

The Society of American Archivists

SAA Newsletter

July 1980

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Robert M. Warner Named Archivist of the United States

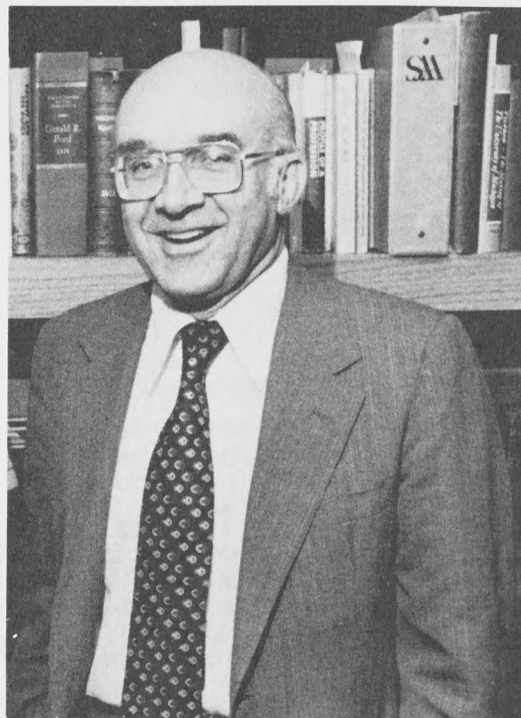
Robert M. Warner, director of the Bentley Historical Library at the University of Michigan, has been named the sixth Archivist of the United States. Warner is the only person to assume the position from outside the agency since Robert D.W. Connor became the first Archivist in 1934.

In announcing the appointment, General Service Administrator Rowland G. Freeman III said, "I will rely heavily on Dr. Warner for the efficient and effective management of the National Archives and Records Service, and for maintaining a dialogue with users so that archival programs can continue to be tailored to best meet their needs."

Warner is a past president, former executive director, and Fellow of the Society of American Archivists. He has also served as president of the Historical Society of Michigan and is a former member of the AHA/OAH/SAA Joint Committee.

Warner received his Ph.D. from the University of Michigan and, while a student there, took a part time job with the Michigan Historical Collections where he has remained throughout his professional career. He became director in 1966. He is also a professor of history and of library science at the University. Warner recently served as chairman of the planning committee for the Gerald R. Ford Presidential Library.

(cont. on p. 2)



SAA Conservation Program Announced: Workshops, Manual Planned

The Society of American Archivists will begin an important new program in basic archival conservation in August 1980. The project will entail a nationwide series of workshops and consultant visits, and the publication of a basic manual. Major funding for the conservation program was announced by National Endowment for the Humanities Chairman Joseph D. Duffey in June. The Society was awarded a grant of \$157,927 to support the 27-month plan.

In establishing the program, SAA is responding to numerous indications of the needs of the membership. Conference participants at the 1977 SAA/NEH Conference on Setting Priorities for Historical Records ranked conservation and preservation as most deserving of outside funding of the seven topics discussed. Conservation sessions, seminars and demonstrations scheduled at recent annual meetings have attracted large numbers of participants. Responses to membership surveys have repeatedly cited the need for initiatives in the conservation field. In a recent random survey of SAA members, over 2/3 of those responding indicated serious interest in attending conservation workshop.

In order to better identify specific requirements, the Society conducted needs assessment exercises in October,

1979, in which working archivists systematically developed the parameters of the program which will begin next month. A common theme emerged: archivists and curators want and need to know how to recognize and treat basic conservation problems, where to purchase supplies, how to establish treatment priorities and develop disaster preparedness plans, where to turn for technical advice and assistance, and how to fund conservation projects.

The project's advisory committee is chaired by Howard Lowell, Western States Materials Conservation Project. Other members are Shonnie Finnegan, State University of New York at Buffalo; William D. McDowell, South Carolina Department of Archives and History; Mary Lynn Ritzenthaler, University of Illinois at Chicago Circle; and Mary Todd Glaser, New England Documents Conservation Center.

Edward R. Gilbert will be the program's technical advisor. SAA Executive Director Ann Morgan Campbell will have overall responsibility for the entire project. A full time program officer will join the Society's Chicago staff to conduct all facets of the plan of work (see the Professional Opportunities section of this *Newsletter*).

Warner, cont.

Warner has written extensively in the fields of archives and history. He is co-author of *The Modern Manuscript Library* and *A Guide to the Michigan Historical Collections* and author of *Profile of a Profession*.

GSA Administrator Freeman established a citizens advisory panel to develop criteria and assemble a roster of highly qualified candidates for the Archivist's position. The panel provided advice throughout the selection process and worked closely with an executive level government selection panel for months. (See *SAA Newsletter*, January 1980, p. 1, and *SAA Extra*, February 1980.)

Warner will assume his new post on July 15, succeeding Acting Archivist James E. O'Neill. O'Neill has served as Acting Archivist since the retirement of James B. Rhoads in August, 1979. O'Neill, Deputy Archivist under Rhoads, will become Assistant Archivist for Presidential Libraries. The Deputy Archivist's position is listed in this *Newsletter's* Professional Opportunities section.

Commenting on Warner's appointment, Rhoads said: "Bob Warner has my sincere congratulations on his appointment as the sixth Archivist of the United States. I have great respect for him as a leader in the archival profession and as a fine human being.

"He has a difficult job ahead of him, and he needs and deserves the support of archivists throughout the country, especially those who are on the staff of the National Archives and Records Service. As I see it, his three major challenges are these: to maintain the institutional integrity of NARS and to secure a substantially greater degree of autonomy; to improve staff morale and generate a heightened sense of loyalty to the institution and its leadership; and to find ways to induce the General Services Administration, the Office of Management and Budget, and the Congress to provide sufficient resources to maintain with certain very basic needs such as preservation and appropriate housing for the permanently valuable records of the nation.

"Bob has my very best wishes, and I wish him much success as he deals with these and other problems and opportunities in the years ahead."

Walter Rundell, Jr., secretary of the Emergency Committee to Save the National Archives and vice-president of SAA at the time of Warner's presidency, wrote the following in a letter to Freeman: "We were pleased with the recent announcement that Dr. Robert M. Warner has been appointed Archivist of the United States. Dr. Warner's election to the presidency of the Society of American Archivists demonstrates the respect he commands within the archival profession, and his work as a professor of history at the University of Michigan testifies to his standing among historians. He combines the qualifications you stated for the position as well as anyone in the country. We all wish him well as he undertakes this important responsibility and compliment you on selecting him."

Warner will discuss the future of the National Archives in a program session at the Society's annual meeting in Cincinnati. The session is entitled "Agenda for the Eighties: The View for NARS" and will take place on Thursday, October 2, from 3:15-5:00.

SAA Statement on Copyright

An SAA Task Force headed by Linda Matthews, Emory University, presented testimony June 20 before a panel which is reviewing the effects of sections 107 and 108 of the 1976 Copyright Act. The Society's statement, which was delivered by Carolyn Wallace, University of North Carolina, indicated that archivists have generally welcomed the new copyright law and applaud the change from common law to statutory protection for unpublished materials, with the termination of the "perpetual until published" duration of literary rights which formerly prevailed under the common law. Major portions of the Society's statement follow:

The eventual entry into the public domain of thousands of documents created in past eras will be a relief for both users and archivists and will encourage the use and dissemination of information in these records. The inclusion in the new law of the concept of "fair use" and the assurance that "fair use" applies to unpublished works is a further benefit to archivists.

However, the application of section 108 to unpublished private materials of the kind commonly found in archives and manuscript repositories is not clear and interpretation by archivists, legal scholars, and copyright experts have varied. Specifically, archivists feel that the law is not clear enough in giving repositories the right to provide single copies or phonorecords of unpublished materials at the request of individual researchers for their own private study. With its several subsections describing the circumstances under which archives as well as libraries may make photocopies, section 108 has, because of variant interpretation, created confusion among archivists.

The terms of section 108(b) clearly give archives the right to make a "copy or phonorecord of an unpublished work"..."solely for purposes of preservation and security or for deposit for research use in another library or archives." Some repositories regularly film collections or make duplicate copies of oral history tapes for preservation and security purposes. Some have placed microfilm copies or copies of transcripts from their collections in other repositories for the convenient use of researchers. Practices of duplicating materials for deposit in other libraries vary according to the policies of the repository. Section 108 (b) explicitly grants the authority, lacking until now, for such duplication and deposit, and repositories may in the future use this provision more frequently to provide greater scholarly access to materials. The common problems of insufficient staff and financial resources for photocopying large collections are a deterrent to the wider application of this section. (cont. on p. 4)

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Annual Meeting Addresses Challenges of the Future

SAA '80, the Society's 44th Annual Meeting which will take place September 30-October 3 in Cincinnati, has as its theme, "Agenda for the Eighties." In addressing the challenges facing the profession in the decade ahead, meeting sessions will focus on two particularly significant areas. A membership poll reported in the March *SAA Newsletter* that the top two concerns of SAA members were scarce resources and technology. These two areas are given substantial attention at this year's annual meeting.

SCARCE RESOURCES Major program sessions will address strategies for influencing funding authorities--state legislators, library administrators, and administrators in general. The acquisition of external funding will receive consideration in two regular program sessions as well as in a very special workshop on the preparation of grant proposals. Additional program sessions will suggest means of making better use of resources in performing archival functions such as conservation, processing, appraisal, and reference.

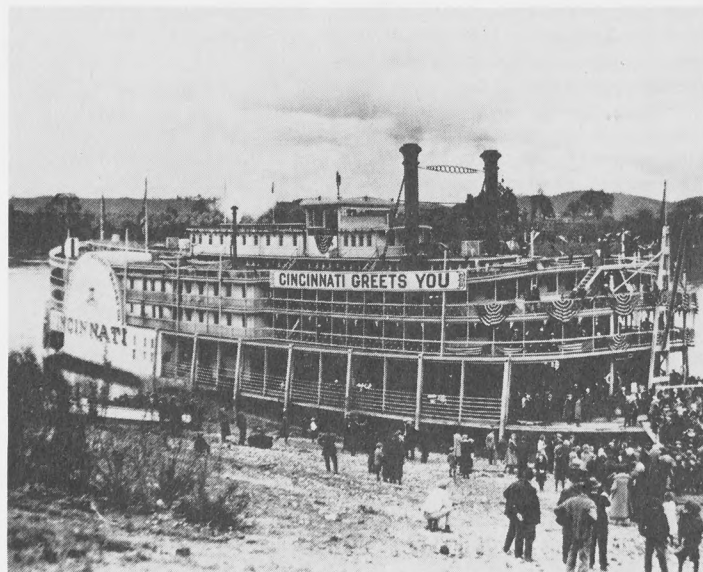
TECHNOLOGY The meeting program provides valuable opportunities to keep up with technological changes affecting the work of archivists. Automated systems for archives and records management will be considered in a major session. Practical workshops will address the use of micro- and mini-computers in archival administration. The administration of machine-readable records at colleges and universities will be the topic of a panel session. Inventorying and scheduling of machine-readable records and appraising machine-readable records are also on the meeting agenda. A workshop will cover electronic and non-electronic storage media. A major session will explore available alternatives in microfilming. Technological advances in archival conservation will be the topic of another panel presentation.

Other areas of concern to archivists in the decade ahead are also addressed by clusters of sessions at the annual meeting: the archivist and the law, the problem of documenting popular culture, and the archivist's clientele.

An understanding of the future is often aided by a look at the past, and a number of sessions in Cincinnati will look back at the history of archives.

In all, there are 70 sessions, workshops, and seminars scheduled during the 1980 annual meeting, covering a wide range of topics of interest to SAA members. The 1980 program packet, which contains a program booklet, registration forms, hotel reservation card, and announcements of special events, should be received by all SAA individual and institutional members by August 15. Persons who have not received their packet by that time and non-members who wish to receive one, should contact SAA headquarters.

The *SAA Newsletter* is a bimonthly publication of the Society of American Archivists. Copy deadline for the September issue is August 10.



Open Houses: New Meeting Feature

SAA's 1980 Program Committee, chaired by Kenneth Duckett and Trudy Peterson, has instituted a new feature at this year's annual meeting in Cincinnati--the open house.

Open houses will provide meeting participants with an opportunity to seek answers to specific questions and discuss common problems with members of various groups. The topics of all open houses relate to official functions of the Society or affiliated organizations. Open houses have been scheduled during the noon breaks on Tuesday, September 30, Wednesday, October 1, and Thursday, October 2, in order to avoid conflicts with formal sessions.

Chairs of all SAA Standing Committees and Task Forces were invited to schedule open houses at the annual meeting. The following open houses have been scheduled:

Tuesday, September 30

Task Force on Automated Records and Techniques
Committee on the Status of Women in the Archival Profession
Task Force on Replevin

Wednesday, October 1

SPINDEX
NHPRC
Task Force on the SAA Constitution
The American Archivist
Committee on the Archives of Science, Technology, and Medicine and the Joint Committee on the Archives of Science and Technology

Thursday, October 2

Task Force on Automated Records and Techniques
Copyright Task Force
1981 Program Committee
AAM/AASLH/SAA Joint Committee on Minorities
Nominating Committee

SAA Statement on Copyright, cont.

The reproduction by photocopies or phonorecords for purposes of security and deposit is not the most common reason for archival photocopying. Repositories have many more requests for photocopies or other reproductions of unpublished materials by individual researchers than requests for copies by another institution.

The application of sections 108 (d) and (e) to the copying of unpublished materials for individual researchers is the major area of uncertainty. Archivists do not question that the discussion of 108 (d) and (e) during the drafting and passage of the law emphasized published materials; this was true for nearly all aspects of the law and 108 is no exception. However, permission is given in 108 (d) and (e) to libraries and archives to make copies for individuals, under certain conditions, from copyrighted collections or copyrighted works. There is no use of the word published in these two subsections, as there is in subsection (c), which is clearly confined to publications only. The materials administered by archives, that is, primarily unpublished materials, are now copyrighted collections or copyrighted works and, thus, should be covered by these subsections.

The reference to "fair price" in 108 (e) is taken by some as proof that the section refers to out-of-print books, yet a copy of an unpublished work also cannot be obtained at a fair price, or indeed at any price, except from the archives holding the original. There is surely as great a need, or an even greater need, for researchers to have the assistance of photocopies of unique unpublished materials as for them to be able to acquire copies of published materials, which may be rare but by their nature are almost never unique.

Subsections (b) and (c) indicate that when only published, or only unpublished, materials are covered, the type of material to which the subsection applies is specified. The language of 108 (d) and (e), which does not specify published materials only, is broad and justifies the interpretation that these two sections cover unpublished materials. This interpretation, at least for 108 (d), is supported by the relevant section in *Nimmer on Copyright* (8.03 [E] [2]).

Some legal experts who specialize in copyright law have agreed with archivists' interpretations of 108 (d) and (e) and have advised archivists that these subsections should not be construed to narrowly apply to published works only. Most archivists have followed this advice. They have no difficulty in meeting the obligations imposed by 108 (a); they are generally observing procedures required to be followed when copies are made in accordance with the terms of 108 (d) and (e). Archivists know that hundreds of historical manuscripts have been published in the past without permission or complaint from copyright owners, that scholarly organizations and foundations funded by the United States government encourage increased access through wide dissemination of microfilm and other photocopies, and that photocopying for individual researchers is an invaluable aid to scholarship. They do not wish to impede this activity through a narrow construction of the copyright law. Nevertheless, because many archivists are uncertain about the language of the law and its application to the photocopying of unpublished materials, and because a narrower interpretation of 108 (d) and (e) has been offered, there is a

danger that the law may have a negative effect on photocopying for scholarly purposes.

Archivists request relief from this position of uncertainty. We believe that a clarification of sections 108 (d) and (e), affirming their application to unpublished materials, will be of significant benefit to the users and administrators of these materials.

The Copyright Office will hold two more hearings, in Anaheim on October 8 and in New York on January 28, 1981. The panelists for the hearings are very interested in having testimony from individual archivists about the policies and practices in their own institutions relating to the reproduction of unpublished materials. Their concern is with the effect of sections 107 and 108 on the users and administrators of archives and libraries.

In order to discuss these and other matters relating to copyright with colleagues in the profession, the Task Force will hold an open house at the Cincinnati annual meeting on Thursday, October 2, from 11:30-12:30. Representatives of the Copyright Office have expressed their willingness to discuss with archivists at some future time problems with copyright other than those stemming from sections 107 and 108, such as the matter of the registration of unpublished materials.

Task Force members, in addition to Matthews and Wallace, are Ellen Dunlap, University of Texas; Thomas Soapes, NARS; Carolyn Sung, Library of Congress; Barbara Vandegrift, Marshall Research Center; and Karyl Winn, University of Washington.

SAA '80
Sept. 30 - Oct. 3
Come to
Cincinnati...
you'll have
been to
many
places

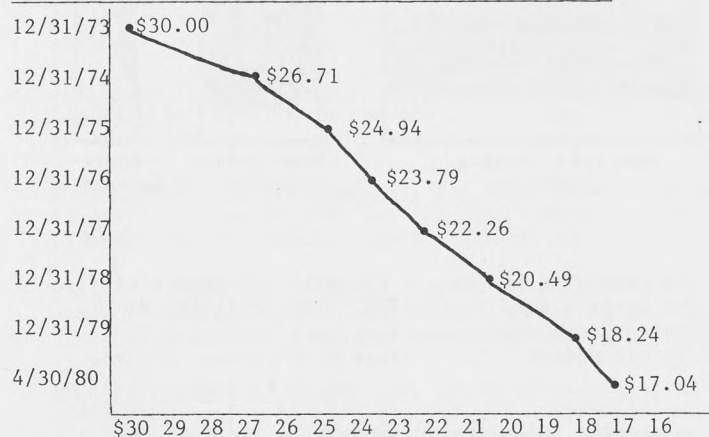
The fabled hills of San Francisco. The festive spirit of Munich. The riverfront flavor of New Orleans. The gourmet restaurants of Paris. The cosmopolitan mood of New York. In Cincinnati you'll find them all.

What Inflation Has Done to SAA's Dues Dollar

The May 29-30 meeting of SAA's Council was largely devoted to an extensive consideration of the Society's finances.

Two factors have combined to create a serious budgetary situation for the Society: 1) SAA's average dues collection per member has not risen since the present sliding scale of assessments became effective in January, 1974. 2) The raging rate of inflation. The table below depicts how the purchasing power of \$30 (the average member's dues payment is \$27.65) has been eroded since the beginning of 1974.

DECLINING PURCHASING POWER OF A \$30 DUES PAYMENT



In this same period, the Society has nevertheless realized many significant accomplishments:

1. In 1974, SAA offered one educational opportunity to the profession--the annual meeting in Toronto. In 1979, in addition to the Chicago annual meeting, educational programs were held in Atlanta, San Francisco, Detroit, New York, and Los Angeles.
2. Annual meeting registration and participation soared. The 1974 program offered a total of 29 pre-conference workshops and program sessions. The 1979 total was 74.
3. In 1974, members received 5 *Newsletters* with a total length of 44 pages. In 1979, six *Newsletters* were distributed, 118 pages in length.
4. The 1974 SAA publications list offered the profession four books. In 1979, the list contained 18 SAA publications as well as 8 books from other publishers offered at reduced prices to members.
5. SAA's placement service listed 20 new positions in 1974. The figure for 1979 was 118 vacancies listed in the *Newsletter*, plus additional vacancies publicized in SAA's "Employment Bulletin."
6. Important programs to meet the needs of the profession were developed: college and university archives guidelines, a code of ethics, and a plan for institutional evaluation, for example.
7. SAA played a major role in the passage of legislation establishing NHPRC's records program and in the drafting and passage of the presidential records bill.

How is it, then, that the Society, operating with progressively less real dues income per capita, could not only continue but upgrade and expand services? Economies of scale were realized as membership rolls expanded. Grant support made possible significant initiatives in archival security, continuing education and basic publications. The Society's headquarters office has been very effective in the management of the Society's resources. However, after an exhaustive analysis of the Society's finances at its May meeting, SAA's Council voted unanimously to recommend to the membership the first individual dues increase since January 1974. The Council's preferred option retains the sliding scale approach:

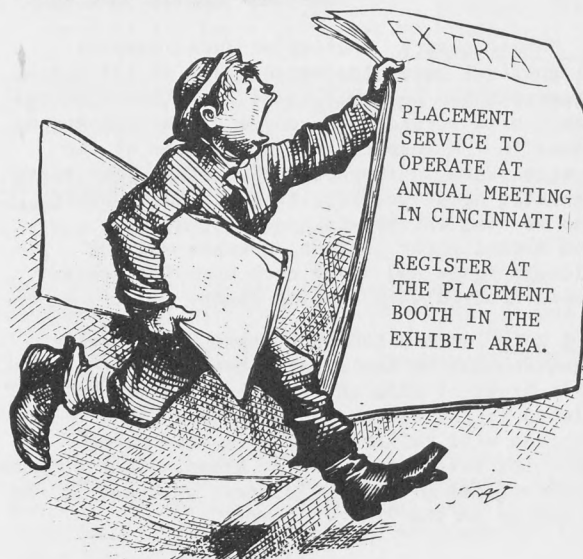
Membership Dues	Gross Annual Salary
\$45	\$ 0-\$14,999
\$60	\$15,000-\$29,999
\$75	\$30,000-and up
\$35	Students
\$40	Associates

The alternate plan proposed by Council is a flat individual membership fee of \$50. Under Plan II, student fees would become \$35 and associate members would be paying \$40, as in Plan I.

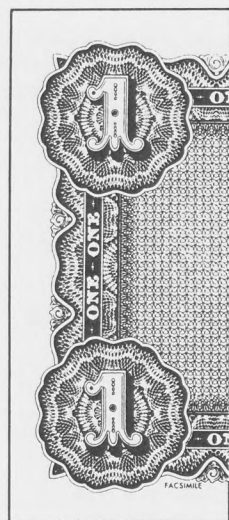
SAA's July 1980-June 1981 budget was carefully analyzed by Council and, after all possible economies were effected, a substantial deficit still exists. Serious cuts in membership services will be required if the additional revenue projected from the Council's proposal is not forthcoming.

Members are urged to submit comments and questions to Council's financial representative, Paul McCarthy, Jr., Box 80687, College Station, Fairbanks, AK 99708, or the Society's treasurer, Mary Lynn McCree, University of Illinois at Chicago Circle, Hull House, PO Box 4348, Chicago, IL 60680.

The Council will be available in Cincinnati to discuss the proposed options which will be an agenda item at the annual business meeting.

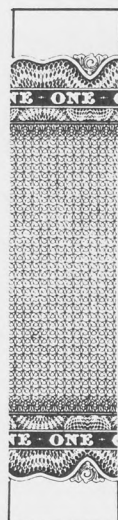


Where SAA's Dollar Goes



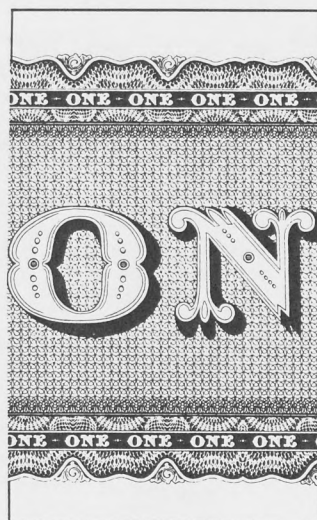
American Archivist

19.8¢



SAA Newsletter

9.0¢



SAA Publications Service

27.3¢



Meetings, Seminars, Workshops

27.3¢



Membership Services

10.7¢



Representation

5.8¢

The Society's activities are divided into six major program areas for reporting purposes. Two major program areas (the publications service, and meetings, seminars, and workshops) are largely self-supporting. The remaining four programs (the *American Archivist*, the *SAA Newsletter*, membership services, and representation) must be funded by membership dues. The cost of these four programs in FY 80 was \$37.50 per member. The average dues payment for an SAA member was \$27.65.

While the *American Archivist* and *Newsletter* categories are easily understood, some explanation is in order of the activities encompassed in membership services and representation. Membership services include expenses associated with the placement program, Society elections, PAGs, committees, task forces, the archival security program, Information Central, salary survey, international study tour, group insurance plan, Directory of State Archives, Regional Archival Associations Directory, awards program, Fellows program, and the Membership Directory.

Representation includes expenses associated with legislative analysis; representation and testimony in areas including copyright, energy regulations, the National Archives, Presidential Libraries, presidential papers; and inter-organization liaisons including, for example, the AHA/OAH/SAA Joint Committee, ALA/SAA Joint Committee, International Council on Archives, National Council of Library and Information Associations, an ASIS meeting of chief elected officials, Joint Committee on the History of Science, the White House Conference on Library and Information Services, the AAM/AASLH/SAA Committee on Minorities, and ICRM.

PEOPLE and PAPERS

Boston, Massachusetts Doctors at Massachusetts General Hospital have discovered a set of 133-year-old daguerreotypes believed to be the first pictures ever taken of a surgical procedure. The photographs were found in the hospital's vault. Some of the photos were taken in the hospital's Ether Dome operating theater about October 16, 1846. They depict surgeons wearing waistcoats, jackets and ties gathered around their patient, a woman wearing ankle-length robes and lying on a box-like operating table covered with a white sheet.

New York City With a \$500,000 grant, the Charles H. Revson Foundation has created the National Jewish Archives of Film and Broadcasting, to be established at the Jewish Museum in New York. The archives will collect, preserve, and make available for research and study broadcasting programs and feature films of Jewish interest produced in the United States in the last 25 years.

Austin, Texas Oscar Flores Tapia, Governor of the Mexican border state of Coahuila, appeared impressed with a recent visit to the Texas State Archives. During a tour with the archives director, David B. Gracy II, Flores Tapia expressed an interest in establishing a working relationship with the archives, including an exchange of students. Flores Tapia, who served for 10 years as State Archivist of Coahuila, was presented with a portrait of Stephen Austin, who advised Texans to form a state separate from Coahuila because of a falling out he had with Mexican President Antonio Lopez de Santa Anna.

New York City An 1847 portrait photograph of naturalist and wildlife painter John James Audubon by Matthew Brady, a pioneer in American photography, was withdrawn from auction sale because bids failed to meet a set minimum. The photo, the only one known of Audubon, was recently found in a trunk in a Cincinnati attic.

NHPRC Grants Awarded

At its June meeting, the National Historical Publications and Records Commission recommended \$589,602 for 28 historical records grants in 16 states, thereby committing all remaining appropriated records grant funds for fiscal year 1980.

George Meany Center for Labor Studies, Inc., Silver Spring, MD: \$6,370 for a conference to begin to develop a systematic approach to the preservation and use of labor records in the United States.

Immigration History Research Center, University of Minnesota, St. Paul, MN: \$3,900 to employ archival consultants to make recommendations regarding the archives of the Orthodox Church in America.

Institute for the Study of Contemporary Social Problems, Seattle, WA: \$10,106 to convene a conference on the preservation, management, and uses of police records.

United Negro College Fund, NY, NY: \$7,510 for a conference to draft recommendations for the development of archival programs for UNCF member institutions.

Oakland Museum Association, Oakland, CA: \$3,392 to reproduce selected nitrate and deteriorating safety negatives from the collection of photos of Dorothea Lange.

Indiana University Foundation, Bloomington, IN: a \$15,300 conditional offer to preserve and make available selected negatives from the Hohenberger photograph collection.

Sioux City Public Museum, Sioux City, IA: \$17,684 partial matching offer to complete the arrangement and description of collections, prepare finding aids, and microfilm some collections for preservation purposes.

Grand Rapids Public Library, Grand Rapids, MI: \$33,938 to develop a local records program for Grand Rapids.

State University of New York, Albany, NY: \$3,229 for a conference to focus attention on the need for a strong records management and archival program for SUNY.

Texas State Library, Austin, TX: \$3,000 to assist a study of local records programs outside Texas, to test survey forms, procedures, and manpower needs for a statewide municipal records survey and to prepare a retention schedule and a municipal records manual.

West Virginia University, Morgantown, WV: \$17,931 to make safety negatives and copy prints of negatives in its collection of historical photographs of West Virginia and Appalachia, and to complete the organization of holdings into a comprehensive reference file.

Temple University, Philadelphia, PA: \$43,655 (partial matching) to survey the status of newspaper photograph collections and develop recommendations for their preservation and control.

Sacramento Museum and History Division, Sacramento, CA: \$38,950 for Phase II of a management program for public records of the City and County of Sacramento.

University of Massachusetts, Amherst, MA: \$20,728 to arrange and describe the papers of black educator Horace Mann Bond (1904-72) and his family.

Case Western Reserve University, Cleveland, OH: an \$8,735 matching grant offer to preserve and make available the personal materials of Francis Hobart Herrick, ornithologist, biologist, educator, and author.

University Museum, University of Pennsylvania, Philadelphia, PA: \$18,500 to develop an archival program for the Museum.

Rhode Island Historical Records Advisory Board, Providence, RI: \$46,030 to complete the survey of state agency records, draft legislation for a comprehensive public records act, lay the groundwork for a state archives/records management program, and undertake a pilot study of government records for one municipality.

Memphis/Shelby Co. Public Library and Info. Center, Memphis, TN: \$14,616 to arrange, describe and prepare inventories to six series of city and county records.

Western Council of State Libraries: \$10,925 for the final phase of its Western States Materials Conservation Project.

University of Arkansas, Fayetteville, AR: a supplemental grant of \$13,186 to complete the arrangement and description of the Orval Eugene Faubus papers.

California Historical Records Advisory Board, Sacramento, CA: \$60,539 to continue the California Historical Records Educational and Consultant Service.

California Nurses' Foundation, San Francisco, CA: \$39,563 to develop an archives for the California Nurses' Association.

Arts Council of Windham County, Brattleboro, VT: a \$15,171 conditional offer to duplicate and make available the Porter Thayer photograph collection.

University of Washington, Seattle, WA: \$17,197 (partial matching) to duplicate, store, and make available a portion of the Clark Kinsey photograph collection.

Nebraska State Historical Society, Lincoln, NE: \$5,978 to continue its Paper Conservation Program.

Aquidath Israel of America, New York, NY: a \$19,050 conditional offer to survey and accession records relating to Orthodox Jewish life in America.

Cornell University, Ithaca, NY: \$78,251 for the third phase of a comprehensive survey of archives and manuscripts repositories in New York.

Iowa State Historical Department, Des Moines, IA: a conditional grant offer of \$17,168 for the second year of its project to revitalize the state archives program in Iowa. The grant will provide funding for the position of assistant state archivist.

At the meeting, the Commission unanimously endorsed the recommendation of its Program Development Panel to request \$12 million, \$13 million, and \$14 million respectively for the Commission's programs for fiscal years 1982, 1983, and 1984.

Cook to Head Task Force to Review SAA Constitution

J. Frank Cook, University of Wisconsin at Madison, has been appointed to direct the work of an SAA task force which will review the Society's constitution and make recommendations to Council. Cook was elected to the Council in 1974 and served on the executive committee from 1977-78. Other members of the review group include Paul Chestnut, Ralph Havener, Edie Hedlin, Linda Henry, Andrea Hinding, David Horn, Cleo Hughes, James O'Toole, Gregory Stiverson, Robert Warner, Thomas Wilsted, and Karyl Winn. The task force will hold an open house in Cincinnati on Wednesday, October 1 from 12:15 to 1:00 pm, to enable interested members to exchange views with the group. Several of the issues which will receive attention are suggested by the opinions reproduced below. The editors of the NEWSLETTER encourage the submission of opposing statements and members' views on other issues related to the constitution.

Single Candidate for Vice-President

The SAA's electoral procedure was revised in the early 1970s. Until that time the election was conducted at the annual convention and a single nominee for vice-president was generally proposed. In the reform, the election was shifted to a mail ballot and at least two candidates for the vice-presidency were required.

What has been the result of the reform? The mail ballot surely has led to greater participation in the election by all archivists: a democratizing movement that is all to the good. But the result of the paired candidates for vice-president is mixed. I think there are two problems: the difficulty of obtaining two candidates, especially when one of the candidates appears to be a shoo-in, and the retreat from active involvement in the Society by defeated candidates.

Nominating committees work hard to obtain candidates. They want the best possible choice for the membership, yet they don't want to "spoil" a good candidate's chance for election by running him or her against an acclamation candidate. Sometimes potential candidates will simply refuse to run in opposition to an acclamation candidate; at times committees have had to find a sacrificial lamb who does not appear so "lamb-like" as to be embarrassing.

But even in those elections where there is not a "hands on" candidate, the stress on the nominees is intense. And, when the results are known, the defeated candidate cannot help but feel rejected. This almost surely leads to a diminished interest in serving the Society, and in a professional association as small as the SAA, that is a serious matter.

Thin skins in high places, you say? Perhaps. But other professional groups, such as the newly-formed Society for History in the Federal Government, have chosen to avoid the problem by nominating only one candidate and then making it very easy for names to be added to the ballot by petition. After a brief experiment with mandated competitive elections for the association's presidency, the Organization of American Historians recently returned to nominating one person for the office with provisions for additions by petition. But what about the American tradition of two or more candidates for political office? Well, why not admit that the model of the political process in a nation of more than two hundred million is inappropriate to a small professional organization? Why not nominate a single candidate for the vice-presidency?

Trudy Peterson
NARS

Enlarging Council

As an organization in which nearly all of the authority rests with an elected council, the Society of American Archivists must insure that the council is representative of the members' wishes. This assumes that there is an adequate number of council members to represent the members and that enough members are elected at each Annual Meeting so that council makeup can be changed in a relatively short time.

Under the current SAA constitution, I think there is a strong argument that neither of these two qualifications is being met. At the present time we have eight council members representing approximately 2000 individual society members. As a basis of comparison, when the SAA was formed in 1936 it had five council members representing a society of 200 members, 10% of the current total. While a council of 50 is a bit far-fetched, a council of 9 or 12 members does not seem unreasonable.

An additional argument in favor of a larger council is that there has been a decrease in recent years of elected officials. In 1936 all four officers (President, Vice-President, Secretary and Treasurer) were elected in addition to council, making a total of nine elected representatives. Although the council has been expanded to eight, we no longer elect a president since the vice-president automatically assumes that office and the Executive Director has taken the place of the Secretary, for a total of ten elected officials.

This is clearly a matter of concern for an organization which prides itself on its democratic character. An expansion to twelve council members would give better representation of members' wishes and it might be possible with this number to have both regional representatives as well as at-large council members, thereby giving some council members a definite constituency.

A second concern is that council representation should change at a more rapid rate. This will be assisted to a degree by a larger council. Nonetheless, I think there is a persuasive argument that council terms can be shortened to three years without hurting its efficiency. Such a change would allow a third of the council to change every year, with a majority shift in two years. This would not only become more democratic but allow more members an opportunity for election to council, an important aspect given the large proportion of members who have joined SAA since 1975.

Thomas Wilsted
The Salvation Army Archives
and Research Center

A Referendum Procedure

One of the key issues in constitutional revision is distribution of decision-making power within the Society. Currently, nearly all of this power rests with the council. Under the present Constitution the members of the Society can do absolutely nothing to restrain Council from undesirable actions or to require the Society to adopt policies regardless of the wishes of Council. I urge that the Task Force consider and Society members support two measures that will help to make the Society a more democratic one.

First, initiative and referendum procedures should be built into the Constitution. Such procedures would enable the Society's members to take action on issues with which Council fails to deal or on decisions made by Council with which the members disagree. Questions raised by the initiative and referendum process should be put to the vote of the entire membership of the Society, through mail ballot, and this vote should be binding on Council. Because of the amount of effort that the initiative and referendum procedures would entail on the part of interested members, it is doubtful that they would be used very often, nor does Council's past track record generally indicate that it should be. Yet there are exceptions, and by adding these protocols to the Constitution, a check on Council's power will be available for use if it should be needed.

Second, a procedure should be adopted to ensure that votes on resolutions introduced at the annual business meeting can be made binding on Council. While it may be argued that those attending the annual business meeting do not truly represent (for whatever reason) Society membership as a whole, there is no reason why the Society's members could not vote, through mail ballot, on all resolutions proposed at the annual meeting. The membership needs to be able to do more than simply recommend actions.

Let's democratize the Society and make its decision-making process more responsive to the wishes of its members.

Nancy Sahli
NHPRC

Selection of the Treasurer

The annual race for the Treasurer's office must stop. The position should be filled by election for a single term of three years.

Since the hiring of an Executive Director, who handles the daily cash flow, the duties of the Treasurer have shifted to focus on financial planning and management of our invested capital. We must lay aside the notion that the job is so simple it can be picked up and put down on a year-by-year basis. The Treasurer's position now demands a person who understands more than balancing a checkbook--a person with an appropriate background in financial management.

It is suggested that persons of proven ability could be hired or appointed to the office. True. But a person of proven ability who is knowledgeable of and directly responsible to our membership can be obtained only through the electoral process. An elective Treasurer does and should continue to provide a focus for membership interest in the economic pulse of the Society.

Developing a financial plan and putting it into effect takes time--more than one year. The position should have a three-year term to provide this continuity. Such a term would balance well with the current terms of two years for the vice president/president and four years for Council members.

Finally, with respect to the race for the office, running against an incumbent is masochism. Incumbents have been reelected for as long as they have allowed themselves to stand for office. Nominating Committees find it increasingly difficult to secure qualified candidates to stand against an incumbent. Having two fresh candidates every three years would eliminate this problem. More importantly, it would insure that we do not burn out our talent by pressuring persons to stay in office year after grueling year until they cry "Enough."

David B. Gracy II
Texas State Archives

DOONESBURY



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SAA Continuing Professional Education

SAA '80--Pre-Conference Workshops

SAA has scheduled two workshops immediately prior to its 1980 annual meeting in Cincinnati, September 30-October 3.

Archives: An Introduction is the title of a 3-day basic archival workshop which will be held September 28-30 at the Netherland Hilton Hotel in Cincinnati. This limited enrollment workshop is open to those who currently have responsibility for archives and manuscripts but have little or no previous training. The workshop will focus on such topics as the nature of archives and manuscripts, appraisal and accessioning, arrangement and description, reference and access, and conservation. The faculty for this workshop will include Ann Morgan Campbell, Society of American Archivists; Lewis Bellardo, Kentucky Department of Library and Archives; Lynn Wolf Gentzler, Western Historical Manuscript Collections, University of Missouri; Linda Henry, National Council of Negro Women; Mary Jo Pugh, Bentley Historical Library, University of Michigan; and Judith Fortson-Jones, Nebraska State Historical Society. The registration fee of \$40 includes instructional materials and related expenses. Persons interested in attending the workshop must submit an application no later than August 29. To obtain an application, write to Tom Pardo, SAA, 330 S. Wells, Suite 810, Chicago, IL 60606, or call (312) 922-0140.

A pilot *Basic Archival Conservation Workshop* is scheduled for September 28-29. This workshop will have two basic components: instruction in priority content areas in a classroom setting; and demonstrations/hands-on training in basic conservation techniques which can be incorporated as an integral part of archival processing procedures. Applicants should be persons who currently hold positions of responsibility for the care of archives and manuscripts. Preference will be given to persons with little or no previous training in conservation. The \$50.00 fee for the workshop covers registration and the purchase of a basic kit of conservation supplies. Use of the supplies will be demonstrated during the second day of the workshop. Instructors for the workshop are Howard Lowell, Western States Materials Conservation Project, and Mary Lynn Ritzenhaler, University of Illinois at Chicago Circle. The application deadline for the Conservation Workshop is August 29. To receive further information and an application, contact Joyce Gianatasio, SAA, 330 S. Wells, Suite 810, Chicago, IL 60606.

Archives Study Tour: Update

SAA's Archives Study Tour to England and Scotland will begin on September 6, when a group of archivists from across the United States and Canada take off for Edinburgh. The group will spend the next week touring archives in York, Worcester, Gloucester, and Stratford-on-Avon. Most tour members will then move on to London where they will attend the IX International Congress on Archives, September 15-19, and return home on September 20. Space is still available on the tour, but the deadline for payment is August 1. For further information, see the *SAA Newsletter*, May 1980, pp. 4-5, or contact Debbie Risteen at SAA headquarters.

Registration Open for Business Workshop

The Society's fourth business archives workshop, "Business Archives: The Basics and Beyond" will be held August 18-22 in Dearborn, Michigan. The workshop, co-sponsored by the Historical Society of Michigan, will be held at the Henry Ford Museum and the historic Dearborn Inn. The first three days of the workshop, entitled "Basic Archival Procedures," will cover establishing a business archives, appraisal and accessioning, arrangement and description, budgeting, and reference. Tours of archival repositories in the area will also be scheduled. The cost for the 3-day portion of the workshop is \$180.

The final two days of the workshop, "Selected Topics in Business Archives," will focus on five areas: Marketing the Business Archives; Access and Legal Issues; Photographs in the Business Archives; Records Management and Business Archives; and Writing a Corporate History. The registration fee for the 2-day portion of the workshop is \$95.

The fee for attending the entire 5-day workshop is \$250. Persons may register for the workshop up until August 15. However, hotel rooms for persons coming in from outside the Dearborn area can only be held until July 24. To register, fill out and return the form below, or contact Debbie Risteen at SAA headquarters for a complete brochure.

Workshop Registration Form

NAME _____
TITLE _____
COMPANY _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
BUSINESS PHONE _____
HOME PHONE _____

Please register me for:

- ☐ Complete 5-day Workshop at \$250 (includes Business Archives Manual, 5-volume Basic Manual Series, and Business Archives Directory)
- ☐ 3-day Basic Course only at \$180 (includes same publications as 5-day workshop)
- ☐ 2-day Selected Topics Course only at \$95 (includes Business Archives Manual, Business Archives Directory)
- ☐ Payment enclosed ☐ Please bill

NOTE: Registration fee does not include price of rooms or meals. Housing information will be sent to all registrants.

Make check payable to The Society of American Archivists. Send check and registration form to SAA, 330 S. Wells Street, Suite 810, Chicago, Illinois 60606.

notable quotables

Behind every great institution there is a complex and usually untold story--a story filled with fascinating personalities and encompassing the tentative beginnings, the first triumphs, the occasional defeats, and the endless struggles that always accompany the development of an idea into a vital and enduring entity. Just as an individual is enriched and enlightened by a search for his family history, so, too, is an institution made more perceptive and viable by awareness of its past. Too often, however, that past is not easily accessible: the individuals concerned scattered or deceased; the records lost, incomplete, or in disarray.

The first step in documenting the life of an institution is to gather and organize all its permanent records, or archives. This collection of papers, correspondence, minutes, financial ledgers, journals, memoranda, and other written and printed materials preserves in physical form the social, economic, and intellectual processes of institutional development. Art museums, by their very nature multi-faceted organizations, generate an unusually abundant amount of archival material. In addition to the more customary papers, there are documents in every medium--film, video-tapes, all types of photographs, audio-tapes, drawings, posters, blueprints, architectural models, and other artifacts. However, despite their rich archival heritage, art museums on the whole have given limited attention to this aspect of their activity. The Detroit Institute of Arts is one of the first American art museums to establish a comprehensive archival program. . .

In early 1978 the NHPRC awarded an initial grant to the Founders Society to begin a comprehensive archival project. . . Although the possibilities for creative scholarly research using these primary source materials are just beginning to be explored, the benefits to the museum community itself are already evident.

Using these records, we have been able to fill in or refine our understanding of various areas of museum history. . . By providing a clearer and more accurate idea than we had previously formed of the structure and philosophy of the museum's past governance and policies, such archival documents also can serve to guide the museum in furthering its purposes in the present and the future. . .

Excerpts from the preface of From the Inside: The Archives of The Detroit Institute of Arts, 1883-1945, written by the Director of the Institute, Frederick J. Cummings.

Appraisers List Available

The Society compiles and distributes a list of appraisers of archives, manuscripts, and rare books. Members who wish to obtain a copy of the 1979 compilation may request one from the Chicago office.

A new edition is planned for early 1981. Readers are urged to submit the names of appraisers who have done satisfactory work to Deborah Risteen, SAA, 330 S. Wells, Chicago, IL 60606 prior to December, 1980.

Program Committee Seeks Suggestions

SAA President-elect Ruth W. Helmuth has appointed John Fleckner, State Historical Society of Wisconsin, and William Joyce, American Antiquarian Society, to co-chair the Program Committee for SAA's 1981 annual meeting in California.

SAA's 1980 committee received more than 200 suggestions from members. These were the major building blocks from which the Cincinnati program was constructed.

The 1981 Committee asks members to submit program suggestions in the format below before October 10, 1980.

Session title: _____

Session description: _____

1. Presenter and institution: _____

Presentation title: _____

2. Presenter and institution: _____

Presentation title: _____

3. Presenter and institution: _____

Presentation title: _____

Return the form to William L. Joyce, American Antiquarian Society, 185 Salisbury St., Worcester, MA 01609, or John A. Fleckner, State Historical Society of Wisconsin, 816 State St., Madison, WI 53706, no later than October 10, 1980.

Women in the Profession

Women who are interested in participating in the programs of SAA and regionals may fill out forms for the updated Women's Roster. Rosters will be sent to program committees for SAA, NEA, MARAC, MAC, and other regional organizations. They will also be made available to adjunct organizations such as AHA, OAH, ALA, and AASLH. A copy of the form will appear in the July issue of the SAA Women's Caucus Newsletter, or a copy may be obtained by writing to Anne R. Kenney, Western Historical Manuscripts-St. Louis, Thomas Jefferson Library, University of Missouri-St. Louis, 8001 Natural Bridge Road, St. Louis, MO 63121. The deadline for submission of forms for the updated Roster is August 31, 1980.

Individuals interested in serving on the SAA Committee on the Status of Women during 1980-81 should write to the Committee's chair, Nancy Sahli, NHPRC, National Archives, Washington, DC 20408. Following SAA policy, committee appointments will be made by the President, upon recommendation by the chair. It is hoped that these new appointments will be made in time for the Cincinnati meeting of the Committee.

Transitions...

ERNST POSNER, past President and Fellow of the Society of American Archivists and Professor Emeritus, American University, died on April 14 at the age of 87. Posner was Director of the Institute on Archives Administration from 1945-1961 and wrote several well-known books on archives. . . JULIAN P. BOYD, editor of "The Papers of Thomas Jefferson," died on May 28 at the age of 76. Boyd was a Fellow and first Treasurer of SAA as well as past president of the American Historical Association and the American Philosophical Society. . . DAVID L. LADD was appointed Register of Copyrights by Librarian of Congress Daniel Boorstin, effective June 2, 1980. Ladd succeeds BARBARA A. RINGER, who retired.

Archivists' Calendar

Great Britain's Society of Archivists and the Institute of Paper Conservation are sponsoring the *International Conference on the Conservation of Library and Archive Materials and the Graphic Arts*, September 22-26 in Cambridge, England. The Conference is timed to immediately follow the IX International Congress on Archives in London. Registration fees are \$72.00 before July 22 and \$96.00 after the 22nd. For further information, contact Alan Bell, Conference Secretary, Cambridge University Library, West Road, Cambridge CB3 9DR, England.

The Rochester Institute of Technology is sponsoring a program entitled *Preservation and Restoration of Photographic Images*, August 25-27. For further information, write Val Johnson, RIT-GARC, One Lomb Memorial Drive, Rochester, NY 14623.

Directory Lists Archivists

The American Library Association and K.G. Saur Publishing Inc., are planning to publish a biographical directory entitled *Who's Who in Library and Information Services*. Questionnaires were mailed to members of library, information and archival associations throughout North America. Candidates to be included in the directory will be chosen from among librarians, information scientists, educators, trustees, archivists, subject specialists and others active in the information community. Individuals are encouraged to participate in this project by completing and returning a questionnaire promptly. Those who have not already received one in the mail may request one from The Editors, *Who's Who in Library and Information Services*, K.G. Saur Publishing, Inc., 45 North Broad St., Ridgewood, NJ 07450.

Records Management on Campus

Of 112 members responding to a recent poll of SAA's College and University Archives Affinity Group, 54 reported that their institutions had formal records management programs. Thirty of the programs were administered by the university archives. According to PAG chair Helen Slotkin, Massachusetts Institute of Technology, reactions received to the records management query and a wide range of other topics will assist the PAG's steering committee in formulating plans for the future role of the group.

A session at SAA '80 in Cincinnati will explore the pros and cons of records management as an archival program on campus. Papers will be delivered by William J. Morison, University of Louisville, and Warner Pflug, Wayne State University. The session will be chaired by Nancy Kunde, University of Wisconsin, Madison.

Archives Fellowship Announced

The Archives of Case Western Reserve University is pleased to announce the establishment of the Robert C. Binkley Fellowship in Archival Studies. An award of \$2,500 will be given by the Archives to a student in either the single or double degree archival education program at Case Western. The fellowship is named in honor of the late historian Robert Cedric Binkley (1898-1940), a professor at Mather College of Western Reserve University and a founding member of SAA. Money for the fellowship was provided by the Mather Alumnae Association. Information concerning the fellowship can be obtained by writing Ruth W. Helmuth, University Archivist, Case Western Reserve University, Cleveland, OH 44106.

California Conservation Workshops

The California State Archives held two week-long workshops on the restoration and conservation of historically significant local government records in June. A cooperative effort between federal, state, and local governments made the workshops possible. Partial funding was obtained through the Intergovernmental Personnel Act. Now that the workshops have been completed, a conservation concepts manual for use by local government agencies will be written and distributed throughout California.

The Classifieds

Beginning with the September issue, the *SAA Newsletter* will contain two new features--a classified ads section, and display ads of various sizes.

Rates and specifications for display ads can be obtained by writing Debbie Risteen at SAA headquarters.

Classified ads will fall into four categories: publications, equipment, consultant and professional services, and extended announcements of archival meetings/courses. The "Archivists Calendar" section of the *Newsletter* will give brief (3-4 lines) mention of meetings/courses free of charge; expanded listings will be carried only in the "Classified" section. Professional Opportunities will continue to be listed free of charge.

All ads in the "Classified" section must involve archives-related items or services. SAA reserves the right to refuse inappropriate ads. The minimum charge for a classified ad is \$5.00 for 25 words or less. Beyond 25 words, the charge is 20¢ a word. In calculating the number of words, dates, numbers such as zip codes and street addresses, abbreviations, and titles should be counted as separate words.

Ads must be submitted in writing and paid for in advance. Ads cannot be accepted over the telephone. Only SAA individual and institutional members may submit ads.

The copy deadline for ads appearing in the September *SAA Newsletter* is August 10. For other issues of the *Newsletter*, ads and payment must be received by the 15th of the month preceding the month in which the *Newsletter* appears. Ad copy and payment should be sent to Debbie Risteen, SAA, 330 S. Wells, Suite 810, Chicago, IL 60606.

Wanted

The papers of Auguste Rodin. Contact Jacques de Caso or Patricia Sanders, Department of the History of Art, University of California, Berkeley, CA 94702.

Information about holdings of papers relating to the life and work of the American grammarian, Lindley Murray (1745-1826). Contact D.A. Reibel, Englisches Seminar, Wilhelmstr. 50, D-7400 Tuebingen 1, West Germany.

Information about the papers of Emil Julius Gumbel. Contact the Leo Baeck Institute (Archives), 129 E. 73rd St., New York, NY 10021.

Names, addresses, and phone numbers of anyone involved in automating photographic or pictorial collections. Contact Arlene Farber Sirkin, Chief, Still Photo Library, U.S. Army Audiovisual Center, Pentagon, Room 5A518, Washington, DC 20310. (202) 697-5601.

Help in locating unpublished records relating to the maritime history of Alaska. Contact Ronald L. Lautaret, Head, Public Services Dept., University Library, University of Alaska, 3211 Providence Dr., Anchorage, AK 99504.

Education Directory Update

SAA is preparing to update its list of archival education programs in the United States and Canada. This list will include programs with multi-course and single course offerings as well as archival institutes. Persons responsible for the administration of archival education programs and those aware of new programs which came into existence in 1979 and 1980 are encouraged to provide SAA headquarters with the following information: the name of the institution, the name of the person or the department responsible for the archival program, the address of the program, and whether it is a multi-course program, a single course, or an archival institute. Please submit this information to SAA, Education Directory Update, 330 S. Wells, Suite 810, Chicago, IL 60606.

OPPORTUNITIES

ARCHIVIST, Urban Archives Project, California State University-Northridge. Funded by an NEH grant, 1980-1983. Responsibilities include organizing and processing archival materials, preparing finding aids, handling reference requests and an outreach program, and supervising other staff. The Project has a growing archival program to collect the records of voluntary associations and interest groups in Los Angeles. Qualifications: Minimum requirement of a BA degree plus two years experience in archival administration, records management or historical research. Equivalent graduate studies in history, library science or archival administration may be substituted for experience. Graduate degree in these subjects preferred. One year appointment beginning Sept. 1, 1980 with possibility of permanent employment. Salary: \$18,024-\$21,696 depending on qualifications. Send resumes by August 11, 1980 to Personnel Office, California State University-Northridge, 18111 Nordhoff St., Northridge, CA 91330.

DEPUTY ARCHIVIST OF THE UNITED STATES, National Archives and Records Service. Shares fully with the Archivist of the United States in planning, direction, coordination and evaluation of all National Archives and Records Service programs including the records management and preservation of historical records. This position requires an individual having eminence and who is well recognized in the academic community and the historical profession. It is highly desirable that the incumbent of this position has completed formal education at the doctorate level. Previous Federal employment or status is not required. Form SF-171 (Personnel Qualifications Statement) should be forwarded to GSA, Executive Resource Division (HPX), Room 6215, 18th and F Streets, NW, Washington, DC 20405. The filling of this position will be open until the selection process is completed. However, to assure consideration, applications should be received by July 18, 1980. Salary: \$47,899-\$50,112. For information, call (202) 566-1207.

ARCHIVIST. Opportunity for individual with academic degree and experience with New York-based National Zionist Organization. Knowledge of Hebrew desirable. Familiarity with photograph cataloguing helpful. Send resume and salary requirements to Position B, SAA, 330 S. Wells, Suite 810, Chicago, IL 60606. No closing date provided.

PROFESSIONAL OPPORTUNITIES

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.

PROJECT ARCHIVIST, Memphis/Shelby County Public Library. Responsible for processing local records under 1-year NHPRC grant. Duties include analyzing, arranging, inventorying, and preparing guides to major records series of Memphis and Shelby County government. Qualifications: M.A. in history, political science, or related field plus formal archival training, and/or significant experience in archival processing. Salary: \$12,387 plus benefits. Position begins approx. November 1, 1980. No closing date provided. Apply to Personnel Office, Memphis/Shelby Co. Public Library, 1850 Peabody Avenue, Memphis, TN 38104.

CHARLES A. LINDGERGH 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.

ASSOCIATE ARCHIVIST. Midwest Evangelical Christian Organization accepting resumes from candidates who have completed graduate work in the social sciences and who have training and/or 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.

MANUSCRIPTS PROCESSOR, George Washington University, pending NHPRC funding. Half-time position (20 hours per week) in one-year project to process the records of the Washington Theatre Club, a Washington, D.C. repertory theatre which flourished from 1957 to 1975. Principal duties include arranging the records, and compiling an inventory and a name index. Formal archival training required. MA in history, American studies, or drama desired; processing experience desired. Salary for half-time: \$6,000. Send resume to Curator of Special Collections, Gelman Library, George Washington University, Washington, DC 20052. No closing date provided.

LECTURER, School of Librarianship, University of New South Wales. Lecturer in Archives Administration/Records Management to lecture and conduct seminars at postgraduate level in the Diploma in Archives Administration and the Master of Archives Administration within the School. Qualifications: High academic qualifications and experience in archives administration essential. Experience with records management and automated systems desirable. This position is available on a fixed term contract for three years. Salary \$A17,024-\$A22,634 according to qualifications and experience. Write to or telephone the Academic Staff Office, P.O. Box 1, Kensington, N.S.W., Australia, 2033, (02) 663-0351, for information about conditions of employment and method of application. Application deadline: August 8, 1980.

SPECIALIST II (ARCHIVES), The New York Public Library, Schomburg Center for Research in Black Culture, Phelps-Stokes Fund Project. Under the direction of the Schomburg Center Rare Book, Manuscripts and Archives Librarian, will be responsible for the accessioning, processing, and description of a large group of related archival series for microfilming and other preservation procedures. Qualifications: BA, plus MA in library science, history, or other relevant field. Background in American or African history preferred. Knowledge of manuscripts, archives and archival management required. Reading knowledge of French or Spanish and ability to supervise technical or clerical staff helpful. Salary: \$13,676/yr. (minimum). To apply, contact: Otillia Pearson, Personnel Officer, The New York Public Library, Fifth Avenue at 42nd Street, New York, NY 10018. No closing date provided.

MANUSCRIPTS LIBRARIAN, Stanford University Libraries. Oversee operation of Manuscripts Division, including development, processing and maintenance of manuscripts collections. Provides access to users. MLS with specialization in special collections work or Master's Degree in archives/manuscripts management or equivalent required. Degree in U.S. or European history or literature with some work in both areas, background in paleography highly desirable. Music or classics training useful. Reading competency in one or more of the following languages desirable: Latin, Greek, French, German, Italian. Library experience desirable. Salary, \$15,000-\$21,000. Apply by Aug. 31, 1980, to Caroline Henderson, Library Personnel Officer, Stanford University Libraries, Stanford, CA 94305.

ASSISTANT TO THE ARCHIVIST, Corcoran Gallery of Art. Temporary, half time position assisting Archivist, establishing an archival program and assisting in the accessioning, arranging and describing of 111 years of Gallery records. Qualifications: MA or BA in American history, art history or related field, some archival experience helpful. Salary: \$4.81/hr. For more information, contact: Personnel Office, Corcoran Gallery of Art, 17th and New York Avenue, N.W., Washington, D.C. 20006. No closing date provided.

ASSISTANT ARCHIVIST, Eleutherian Mills Historical Library. Three year NEH funded position to process records of 850 Pennsylvania Power and Light predecessor and merged companies of eastern Pennsylvania. DUTIES: analyze, organize, inventory and describe material of an industrial, financial and technological nature.

PROFESSIONAL OPPORTUNITIES

QUALIFICATIONS: two years archives experience required; graduate degree in history or economics, formal archival training and experience with bulky institutional records preferred. **SALARY:** \$12,000 plus benefits. Send resume to the Business Office, Eleutherian Mills - Hagley Foundation, P.O. Box 3630, Wilmington, Delaware 19807. No closing date provided.

Two positions, Merrimack Valley Textile Museum

INVENTORY ARCHIVIST, 1 year, NHPRC-funded position, with possibility of second year, to inventory business manuscripts; prepare descriptive guide; develop reference and access controls. **Qualifications:** Master's degree; archival training and/or experience in business records preferred; previous inventory experience necessary. **Salary:** \$14,000 plus benefits. Position available August 1980. No closing date provided.

ARCHIVAL ASSISTANT. Part-time position, 1-year, NHPRC-funded, with possibility of second year, to process collections of business records for inclusion in inventory and descriptive guide. **Qualifications:** graduate student standing, history background preferred. Experience in papers processing or original research in manuscripts helpful. Schedule and salary to be arranged; 20 to 30 hour week. Available August 1980. No closing date provided.

Send letter of application, resume, and references to Helena Wright, Merrimack Valley Textile Museum, 800 Massachusetts Ave., North Andover, MA 01845.

ARCHIVIST I, Montana Historical Society. Temporary position to fill leave of absence, September 2, 1980-September 30, 1981. Applicants must have a Masters in history or other appropriate field, plus two years of pertinent professional experience. Applications and three letters of recommendation should be received by August 8. Annual salary of \$14,763 plus benefits. Contact Brian Cockhill, Montana Historical Society, 225 No. Roberts, Helena, MT 59601.

ARCHIVIST, Middle Georgia Historical Society. Archivist with masters degree to administer new archival program. **Salary:** \$13,000. Contact Beth O'Neal, Middle Georgia Historical Society, 935 High St., Macon, GA 31201. (912)743-3851. No closing date provided.

ASSISTANT CURATOR FOR READER SERVICES. Assumes responsibility for reader services; assists researchers; fosters good public relations; catalogs manuscripts whenever time permits. ALA accredited MLS, academic background in U.S. history required (graduate degree or equivalent experience preferred), at least two years experience in manuscript department or archives desirable. **Salary** from \$12,500, depending on qualifications. Send letter of application, resume, and three references to Ann Stone, Duke Library, Durham, NC 27706. Deadline August 15.

SAA PROGRAM OFFICER. To conduct a 27-month basic archival conservation program based in Chicago, under the supervision of the Society's executive director. The program officer will coordinate a consultant program, organize and share teaching responsibilities

in basic workshops and write a basic conservation manual. The project will have the guidance of a distinguished advisory committee and a skilled technical consultant. Candidates should have at least three years of archival experience, including experience in assessing and meeting conservation needs. Position requires strong administrative ability, speaking and writing skills, and the ability to work effectively in a variety of tasks under demanding circumstances. Formal training in archival administration, including conservation, highly desirable. Starting salary \$18,000-\$19,000, depending on qualifications and experience. Application letter, resume and two letters of recommendation should be received no later than July 23, 1980 by SAA Executive Director, 330 S. Wells, Suite 810, Chicago, Illinois 60606. Position available August 1980.

LIBRARIAN III-ARCHIVIST, University of Texas at Dallas. 2-year, NEH-funded position to process, arrange, describe and report manuscripts and archives in the History of Aviation Collection. Some preservation work. Supervisory responsibility for two FTE. Must be able to write well. Position available September 1, 1980. **Qualifications:** MA in history, formal archival training, and three years experience in archives and manuscript arrangement and description. Supervisory experience preferred. **Salary:** \$16,440 for 12 months. Indication of sex and ethnicity for affirmative action statistical purposes is requested, but not required. Applicants should forward detailed resumes with names, addresses, and telephone numbers of three references by August 15, 1980, to The University of Texas at Dallas, Personnel Office, PO Box 688, Richardson, TX 75080.

MANUSCRIPT PROCESSORS (3 positions), Illinois State Historical Society. Two-year, NEH-funded positions. Responsible for arranging and describing a wide variety of personal papers and organizational records. **Qualifications:** BA in history or related field and at least one year experience in arranging and describing manuscript or archival collections; or MA in history (or related field) and archival experience. Additional experience preferred. Knowledge of archival theory, basic conservation practices and Illinois history desirable. Demonstrated writing ability required. **Salary:** \$12,000 +. Send letter of application and two copies of resume to William K. Alderfer, Executive Director, Illinois State Historical Society, Old State Capitol, Springfield, IL 62706. No closing date provided.

PROJECT ARCHIVIST, The Balch Institute for Ethnic Studies. Two-year NEH-funded position. Responsible for arrangement and description of eleven collections (four hundred cubic feet) of personal papers and organization records documenting ethnicity in American life. **Qualification:** MA in history or MLS, processing experience, and foreign language abilities required. **Salary:** \$13,000 plus benefits. Send resume, list of three references, and sample of writing (preferably a finding aid) to Roy H. Tryon, Library Director, The Balch Institute for Ethnic Studies, 18 South Seventh Street, Philadelphia, PA 19106. No closing date provided.

SAA Newsletter

The Society of American Archivists, 330 S. Wells St.
Suite 810, Chicago, Illinois 60606
Ann Morgan Campbell, Executive Director (312) 922-0140

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TIME VALUE MAIL

The Lighter Side

Steven Gelston, Archivist for the Center for the Study of the Consumer Movement, occasionally watches the television program "Buck Rogers in the 25th Century." Several times, he has heard Rogers talk about going to the Archives of the 20th Century to see Dr. Junius, the archivist, and get some information about that time period. Gelston was curious enough about Junius and the archives, particularly about whether either would be featured on camera, to write to the show's staff for more information. Staff writer David Chomsky sent this reply to Gelston's letter:

We were very pleased to have received your letter and learn of your interest in our show. While we don't have biographies of all our characters, we do have some information which you might find useful.

First of all let me explain what has happened to our Archives. After the holocaust, and after order had been restored, in fact a very long time afterwards, bits and pieces of pre-holocaust debris began to surface. Soon so much had been collected it became necessary to store, catalogue and in most cases discern just what these things were. You see, almost all records of anything which would help identify these items had been destroyed, however, what was not destroyed was in the Directorate computer. Hence the Directorate set up the division of Archives to figure out just what all these ancient items were. It is not the main function of the Archives to

store things for the future, but its function is to sort out the past.

The head of the Archives is Dr. Junius and his assistant is Dr. Albert. Since the arrival of Captain Rogers in our time, the 20th century has become a favorite period for Dr. Junius and Dr. Albert. You might be interested to know that on several occasions Dr. Junius has mentioned to me that whoever was handling the Archives in the 20th century must have been into one of those subculture sets, I believe he called them thighs or waists or hips, or was it hippies, one of those. . . I'm sure you would know. Anyway, it seems that these people were into all kinds of mind-altering drugs. We believe that the most common was a stick-like substance which came in a package with cardboard pictures of men in funny uniforms and strange hats. We don't know why it came with these pictures. We suppose it was because these pictures were fun to look at while under the influence of this drug. We believe they called this drug teeth, or tongue, or gum. We're really not sure. As you can tell, not too much information from your time in the 20th century survived, but we are doing our best to sort everything out.

I hope this letter has given you an insight to our Archives system and from it perhaps you might devise a way to better catalogue your everyday items so that we here in the 25th century can understand your quaint culture.