took a number of rare documents valued at \$50,000 from the New Jersey Historical Society and the City of Summit.

Riley claimed to be representing the veterans affairs office when he obtained the documents from the historical society under the guise that they were to be lent for display. The documents were later sold in New York.

Among the items taken were documents containing the original signatures of George Washington and Abraham Lincoln. Most of the stolen items have been recovered.

If convicted on all eight counts of the indictment, Riley faces up to 35 years in jail and \$50,000 in fines.

Nitrate Film Stored in Chicago Landmark

Old home movies stored in the attic of the decaying, historic Wrigley mansion in Chicago could explode and cause a major fire, according to the building's neighbors.

The mansion, built in 1896 and vacant since last year, was designated a landmark in August, 1979.

A group of concerned neighbors complained to the Chicago Landmarks Commission that the cellulose nitrate in the films is deteriorating and could ignite spontaneously at any time.

Rare Books Missing at Harvard

Officials at Harvard University have called in the FBI to investigate the disappearance of more than 150 rare books and 200 valuable plates from the Library of Harvard's Museum of Comparative Zoology. A person familiar with the case said that the books and plates are worth approximately \$250,000.

Investigators are not sure when the books were taken and said there was no sign of forced entry into the library. Many of the missing books had been housed in a locked special collections area, only used by scholars and students under the supervision of library personnel. Some of the plates were cut from books with razor blades.

Included in the list of missing books are 20 volumes of John J. Audubon and several early editions of works by Capt. James Cook, Charles Darwin, and Lewis and Clark. 40 Audubon plates and two manuscripts were also reported missing.

NHPRC Awards \$520,734 for Historical Records Projects

During its late February meeting, the National Historical Publications and Records Commission recommended \$520,734 for 28 historical records projects in 15 states. Records program grants were awarded for the first time to applicants from Colorado and Maine, increasing to 47 the number of states which have received historical records program funding. Following is a list of the grants that were awarded:

National Governors' Association, Washington, DC: up to \$7,000 for a planning and consultant project to develop a program to improve the administration, preservation, and use of governors' records throughout the United States.

Eleutherian Mills-Hagley Foundation, Wilmington, DE: \$7,183 for a feasibility study and pilot program to establish a regional processing center in the Mid-Atlantic states.

National Center for State Courts, Williamsburg, VA: up to \$7,000 for a nationwide court records retention survey and guidelines project.

Western Council of State Libraries, Salem, OR: a supplementary grant of \$2,500 for its Western States Materials Conservation study and planning project.

National Association of States Archives and Records Administrators: \$28,520 for a national conference to develop recommendations for the future operation of a state mechanism in the NHPRC's historical records program.

Western Washington University, Bellingham, WA: \$15,000 to complete the Pacific Northwest Public Powers Project.

Society for Research in Child Development, Berkeley, CA: \$24,383 to locate, identify, and arrange to preserve and make available the records of individuals and organizations important in the field of child development prior to World War II.

New England Document Conservation Center, Andover, MA: \$9,650 for conservation seminars and workshops in New York, New Jersey, and New England.

State Historical Society of Wisconsin, Madison, WI: \$84,540 for the second phase of the Midwest Archives Guide Project, an interstate cooperative project to develop common descriptive

methods and a shared information base for public records in the state archives systems in Minnesota, Wisconsin, Illinois, and Indiana.

Bowdoin College, Brunswick, ME: \$7,792 to prepare and store duplicate negatives and prints for the Donald B. MacMillan nitrate negatives in the Peary-MacMillan Arctic Museum. The collection documents MacMillan's numerous Arctic expeditions from 1908-1954.

Massachusetts Committee for the Preservation of Architectural Records, Cambridge, MA: \$20,482 (partial match) to conduct a field survey of architectural records in private hands in the Greater Boston area.

Maryland Historical Society, Baltimore, MD: \$25,650 to preserve, reproduce, and catalog selected glass negative photograph holdings.

Minnesota Conference of the United Church of Christ, Minneapolis, MN: \$17,472 (matching) to inventory records of Conference churches. Included are mid-19th-century records relating to German immigration and other aspects of the state's social and religious history.

State of Hawaii: \$5,000 (matching) to deacidify, mend, and encapsulate 19th-century maps in the State Survey Office. The maps confirm boundaries, roads, shorelines, and geographical features.

Merrimack Valley Textile Museum, North Andover, MA: \$13,085 (matching) to inventory and begin work on a guide to the manuscript holdings of the Museum. The collections include business records of textile manufacturing and textile machinery companies, trade associations, land and water power companies, and records of individual chemists, weavers, dyers, inventors, and fiber scientists.

University of Southern Alabama, Mobile, AL: a conditional grant of \$18,870 to preserve and make available negatives from the Erik Overbey Collection, a large commercial photograph collection documenting the history of Mobile since the 1880's.

Bayliss Public Library, Sault Ste. Marie, MI: \$8,844 to arrange and describe archival materials, including collections relating to shipping, mining, fishing, and fur trading in the Great Lakes during the 19th century, and the involvement of Indians in these industries.

Whatcom Museum of History and Art, Bellingham, WA: \$12,225 to preserve and make available two collections in the Museum's Photographic Archives. The Wilbur Sandison collection provides a visual record of the growth of Northwest Washington, 1900-1945, and the Darius Kinsey collection documents the history of the logging industry in the Northwest, 1885-1940.

Trinity Church, New York, NY: \$2,000 for a consultant to assess the value and general content of the Church's archival holdings and assist in outlining a plan of work for their arrangement and description. The collection contains documents relating to religious and social work, immigration, and urban demographic trends in New York City.

Sul Ross State University, Alpine, TX: \$15,294 to arrange and describe the manuscript collections of the West Texas Historical and Scientific Society and to prepare a guide to the holdings of the Archives of the Big Bend. The records reflect patterns of settlement and growth and the development of mining and ranching in rural West Texas.

The Suquamish Tribe, Suquamish, WA: \$13,720 to catalog the Tribe's photographic collection which documents various aspects of Suquamish history and culture over the past 100 years, particularly in the first half of the 20th century.

Colorado State University, Fort Collins, CO: \$21,675 (partial match) to survey the records of Colorado agricultural organizations as an initial step toward establishing a central repository for agricultural records in the state.

Iowa Labor History Oral Project, Iowa Federation of Labor AFL-CIO, Des Moines, IA: \$6,900 to locate and accession selected Iowa labor records.

Boulder Public Library, Boulder, CO: a conditional grant of \$15,043 to survey photograph collections in Boulder County to determine content and condition, appraise preservation needs, and give advice on improved care and maintenance.

City of Portland, OR: \$77,687 for the third stage of the City Archives Project.

Mississippi Regional Archives #1, Columbus, MS: a conditional grant of up to \$35,000 to inventory and draft retention and disposition schedules

for county records. This is a pilot project toward improved local records programs in Mississippi.

Chapman Historical Museum, Glens Falls, NY: \$4,105 to arrange, describe, and make available for use the records of the Glens Falls Insurance Company.

Colonial Williamsburg Foundation, Williamsburg, VA: \$14,384 to duplicate 11,000 endangered photographs (1920s-30s) documenting 18th century American architecture and the restoration of Colonial Williamsburg. The project will use an innovative copying system to produce 35mm microform negatives.

Council Agenda

1:00 p.m. May 29, 1980
330 S. Wells, Suite 810
Chicago, Illinois

- I. Adoption of the Agenda
- II. President's Report
 - A. Appointments
 - B. Other
- III. Vice President's Report
- IV. Treasurer's Report
 - V. Executive Director's Report
 - A. FY81 Budget
 - B. Annual Meeting
 - C. NARS
 - D. External Funding Requirements
 - E. Other
- VI. Editor's Report
- VII. Council Committee Reports
 - A. Policy
 - B. Programs
 - C. Publications
- VIII. Unfinished Business
 - A. Review of Educational Policies & Programs
 - B. Constitutional Revision
- IX. New Business

Colonial Dames Scholarship Awarded

R. Joseph Anderson, Archivist/Librarian I in the Department of Manuscripts and Archives at Yale University, has been awarded the Colonial Dames Scholarship to the June Modern Archives Institute at the National Archives. The scholarship is funded by the Colonial Dames of America and awarded by the Society of American Archivists.

Archivists' Calendar

Brigham Young University's 3rd annual *Family History and Genealogical Research Seminar* will offer a special 15-hour class for librarians and archivists, August 4-8, in Provo, Utah. For further information, write Family History and Genealogical Research Seminar, Conferences and Workshops, 242 HRCB, Brigham Young University, Provo, UT 84602.

The Smithsonian Institution will offer a workshop on *Museum Archives*, July 14-18 in Washington, DC. Applicants must be employees of museums or related institutions. Applicants are requested to write letters outlining the following: their museum experience; present responsibilities; type and size of museum for which they work; approximate annual office budget; size of office staff, museum staff, and department; and reasons for wishing to attend the workshop. Letters must be received at least six weeks prior to the opening of the workshop. Apply to Workshop Series, Office of Museum Programs, Arts and Industries Building, Room 2235, Smithsonian Institution, Washington, DC 20560.

For the 6th consecutive year the University of Vermont will offer a two-week course, *Oral History as a Research and Learning Tool: Problems and Procedures*. The course will be taught from June 16-June 27. For more information, write Summer Session, Grasse Mount, University of Vermont, Burlington, VT 05405.

The University of Maryland will offer two *Advanced Workshops in Manuscript Administration*. One will take place July 1-31; the date for the other has not been announced. For further information, contact L.J. McCrank, CLIP, UMCP, College Park, MD 20742. (301) 454-2255.

SAA will sponsor a session entitled *The Do's and Don'ts of Document Display* at the upcoming Joint Annual Meeting of the American Association of Museums and the Canadian Museums Association. The dates for the meeting are June 8-12 in Boston; the session will be held on Thursday, June 12 at the John F. Kennedy Library. There will be another archives session on the program as well. *Preserving Museum Records and History: What's the Archivist Doing Here?* is scheduled for Wednesday, June 11. These are the first archives session at an AAM meeting. For further information, contact the American Association

of Museums, 1055 Thomas Jefferson St., NW, Washington, DC 20007. (202) 338-5300.

The Syracuse University School of Information Studies is sponsoring a seminar entitled *Records and Manuscripts Management*, June 16-27. Registration information is available from the Division of Summer Sessions, 117 College Place, Syracuse, NY 13210. Tuition is \$150 per graduate credit hour. The seminar will be led by Frank Burke, Director of the National Historical Publications and Records Commission.

The University of California, Santa Cruz, is offering a series of seminars this summer of interest to archivists. Seminar titles and dates are as follows: *Brittle Books*, July 18-19; *Preservation of Photographs*, August 1-2; *Conservation of Library and Archival Materials*, August 18-19; *Developing Techniques in Rare Book Conservation*, August 20-22. For further information, contact Joan Berry, 10th Annual Library Institute, University of California-Santa Cruz, Santa Cruz, CA 95064. (408) 429-2461.

The Capricornus School of Bookbinding and Restoration will hold a two-week course in *Basic Book Restoration/Document and Archives Repair*. The dates for the course are July 7-18 and the cost is \$300. For further information, contact Capricornus, PO Box 98, Berkeley, CA 94701.

The Bergamo Center will hold its sixth annual *Religious Archives Workshop* July 1-6. For further information, contact Rev. Norbert Brockman, S.M., Bergamo Center, 4435 East Patterson Rd., Dayton, OH 45430.

Portland State University announces *Keys to History: Interpretive Media for Archives* to be held June 16-27, 1980. Topics will include planning a comprehensive interpretive program, exhibits, audio-visual presentations, publications, and other means of communication with potential users. Tuition: \$150. For details, contact Liisa Fagerlund, Public History Program, PSU Department of History, PO Box 751, Portland, OR 97207. (503) 248-4631.

The *SAA Newsletter* is a bimonthly publication of the Society of American Archivists. Copy deadline for the July issue is June 15.

PROFESSIONAL OPPORTUNITIES

ARCHIVIST, Lowndes County Department of Archives and History. 1-year, NHPRC-funded position with a possibility of extension. Archival training and two years experience in local records management required. Salary: \$17,000. Submit resume to the Lowndes County Department of Archives and History, 220 5th St. North, PO Box 684, Columbus, MS 39701. No closing date provided.

CURATOR OF SPECIAL COLLECTIONS, University of Southern Mississippi. Experience in appraisal and arrangement and description of large record collections. Master's degree in archives management or library science. Salary: \$17,000. Apply by June 1 to Claude Fike, PO Box 5148, Southern Station, Hattiesburg, MS 39401. (601) 266-4171.

ARCHIVIST, Simmons College. 3/5 time position. Supervises and develops all archives operations. Assists in library science/archives management course. Qualifications: archival training, MA in history or MLS, 1 year of archival and supervisory experience. Salary: minimum of \$7,500, 3/5 time. Send letter and resume to Artemis Kirk, Director of Libraries, Simmons College, 300 The Fenway, Boston, MA 02115, by May 31.

INSTRUCTOR/MANUSCRIPTS CURATOR, University of Oregon Library. Term contract, July 1, 1980-June 30, 1982. Responsible for care, security, and intellectual control of major research collection of approximately two million manuscripts. Qualifications: Master's degree in American history or literature and minimum of two years of experience in manuscripts administration preferred. (Equivalent experience, a minimum of two years, will be accepted in lieu of a degree.) University courses in applied archival or manuscripts work desirable, and knowledge of conservation practices helpful. Salary: \$13,500. Apply to Kenneth W. Duckett, Chair, Search Committee, University of Oregon Library, Eugene, OR 97403, by May 19.

LIBRARIAN/ARCHIVIST, Center for the History of Physics, American Institute of Physics. Duties include processing archival holdings, maintaining a National Catalog of Sources, and providing services to researchers. Qualifications: MLS, archival training or experience, and a minimum of two years substantial archives and/or library work including some supervision. Send resume and letter stating salary requirement to Joan N. Warnow, AIP Center for History of Physics, 335 E. 45th St., New York, NY 10017. No closing date provided.

ARCHIVIST/RESEARCH ASSISTANT, American Baptist Historical Society. Responsible for the arrangement, description, and reference services of a collection numbering over 250,000 items. Opportunities exist for preparation and exhibition of historical displays and limited local travel. Qualifications: college degree in history plus graduate training or experience in archives, museum work, applied history or religious curatorship. A knowledge of Baptist history is highly desirable. Send a resume plus three letters of reference to William H. Brackney, American Baptist Historical Society, 1106 S. Goodman St., Rochester, NY 14620. No closing date provided.

CURATOR OF SPECIAL COLLECTIONS AND ARCHIVIST, Chicago Public Library. Directs services and activities of the Special Collections Division, including an exhibition program. Qualifications: at least three years background in the field of special collections, as well as supervisory experience, a strong background in descriptive bibliography, and a Master's degree in library science and/or a related field. Candidate must be very articulate, a good writer, and possess strong public service orientation. City residency required at time of employment. Salary: \$18,204. Send resume and letter of application by May 25 to Charles Erikson, Director of Library Personnel, The Chicago Public Library, 425 N. Michigan Ave., Chicago, IL 60611.

Two positions, Southern Illinois University.

CURATOR OF MANUSCRIPTS administers literary and historical manuscript collections, provides reference services, processes collections, and edits finding aids. Minimum qualifications: MA in humanities, social science or library science, with two to three years experience in manuscripts or archives administration. Preferred qualifications: Evidence of scholarly potential as indicated by publication and participation in professional organizations; supervisory experience. Minimum salary: \$15,000.

ASSISTANT UNIVERSITY ARCHIVIST assists in reference service and developing retention and disposal schedules for University records. Prepares and edits finding aids; serves as On-Campus Supervisor of Illinois Regional Archives Depository. Minimum qualifications: MA in humanities, social science, or library science with specialization in archival administration, or equivalent experience

PROFESSIONAL OPPORTUNITIES

(one to three years archives administration), supervisory experience. Preferred qualifications: evidence of scholarly potential indicated by publication or participation in appropriate professional scholarly organizations. Rank dependent on education and experience. Minimum salary: \$15,000 for Assistant Professor; \$13,500 for Instructor.

Send resume and names of references by May 15 to Hilary Cummings, Search Committee, Special Collections, Morris Library, Southern Illinois University, Carbondale, IL 62901. (618) 453-2516.

CHARLES A. LINDBERGH ARCHIVIST, Missouri Historical Society. One year appointment to process major collection of Lindbergh papers and prepare a descriptive register. Qualifications: MLS or MA in U.S. history preferred; experience processing and describing large collections of personal papers. Salary: \$12,000. Send application to Anthony R. Crawford, Assistant Director for Library and Archives, Missouri Historical Society, Forest Park, St. Louis, MO 63112. No closing date provided.

Two positions, Maryland Historical Society.

PHOTOGRAPHIC TECHNICIAN. One year, NHPRC-funded position to duplicate and print approximately 3,500 glass negatives. Requires determining and recording lab processing specifications, cleaning and preparing plates for printing, making archival quality prints from original and duplicate negatives. Qualifications: BA, BS, or BFA in photographic technology or equivalent work experience; experience in darkroom and large format camera work; experience in photographic preservation preferred; knowledge of photographic quality control desired. Salary: \$12,000.

PHOTOGRAPHIC CATALOGUER. One year, NHPRC-funded position to catalogue glass negative collections. Requires descriptive and analytical cataloguing, preparing registers for selected collections, drafting and typing catalogue cards, identifying and storing negatives and prints. Qualifications: MLS and experience in cataloguing non-print materials preferred; will consider archival experience and BA or MA in American history, art history or a related field. Basic typing ability. Salary: \$9,000.

Send resume by June 1 to Helena Zinkham, Prints and Photos Librarian, Maryland Historical Society, 201 W. Monument St., Baltimore, MD 21201.

Four positions, City of New York, Department of Records and Information Services.

ASSOCIATE ARCHIVIST/FORMS ANALYST. Responsible for the forms management aspect of a project to survey the entire records collection of 3 major city departments. The project will entail inventories, forms flow, forms control, records scheduling and micrographics and files systems evaluation. Qualifications: Bachelor's degree plus 5 years experience in design and analysis of forms and one year of supervision of a forms management and control program. Salary: \$17,000-\$24,000.

ASSOCIATE ARCHIVIST/MICROFILM SPECIALIST. Responsible for preparation of microsystem studies and evaluation of existing techniques, costs and equipment as part of a survey of the entire records collection of three major city departments. Qualifications: Bachelor's degree plus 5 years experience in an on-going microfilm program, with 1 year of experience in program design, analysis and supervision. Salary: \$17,000-\$22,500.

ADMINISTRATIVE ARCHIVIST/RECORDS ANALYST SUPERVISOR. Responsible for overall management of a project to survey the entire record collection of 3 major city departments. The project will entail records inventories, records scheduling, forms flow, and forms control. Supervise staff of six. Qualifications: graduate degree in archival science, American history, or political science plus 5 years full time paid experience in a governmental archives or records center, 3 years of which must be in a supervisory or administrative level; or a bachelor's degree plus 7 years of full time paid experience as described above. Salary: \$24,000-\$28,000.

ASSOCIATE ARCHIVIST/RECORDS ANALYST. Assist in the survey of entire records collection of 3 city departments. Qualifications: graduate degree in library science, archival science, American history or political science, plus 2 years full time paid experience in a governmental archives or records center, 1 year of which must be in a supervisory or administrative level; or bachelor's degree plus 3 years of experience as described above. Salary: \$17,000-\$24,000.

Send resumes to Robert P. Gerometta, Deputy Commissioner, DORIS, 31 Chambers St., New York, NY 10007, by June 1.

PROFESSIONAL OPPORTUNITIES

ASSISTANT ARCHIVIST, Sul Ross State University. One year, NHPRC-funded position. Duties include evaluation, arrangement, and description of manuscript collections which reflect the growth and development of Trans Pecos Texas. Position begins September 1, 1980. Qualifications: Advanced degree in American history or related social science field and/or experience in archival processing. Salary: \$12,300. Send resume, transcripts, and names and addresses of three references to Kenneth D. Perry, Archivist, Archives of the Big Bend, Box C-149, Sul Ross State University, Alpine, TX 79830. Apply by July 15, 1980.

HEAD, HISTORY OF SCIENCE & TECHNOLOGY PROGRAM, Bancroft Library, University of California. Responsible for acquiring and maintaining an archive of manuscripts, photographs, texts, and oral histories documenting science and technology, particularly in northern California by soliciting papers, memorabilia, and tape recordings. Full job description will be mailed on request. Qualifications: Advanced degree in history of science and/or technology and special collections experience. Salary: \$19,700 to \$25,900. Apply in writing with names of professional references, by May 31, 1980 to William E. Wenz, Personnel Officer, Room 447 General Library, University of California, Berkeley, CA 94720.

ASSOCIATE ARCHIVIST. Midwest Evangelical Christian Organization accepting resumes from candidates who have completed graduate work in the social science and have two years experience in archival administration. Duties include writing and talking with donors of documents, assisting researchers, processing archival collections and conducting oral history interviews. Salary: \$12,730. Send resumes c/o The Society of American Archivists, Position A, 330 S. Wells, Suite 810, Chicago, IL 60606. No closing date provided.

ARCHIVIST, West Virginia Archives and History Division. Will review, analyze and evaluate State government records; develop guides and finding aids; assist researchers; supervise small staff. Qualifications: MA in American history, government of public administration. Prior archival experience with supervisory responsibilities preferred. Position available July 1. Apply to Rodney A. Pyles, Director, Archives & History Division, Dept. of Culture and History, Capitol Complex, Charleston, WV 25305. Beginning salary: \$13,000-\$15,000. No closing date provided.

Professional opportunities are listed in every SAA Newsletter and in the "Employment Bulletin," a bi-monthly job listing available to SAA members at a cost of \$10 per year. The "Employment Bulletin" is issued in the months when the Newsletter isn't published. Any SAA member may place his or her resume on file at SAA headquarters and be added to the "Candidate Register" free of charge. For information regarding the placement service, contact Debbie Risteen at SAA headquarters. Persons interested in being added to the "Candidate Register" should request a Qualification Summary Sheet.

It is assumed that all employers comply with Equal Opportunity/Affirmative Action Regulations.

Transitions...

KATHLEEN MCDONOUGH has been appointed Supervising Archivist at the Florida State Archives. She was formerly with the Wisconsin State Archives. . . ROBERT A. BOBER has been appointed to the position of Archivist at the Florida State Archives. Previously, he was archivist at Cuyahoga Community College. . . DANIEL A. YANCHISIN was recently named Archivist and Special Collections Librarian at Virginia Commonwealth University. His former position was Head of the History and Travel Dept. at the Memphis/Shelby County Public Library. . . HAROLD T. PINKETT, recently retired from the National Archives, has been appointed as a consultant to develop new elements of Howard University's archival program. . . DAVID V. KOCH was appointed University Archivist and Curator of Special Collections at Southern Illinois University. . . LOUIS M. STARR, director of Columbia University's Oral History Research Office, died recently at the age of 62. He developed the Oral History Office from a small collection of personal memoirs into a scholarly resource containing memoirs of 3,368 persons. . . CURTIS W. GARRISON, a founding member of SAA and Associate Professor of Archives and Manuscripts in the graduate library school at Long Island University, died recently at the age of 79. . . RICHARD HARMS has been appointed to the position of Archival Specialist in the Michigan State University Archives and Historical Collections. . . MARY PATTON has taken a position as Archival Specialist in the Michigan State University Archives and Historical Collections. . . BONNIE F. SVOBODA, former Director of Nebraska State Records Management, passed away in April after a long illness.

SAA Newsletter

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AND MORE!!!

TIME VALUE MAIL



"I'm sorry, dear, but you knew I was a bureaucrat when you married me."

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