

NEA NEWSLETTER

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C O V E R — Vermont storyteller, Daisy Turner. Photo by Jane C. Beck. *Courtesy of the Vermont Folklife Center.*

I N S I D E — The archival collection of the Vermont Folklife Center and its recent digitization initiative. (*Around and About*, page 4); The New England Archivists 2003 officer elections (page 23).

**New England Archivists
Massachusetts Archives
220 Morrissey Boulevard
Boston, MA 02125
<www.newenglandarchivists.org>**

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From the Editors

-Daniel Daily

The New Year signals the time to begin thinking about the NEA elections. At the request of the Board, the editors are printing the candidates' statements again this year. Take time to read the statements and VOTE!

Around and About New England takes us to Vermont this issue. Andy Kolovos, Archivist/Folklorist, provides an excellent article on the collections and work of the Vermont Folklife Center. Typically, in January, we complement the Around and About article with the Keynote Address from the Fall meeting. The editors are working with Edward Tenner to bring his address in a future issue, most likely,

after Mr. Tenner publishes a paper he is developing from the address. Thus, there is no Archival Insight in the January issue.

The editors encourage you to submit articles. The NEA *Newsletter* provides an opportunity for you to highlight your repository, new collections and projects, and your musings on issues that face archivists and archives. We look forward to hearing from you.

On a final note, this issue marks the close of Joanie Gearin's term (2000 to 2003) on the *Newsletter* Editors Committee. Joanie has diligently served as editor and represented the *Newsletter* to the NEA Board. We will miss her humor at future editors' meetings. ☺

☺ NEW ENGLAND ARCHIVISTS ☺

Reviews

Encoded Archival Description on the Internet. Daniel V. Pitti and Wendy M. Duff, eds., Haworth Press, 2001. ISBN 0-7890-1398-3; 241 pages. Co-published simultaneously as *Journal of Internet Cataloging*, volume 4, numbers 3/4 2001.

-Elizabeth Slomba, University Archivist, Milne Special Collections and Archives University of New Hampshire

In *Encoded Archival Description on the Internet*, the editors Daniel Pitti and Wendy Duff have collected eleven papers contributed by EAD experts and early implementers covering different aspects of EAD, as well as providing an index to the articles. Articles range from the early beginnings of EAD, comparison of EAD with other descriptive standards and cataloging, consortia EAD projects, implementation of EAD in government archives and in museums, and the impact of EAD on archival reference services.

Contributors discuss theory behind the creation and use of EAD, describe the history of EAD, and explore issues

concerning the development and use of EAD. Furthermore, they relate the possibilities and promise of EAD to transform the way the archival profession organizes and delivers collection information. The book is a good introduction to and resource for understanding the issues around the creation, implementation and usage of EAD, although contributors do not explain how to implement EAD in an institution.

The contributors primarily look at EAD from the perspective of the archivist and implementer. The two articles regarding the use of EAD in reference concentrate on how a user may likely use EAD to locate desired content, but do not mention the results of a user survey or discuss the impact of EAD on actual users. Furthermore, the contributors do not argue why to use EAD instead of other delivery systems, such as HTML or web-based databases, and do not offer much to change a reader's mind if the reader had doubts about adopting EAD. *Encoded Archival Description on the Internet* is an excellent starting point for those interested in learning more about EAD and issues concerning implementation in various settings but may not hold much interest for those well-versed in EAD. ☺

Around and About

Archival collection of the Vermont Folklife Center: Our recent digitization initiative

Andy Kolovos, Archivist/Folklorist, Vermont Folklife Center

I've been asked to introduce readers of the NEA *Newsletter* to the archival collection of the Vermont Folklife Center and to our recent digitization initiative. Founded in 1984 by folklorist Jane C. Beck, the Vermont Folklife Center (VFC) is dedicated to preserving and presenting the traditional arts and cultural traditions of Vermont and the surrounding region. Through exhibits, media, publication and educational projects, we bring recognition to the talents, skills and traditions of Vermonters, past and present. Through ongoing field research, a multimedia archive and an apprenticeship program, we document and conserve the region's cultural heritage.

The VFC Archive is a multimedia ethnographic collection with emphasis on the preservation of the spoken word. The majority of our holdings consist of research materials generated by the organization's two staff folklorists, Jane Beck and Gregory Sharrow, from the mid 1970s through the present. In addition to work undertaken by Beck and Sharrow, the collection includes a number of projects conducted by outside researchers: professional folklorists, anthropologists and historians, as well as local people interested in community documentation. Over the years the archive has also acquired oral history collections from several local historical societies, and we are in the process of building a collection of commercial sound recordings of Vermont music.

Our research project collections generally include audio recordings, slides, interview transcripts, researcher's fieldnotes, administrative paperwork and collections of ephemera such as clippings, letters, photographs and the like. Upon the completion of an interview or a project, the audio tapes are passed on to the archivist, who copies them and sends them out to be transcribed. Historically, our preservation strategy for interview materials has been two-pronged. Tapes are duplicated to create use copies, and the master tapes are stored away. In addition, in an effort to preserve intellectual content of the interviews and facilitate access, two copies of each transcript are made, one use copy on office paper and one preservation copy on acid-free paper. When transcripts began to be made using word processors, we retained electronic copies of the transcript files as well. Since making its home in Middlebury—first in the basement of the Gamaliel Painter House and, since 2000, in the former Masonic Hall—the Folklife Center's collections have been housed in a climate-controlled vault.

In 2000 the VFC applied to the NEH Division of Preservation and Access for funds to undertake a digitization project. Although we did not receive full funding for the proposed project, the VFC was granted \$20,000 to undertake a pilot digitization project and develop a prototype of an archive explorer (access system). One year later we reapplied to the NEH for

further funding, and received \$160,000 which will allow for the digital transfer of a portion of our holdings; collection level and, in some cases, item level cataloging of selected materials; the development of a database; electronic access tools; and EAD encoded finding aids.

From an organizational point of view, digitization for the VFC is a means to an end. The end, in our case, is the use of digitized materials to produce on-line educational materials on Vermont traditional arts, culture and history. However, from the start our project has also been concerned with both enabling distributed access to our archival collections via the World Wide Web and an audio preservation initiative based on live-server storage and management of digital audio files.

Some of the most exciting aspects of this project relate to the development of on-line access tools. Two consultants working on our project, Eva Garcelon and Leslie Myrick, have extensive experience working with digital library and archive projects. Using open standard programming languages throughout the development process, we intend to create a finding aid/access tool that combines the best of SGML/XML, MySQL and METs. Through the use of these markup and programming languages and the METs metadata schema, we intend to create a database-driven search system that will return collection-level hits on subject headings and

keyword terms. At the collection level, the database will produce EAD/XML encoded finding aids that in themselves will be searchable using both subject headings and keywords. Access to individual items or groups of digital objects will be provided directly through the finding aids, which will act as portals to archival materials. Such a tool is an ideal way to embed archival materials within the rich informational context of a collection-level finding aid, creating an access environment where images and audio will be inseparable from data about their context of use and creation. Such a standards-based, integrated finding aid/access portal has not yet been developed for use with ethnographic materials, and all software tools created over the course of our project will be made freely available to any arts and cultural organizations interested in using or modifying them to provide heavily contextualized access to their own digital archival materials on the web.

Although it may sound heretical to some (it certainly did to me at first!) the conversion of analog audio into digital files is quickly emerging as a standard preservation strategy for audio collections. The issue is this: there is no such thing as a truly dependable audio carrier. Although reel-to-reel tape has for years been the standard medium for audio preservation, the format still has, in archival terms, a relatively short life

span. In addition, it has already become more difficult than it used to be to obtain quality reel to reel tape, and in the future this difficulty will most likely become compounded. Add to these concerns the problems of generation loss and equipment obsolescence, and audio archives are faced with a grim prognosis. Cassette tape, which comprises close to ninety five percent of our holdings, has never been considered archival. DAT is known to be archivally problematic;



Andy Kolovos, VFC Archivist, and Eva Garcelon and Leslie Myrick, VFC Digital Project Consultants, look busy for the camera. *Courtesy Vermont Folklife Center.*

compact disk—despite what manufacturers report—has an uncertain lifespan; and minidisc is viewed as unreliable for a host of reasons, ranging from compression schemes used to concerns about its long-term stability. The conclusion reached by many sound archivists and technicians is that the only way to insure a future for

many sound recordings is through: 1) digital conversion (right now standard practice calls for 24 bit/96kHz conversion) of analog source material into open-standard file formats such as WAV or BWF files, 2) live storage of files on servers, 3) redundancy through the distribution of holdings across several physical locations, and 4) the proactive management of these digital audio files as one would manage any other computer data in an archival context. One plus of the WAV and BWF format is that both types of files allow for the inclusion of textual metadata within the file header. Embedded metadata will go a long way toward keeping the contextual information about a sound recording accessible in the digital environment. This said, we are still having analog reel to reel copies made of all tapes sent out for digitization. Wisdom seems to dictate keeping our eggs in several baskets, so to speak.

Currently we are in the first phase of the project, and at this point much of the collection still needs to be rearranged and rehoused before we can proceed with data entry and digitization. Prior to the beginning of the digitization effort, archival materials were organized in a variety of ways: master and dub audio copies of interviews were stored in accession number order in the vault, as were acid-free preservation copies of transcripts; office paper use-copies of tran-

scripts were stored in filing cabinets in the reading room in alphabetical order according to name of interviewee; and photographs and slides accumulated in various desk drawers around the office. In order to bring our organizational scheme in line with normative archival practice, the previous archivist decided that discrete collections should be created based on the provenance of each research project. I agree with this approach wholeheartedly, and have continued working toward this end.

Along with the rearrangement and rehousing effort, we are also in the midst of image cataloging. In the past, no formal logs were kept of photographic materials, and as a result very few of our research slides and photographs are clearly identified. For the last several weeks I have been working

with Jane Beck and Gregory Sharrow to identify slides and other images associated with the collections selected for digitization. This has proven to be an overwhelming task that has greatly slowed down project progress.

Once materials are sent out for conversion, we anticipate having digitized materials returned to us in several formats. Images will most likely be returned on CD-R and from there stored on hard drives and backed up to data tape. Audio files will be returned to us on some type of data tape, which in turn will be backed up to the same medium. If time, funding, and sanity allow, in an effort to add an additional layer of security, I will create CD-quality files of the audio and burn them to compact disk. An important part of our digital initiative is both the purchase of a file-

storage server and the identification of partners who would be willing to allow us to store audio files on their servers. At this time we are exploring both options.

In any event, we are faced with a challenge of not only weathering the ins and outs of the rearrangement and conversion process, but also holding up to the long-term demands of digital preservation and digital file management while continuing effort of preserving our analog sound holdings. From another perspective, the digitization project has forced us to confront and rectify some long-standing problems with the arrangement and description of our collections. In addition, the promise held out by digital conversion—in particular greatly expanded accessibility to our holdings and an opportunity to explore new kinds of far-reaching educational products and projects—will make our struggles worthwhile. At least that's what I keep telling myself.



Andy Kolovos is the Archivist of the Vermont Folklife Center in Middlebury, Vermont. He holds an MA in Folklore and an MLS, both from Indiana University. He is currently struggling toward his Ph.D. in Folklore from Indiana. His doctoral research focuses on theory and practice in ethnographic archives. He lives with two cats, and too many records and comic books. If you're ever in town, stop by and say hi.

*Andy can be reached at:
Vermont Folklife Center
P.O. Box 443; 3 Court St.
Middlebury, VT 05753
(802) 388-4964
(802) 388-1844, fax
<akolovos@vermontfolklifecenter.org>
<www.vermontfolklifecenter.org> ©*

Inside NEA

From the President

-Joan Krizack

NEA Turns 30

Fast forward to three months from now. The crocuses are blooming, the days are longer, and the threat of snow has abated—at least in southern New England. It's a perfect time to celebrate NEA's 30th anniversary!

On April 11-12, NEA will meet at Simmons College. It's a meeting you won't want to miss, so please plan to join the festivities. The Program and Local Arrangement committees have been working for more than a year to organize a meeting that will appeal to and have relevance for all of us. Highlights of the meeting include tours of Harvard's Warren Anatomical Museum and the Textile Conservation Lab at the Isabella Stewart Gardner Museum; a raffle for several exciting prizes; a keynote address by Michael E. Bell, folklorist and author of *Food for the Dead*; a Friday evening reception, enlivened by a jazz combo, at the Massachusetts Historical Society; and informative sessions on electronic records management, metadata, textiles and museum objects, career planning, access versus security, women's history, privacy, digitization, advocacy, student research, and exhibits. I promise you won't be disappointed.

Another feature of the spring meeting is the annual business meeting at which NEA's Hale Award and the Archival Advocacy Award will be presented. Arguably the most important item on the business meeting agenda, however, is a proposed increase in dues which the membership needs to approve. The NEA Board voted unanimously at its October 25th meeting to place a dues increase of \$10 on the spring agenda; the proposal would increase dues from \$20 to \$30 beginning in the calendar 2004. The last dues increase, from \$15 to \$20, was in 1998. For the purpose of comparison, MAC's dues are \$30 per year, and MARAC and the Society of California Archivists have dues of \$35 per year. The Board considers this dues increase to be necessary so that NEA can continue to provide services, such as the *Newsletter* and the *Membership Directory*, and continue to grow as an organization. The proposed dues increase will put us on a secure financial footing for many years, and

allow us to carry out important educational and outreach projects that we have not been able to fund.

On another topic, I would like to alert you to a change in the deadline for applications for the Hale Award. The new deadline is **February 15**, and applicants will be notified of the Award Committee's decision by March 15. The Board instituted this change, so the award can be presented at spring business meetings. Please email your application to: <cgurley@mailbox.une.edu>.

I wish you all a peaceful New Year.

Executive Board Meeting Report

- Secretary Tara L. Hurt

The business handled at the October 25, 2002 meeting of the Executive Board is summarized below. All *motions* and *votes* are in bold and italics. Complete minutes are available on the NEA Web site <www.newenglandarchivists.org> or from the Secretary.

Officers Reports

President: President Joan Krizack reported that NEA was successful in acquiring a laptop from the Schlesinger Library (Thanks to Kim Brookes and the Schlesinger). The laptop will be used at Board meetings and allow the group to review minutes and the NEA Web site at Board meetings. Also, Krizack reported that the NEA Web site will move from UMass/Boston to Tufts University. The Board thanks Kim Brookes and Glynn Edwards for all of their work over the past years to support the Web site. Maura Kenny will serve as one of the new Webmasters. Krizack represented NEA on three occasions: Dedication of the Mary Baker Eddy Library for the Betterment of Humanity, Digital Reality III conference, and Allied Association Education Liaisons Meeting at SAA.

Vice President: Vice President Rutherford Witthus announced that both Worcester Poly Tech and Holy Cross offered their space for the Spring 2004 meeting with one stipulation that the conference be a two-day meeting starting on Friday and ending on Saturday. The Board agreed

that Witthus should pursue the two sites as a joint location for the Spring 2004 meeting.

Secretary: Secretary Tara Hurt presented all the items voted on in June, July, August and September of 2002. The Board voted and passed the following: approval of the June 2002 meeting minutes, new Web site location at Tufts University, new Web team members (Greg Colati, Maura Kenney and Greg Hughes), acceptance of the Local Arrangements Fall 2003 Committee (Kristin Eshelman, Jean Nelson, Betsy Pittman, Laura Katz Smith, Mary Harper and Rutherford Witthus), revision of the Secretary's job description, providing labels to NEDCC and NELINET for upcoming workshops, addition of two new Outreach Committee members (Emily Novack and Rachel Wise), and open NEA distribution list to all interested members.

Treasurer: Treasurer Liz Andrews announced that all data has been moved to Quick Books software and is now backed up on disk so that we have two copies and all financial reporting is now standardized. Andrews reported that our assets are down \$4,000 so the board needs to be careful about setting fees for the two meetings we hold, in order to meet the particular expenses of each meeting (which vary from meeting to meeting) We need to take a conservative approach to setting fees.

Discussion followed about how to be sure that we do not have deficits. The Board suspects that the fee for the joint MARAC/NEA fall 2002 meeting is ample and it appears to be successful as far as registration so we should not have a deficit. A motion was made to have page 2 of the proposed 2003 budget changed from \$8,000 to \$1,000 creating a new balance of \$32,636. Ward noted that the development income for conferences on the spring/fall 2003 should be changed from \$2,200 to \$3,000. Total income then reflected \$35,749. *All members voted in favor of budget line change.*

It was suggested that the Board place registration fees at a "higher" pricing in order to cover expenses (for example \$60 to 65). The Board then discussed setting up a committee to explore setting up projects that bring in money. For example, an endowment fund would make the organization more healthy and not at the whim of the economy. The group discussed reserve money; should have enough to go one year without any income and NEA can do that. An NEA visiting member suggested keeping registration fees at

\$50 - \$55 and look to raise dues instead. The Board then discussed having one hotel conference and one less formal meeting to keep meeting costs low. *Carnahan made a motion to accept budget.* Further discussion arose about what "unearned dues" is on the budget form. According to NEA bylaws, any dues paid on or after September 1st apply to membership for the next fiscal year (January 1-December 31) and are considered "unearned dues". In budgets and accounting reports they are reflected as a liability on the balance sheet, until January 1, when they are applied to "membership income" for that new year and are then recorded as income. *All members voted to accept the budget with the accepted revisions.* Krizack noted that the Board thanks Susan von Salis for the report she submitted on expenses over the past three years.

Immediate Past President: Immediate Past President Bill Ross presented names for the upcoming officer nominations as follows:

Vice President = Mary Ide and Jeff Marshall

Treasurer = Liz Andrews and Dan Daily

Representative At Large = Ann Sauer and Daniel

McCormack

Ross moved to approve the above slate of candidate names. Motion seconded by Witthus. All members voted in favor of the slate of candidates.

Spicher moved to accept the ballot question of "What would you tell a young archivist about the benefits of becoming involved in a regional association like New England Archivists." *Motion was seconded by Hurt. All members voted in favor of the ballot question.*

Meetings

2003 Spring Program Committee: Paul Bergeron reported for the committee. The Board reviewed what the committee has proposed for the meeting's budget. The Board suggested pushing back the schedule so we can get an hour and a half for lunch; at lunch NEA will be giving out the AA Award, Hale, Distinguished Service Award, etc. Bergeron will be sure to make sure there is enough time for the business meeting and lunch. Bergeron will have the committee reflect the new schedule on the program: start at 9:00 am, lunch 11:45 am - 1:30 pm (reception 45 minutes). The final budget and registration fee will be set at the January Board meeting. The sense of the Board is that the commit-

tee is heading in the right direction and it should not go over \$1,600 for honorarium costs.

2003 Spring Local Arrangements Committee: The Board reviewed the proposed budget. The group added the honorarium amount of \$1,600 to the budget. The Board suggested working with Diana Yount on all printing costs because Yount will be able to help with issues such as inclusion of people, mailing lists, etc. Ward will give the non-profit number to the committee so NEA pays no tax for food, but a service charge will be added. The Board suggested 200 people for the Saturday breakfast and lunch. It was noted that many more students will come to this and NEA subsidizes most of student expense. The Board discussed all additions to the budget (honorarium, higher postage \$900, 200 people, vendors \$3,000). The budget and registration fees will be finalized at the January meeting. It is the sense of the Board that both the program committee and the local arrangements are on track.

2003 Fall Local Arrangements Committee: Rutherford Witthus reported for the Local Arrangement Committee. The committee suggested reserving a block of 40 rooms at the \$99 rate. The Board agreed reserving 40 rooms.

2003 Fall Program Committee: Krizack will remind the Program Committee that they have only \$1,200 for outside speakers.

Committee Reports to the Board

NOTE: On October 18, 2002, in order to allow for more time at the Board Meeting on October 25, 2002, all NEA Board Members voted in favor of accepting the following Committee reports: Education Committee Report, Public Relations Committee, Haas Award Report, Development Coordinator's Report, Membership Secretary's Report and the Print Coordinator's Report.

Outreach Committee Report: Jessica Steytler reported on the success of this year's Archives Week. The event went very well and attendance was very good. She also reported that the bookmarks are being distributed all over New England. Steytler asked the Board to agree to Archives Week being moved to the first week in November. *Ross moved to have archives week changed to the first week in November. Carnahan seconded the motion. All members*

To reach NEA officers, please see contact information on the NEA Web site at:

<www.newenglandarchivists.org>

voted in favor of moving Archives Week to the first week in November.

Web Committee Report: Maura Kenny is the new Web Coordinator. November 1st is the goal to have new site loaded and active through the new Tufts University site. The Board would like to recognize Kim Brookes and Glynn Edwards for all of their work.

Newsletter Report: *A motion was made to add Jason Larson to the Newsletter committee. Carnahan seconded the motion. All members voted in favor of the addition of Larson to the committee.*

Membership Committee: Carroll-Horrocks reported on the Internship Fair. The event was successful and didn't cost NEA anything. Latest discussion was how to increase membership without cost to NEA. Group is creating a list of listservs to increase membership. Rodney Obien (Worcester Poly Tech) helped greatly with this event so Carroll-Horrocks will look to add him to the committee. The issue was raised as to whether NEA was going to print a new directory in 2003. The Board discussed an on-line membership directory. *At this point, with on-line option Ross moved to delay printing of directory until the Board receives results of survey. Carnahan seconded the motion. All members voted in favor of waiting to make a print/paper format directory until the survey has been completed and tabulated.*

Hale Award Report: Krizack proposed a change in wording of when the award is given. Discussion followed on how/when to give check. It was agreed that the new language will read as follows...after February 15 all applications are sent to the committee, they are reviewed and the decision will be made by March 15. After March 15 the Chair

notifies the President who ... result. The award is given out at the Spring Meeting. The Chair has ... given to the recipient at the Spring Meeting. *A motion was made by Gurley to change the award deadline dates to February 15 and the date the award is given to March 15, with the award and check to be given to the recipient at the Spring meeting. Carnahan seconded the motion. All members voted in favor of the change in the Hale Award deadline and presentation.*

Old Business

Volunteer Web Page: The Volunteer Web Page is up and running. All agree is great to have the page up and running.

Thank You for Survey Distribution: The Board commends Greg Colatti and his group for getting the survey up on the Tufts Web site and in the *Newsletter*.

New Business

Dues Increase: The Board started a discussion about a dues increase. In order to increase dues, the increase would need to be voted on by membership at the April 2003 meeting and would not go into effect until January of 2004. Discussion followed. *Carnahan moved to place before membership an increase in membership fees to \$30 (\$40 for institutional membership). Andrews seconded the motion. All Board members voted in favor of placing a \$10 increase in membership fees before NEA members.*

Task Force On Future Meetings: Bill Ross reported on behalf of the Task Force. The group had three very thoughtful responses to the Spring column. The group came up with more questions than answers. Do we want different levels of meetings; newer archivist, senior, etc.? Would this attract more people? Do we want different forums for meetings? All are really important questions and the group started to discuss in order to begin to answer some of the questions. The question of why people do not come to meetings was raised at the task force meeting. Discussed enhancing the social parts of the meeting. Hospitality suite issue; do people use it, do people attend? Focus on social aspect of meeting. Do we want to do more for new members? Carroll-Horrocks mentioned that the new members table has worked well. The Membership Committee will

work with the Board to ask Board members to sit at the table in the future. For social aspect we could have dinner sign up sheets and/or have a section on registration form to sign up for dinner outings. Should we look into expanding group meetings; joint meetings, joint speakers, etc.? Another suggestion was made to have outside workshops, with regularity. One day quick workshops to supplement meetings and/or make more standard sessions be one day sessions and then focus at meetings. Another idea was to have a meeting coordinator. This person could help Vice President and also give consistency for meetings. Mentoring program was another idea. Get a senior archivist involved. Many local institutions do this so it would not be that difficult to expand. The task force will discuss all the issues further and will present a formal report at the winter meeting.

The next Board meeting will be held at NEDCC in North Andover Massachusetts on January 10, 2003 (with a snow date of January 13, 2003).

NEA Fall Meeting 2002 Session Reports

Creating an Archives Web Page

- Stephen E. Novak

Elot Wilczek of the Tufts University Digital Collections and Archives discussed the elements needed for an effective Web site. Stating your presence is essential. This will include a general description of holdings, hours of operation, policies and contact information. Beyond this, repositories may want to include finding aids, digital collections, exhibits and interactive tools such as on-line reference forms. However you do not need these features to have an effective Web site. Delivering content demands much front-end work: repositories should be realistic about what they can accomplish.

Daniel Linke of Princeton University spoke about lessons learned in designing Princeton's site. Archivists should be aware of the potential pitfalls in designing a repository site. Planning is essential. Deciding what your naming conventions and format will be *before* constructing a site is key. Know when to stop and be aware that you will always be updating – and don't forget to backup!

Kathren Torraca of the Columbia University Health Sciences Library discussed what your Web designer needs to know from you, the archivist. Be aware of what you are responsible for—the designer can't provide content. Your ideas may be constrained by your parent institution's Web policies. Realize that working with a designer must be a collaborative effort.

Should You Go Digital? Evaluating Your Archives for Potential Digital Collections

- *Laura Katz Smith*

This session, chaired by Mary Anne Stets, Curator of Photography and Director of Intellectual Property at the Mystic Seaport Museum, sought to advise archivists new to the work of creating digital collections for the best ways to survey and evaluate their collections for viable digital projects.

Robert Cox, Manuscripts Librarian at the American Philosophical Society, spoke about the anxiety of digital projects as archivists are faced with the "digital inevitable." He stressed the real reasons to be anxious about creating digital projects, most notably that we are "damned if we do" and "damned if we don't." He discussed the PASCAL project in which his institution was involved, which was a consortium to convert finding aid documents into EAD files. He gave advice about outsourcing services, most particularly on technical aspects, as well as services that should be done in-house. He strongly advised the audience that if they were to proceed with a project such as this that they learn EAD, and think realistically about their institution's priorities and limitations.

Susan Pyzynski, Librarian at Integrated Library System Development and Special Collections of the Brandeis University Libraries, spoke about the pressures coming from her library's administration to provide round-the-clock access to the archival materials. She advises archivists to have clear, workable, and detailed goals prior to starting any project. Factors to be considered include determining why is this collection being digitized and how web access is going to be better than actual access. Other factors to consider are preservation and access, outsourcing, metadata creation, delivery of digital product, staffing concerns, and how to keep from feeling overwhelmed. Susan's paper is available

at <www.library.brandeis.edu/specialcollections/specialevents/Oct2002talk.html>.

Nicole Bouché, Head of the Manuscript Unit at the Beinecke Rare Book and Manuscript Library of Yale University stressed that the answer to the question "Should You Go Digital?" is a definite maybe. One factor to consider is funding, although she emphasized that money alone will not make a successful project. She noted that if the basic needs of the collection—including organization, preservation, and access to original materials—have not been met, then that collection would not be a good candidate for a digital collection. Questions that were asked for materials that were to be included in the Beinecke digital library included the following:

- Will the project have an impact on scholarly inquiry?
- Will the project provide an extension and enhancement of the public catalog?
- How will the project have an effect on the materials' preservation and access?
- How will the project support teaching at Yale University?

Dog and Pony Shows

- *Joseph-James Ahern*

This session was chaired by Beth Carroll-Horrocks of the Harvard Theatre Collection, with speakers Stacey Peeples, Archivist at the Pennsylvania Hospital, and James David Moran, Director of Outreach at the American Antiquarian Society. Subjects included repository tours, training, effective presentations, and some practical "do's and don'ts." Stacey Peeples talked about her role as historic tours coordinator and how a new program for tours emerged from the celebration in 2001 of the hospital's 250th anniversary. She described the training of new tour guides and discussed the challenges of working in a public building. Jim Moran continued the session by affirming Stacey's comments about the value of historic tours to an institution when given by trained guides. He focused on a volunteer docent program that he started last year, including the recruitment and training of docents and the use of

docent tour cards, samples of which he passed around the audience. Both speakers emphasized that enthusiastic, flexible, and well-trained guides can be of great benefit to their institutions.

Using Archives as Teaching Tools

- Joan Brodsky Schur

This session, chaired by Joan Brodsky Schur, a Teacher and Social Studies Consultant of the Village Community School in New York City, was designed to show archivists how documents in their collections can be used to help students engage in and experience the excitement of doing historical research.

Antone (Tony) Andrade, Social Science Teacher at Tomlinson Middle School in Fairfield, Connecticut, spoke about preparing students to work at the Fairfield Historical Society with a variety of pre-visit projects he initiates in the classroom. These are designed to help students assess the validity and point of view of a variety of documents. For example, Andrade gives students a tabloid news article from today and asks whether, just because it is in print, is it reliable. He assigns students to create their own "documents," for example letters in which they describe what they experienced during the opening days of school. He saves these until spring, and then asks students to assess their own letters for reliability and discrepancies. When they are ready to move on to work at the Fairfield Historical Society, Andrade focuses on high interest documents relating to the town of Fairfield. Students examine the mystery of why an officer in the Revolutionary War was killed by his own men. They compare a variety of documents pertaining to the sale of slaves in Fairfield. During the Revolution the town of Fairfield was burned down. Using the household inventories submitted by a variety of individuals who lost their possessions, Tony asks students to deduce what they can learn about life at this time period. By assigning students to make their own household inventories, students begin to compare life today to life in colonial America.

Donna Sharer, a teacher at Northeast High School in Philadelphia, believes that all students, not just gifted students, should have the experience of "doing" history the way historians do. She begins with a problem or question to which students offer a variety of hypotheses. In the first

project described, Sharer posed a question to students about the school itself. Why did Northeast High School, a school of considerable repute, move (and become coeducational) in 1957, leaving its old and elegant building for a new one in a completely different Philadelphia neighborhood? Because the reasons for this move were not overtly discussed in readily accessible sources, Sharer and her students pieced together the story using interviews with alumni, back issues of school publications, U.S. census data, and the minutes of the School Board of Philadelphia. With the help of Temple University's Urban Archives, Sharer's students worked in teams from October to April, with each team assigned to focus on one aspect of the larger topic. After gathering data, evaluating, analyzing and synthesizing it, the students reached a conclusion: the school had moved because its old neighborhood was changing racially, economically, and socially. "Because Northeast alumni had influence over the Philadelphia School Board and city officials, they were able to influence the School Board to move . . . as long as the Alumni Association agreed to a coeducational school." The project was funded with a grant from the Disney Learning Partnership, and will continue this school year. Sharer described a second project in which her students studied the effects of the Cold War on Philadelphians.

After listening to both speakers, the audience came away with some generally applicable recommendations based on the expertise of these two educators:

- When searching for documents with which to engage students, begin with the personal and local. Present students with an engaging question or a mystery to solve about their own community. Then show the relevance of the local to the national.
- Try to find high interest documents: the papers of a particular individual whose life the students can piece together works well.
- Prepare students in advance about the rules for working in an archives and handling documents. One archivist suggests that you pass out white gloves at the outset of a visit.
- Do not assume that teachers themselves know how to do original research. Invite teachers to workshops held at your archives, preferably on staff development

days set aside by the school board, or offer a program related to National History Day.

Moving an Archives

- *Stephen E. Novak*

This session's panel, chaired by Janet Linde, Archivist and Records Manager for the American Civil Liberties Union, consisted of Paul Carnahan, Librarian at the Vermont Historical Society, William Overton of William B. Meyer Library Relocation, and Richard Wandel, Archivist/Historian for the Lesbian, Gay, Bisexual and Transgender Community Center National History Archive.

All three speakers emphasized the need for extensive planning before undertaking any move. Also important are detailed time lines and a clear chain of command. Make sure you know what the full range of fees can be – delays may cost you money. Books and oversized material are more difficult to move than archival material housed in document and records storage boxes. Carnahan and Wandel both mentioned that a move, while a nightmare, can also be an opportunity to integrate collections and make better use of space. For Wandel, the move of the Community Center gave him an opportunity to acquire Center records that people had been previously reluctant to give up.

Security in Archival Institutions

- *Stephen E. Novak*

This session's panel, chaired by Mimi Bowling, Director of Archives for Random House, Inc., consisted of Richard Strassberg, Associate Director of the Catherwood Library and Kheel Director of the Kheel Center for Labor Management Documentation and Archives at Cornell University; David Lowry, Regional Advisory Officer, Region 9, of the New York State Archives; Jennifer Evans, English Short Title Catalog (ESTC) Cataloger at the Folger Shakespeare Library; and Margaret Goodbody, Collections Librarian of the Washingtoniana Division of the District of Columbia Public Library.

Strassberg spoke on the "12 questions" archivists should ask themselves about how secure their collections are.

These include questions on personnel and hiring procedures; the nature of the collections; your repository's disaster plan; and policies and procedures relating to use of collections.

Lowry discussed doing a "risk identification inventory" for your archives. This should include identifying site hazards (both natural and man-made); building hazards (interior and exterior); and risks to records through poor storage conditions and lax security. Archivists should establish a "disaster team" to coordinate response to disasters. Collections should be assessed for what's most valuable and/or important. You should always have disaster supplies on hand.

Evans and Goodbody spoke on the particular security needs of special collections in public libraries. Here archivists face a delicate balance between the traditional public library ethos of making collections as widely available as possible with the need to safeguard materials for future users. In discussing changes made in access policies and physical arrangement at the Washingtoniana Collection of the DC Public Library, they stressed the need to have firm support from your library's administration as well as the necessity for realistic compromises between stringent security and reasonable access. A survey they conducted of security and access arrangements in public libraries' special collections departments was helpful in gaining their administration's support. In the end, they were able to substantially increase security at the Washingtoniana Collection, without compromising the library's commitment to wide access and without alienating their patrons.

Archival Education and the Job Search

- *Timothy Corlis*

This session included chair Jeannette Allis Bastian, Director of Archives Management Program at Simmons College; Philip B. Eppard, Dean of the School of Information Science and Policy, University at Albany, SUNY; and Peter J. Wosh, Director of the Archival Management Program, History Department, New York University. Each speaker described his or her program and discussed the success of their students in acquiring jobs in the archives field.

Philip Eppard noted that many archives candidates are also attracted to and successful as library reference staff. A willingness to relocate for a position can be a critical factor in finding an archives related job. Additionally, a willingness to study and take on records management responsibilities can be very helpful in landing an archives' job. Peter Wosh pointed out the importance of internships and any kind of practical job experience a student can demonstrate. He emphasized that graduate school should be approached as a broad learning experience and not just a means to a "union card" for employment. Employers want graduates to think critically and have contemporary skills, especially computer skills.

The speakers urged that graduates not be detoured by complicated job announcements. They suggested candidates apply and tailor their cover letters to address their strengths regarding aspects of the job description. They advised that job interviews should be a two way street in which the candidate also learns about the job, and the environment for work. The speakers recommended that students get involved with professional organizations to gain networking contacts, professional education, and a sense of the profession. All speakers agreed that certification can be useful, but is not essential for most employers.

Documenting the Environmental Movement

- Elizabeth Slomba

This session's panel, chaired by Geoffrey P. Williams, University Archivist and Campus Records Officer of the M.E. Grenander Department of Special Collections and Archives at the University of Albany, SUNY, consisted of Brian Keough, Head of the M.E. Grenander Department of Special Collections and Archives at the University of Albany, SUNY; Kim Jarvis of the Department of History at Colby College; and John Suter, Coordinator of the New York Heritage Documentation Project at the New York State Archives.

The speakers discussed developing and implementing a documentation strategy for collecting the papers of environmental activists and groups and how researchers use these papers in research and teaching. John Suter described how the New York State Archives devised a document plan to collect collections relating to the environmental move-

ment. He discussed how they created their plan by commissioning an environmental history, identifying needs, contacting stakeholders, and targeting areas of particular interest and importance. As a result of this plan, collecting environmental papers became a priority in the overall document plan for state history.

Brian Keough, discussed how SUNY-Albany implemented a regional documentation plan for collecting environmental collections. SUNY-Albany had been successful in implementing earlier documentation projects and drew on this experience in developing its plan. Keough discussed the effectiveness of the plan and gave advice about collecting environmental papers.

Kim Jarvis of Colby College finished the session by discussing her research in the Society for the Preservation of New Hampshire Forests papers at the University of New Hampshire, and described what she found in the papers and how materials located in the collection affected the course of her work. She also mentioned how she used materials from a variety of collections to teach college students about a particular environmental movement in New Hampshire.

Fire Detection and Suppression in Cultural Institutions

- Jill Rawnsley

This session's panel, chaired by Virgilia Rawnsley of the Preservation Services Office at the Conservation Center for Art and Historic Artifacts, consisted of Nick Artim, Director of the Fire Safety Network, and Peter Nardelli, Eastern Regional Sales Manager of Kidde Fire Systems.

Nick Artim gave an overview of the fire prevention, detection, and suppression components of a comprehensive fire protection program that all archival repositories should have. Because archival collections are sources of fuel, the need to eliminate the causes of a fire was stressed as was the need to have suppression systems in place to quickly extinguish a fire. Mr. Artim's slides were very illustrative.

Peter Nardelli explained the use of FM-200, a gaseous fire extinguishing agent as well as the advantages of a continuous air sampling fire detection system. Lance Harry,

representing the Great Lakes Chemical Company that manufactures FM-200, talked about tests that the company is conducting to see how various types of materials react when exposed to the FM-200 agent. He will share the results with the cultural community, so keep watch.

Over thirty people attended the program. Although each speaker had only forty-five minutes to talk, they were able to convey an extraordinary amount of detailed information with clarity and a sense of humor.

Web Design for Digital Collections

- *Laura Katz Smith*

The speakers in this session, chaired by Stephen Yearl, Digital Resources and Systems Archivist in Manuscripts and Archives at Yale University, made the argument that good Web design for the presentation of digital collections is critical to making them approachable and usable.

Eleanor Brown, Technical and Digital Services Archivist in Rare Book and Manuscript Collections at the Carl A. Kroch Library of Cornell University, spoke about the many factors to consider when creating a Web site for your digital collection. She emphasized that archivists

should consider their institutional mandate and ask themselves why they are digitizing certain resources and who will use the Web site. Archivists should assume that the Web site will draw alternative constituencies, some of whom may not be technologically advanced. She spoke on the following points: maintaining the integrity of the actual item by not manipulating the original, how best to organize a Web site, best ways to navigate through a Web site, and how to act as your own Webmaster. Archivists need to be concerned with accessibility by knowing standards for alternative tags for graphics and Americans with Disabilities Act (ADA) compliance. She recommends running the Web site through "Bobby" (at <bobby.watchfire.com>) to test the sites. Other points to consider include having a common look and feel to all the pages in the digital collection and a page with information about permissions and privacy. Eleanor's paper is available at <rmc.library.cornell.edu/online/MARAC.htm>.

Peter Nelson, Assistant Archivist at the Amherst College Archives and Special Collections, while unable to present his paper at the meeting, prepared a paper for the session that focused on "Making Usable Pages." He writes about the general principles of web design, facts about web users, page issues related to digital collections, and usability testing. A PowerPoint slideshow of Peter's paper is available at <www.amherst.edu/~panelson/nea02fall/>. ☺

Richard W. Hale, Jr. Professional Development Award

The Hale Award of \$1,000 is given annually by the New England Archivists to promote the professional development of archivists in the region. Individual members of the NEA are invited to apply for the award. Applicants may propose participating in an educational program or workshop, preparing a paper for possible publication or oral presentation, attending a professional meeting, or any other activity promoting professional development. The award cannot be used to purchase supplies or equipment. Recipients are expected to submit a report on their project upon completion to the NEA *Newsletter*.

The Hale Award Committee, which reviews the appli-

cations and chooses the recipient, is made up of the four Representatives-at-Large on the NEA Executive Board. Elected board members are not eligible for the award during their terms of office and for one year after they leave the board.

The award honors Dr. Richard W. Hale, Jr., who was Archivist of the Commonwealth of Massachusetts from 1961-1976 and a founding member of the New England Archivists.

Applications - The deadline for applications is **February 15**. For further information, contact Cally Gurley, Curator, Maine Women Writers Collection, University of New England, 716 Stevens Avenue, Portland, ME 04103-2670, (207) 797-7688 x4324, fax (207) 878-4893, <cgurley@mailbox.une.edu>. ☺

New Members*- Deborah A. Richards*

Please visit us on-line at www.newenglandarchivists.org for more information about becoming a member of NEA

Lee Ann Amend Nordic Heritage Trust, Inc.	Thomas Doyle Keene State College	Sharon Kelly John F. Kennedy Library	Beth Russell Mystic Seaport
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Deanna Bonner-Ganter Maine State Museum	Priscilla J. Foley NARA - Northeast Region	New Hampshire State Library	Chris Steele Manchester Historic Association
Rachel Chatalbash Simmons College - GSLIS	Megan Friedel Massachusetts Historical Society	Jean Marie Prociuous Peabody Essex Museum	Marie C. Taylor
Liz Copenhagen Harvard Medical School	April Hagins Simmons College - GSLIS	John M. Reazer III Harriet Beecher Stowe Center	Jill G. Thomas Boston College
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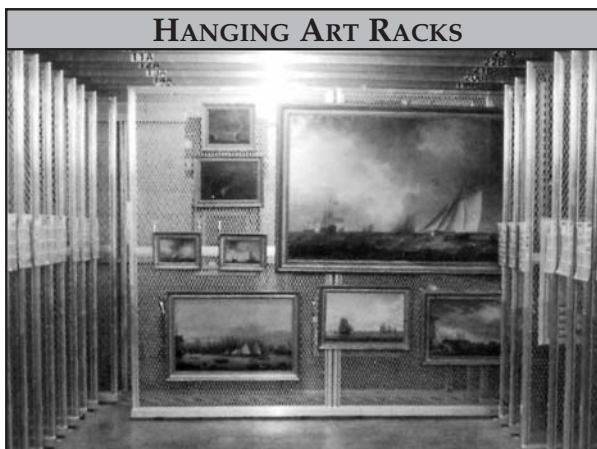


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News and Notes

CONNECTICUT

Workshop for Town Clerks on Security

On Tuesday, October 22, 2002, the Office of the Public Records Administrator at the Connecticut State Library presented a workshop for Connecticut Town Clerks entitled "Keeping Your Town Hall Safe and Protecting your Records." Steven P. Layne, a security consultant, was the morning speaker. An afternoon panel discussion focused on specific concerns of town clerks. This was the fourth in a series of workshops made available to town clerks or their designees and was funded by the State of Connecticut's Historic Document Preservation Account, a non-lapsing fund using income from a fee on land title documents.

Yale University Library Hosts ARL Task Force on Special Collections

On October 24, 2002, the Association of Research Libraries (ARL) Task Force on Special Collections met at Yale University Library. The Task Force, appointed in 2002, is composed of both directors and special collections librarians from ARL libraries, and is chaired by Joe Hewitt of the University of North Carolina (Chapel Hill). It is charged with developing an ARL action plan to enhance access to collections and backlogs, surface "hidden collections," advocate for and administer funding for projects, and collaborate with RBMS to develop and endorse guidelines for what constitutes adequate access; coordinate planning for collecting nineteenth and twentieth century materials and those in new formats; coordinate information sharing regarding digitization efforts; define core competencies among special collections librarians and create training opportunities; promote special collections as fundamental to the mission of the research library; gather data on special collections operations; and incorporate some of these issues into agendas of RBMS, SAA, and other ARL standing committees (especially the Access Committee but also possibly Preservation, Scholarly Communication, Statistics & Measurement, Copyright, and Diversity).

The meeting at Yale focused on developing further Task Force projects: a principles statement articulating the role and importance of special collections; a white paper and

conference on improving access to "hidden" and other special collections; a statement of need for extending the training and recruitment of curators for special collections; and identification of statistics and performance measures that better describe the role and contribution of special collections in research libraries. It is expected that the Task Force will present recommendations to the ARL Board of Directors early in 2003. For more information about ARL's special collections activities, see <www.arl.org/collect/spcoll/>.

MASSACHUSETTS

Kennedy Library Works Toward Preservation of Hemingway Papers in Cuba

The Rockefeller Foundation has awarded \$75,000 to fund an initial one-year phase of a two- to three-year initiative intended to promote preservation and conservation of an important collection of Ernest Hemingway's papers that remain in Cuba.

This effort will be carried out under the auspices of the ACLS/SSRC (American Council of Learned Societies/Social Science Research Council) Working Group on Cuba, which will manage the grant and the project in close collaboration with its Standing Committee on Cuban Libraries and Archives and an advisory council composed of those who envisaged the project and negotiated its early stages. Central partner institutions include the Hemingway Museum (at Finca Vigia, the writer's home) outside Havana, the Center for Research Libraries in Chicago, the John F. Kennedy Library in Boston, the National Archives of Cuba and/or the José Martí National Library of Cuba, the National Council of Cuban Cultural Patrimony, and the Cuban Ministry of Culture. The Northeast Document Conservation Center (NEDCC) will help to carry out the preservation training and oversee the work at the Finca.

The John F. Kennedy Library, which houses the largest collection of Hemingway papers in the United States, will share expertise and resources valuable to this particular project. Its collaboration with the Hemingway Museum and other Cuban centers of preservation represents the establishment of promising institutional partnerships and an elaboration of US-Cuba networks that are significant on both a professional and symbolic level.

The proposed initiative aims not only to preserve the materials, but also to create the conditions for their proper storage at Finca Vigia, allowing broader on-site access. In addition, steps will be taken to allow a certain degree of electronic access, since it is often difficult for North American and other scholars to travel to Cuba. Once this project is complete, the Kennedy Library will work with the Cuban curators in broadening access as much as possible by cataloging the materials and making the descriptions available on-line.

Massachusetts Documentary Heritage Grant Program

Secretary of the Commonwealth William Francis Galvin and the Massachusetts Historical Records Advisory Board (MHRAB) are pleased to announce a competitive grants program for historical records in Massachusetts. The program has available \$100,000 to fund projects that promote and result in the documentation, preservation, and use of historical records in Massachusetts.

Applicants may request up to a maximum of \$10,000 for their projects. Certain expenses are subject to funding limits. The program is funded by Secretary Galvin, and by a grant from the National Historical Publications and Records Commission. Eligible applicants are non-profit, public or private organizations, such as repositories, community organizations, professional associations, or local or state government agencies. Priority will be given to local

organizations and collaborative community projects.

The final of a series of grant application workshops is scheduled for January 7, 2003, from 10:30 a.m. to 12 noon, at the Massachusetts State Archives, Boston. To register or for further information please contact Bill Milhomme, Field Archivist at (617) 727-257 x257 or <william.milhomme@sec.state.ma.us>.

Grant Funds Planning for Regional Collaborative Projects

Recently representatives of the six New England State Archives, State Historical Records Advisory Boards (SHRABs) and National Archives and Records Administration (NARA) Northeast Region attended a retreat to initiate planning for regional collaborative projects. The retreat, the first of two funded by a National Historical Publications and Records Commission Administrative Grant to the Massachusetts Historical Records Advisory Board (MHRAB), was planned and facilitated by consultant Diane Strock-Lynskey, and was held September 27-28, 2002, at the Warren Inn & Conference Center in Ashland, MA.

Before the meeting a survey was sent to participants to identify potential areas for collaboration. Past NHPRC funding (1980-2002) for each New England SHRAB was compiled and compared, and copies of the all the New

Richard W. Hale Jr. Professional Development Award Presented 25 October 2002

By Joan Krizack

It is with great pleasure that I announce that Melissa L. Watterworth is the 2002 recipient of the Richard W. Hale Jr. Professional Development Award.

Since 1983, the Hale Award has been given to promote the professional development of archivists in the New England region. It has given 17 professional archivists the opportunity to attend SAA meetings, and engage in research on topics such as third world archives, zoo archives, health care records appraisal, students' perceptions of archival education, and the history of the historical records program of Massachusetts. The award

also funded one NEA member's work to develop archival programs in the country of Georgia.

The award of \$1,000 honors Dr. Richard W. Hale, Jr., who was Archivist of the Commonwealth of Massachusetts from 1961-1976 and a founding member of the New England Archivists.

Melissa, who is a 1997 graduate of Simmons Graduate School of Library and Information Science and works as technical archivist in Special Collections and Archives at UMass/Amherst, will use the award to further her research of fine and performing arts archives management. She will interview specialists in the field and attend the Association of Moving Image Archivists' Basic Training workshop and AMIA's annual conference next month. Congratulations, Melissa. ☺

England States strategic plans were examined with attention to expectations, goals, and activities. The Council of State Historical Records Coordinators (COSHRC) research and reports were analyzed regarding the New England states. These reports included: *Maintaining State Records in an Era of Change: A National Challenge A Report on State Archives and Records Management Programs* (1996); *Where History Begins: A Report on Historical Records Repositories in the U.S.* (1998); *National Forum on Archival Continuing Education (NFACE) Project* (2000-2002); *Connecting the Archival Community: Report of the Archival Education and Information Web Needs Assessment* (July 2002). Additionally, the New York State Archives, *A Manual for Documentation Planning in New York*, and *New York Documentation Topics Framework*, were referenced for planning methodology.

The areas identified and considered for potential collaborative efforts were: (1) Archival Education and Training, (2) Interstate/New England Records Collections, (3) Electronic Clearinghouse/Data Pooling/Access, (4) Visibility/Awareness/Promotion/Advocacy (for Profession/SHRABs), (5) Partnerships/Collaborative Work with Other Professions/Non-Archivist Communities (Communication/Resource Sharing/Funding), (6) Electronic Records Preservation and Management, (7) Best Practices/Assessment/Outcomes/Evaluation Models and Tools (Accountability/Viability/Documentation of Impact of Work), (8) Documentation of Underrepresented Groups/Communities, (9) Use of Archives in the Schools (Interstate Projects/Collaboration), (10) New England Consortium/Development and Support/Coordination, (11) Disaster Preparedness.

From this list five areas were selected as priorities and a work plan for October 2002 through September 2003 was proposed. The areas and work groups include (1) Electronic Clearinghouse – ME, (2) Archival Education and Training – MA, CT, (3) Records Collections – Naturalization Records – NH, MA, CT, NARA, (4) Disaster Preparedness – VT, MA, ME, (5) Documentation of Under-Represented Groups /Communities – RI, CT, Institute for Asian American Studies. The focus of these work groups is on data collection as it relates to what type of resources are currently available from each state in each priority area, and on organizing, consolidating and cataloging this information.

Attending from Connecticut were Mark Jones, State Archivist; Barbara Austen, Local Government Records

Archivist, CSL; Susan Brosnan, Archivist, Knights of Columbus Supreme Council; and Bruce Stark, Assistant State Archivist, CSL. Traveling from Maine were Jim Henderson, State Archivist, and Ellen Dyer, Maine Memory Network (Maine Historical Society). Representing Vermont were Gregory Sanford, State Archivist; Chris Burns, UVM Special Collections; and Pete Chase, VHRAB member, surveyor. New Hampshire sent Frank Mevers, State Archivist; Philip N. Cronenwett, Chief of Special Collections at Dartmouth College; Paul Bergeron, City Clerk of Nashua; and Elizabeth Hamlin-Morin, NH SHRAB administrative support project specialist and president of the NH Archives Group. From Rhode Island came Marlene Lopes, James P. Adams Library, Special Collections; Donna Longo DiMichele, Department of Administration, Office of Library and Information Services; and Allison Cywin, Rhode Island Historical Society Library. Representing the National Archives and Records Administration Northeast Region, New England Region was Stuart Culy, Director Archival Operations, and joining the group Friday afternoon were Diane LeBlanc, NARA Northeast Regional Administrator, and David Powers, Assistant Regional Administrator. The Massachusetts contingent included John Warner Jr., State Archivist; Nancy Schrock, Chief Collections Conservator of the Harvard College Library; Terry French, Senior Records Analyst, Massachusetts Archives; Sam Lowe, Institute for Asian American Studies, University of Massachusetts at Boston; and Bill Milhomme, MHRAB Field Archivist.

NEW HAMPSHIRE

Civil War Envelopes at New Hampshire Historical Society

About forty envelopes dating back to the Civil War era will be on view in a new mini-exhibition at the New Hampshire Historical Society's Tuck Library in Concord from October 22, 2002, through March 22, 2003.

Commercially printed with vibrant colors and imagery, the Civil War envelope provided a means for both citizens and soldiers to express their feelings about the war. Though specialty envelopes were printed in both the North and the South during the Civil War, the Society's collection understandably reflects a Union perspective. The envelopes in the exhibition express a wide range of themes popular from

1861-1865, including preservation of the Union, antislavery sentiments, and hatred for Confederate leadership, particularly Confederate President Jefferson Davis. Other envelopes celebrate the efforts of those working on the home front. Several pieces commemorate U.S. President Abraham Lincoln and many more honor those who gave their lives in the war. As we look back from a modern age in which high-speed communication is making envelopes—and even letters—rare, these documents offer a fascinating glimpse at the Civil War era.

The envelopes on display represent only a fraction of the Society's collection of approximately five hundred Civil War envelopes. To see more of them, contact Special Collections Librarian David Smolen at (603) 856-0647 or <dsmolen@nhhistory.org>. The Tuck Library, at 30 Park Street in Concord, is open Tuesday through Saturday from 9:30 a.m. to 5:00 p.m.

RHODE ISLAND

NAGARA is Coming to New England

The National Association of Government Archives and Records Administrators (NAGARA) will hold its 2003 Annual Meeting in Providence, Rhode Island, July 9-12.

The meeting, NAGARA's first in New England since 1990, will be held at the Providence Biltmore and will feature three days of workshops, exhibits, and activities. Sessions will focus on archives and records, and will be perfect for all types of government employees, whether they work on the local, state, or federal level.

NAGARA, which is dedicated to the improvement of federal, state, and local government records management, provides a forum for government archives and records professionals to meet, share information, and work cooperatively to solve common problems; develops and advocates professional standards for government archives and records administration; fosters greater awareness of the value of government archives and records programs; and represents the government archives and records community on important issues.

For more information about NAGARA membership or activities, please visit the NAGARA Web site

<www.nagara.org> or contact the NAGARA Central Office at (518) 463-8644 or <nagara@caphill.com>.

VERMONT

News from the Vermont State Archives

The Vermont Supreme Court recently ruled on the public nature of gubernatorial schedules and the limits of executive decision. The Court's decision (*Herald Association, Inc. v. Dean*) can be found at: <dol.state.vt.us/gopher_root3/supct/current/2002-190.op>.

From 1999 to 2002 the Vermont Historical Records Advisory Board (VHRAB), under a grant from the National Historical Records and Publications Commission, provided educational and planning opportunities for Vermont's keepers of historical records. Products from the grant are being added to the Vermont State Archives Web site at <vermont-archives.org/boards/vhrab/products.html>. These products include, to date, a disaster management guide for municipal electronic records created in partnership with the Center for Rural Studies, and forms and conservation material created through a joint effort with the Vermont Museum and Gallery Alliance (VMGA). There is a self-assessment form, developed by VHRAB, to help you analyze your needs as a step toward planning.

The Vermont State Archives will take part in the orientation of new legislators. State Archivist Gregory Sanford will give the luncheon talk during orientation, and legislators will participate in a workshop based on an Archives exercise on the nature of representation.

New Vermont History Center Open

The Vermont Historical Society opened its library in the new Vermont History Center this summer. The VHC is located in the former Spaulding School on the edge of downtown Barre, Vermont. Lambert Packard, who also designed the Fairbanks Museum in St. Johnsbury, Vermont, designed the oldest part of the structure in 1891. The VHS has restored most of this building for offices, library, and collections storage. A 1914 addition to the building awaits conversion to museum galleries and educational facilities over the next two or three years.

The library is located on the second floor of the restored building. Library functions that were once located in one 2,625 square foot room in the Pavilion Building in Montpelier are now spread across more than six rooms covering 7,500 square feet. Offices are now separated from public spaces and individual rooms have been created for different materials such as books, photographs, and microforms.

The library's manuscript collection is housed in a climate-controlled room in the basement of the building, two floors beneath the stacks room. This room is kept at 60°F and 35% Relative Humidity. Mobile shelving has been used to maximize storage capacity. The library staff uses a private elevator to transport materials from the secure storage room to the reading room for patrons. A separate room has been created for the processing of manuscripts and an isolation room has been designated for use when materials first come into the building.

Additional information about the Vermont Historical Society library can be found on the Web at <vermonthistory.org/library>.

Vermont Historical Society Wins National Award

The Vermont Historical Society has received a 2002 Award of Merit, the highest national recognition of the American Association for State and Local History (AASLH), for its presentation of the Vermont History Expo, the first and only state-wide heritage festival in the nation.

The AASLH Annual Awards Program, now in its fifty-seventh year, is the most prestigious recognition of achievement in the preservation and interpretation of local, state, and regional history nationwide. Awards for 2002 represent seventy organizations and individuals from the United States. The top award, the Award of Merit, is presented for a performance deemed excellent compared with similar activities nationwide.

Held every June at the Tunbridge World's Fair Grounds in the center of the state, the Vermont History Expo has attracted 22,000 visitors since the inaugural event in 2000. The annual Expo has inspired over one hundred of Vermont's local historical societies to use their museum and

archival collections to create exhibits related to events in their communities. New England Archivists had a table at last year's event.

Vermont History Expo 2003 will include "a treasure hunt, 19th century children's games, a family entertainment stage, a parade on Saturday, more rare breeds of heirloom animals, as well as exhibits by junior historians," says Sandy Levesque, Public Relations and Event Director for the Vermont Historical Society. For more information on Vermont History Expo 2003, call the Vermont Historical Society at (802) 479-8500.

OUTSIDE NEW ENGLAND

100th Anniversary of Registered Nurses

The Baker-Cederberg Museum and Archives at Rochester General Hospital announces a Web site commemorating the 100th anniversary of the New York State Nurse Practice Act. Although the act was not voted into law until April 1903, the debates were held in Rochester, New York in October 1902. The outcome was the designation R.N. (Registered Nurse), which would become the legal title for all nurses covered by this act. For the full story, visit <www.viaHealth.org/archives>.

Lewis and Clark Court Records On-line

In time for the Lewis and Clark bicentennial, the Missouri State Archives, the American Culture Studies Program at Washington University in St. Louis, and the St. Louis Circuit Clerk's Office have digitized a series of eighty-one court cases involving Meriwether Lewis and William Clark. The case files include documents dating from 1804 to 1935, and provide interesting insight into the lives of the explorers after their Corps of Discovery expedition. <www.stlcourtrecords.wustl.edu/index.cfm>.

New Facility in Georgia

The Georgia Archives is moving to a new facility in the city of Morrow in the Spring of 2003. Facts about the building, some frequently asked questions, construction photographs, as well as the floor plans and the architects'

rendering of the new facility is available on their Web site at <www.GeorgiaArchives.org>.

Library and Archives of Canada Created

In October, 2002, Minister of Canadian Heritage Sheila Copps announced the creation, by the Government of Canada, of the Library and Archives of Canada, a new agency that combines the National Archives of Canada and the National Library of Canada

Rapidly changing information technology and new media have so fundamentally altered the tasks of archives and libraries that the mandates of these two national institutions had begun to converge. "The new institution," said the National Archivist Ian E. Wilson, "[...] will be a vital resource for all Canadians. Its collections will be comprehensive, documenting the full complexity and diversity of the Canadian experience."

The Library and Archives of Canada will bring together in one institution all forms of information that is Canadian or about Canada, much of it unique and unavailable elsewhere. In addition, it will provide leadership and support for archives and libraries across the country. The new agency will strengthen the visibility, relevance and accessibility of the collections and services of both the National Archives and the National Library, and it will continue to serve as the repository of federal government records. ☺

Simmons GSLIS Offer Workshops

The Continuing Education Program at the Graduate School of Library and Information Science at Simmons College is pleased to present two full-day archives-related workshops during spring 2003. "Archival Appraisal Practice in a New Millennium," will be offered by Dr. Richard J. Cox on March 29, and "Introduction to Museum Archives," will be offered by Dr. Bernadette Callery on May 3. Dr. Cox directs the Archives education program at the University of Pittsburgh and has written widely on archives appraisal. Dr. Callery is the archivist at the Carnegie Museum in Pittsburgh and also teaches Museum Archives at the University. For more information check the Simmons Web site at <www.simmons.edu/gslis/ce/index.html>.

New England Archivists Balance Sheet

(Accrual Basis)

As of November 27, 2002

	<u>Nov 27, 02</u>
<i>ASSETS</i>	
Current Assets	
Checking/Savings	
fidelity cash reserves	<u>13,316.07</u>
NOW/checking	<u>20,344.43</u>
savings/Hale	<u>21,759.65</u>
Total Checking/Savings	<u>55,420.15</u>
Other Current Assets	
Deposit-Bulk Mail	<u>342.50</u>
Total Other Current Assets	<u>342.50</u>
 Total Current Assets	 <u>55,762.65</u>
 TOTAL ASSETS	 <u>55,762.65</u>
<i>LIABILITIES & EQUITY</i>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Unearned Dues	<u>650.00</u>
Total Other Current Liabilities	<u>650.00</u>
Total Current Liabilities	<u>650.00</u>
Total Liabilities	<u>650.00</u>
Equity	
Opening Bal Equity	<u>61,178.88</u>
Net Income	<u>-6,086.23</u>
 Total Equity	 <u>55,112.65</u>
 TOTAL LIABILITIES & EQUITY	 <u>55,762.65</u>

NEA 2003 Elections

The NEA Nominating Committee, with the approval of the Executive Board, presents the following six candidates for office. The candidates' information is printed in the NEA *Newsletter* and posted on the NEA Web site so NEA members will be better prepared to cast their ballot next month. A postcard ballot will be mailed to all current members.

Your vote is very important; many NEA elections have been decided by fewer than 3 votes! If you have any questions about the election, please contact William Ross at (603) 862-0346 or <wer@cisunix.unh.edu>.

From the NEA Bylaws, IV.6:

Officers and representatives-at-large shall be elected by mail ballot of a majority of those members voting, from a slate presented by the Nominating Committee. Nominees must be members of New England Archivists. At least two candidates shall be slated for each office. The slate shall include the name of any member nominated by a petition signed by not less than ten percent of the membership and received by the chair of the nominating committee not later than sixty days in advance of the annual meeting. The ballot shall contain space for write-in candidates for each office. Ballots shall be mailed to members at least thirty days in advance of the annual meeting. To be counted, ballots must be returned to the chair of the nominating committee postmarked no later than ten days in advance of the annual meeting and received by said chair not later than the second day before the annual meeting.

The Nominating Committee of New England Archivists asked the candidates to submit an autobiographical summary and to address the following question:

There is some evidence that those now entering the archival profession are not as professionally active as in the past. What would you tell a young archivist about the benefits of becoming involved in a regional association like NEA?

CANDIDATES FOR VICE PRESIDENT / PRESIDENT ELECT



Mary Ide

EDUCATION:

B.A. - San Jose State University

M.A. - University of Vermont

M.S. - Simmons Graduate School of Library and Information Science

SERVICE TO NEW ENGLAND ARCHIVISTS:

Committees: Nominating Committee, 1997-1998; Membership Committee, 1993-1995; Program Committee Co-chair, 1994.

Presentations – NEA Conference: For Your Eyes Only: Television News and Video Tape Collections, Spring, 2001.

Publications: "Videotape Collections: Care and Management." *New England Archivists Newsletter*, 28 (July 2001): 4-6. Review of *A Handbook for Film Archives*, by Eileen Bowser and John Kuiper, eds. *New England Archivists Newsletter* 21 (April, 1994): 20. "Guide to Moving Image Collections in Boston Area Archives, Libraries and Museums, 1994." Compiled and edited for a joint NEA and AMIA meeting, 1994.

SERVICE TO THE ARCHIVAL PROFESSION:

Committees and Boards: Association of Moving Image Archivists Board of Directors, 1997-1999; Education Committee Co-chair, 1997-1999 and member to present; Preservation Committee, 1997 to present; Local Arrangements Committee, 1994 and 2002; Cataloging and Documentation Committee, 1992 to 1997; Awards Committee, 2001 to present; Election Committee Chair, 2001 to present. NHPRC Archival Research Fellowship Advisory Board, 2000 to present. St. Johnsbury Collaborative Archives Project Advisory Committee, 1998 to present. Society of American Archivists/Visual Materials Section AMIA Representative, 2000 to present. National Forum on Archival Continuing Education/AMIA represen-

tative, 2000. Boston Public Library Regional Advisory Council, 1999 to present; Vice Chair, 2001 and Chair 2002.

Presentations – SAA Conference: “Appraisal Criteria for Public Television Programming,” 1996; “Tracking American Television and Documentation,” 1998; Chair of “A Regional Approach to Documenting American Rural Heritage,” 2002. Association of Moving Image Archivists Conference: Chair of “Researching Moving Images: User Needs,” 1994; “Universal Preservation Format,” 1997 and 1998; “Program Series’ Appraisal,” 1998; “Producing African American Archival Moving Image Collections for the Web,” 2001.

Publications: “The Challenge of Television Archiving” in *Fred Barzyk: The Search for a Personal Vision in Broadcast Television*. (Milwaukee: Marquette University, 2001), 77-78. “Understanding the Preservation Challenge of Digital Television” in *Building a National Strategy for Digital Preservation: Issues in Digital Media Archiving*. (Washington, DC: Council on Library and Information Resources and Library of Congress, 2002), 67-79. “Developing Preservation Criteria for a Public Broadcasting Station” in *The Moving Image*. (To be published winter, 2003.)

RESPONSE TO CANDIDATE QUESTION:

There are three important benefits to becoming involved in a regional association like the New England Archivists (NEA).

First, there is the opportunity to meet and work with some of the nation’s most respected and accomplished archivists. Regional associations include many of the important thinkers and doers in our profession. NEA has more than 500 members representing a vast range of archives, museums, historical societies and libraries. Archivists just joining the profession are sure to find like-minded individuals in a regional association: individuals they can consult with, learn from and rely on.

Second, regional associations provide new archivists with easy ways to learn about the latest developments in the field, to shore up skills through workshops and to keep pace with colleagues. For example, NEA conferences provide archivists with the perfect and ready-made networking site. NEA workshops are conducted by leaders in their field; the

quarterly *Newsletter* keeps everyone on top of what is happening throughout the six New England states; and NEA hosts a Web site which posts current job opportunities.

Three, members of regional archival associations tend to love history and have a strong affinity for tackling complex projects. They work hard to create access to historical records; they enjoy working with new technologies, work well with researchers and, care about the state of our documentary heritage. If a new archivist is drawn to our profession based on these reasons, they will be very happy getting involved in a regional association such as the New England Archivists.



Jeffrey Marshall

EDUCATION:

M.S. in Library Science, Simmons College, 1988
M.A. in History, University of Vermont, 1982
B.A. in Anthropology, University of Vermont, 1978

EMPLOYMENT:

University Archivist and Curator of Manuscripts, University of Vermont, 1989 to present. NHPRC Fellow/Acting University Archivist and Manuscripts Curator, University of Vermont, 1988-1989. Curator of Manuscripts, Massachusetts Historical Society, 1987-1988.

SERVICE TO NEW ENGLAND ARCHIVISTS:

Program Committee, Spring Meeting 2002; Nominating Committee, 1998-99; Executive Board At-Large, 1992-95; Local Arrangements Chair, Fall Meeting 1991; Membership Committee, 1990-92, Chair 1991-92; Printing Coordinator, 1988-90; *Session presentations in Fall 2000, Spring 1995*.

SERVICE TO THE ARCHIVAL PROFESSION:

Society of American Archivists member, 1988 to present. College and University Archives Section. Session presentation in annual meeting in 1991, session chair in 1997. Archival consultant, 1990 to present.

RESPONSE TO CANDIDATE QUESTION:

The benefits of participating in NEA are many. We have a thirty-year tradition of outstanding workshops and semi-annual meeting programs. NEA brings together archivists of varying experience from diverse institutions. You will learn something valuable from these colleagues—there is always someone working with a new technology, involved in a unique grant-funded project, planning a new facility, processing a challenging collection. Sooner or later, you will need to know something you can learn only by networking with others in the region. The benefits of socializing with others in the profession should not be dismissed either: the bonds we establish in our meetings and events provide us with a sense of community. That's important whether you are a "lone arranger" in a small institution or one of many staff members in an institution with a mission far broader than archives alone. Getting involved with NEA activities is also a great way to gain planning and organizing experience. Participating in your regional archival organization not only helps to define who you are professionally, it helps to define the profession itself. We in NEA are familiar with the full range of issues that affect archives, and it is vital that we, as archivists, set the archival agenda, establish the standards by which we operate, and promote the principles central to our work. Although SAA is the primary voice for archivists nationally, it is at the regional level that most of us interact professionally with our colleagues as well as the public.

CANDIDATES FOR TREASURER*Daniel Daily***EDUCATION:**

MSLS University of North Carolina at Chapel Hill, 1994
 MTS Duke University Divinity School, 1991
 BA University of Southern Maine, 1987

EMPLOYMENT:

Project Archivist. Dartmouth College. Rauner Special Collections Library, 1996-present. Assistant University Archivist. Duke University, 1993-1996.

SERVICE TO NEW ENGLAND ARCHIVISTS:

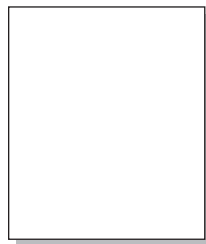
Interim Representative-at-large, Winter/Spring 2000; *Newsletter* Editor, October 2000-present; Book reviews and articles in the *NEA Newsletter*; Panelist in the Session *New! New England Initiatives* at the NEA Spring Conference, 2002.

SERVICE TO THE ARCHIVAL PROFESSION:

Contributor to *Inventory* of the New Hampshire Archives Group; Executive Committee of the New Hampshire Archives Group, May 2001-present; Member, Society of American Archivists.

RESPONSE TO CANDIDATE QUESTION:

Participation in a regional society such as NEA has three primary benefits: First, you enter into a forum where you can build collegial and lasting friendships with people who share the same interests and are grappling with common problems in the profession. I recall my first NEA meeting in the fall of 1997 at Vermont College (Montpelier, VT). I was introduced to people that I count among my friends and colleagues. Second, you are provided with an opportunity to develop abilities and skills in leadership, organization, public speaking, writing, and fundraising that in turn may benefit your career. Third, NEA is a platform from which to increase public awareness about the role of archives and special collections in our society. Professional societies have played an important role in American history when they voice their values and opinions on issues. Though NEA has limited experience in this area, there is no reason why the present generation of New England archivists cannot choose to work through NEA to voice opinions on issues pertaining to the region's documentary heritage.

*Liz Andrews***EDUCATION:**

MA in History & Archival Methods, University of Massachusetts/Boston (1990); MLS in Library Science, Simmons College (1974); BA in Political Science, University of Massachusetts/Amherst (1973)

EMPLOYMENT:

Massachusetts Institute of Technology, Institute Archives & Special Collections Associate Head, Collections & Records Management, 1999 to present; Reference Archivist, 1990-1999; Massachusetts State Archives, staff, 1988-1990; New England College of Optometry Library, librarian, 1976-1988.

SERVICE TO NEW ENGLAND ARCHIVISTS:

Treasurer, 2001 to present; member, 1986 to present; Local Arrangements Meeting Chair; session presenter; Regional Repository Guide Committee; *Newsletter* editor; Membership Committee; Meeting Program Committee.

SERVICE TO THE ARCHIVAL PROFESSION:

Member, Society of American Archivists; Advocating Massachusetts History Forum advocacy group; SAA Science, Technology, & Health Care Roundtable Steering Committee and STHC Newsletter editor.

RESPONSE TO CANDIDATE QUESTION:

NEA offers several opportunities to those entering the profession. Through workshops and two formal meetings a year, it offers new members a chance to learn, to meet others in the profession face to face and associate specific people with a repository. It provides a start on identifying common collecting areas, new project possibilities, possible expertise in problem solving. The *Newsletter* and the Web site are a more distant but still informative way of exploring the New England archival world. There is also the benefit *and* responsibility of helping to promote the profession, knowledge, and value of archives. Those who formed New England Archivists 30 years ago and various committee members through the years have worked to provide an identity for archivists. The *Newsletter* and Web site are a public face of the organization, but that public face doesn't automatically sustain itself. The organization will only be healthy if those entering the profession (young and older) participate by becoming members, first, and if able, to participate in NEA, offering new ideas to help "foster the preservation and use of records of enduring value in New England."

If you have not paid your dues by
January 15, 2003,
you will not be able to vote.

CANDIDATES FOR REPRESENTATIVE AT LARGE

Anne Sauer

EDUCATION:

MLIS, Simmons College, 2001
MA, History, Tufts University, 1998

EMPLOYMENT:

Assistant Archivist, Tufts University Digital Collections and Archives, 2001-present; Project Archivist, Photographic History of Tufts University, 2000-01; Editor, Concise Encyclopedia of Tufts History, 1999-2000; Project Archivist, John A. Holmes Collection, 1998-99.

SERVICE TO NEW ENGLAND ARCHIVISTS:

Membership Secretary, 1998-2001.

SERVICE TO THE ARCHIVAL PROFESSION:

Archives Camp faculty, 2000, 2001, 2002: Sessions on Archives on the Web, Digital access to Photographic Collections, and Introduction to Reference and Access Services. Presenter, NEA Meeting, Fall 1999, Finding aids on the Web. Member, Society of American Archivists.

RESPONSE TO CANDIDATE QUESTION:

As someone who is relatively new to the archival profession, I know well the importance of being professionally active as well as the challenges that being active can pose. For the new archivist, just out of school and (hopefully) settling into a first professional position, getting acclimated to one's new professional life can seem like a major undertaking. Add to that the unfortunate reality that not all employers are able to provide real support for professional activities, either through release time or financial support, it is all too easy to put aside participation. But being professionally active is of essential importance both in terms of professional development and the continued vitality of the profession as a whole.

Membership in professional organizations is the most important way to make professional contacts. Beyond just networking, these contacts are a vital means of staying up to

date with trends in the field. For many archivists who work on their own as part of a larger institution, professional organizations provide a unique opportunity to interact with others in the field. Working in isolation is a sure recipe for stagnation, and organizations like NEA provide a community of support.

Professional organizations are also the means for us to give back to the profession. Active participation strengthens the position of all archivists by educating those both within and without the field about the importance of our work, which can only strengthen the profession as a whole.



Daniel McCormack

EDUCATION:

Providence College, BA, 1985
University of Massachusetts, Boston, MA, 1997
Simmons College, MS (Library Science), 2000

EMPLOYMENT:

Journalist, 1985-1994; Library Assistant, The Bostonian Society, 1993-1994; Library Assistant, Massachusetts Historical Society, 1996-2000; Public Relations Coordinator, American Antiquarian Society, 1997-1998; Reference Librarian, Brockton Public Library, 2000-2002; Archivist/Records Manager, Town of Burlington, 2002.

SERVICE TO NEW ENGLAND ARCHIVISTS:

Public Relations Coordinator, 1999-present.

RESPONSE TO CANDIDATE QUESTION:

A tradition of involvement by archivists has helped their profession to grow and thrive. In their own institutions and through the wider world archivists have created an awareness of their field and its importance. Professional involvement has helped archivists to build cohesiveness and address a widening range of issues. The archival mission succeeds because archivists participate.

Involvement in professional organizations is important to an individual archivist's growth. A regional organization

such as New England Archivists brings together colleagues with similar experiences and concerns by addressing common issues and challenges. While national organizations tackle matters across a wide spectrum and special-interest groups take a narrower focus, regional organizations such as NEA are relevant and responsive.

As a regional organization with a wide-ranging focus, NEA offers opportunities for participation that may be difficult to find elsewhere. Through regular meetings, NEA facilitates communication and cooperation among colleagues. Its committees offer diverse opportunities for participation and have helped make archives relevant to more people than ever before. Moreover, NEA's ranks include professionals whose skills and experiences enrich the organization and its members. Participating at a meeting, or serving as an officer or on a committee is an excellent way to take advantage of this experience.

No archivist can survive without the help of others in the profession. Yet this profession cannot grow without involvement by its members. Regional organizations like NEA helps members shape their profession and their own development close to home. We need you – you need NEA. ☺

**Mark your calendars for
the New England Archivists
30th Anniversary Spring Meeting 2003**

“CONVERGENCE”

*April 11 and 12, 2003
Simmons College, Boston, MA*

Friday's Keynote speaker is Michael E. Bell, folklorist, author of *Food for the Dead*.

Saturday's sessions will revolve around the theme of Convergence – the growing integration of archives, records management with other information tasks and functions. Topics include metadata, women's history, electronic records, web exhibits, preservation, and the historian's use of archives and artifacts.

Tours include Isabella Garner Museum Textile Conservation Lab, the "Big dig," and the Arnold Arboretum.

Internet Tidbits

- Megan Friedel

Audio-visual collections from WGBH's Media Archives and Preservation Center in Boston

As Boston played host this November to the annual meeting of the Association of Moving Image Archivists, it's fitting to take a look at two Web sites that highlight one of the city's own audio-visual archives gems: the Media Archives and Preservation Center at WGBH, Boston's venerable local public television station.

From 1968 to the present, WGBH has been broadcasting "Say Brother" (now known as "Basic Black"), the Emmy-winning program on African American community and culture. One of the first television programs to examine black culture from a black perspective, "Say Brother" strove to educate both black and white audiences about African American art, drama, music, politics, and history. Its rich and varied programming brought both nationally and locally known African Americans, from Eartha Kitt to Malcolm X, in front of the camera, through interviews, performances, and discussions.

Thanks to a 2000 preservation and access grant from the National Endowment for the Humanities, much of WGBH's "Say Brother" video, audio, and manuscript collection can now be accessed through its Web site, <main.wgbh.org/saybrother/>. The crown jewels of this visually impressive site are one-minute digital video clips of hundreds of "Say Brother" programs from 1968 to 1982. Viewed with QuickTime, the clips are clear, well-chosen, and often quite powerful. One might watch a tape of the late Cannonball Adderley performing a live jazz saxophone solo, Muhammad Ali speaking of his protest against the Vietnam War, or Flo Kennedy discussing racism in the feminist community during the mid-1970s, to name just a few. Indexes of subjects, personal names, corporate names, and program numbers guide the visitor through the clips – but it is equally enjoyable to simply browse through the listings at random. A history of "Say Brother's" inception and early years, as well as the comprehensive finding aid to the collection and a thoughtful list of additional on-line resources for African American history, nicely complement the video. All told, WGBH's "Say Brother" Web site provides an unparalleled glimpse into the

recent history of both Boston and the nation's African American communities.

WGBH's visual collections can also be viewed at its "New Television Workshop" collection Web site <<http://main.wgbh.org/wgbh/NTW/index.html>>. From 1974 to 1993, the New Television Workshop supported and broadcast experimental dance, drama, music, and visual arts works in film and video. The NTW collection at WGBH contains original video footage, master tapes, oral histories with Workshop participants and artists, and manuscript material relating to the program. Featured in this site's "Exhibit Space" are over 100 video clips of some of the Workshop's most eclectic programming, ranging from modern dance pieces to William Wegman's dog photography to poetry with Lucille Clifton and Seamus Heaney. The site offers indexes to the clips by both program title and by colorful thumbnails, and though this does not allow for much intellectual access for the visitor, it does make for fascinating browsing. True to WGBH's commitment to arts education, a listing of "Media Arts Resources" is also provided on the site, and, truly, the "New Television Workshop" Web site should be an inspiration for all artists and historians of film and video. ☺

People

Paul R. Bergeron, City Clerk in Nashua, NH, was elected Chair of the Government Records Section of the Society of American Archivists (SAA) during the association's annual conference held in Birmingham, AL, recently. He will also Chair the Local Government Roundtable during the coming year. Bergeron is a member of the NH State Historical Advisory Board and serves on the advisory committee to the Northeast Document Conservation Center in Andover, MA.

Kathleen Burns and **Michael Forstrom** recently joined the staff of the Manuscript Unit in the Beinecke Library at Yale University. Burns recently completed her Master of Library and Information Studies and Master of Archival Studies at the University of British Columbia. Forstrom was previously archivist at the National Opinion Research Center at the University of Chicago.

Maura Kenny of Tufts University is the new NEA Webmaster. She replaces **Glynn Edwards** and **Kim**

Brookes, who have stepped down after several years of service as Co-Webmasters. Maura can be reached at <maura.kenny@tufts.edu>.

Vermont Secretary of State **Deborah Markowitz** was awarded New England Archivists' Archival Advocacy Award (AAA) for her efforts at improving archival management in state government. Markowitz was cited for spearheading efforts to consolidate state government's archival operations and accelerating cooperation among records users within the state.

Robert E. Schnare, Jr., Director of the Naval War College in Newport, RI, received the Society of American Archivists' 2002 Preservation Publication Award for his publication, *Bibliography of Preservation Literature, 1983-1996* (Scarecrow Press, Inc., 2001). Established in 1993, the award recognizes the author or editor of an outstanding work, published in North America, that advances the theory or practice of preservation in archival institutions. This extensive annotated bibliography addresses the pragmatic concerns of modern collection preservation, and includes an essay on preservation management. ☺

Archival Advocacy Award

Presented 25 October 2002

By Joan Krizack

NEA grants the Archival Advocacy Award to an individual or institution demonstrating extraordinary support of New England archival programs and records either politically, financially or through public advocacy. The 2002 Archival Advocacy Award is presented to Deborah Markowitz, Vermont Secretary of State. Paul Carnahan of the Vermont Historical Society will accept the award for Ms. Markowitz.

Ms. Markowitz was first elected Vermont Secretary of State in 1998. A lawyer, she understood and was familiar with many of the issues confronting the Corporations, Elections, and Professional Regulation divisions of the Office; however, she was less familiar with the issues of archival management, which have long posed complex problems in Vermont. Those problems are exacerbated by Vermont being the only state with two archival programs, the State

Archives and an archives administered by the records management unit of the Department of Buildings and General Services.


This reality has persisted for over 50 years and undermines efforts to develop the legislative and other resources necessary for an effective archival program. In Secretary Markowitz's words, "I had a vision of what I wanted to accomplish in the other three divisions, but the Archives seemed to be an unsolvable conundrum."

To broaden her understanding of archival issues she went to a NAGARA meeting, attending sessions and making personal contacts with several state archivists. She then initiated an 18-month mediation process with Buildings and General Services. That process included having Bruce Dearstyne, head of the University of Maryland's archival education program, conduct a professional audit of Vermont's records needs. Based on Dr. Dearstyne's report, all parties drafted and supported legislation to consolidate administrative control of the Archives under the Secretary of State. The bill passed the senate and was unanimously approved by House Government Operations, only to die in the closing hours of last year's session. Undaunted, Secretary Markowitz has made passage a legislative priority this year, and several legislators have offered to sponsor the archives bill in the upcoming session.

During her tenure, Secretary Markowitz has brought together municipal clerks, lawyers, surveyors and other users of local records to adopt guidelines for indexing municipal land records. She formed an archival advisory committee of lawyers, reporters and lobbyists to support constituent building for archival initiatives. She is currently focusing on efforts to create electronic record guidelines for Vermont. With the upcoming change in the governorship, Secretary Markowitz is planning on working with the transition team to explain and implement the guidelines.

While much remains to be done, Deborah Markowitz's willingness not only to learn about archival management, but also to create and sustain archival planning has improved the visibility and performance of the Vermont State Archives over the past four years. It is with great pleasure that I present this award to Secretary Markowitz. ☺

Calendar



Press releases and other announcements of upcoming activities to be published in the *Newsletter* should be sent to NEA, c/o Massachusetts Archives, 220 Morrissey Boulevard, Boston, MA 02125. Please provide the date, time, place and a brief description of the event and the name, address and telephone number of the person to be contacted for information.

Ongoing. Massachusetts State Archives, free guided tours by Archaeologists from the Massachusetts Historical Commission on *Archaeology of the Central Artery Project: Highway to the Past*, every Wednesday at 2:00 p.m.

January 2-5, 2003. American Historical Association Annual Meeting, Chicago, IL. For more information visit <www.theaha.org/annual/>.

January 15, 2003. Application deadline for the American Antiquarian Society's academic research fellowships. Contact (508) 775-5221 or <Cslloat@mwa.org>.

Through **January 16, 2003.** Exhibit, "Suzanne Hodes: Portraits, Persons and Places," at the Schlesinger Library, Radcliffe Institute, 10 Garden Street, Cambridge, MA.

January 20, 2003. Gretchen Sullivan Sorin will lecture on "The Influence of Martin Luther King" at the Vermont History Center, Barre, VT, at 12:30 p.m.

January 20-24, 2003. Association for Library and Information Science Education Meeting, Philadelphia, PA. For more information see: <www.alise.org>.

January 27-February 7, 2003. Modern Archives Institute, National Archives and Record Administration, Washington, D.C. An introduction to archival theory and practice and the responsibilities of archival work. For more information visit: <www.archives.gov/preservation/modern_archives_institute.html>.

January 31, 2003. Application deadline for National Film Preservation Foundation grants. Proposals will be accepted only from applicants who registered by December 12, 2002. <www.filmpreservation.org>.

February 10, 2003. Deadline for the April 2003 issue of the *NEA Newsletter*. Send submissions in electronic form to <ellen.doon@yale.edu>.

Feb. 15, 2003. Deadline for applications to the NEA Hale Award. For further information contact Calley Gurley at (207) 797-7688 or <cgurley@mailbox.une.edu>.

March 1, 2003. Deadline for NEA Haas Award applications.

April 3-6, 2003. Organization of American Historians Annual Meeting, "Social Justice and American History," Memphis, TN. Contact (812) 855-7311 or <www.oah.org>.

April 4, 2003. New England Technical Services Librarians (NETSL) annual Spring conference, at the College of the Holy Cross, Worcester, MA.

April 7-11, 2003. Preservation Management Institute, Session II, at Rutgers, New Brunswick, NJ.

April 7-12, 2003. Visual Resources Association Annual Conference, Houston, TX. <www.vraweb.org>.

April 11-12, 2003. NEA 30th Anniversary Meeting at Simmons College in Boston, MA.

May 3, 2003. Application deadline for the Gilder Lehrman Fellowship program, supporting work in the Gilder Lehrman Collection at the Morgan Library, the Library of the New-York Historical Society, the Columbia University Rare Book and Manuscript Library, and the New York Public Library. For more information, visit <www.gilder-lehrman.org>.

May 15, 2003. Application deadline for 2003 Archival Certification Exam. <www.certifiedarchivists.org>.

May 18-22, 2003. American Association of Museums Annual Meeting, Portland, OR. <www.aam-us.org>.

June 2-June 13, 2003. Modern Archives Institute, National Archives and Record Administration, Washington, D.C. See description above, or visit <www.archives.gov/preservation/modern_archives_institute.html>.

June 7-12, 2003. Special Libraries Association Annual Conference, New York, NY. <www.sla.org>.

June 10-14, 2003. “What’s history got to do with it?”, Association of Canadian Archivists meeting, Toronto, Canada. See <www.archivists.ca/conferen/index.htm> for more.

June 13, 2003. NHPRC Research Fellows present their findings at a symposium in Boston, MA. Location to be announced at a later date.

June 17-20, 2003. Rare Books and Manuscripts Section (ALA) Pre-conference, Toronto, Canada.

June 19-25, 2003. American Library Association Annual Meeting, Toronto, Canada.

June 21-22, 2003. Vermont History Expo, Tunbridge, VT.

July 9-12, 2003. National Association of Government Archives and Records Administrators (NAGARA) Annual Meeting, “Navigating the Shoals of Accountability and Access,” Providence, RI.

July 11-12, 2003. “Current Issues in Stewardship Seminar,” American Association of Museums, Providence, RI. <www.aam-us.org>.

August 18-24, 2003. Society of American Archivists Annual Meeting and Conference, Los Angeles, CA.

September 15-19, 2003. Preservation Management Institute, Session III, at Rutgers, New Brunswick, NJ.

September 17-20, 2003. American Association for State and Local History, Annual Meeting, Providence, RI. <www.aaslh.org>.

October 8-12, 2003. Oral History Association Annual Meeting, Bethesda, MD. “Creating Communities: Cultures, Neighborhoods, Institutions.” For additional information, contact Roger Horowitz, OHA Program Chair, (302) 658-2400, ext. 244, <rh@udel.edu>.

October 19-22, 2003. ARMA International 48th Annual Conference and Expo, Boston, MA.

October 26-28, 2003. The New England Library Association Annual Conference, Worcester, MA.

November 6-9, 2003. New England Regional Genealogical Conference, “New England: America’s Melting Pot.” Sea Crest Resort and Conference Center, North Falmouth, MA. For more information, see: <www.rootsweb.com/~man-ergc/index.htm>.

March 25-28, 2004. Organization of American Historians Annual Meeting, Boston, MA. <www.oah.org>.

June 20-24, 2004. Rare Books and Manuscripts Section (ALA) Pre-conference at Yale University, New Haven, CT.

June 24-30, 2004. American Library Association Annual Conference, Orlando, FL.

August 2-8, 2004. Society of American Archivists Annual Meeting and Conference, Boston, MA.

October 20-22, 2004. New England Library Association Meeting, Manchester, NH. ☺

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One Palace Road, the new home of Simmons Graduate School of Library and Information Science, and site of the Spring 2003 meeting to be held April 11-12, 2003.

Courtesy of Sue Owrutsky.