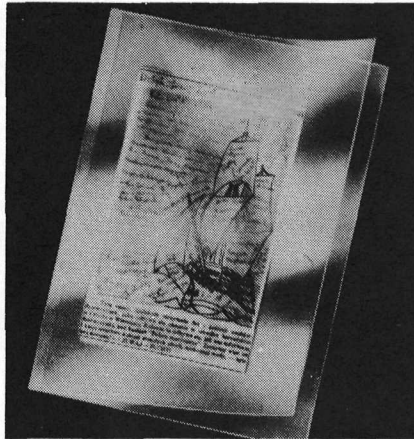
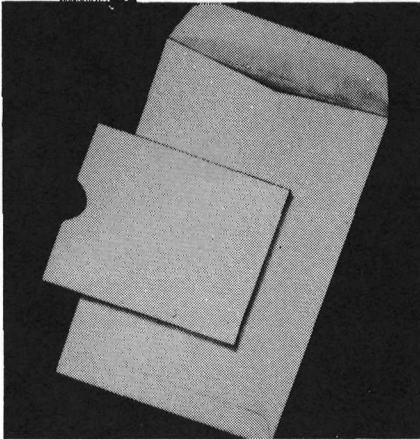




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Technical Notes

BEN DeWHITT, *Editor*

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What Paper Conservators are Expected to Know. The American Institute for Conservation has started certifying paper conservators by examination through its Board of Examiners. The following list gives an idea of what successful candidates are expected to know.

The certification procedure includes, in addition to written and oral exams, an examination of the facilities, equipment, and work done at the applicant's place of work. The applicant is tested on knowledge of:

1. conservators' methods and techniques, including drycleaning; mending; making inserts; flattening; washing; bleaching; deacidification; tape removal; removing backings and adhesives; adhering backing; matting

and framing; and use of adhesives, papers, solvents, and reagents

2. routine problems in paper conservation. The candidate will write up proposed treatments including the techniques and materials to be used. These problems may include: oil paint on paper or board, synthetic media, mixed media, collage, extra-large objects, three dimensional objects, decoupage, or Schaerenschnitte (paper cut-outs), embossed prints, or wallpaper.

3. causes and results of damage and deterioration, including use of improper materials and treatments, improper environmental conditions, inherent vice, and accidental damage

4. acquaintance with related areas of paper conservation such as parchment, papyrus, tapa, palm leaf manuscripts, pith "tsuro rice" paper, and synthetic paper

5. proper procedures, including light and climate control, storage, exhibition, handling, packing and shipping, records and reports, insurance, and administration

6. personnel safety procedures

7. professional ethics

8. research questions covering materials and techniques of art and historic artifacts on paper, including history; composition and manufacturing methods; deterioration; testing; uses; and visual recognition of papers, media, and drawing, graphic, and painting techniques. Elementary principles of chemistry and physics applied to conservation will also be tested. [From *The Abbey Newsletter*, April, 1982.]

More on Mass Deacidification at LC.

The Library of Congress will conduct the first large-scale test of its mass paper deacidification process in July 1982. Using a large vacuum chamber, originally designed to test satellites destined for outer space, the Library will attempt to neutralize the acid found in most modern paper. It is a process aimed at extending the life of books and valuable papers for at least four times their anticipated current life span of 25 to 100 years.

The chamber, located at the National Aeronautics and Space Administration's Goddard Space Flight Center in Greenbelt, Md., will be loaded with 5,000 books to be subjected to a week-long treatment with a special chemical vapor according to a patented process. The treatment is expected not only to neutralize completely the harmful acids, which otherwise would eventually destroy the paper in books, but also to leave an alkaline reserve to combat the return to an acid condition in the future. The life expectancy of the treated volumes will thus be significantly increased.

Intensive research, aimed at preservation of its collections of some 20,000,000 books and millions of pieces of archival and other special collections, resulted in the development at the Library of Congress of a process known as vapor-phased deacidification. Invented by the

Library's chemists, the process was patented in 1976. From the first tests conducted in-house using an ordinary pressure cooker and involving only a few books, to a series of tests of some 400 volumes at a time using the facilities of the General Electric Company in Valley Forge, Pa., the process proved to be so successful that it may revolutionize the treatment of massive numbers of library materials.

The problem, though more acute and on a larger scale at the Library of Congress, affects all research libraries and documentation centers. Six institutions will cooperate with the Library by providing a small number of representative materials for treatment in the July tests. They are the National Archives, the New York Public Library, the New England Document Conservation Center, and the libraries of Columbia, Stanford, and Yale universities.

Vapor-phased deacidification makes possible the treatment of the entire volume at once and at an estimated cost of about \$5 per book. The gas used is diethyl zinc (DEZ) which, upon reaction with the cellulose, water, and carbon dioxide, leaves a non-toxic substance, zinc carbonate, in the treated paper. The pyrophoric properties of DEZ, however, require rigid controls during the application.

NASA's experience with vacuum technology and the availability of its facilities provided the Library with an ideal test site to demonstrate the feasibility of large-scale applications. After the 5,000 volumes are placed in the chamber, the air is removed and the books are dried for two days at low pressure. DEZ gas is then introduced and allowed to permeate the volumes for four days. After purging with nitrogen, carbon dioxide and water are introduced for one day. Backfilling with air completes the process and the books are removed.

Following this process, the Library's Preservation Research and Testing Office will conduct exhaustive tests to ascertain that each of the 5,000 volumes has been completely deacidified. Results of this testing are expected before the end of 1982 and will be announced by the Library of Congress through its National Preservation Program Office.

Network Advisory Committee Takes A Look at Document Delivery—U.S.A. In a two-day session, March 9-11, 1982, representatives from major national library organizations (ALA, ASIS, ARL, COSLA, MLA, SLA), government agencies (LC, NAL, NLM, NCLIS), networks (AMIGOS, CLASS, OCLC, RLG, WLN) and the information industry (AAP, IIA, NFAIS), hammered out those issues which involve document delivery as a major component of the national scene called "access to information."

Interlibrary loan represents a small percentage of total library lending activity in the U.S., perhaps 20 million or so items annually. If this figure were to rise in the next few years to the 30-40 million now forecast, it is of the utmost importance to strengthen interlibrary loan before increased demand cripples the system.

In the past four years, a major shift has occurred from depending on national published location finding tools to reliance on bibliographic utilities such as OCLC and local automated systems. Thus, whether development of yet another nationwide location database and monitoring service such as DOCLINE is necessary, remains unclear. Several options already exist for locating and requesting materials. Building a system exclusively for interlibrary loan when it can be a byproduct of online technical services procedures not only will require money, but yet another commitment from par-

ticipating libraries. More importantly, the source of greatest frustration—physical movement of materials—would be virtually unaffected because, again, such a system fails to resolve the problem of assuring reliable and prompt delivery of requested materials and other physical transport systems. It is time, therefore, to search and examine alternatives.

For this reason, the Network Advisory Committee heard a presentation of ADONIS, a project intended to provide full text copies of individual journal articles on demand. ADONIS is being planned by a group of publishers, chiefly six companies which publish about 1,500 scientific, technical, and medical journals. This venture is based on electronic storage and retrieval technology to produce articles, including illustrations, at better than office copier quality and mail them within 24 hours after the order is received—perhaps even faster. ADONIS plans to become operational early in 1984, and may offer an alternative to journal subscriptions and photocopy services.

Three papers prepared for the Network Advisory Committee formed the basis for its deliberations. "Document Delivery: The Current Status and Near Term Future," by James L. Wood, Director, Bibliographic Operations Division, Chemical Abstract Service, provided the committee with background information on the current state of affairs.

"Document Delivery Technology: A Brief State of the Art Review," by Mary Ellen Jacob, Director for Library Planning, OCLC, discussed technologies affecting document delivery in libraries.

A third paper, entitled "Librarians in the Year 2000," prepared by Susan H. Crooks of Arthur D. Little, Inc., provided the basis for a scenario of what the future holds. The magic turn of the century is only 18 years away, and technology will bring a number of

potential substitutions for library functions as a result of developments in home computers, Video Tex, integrated office information systems, and others. A major change inherent in videodiscs, and videotapes will permit low cost storage of large amounts of information on site. Computers will enable home and small business users to create and manage personal files. Users will control their own storage and, within the limits of mass-oriented applications software, will be able to tailor their access tools. The library's role must be examined in view of these future developments. [Erika Love in *MLA News*, No. 145, May, 1982]

Library of Congress Licensed to Make Deacidification Solutions. The Library of Congress has taken a nonexclusive, royalty-bearing license (effective 1 October 1981) to make and use nonaqueous deacidification solutions for materials in the Library's custody and in facilities under its control and direction. The solutions being used were invented by Richard D. Smith, Wei T'o Associates, Inc., Matteson, IL.

The relationship between U.S. Patent 3,676,182 granted to Smith and U.S. Patent 3,937,091 granted to George Kelly, Preservation Research and Testing Office, and assigned to the Library of Congress has not been clearly understood until recently. As a result of discussions between the Library and Smith, the Library has been licensed to use Patent 3,676,182.

Smith pioneered the development of nonaqueous deacidification solutions during the 1960s at the Graduate Library School, The University of Chicago. His preferred deacidification agent, magnesium methoxide, was utilized by Kelly through addition of carbon dioxide to form methoxy magnesium methyl carbonate (MMMC), a chemical by definition, made up of more than 50 per-

cent magnesium methoxide.

The LC information Bulletin, 12 March 1976, when announcing Kelly's patent, described the use of MMMC, then called methylmagnesium carbonate, as follows:

Many earlier deacidification techniques were based on aqueous deacidification solutions. Such solutions, although effective in some instances, have drawbacks related principally to the fact that water can be very damaging to some types of paper and to certain inks used for color work or for writing.

Although several non-aqueous or solvent-based methods have also been developed in recent years, each has been subject to some problems, ranging from the toxic nature of the materials involved to the tendency of some solutions to precipitate in the presence of moisture and leave a deposit on the paper.

Methylmagnesium carbonate eliminates nearly all of the objections encountered with other solvent-based systems. It effectively deacidifies papers too delicate to be treated by aqueous solution. The solution imparts a level of alkaline reserve high enough to protect the paper against future acid attack, whether these acids are internally generated by decomposing lignins or other compounds or externally deposited from atmospheric pollution.

Solutions of methylmagnesium carbonate are much more stable than previously available solutions, most of which tend quickly to become inactive. The effectiveness, the longer storage life, the greater convenience, and the significantly lower cost of the new product provide a superior deacidification agent for the use of conservators.

The Preservation Office of the Library of Congress has been using the new process to treat certain books and documents for the past 12 months. The results have been excellent and no adverse effects or

difficulties of any kind have been encountered.

With the exception of the Library of Congress, Wei T'o Associates, Inc., P.O. Drawer 40, Matteson, IL 60443, is the exclusive licensee under Smith's patent. The objective of Wei T'o is to encourage persons and institutions who have been manufacturing their own solutions to become customers.

It is the Library's understanding that Wei T'o has no desire to penalize any person or institution who has acted in good faith thinking that they were licensed under Kelly's patent. On the other hand, Wei T'o has informed the Library that it believes development costs should be evenly spread amongst all who benefit. For these reasons, Wei T'o will merely seek reasonable compensation from those persons and institutions who promptly undertake negotiations.

the quality, variety, and scope of Wei T'o products and to support research in preservation for the benefit of collectors and institutions such as archives, libraries, and museums. Smith, who is president of Wei T'o, has indicated that this plan follows his conviction that inventions should produce income and this income should be used to produce further benefits for society.

Improved Nonaqueous Deacidification Technology. Richard D. Smith, president of Wei T'o Associates, was awarded U.S. Patent No. 4,318,963, entitled "An Improved Treatment of Cellulosic Materials," on 9 March 1982. This invention makes possible the preparation of many different kinds of nonaqueous deacidification solutions using magnesium alkoxides which scientists have heretofore considered insoluble. These new solutions can be used to protect books, documents, and works of art on paper against aging, i.e., to prevent the embrittlement and yellowing caused

by acid attack.

For archives, libraries, and museums, Smith's new patent improves the technology of preservation in four important ways. (1) It makes available more safe nonaqueous deacidification solutions because less hazardous solvents, e.g., ethyl alcohol, can now be substituted for methyl alcohol. (2) It makes possible special formulations which rarely affect highly soluble inks including ball point inks. (3) It allows the formulation of solutions with greater penetrating power to use for protecting thicker papers and stabilizing paper boards on which prints or works of art on paper are already mounted. (4) It makes possible more economical mass deacidification systems in which only the solvents and chemicals carried away in the books and records must be replaced. In other words, Patent No. 4,318,963 discloses a breakthrough which increases the choice, efficiency, and effectiveness of the nonaqueous deacidification techniques available to archivists, conservators, collectors, and librarians. This technology for preserving books, records, and works of art on paper was pioneered and developed by Smith during the 1960s at The University of Chicago. Throughout the 1970s, Wei T'o Associates continued development of the solutions and technology which now are widely used and form the basis for the successful Wei T'o Nonaqueous Book Deacidification System at the Public Archives of Canada. In this same decade, George B. Kelly, Jr., of the Preservation Research and Testing Office of The Library of Congress, further stabilized the original solution.

Smith's new process has been used successfully for several years and has made it possible for Wei T'o Associates to introduce and improve three different pairs of deacidification solutions and aerosol sprays. Wei T'o Solution No. 2 and Spray No. 10 are intended for use by

professionals, dry rapidly, and seldom affect even fugitive inks. Nos. 3 and 11 offer improved safety characteristics, have intermediate working properties, and are intended for use by collectors and in less well ventilated work areas. Nos. 4 and 12 have the greatest penetrating and sterilizing power, dry more slowly, and can be used to treat larger

objects. Custom formulated solutions are also available to satisfy special needs, e.g, for Wei T'o Deacidification Systems and for deacidifying documents with unusually sensitive inks.

Additional information is available from Wei T'o Associates, Inc., P.O. Drawer 40, Matteson, IL 60443, (312) 747-6660.

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The International Scene

RONALD J. PLAVCHAN, *Editor*

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ARGENTINA

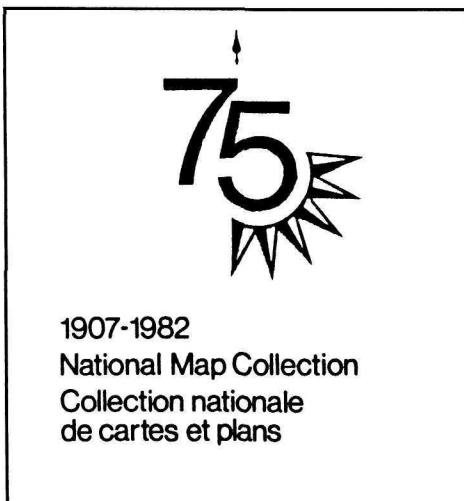
National Government Grants Subsidy to ALA. César A. García Belsunce, director-general of the Archivo General de la Nación and vice president of the Asociación Latinoamericana de Archivos (ALA), announced in early 1982 that the Ministry of Interior has informed him that the national government has approved a \$20,000 grant to ALA. The funds were authorized in Resolution No. 1236, which was approved on 19 November 1981. As an unrestricted grant, the money will be used by ALA toward further archival development in Latin America.

First Regional Census of Archives. Susana Cristina Gordo, chief of the History Section of the Archivo Histórico y Administrativo in the western province of San Juan, conducted the first regional census of archives in 1980. She was assisted in the census by Nelly Gahona de Falter. Their census indicates that 71 institutions have archival or records management functions; of these, 52 are operated by the provincial government and 19 are run by municipal departments. A brief summary of the results of this census has been printed in the recent issue of the OAS newsletter *Noticiero Archivístico* (May 1982). It reveals the presence of serious deficiencies in the

province with regard to archives and records management practices and inadequately trained personnel. According to Gordo, the census was the first step in a general plan to coordinate the work of archives and to organize the Archivo General de la Administración. The next step in the process will be to inventory the types of documents in the various provincial and municipal institutions contacted in the first phase in order to compile the necessary information to prepare retention and disposal schedules.

CANADA

Additional Anniversary Activities at PAC. As part of the division's year-long celebration commemorating its 75th anniversary, the National Map Collection of the Public Archives of Canada (PAC) has selected a graphic symbol. The anniversary logo features the number 75 and seven points of a compass rose (the collective term for the various points on a compass), with one of the points representing the northern pointer.



In addition to the special publication of a 1982 facsimile map, PAC held a number of events to celebrate this

special year in the division's history. An exhibition, entitled "Treasures of the National Map Collection," was on display in the main exhibition hall from 17 August to 17 October. It featured about 100 of the most significant and rarest items from the division's holdings.

Prior to this exhibition, PAC had borrowed a small exhibition prepared by the Archives de la ville de Québec. It featured the works of Quebec-born architect Charles Baillaigé (1825-1906), who was one of the architects of the Parliament Buildings in Ottawa. This exhibition, which ran from 20 May to 20 June, coincided with the annual meeting, held in Ottawa, of the Society for the Study of Architecture in Canada.

The National Map Collection also hosted the annual conference of the Association of Canadian Map Libraries, 16-20 August 1982. The theme of the conference was "Map Producers and Map Collections: Perspectives on Cooperation."

Mennonites Start Planning for 1986 Bicentennial Celebration. The Mennonite Historical Society of Ontario has established a bicentennial commission under the chairmanship of Frank H. Epp of Conrad Grebel College, Waterloo, Ontario. The commission will prepare plans for suitable memorial observances during 1986 marking the 200th anniversary of the first arrival of Mennonites in Canada. Those individuals who participated in the first migration (1786-1820) were of Swiss-German descent and left Pennsylvania after the American Revolutionary War to form three settlements in southern Ontario: Niagara peninsula, Waterloo County, and York County. The commission will eventually be composed of representatives of various Mennonite conferences and inter-Mennonite organizations, such as the Mennonite Central Committee (Canada).

CHILE

Pan American Institute Publishes Archival Guide. The Archival Committee of the Pan American Institute of Geography and History, Chilean History Section, has published a 100-page guide to the historical archives of Santiago. The *Guía de los archivos históricos de Santiago* was prepared by Juan Eyzaguirre, Javier González Echenique, José Joaquín Matte Varas, and Ramón Ramírez Ramírez, O.P. It is divided into two parts: civil archives and ecclesiastical archives.

ECUADOR

Archivists Association Celebrates Anniversary. On 19 April 1982, the Asociación Ecuatoriana de Administradores de Documentos y Archivos (AEADA) celebrated its 22nd anniversary. AEADA was founded in Quito on 19 April 1960.

FEDERAL REPUBLIC OF GERMANY

Archivum Volume on Updated Archival Legislation Published. In 1969 the ICA Editorial Committee decided to compile as a valuable reference source all of the texts relating to archival legislation then in effect in the different countries of the world. The resulting information required four volumes of *Archivum* (numbers 17, 19, 20, and 21), published in 1971–73. Since 1970, however, there has been an effort on the part of several countries either to modernize their archival legislation or to adopt such legislation where there had been none.

Publication of the recent edition of *Archivum* (Volume XXVIII, 1982) by K.G. Saur Verlag KG, Munich, updates the information in the previously published volumes. This current volume includes the selected texts of archival laws and regulations from 56 countries, rang-

ing from Algeria to Zimbabwe, which indicate significant changes in their legislation as it relates to archives. Twenty of the countries listed adopted new basic archival legislation. A review of the selected legislation in the volume reveals the presence of several trends on the international level: a movement toward a centralized organization of archives services, a tendency to include archives in legislation that covers the entire cultural and documentary heritage of a country, and an emphasis on the protection of a country's national archival heritage including even private archives.

FRANCE

Revision Planned for Guide to Archives of International Organizations. UNESCO has reported that it will revise and enlarge its *Guide* on the archives of international organizations, which was first published in a preliminary version in 1979 as a General Information Programme (PGI) document PGI/79/WS/7. The *Guide* (Part I: The UN System) represented the first extensive summary of the archival sources of those international organizations that are part of the UN system. In addition to this revision and expansion of the first part of the *Guide*, UNESCO concluded a contract in 1981 for the preparation of the second part of the *Guide*. The proposed supplement will include information on the records or archives of international organizations located in national archives or other repositories, as well as any papers of former international officers that are located in such repositories. No date has been set for release of the preliminary version for comments. Institutions or individuals having custody of such archives are asked to contact the Division of the General Information Programme, UNESCO, 7 Place de Fontenoy, 75700 Paris, France.

Other recent UNESCO publications that were prepared for the General Information Programme and UNISIST include: *The Use of Sampling Techniques in the Retention of Records: A RAMP Study with Guidelines*, prepared by Felix Hull (PGI-81/WS/26); *Application of Minicomputers and Microcomputers to Information Handling*, prepared by José-Marie Griffiths (PGI-81/WS/28); and *The Applicability of UNISIST Guidelines and ISO International Standards to Archives Administration and Records Management: A RAMP Study*, prepared by James B. Rhoads (PGI-82/WS/4).

ITALY

International Congress Held at Bari State Archives. The Archivio di Stato di Bari was the site of the international congress "Italia Judaica," held 18–22 May 1981. The congress, which took place under the patronage of the Ministry of Culture, was devoted to the history of the Jews of Italy and included three lectures on archival sources for the study of Italian Jewry. To mark this occasion, the Archivio di Stato di Bari mounted a large exhibition of documents drawn from various archives throughout the country. This exhibition was subsequently displayed at Rome and Milan. The State Archives also published a richly illustrated source book on the history of the Jews of Apulia up to the 16th century, entitled *La Presenza Ebraica in Puglia, Fonti Documentarie E Bibliografiche*.

MEXICO

Fire at Film Archives. A fire broke out on 24 March 1982 at the Cineteca Nacional de México, which housed 4,000 motion picture films dating from the 1920s. The loss in lives and in valuable archival film was high. Prior to the fire,

Cineteca Nacional de México represented the most complete film archives in Latin America, primarily because Mexico was a pioneer in cinematographic film among Latin American countries.

PEOPLE'S REPUBLIC OF CHINA

New Publication Service Established. The Chinese government has established the China National Publishing Industry Trading Corporation to assist its publishing industry by expanding the export of Chinese publications, developing international joint publishing ventures, and promoting international cultural exchanges. The main office of the new corporation is located at 32 Bei Zong Bu Hutong in Beijing (Peking), with branch offices in Shanghai, Tianjin, and Guangdong. It is ready to provide a wide range of services to foreign publishers, libraries and archives, sinology research institutes, business firms, and individuals. For further information, write to China National Publishing Industry Trading Corporation, P.O. Box 614, Beijing, China.

PERU

Peruvian Archivists Association Proclaims National Day. At its regular general meeting on 4 December 1981, the Asociación Peruana de Archiveros (APA) unanimously passed a resolution declaring May 10 as APA Day throughout the country. This declaration was intended to honor all members of the association, living and deceased, for their contribution to the profession and work in the archives of Peru. APA, founded in Lima on 10 May 1961, has been waging a campaign since 1979 to have a special day designated as "Archivists' Day." (See *American Archivist*, volume 42, p. 512.)

THE PHILIPPINES

Report on the Pilot Archives and Records Center Project Available. In late 1980, Artel Ricks, former NARS regional commissioner, visited the Philippines as a UNESCO consultant to assist in the establishment of a RAMP (Records and Archives Management Programme) pilot regional archives and records center. He assisted officials in the conversion of one floor of a nearly-completed commercial building in the Cebu City suburb of Mandue into a combined archival repository and records center. It was the decision of the Philippine government, however, to locate the site of the pilot regional center in the country's second largest city. Although the aim of the project was primarily to serve as a model for similar branches to be set up throughout the Philippines, it was felt that the methodology and techniques developed from the project might also be adopted by other developing countries in the establishment of a regional, provincial, municipal, or local archival network in their respective countries. The Bureau of Records Management, which has been overseeing the project, anticipates that the resulting network of such centers will ultimately become part of a national information system in the islands. As initially intended, the center has been serving all government agencies at the national, provincial, and local levels within the region. The 4-year project was started on 28 October 1980. A report prepared for the Philippine government by Ricks has been published by UNESCO as Technical Report RP/1979-80/5/10/1/03; FMR/PGI/81/158.

A similar project, also with PGI assistance, has been set up in Indonesia. The Indonesian model archival repository and records center is located in a converted former colonial mansion in Semarang, the capital of Central Java.

REPUBLIC OF CYPRUS

Development of an Archival and Records Management Program Proposed. At the request of the government of Cyprus, UNESCO agreed to send a staff member to advise the Ministry of Justice on the development of its Public Record Office (PRO) and archival program under the 1972 Public Record Law. Frank B. Evans of UNESCO conducted a fact-finding tour, 12-24 January 1981, and his report has been published by UNESCO as Technical Report RP/1981-83/5/10.1/03; FMR/PGI/81/166. The report is intended to serve as a planning document for the Cypriot government in developing an archival and records management program. It presents a series of short- and long-term recommendations with regard to legislation, organization, staffing, and physical facilities for the PRO; appointment of an Advisory Committee on Public Records; establishment of a records center operation; and construction of an archives building.

VATICAN CITY

Completion of Project on Papal History During World War II. Libreria Editrice Vaticana has announced the completion and publication of the 11th and final volume of *Acts and Documents of the Holy See Relative to the Second World War*. This project was started in 1965 when Pope Paul VI commissioned a task force of Jesuit historians (Pierre Blet, Robert A. Graham, Angelo Martini, and Burkhardt Schneider) to undertake the immense job. The purpose of the multivolume work is to make available to scholars unpublished documents relating to the war as well as to describe the policy and activity of Pope Pius XII and the Holy See between March 1939 and August 1945. The selected documents, printed in their original language, are drawn from the archives of the Office of Secretary of State, of

the Congregation for Extraordinary Ecclesiastical Affairs, of other offices of the Roman Curia, and of the pontifical missions abroad. This final volume pertains to the period from January 1944 to August 1945.

Reproductions of Selected Gold Seals in the Vatican Archives. In honor of the centenary year commemorating the opening of the Archivio Segreto Vaticano to scholars by Pope Leo XIII in 1880–81, the Secretariat of the Vatican Archives has decided to issue a series of reproductions of original gold seals from its holdings. Forty-three seals will be faithfully reproduced and made available for sale at annual intervals during the next five years. The Archives will publish a special catalogue with a detailed description of each gold seal reproduced, including a photograph of the obverse and reverse sides. Nine seals have been reproduced in limited quantity for 1982. These are the seals of Emperor Otto IV, Bela IV of Hungary, Charles I of Anjou, Emperor Charles

IV, Byzantine Emperor John VIII (Palaeologus), Alfonso I of Aragon, Ferdinand I of Sicily, Philip II of Spain, and Ferdinand IV of Sicily. For further information about these reproductions or the catalogue, write to: Segretaria dell'Archivio Segreto Vaticano, 00120 Citta del Vaticano.

Closing of Historic Centennial Exhibition. On 28 January 1982, Vatican and Italian officials attended special ceremonies in the Old Hall to mark the official closing of the celebration commemorating the opening of the Archivio Segreto Vaticano by Pope Leo XIII. To commemorate the historic exhibition, the Vatican Book Publishing House, Libreria Editrice Vaticana, has published a special book on the centennial. Although no precise figures have been released on the number of people who visited the exhibition during its seven-month run, Vatican officials have termed the historic exhibition, which opened in April 1981, a great success.

News Notes

F.L. EATON and THOMAS E. WEIR, JR., *Editors*

SEND NOTES FOR PUBLICATION to the News Notes Editor, the *American Archivist*, National Archives Building, Washington, DC 20408, or to one of the following reporters: **State and Local Archives** to Richard J. Cox, Records Management Division, Department of Legislative Reference, City of Baltimore, MD 21202; **Religious Archives** to John R. Woodard, P.O. Box 7414, Reynolda Station, Winston-Salem, NC 27109; **Scientific and Technical Archives** to Arthur R. Abel, National Park Service, Edison National Historic Site, Main Street and Lakeside Avenue, West Orange, NJ 07052; **Business Archives** to Linda Edgerly, 103 W. 75th Street, New York, NY 10023; **State and Regional Archival Associations** to Alice Vestal, Special Collections Department, Main Library, Room 610, University of Cincinnati, Cincinnati, OH 45221; and **Manuscript Repositories** to Peter J. Parker, Historical Society of Pennsylvania, Manuscripts Department, 1300 Locust Street, Philadelphia, PA 19107.

The **American Council on Education** has opened its archives for the period 1918–77 for research and has prepared a descriptive guide. The archives detail the history of the council and its involvement in national and regional issues concerning higher education. For further information contact Judith A. Pfeiffer, Higher Education Policy and Administration Library and Information Service, American Council on Education, One Dupont Circle, Washington, DC 20036.

As part of the celebration of its 125th anniversary, the **American Institute of Architects** mounted a major exhibition of archival material. "For the Record" features artworks, memorabilia, manu-

scripts and letters, publications, awards, and medals. The exhibition results in part from a two-year project to arrange and describe the previously unavailable materials in the AIA archives. Among items uncovered during the archival work were the original constitution and bylaws, adopted by the AIA in 1857 and long believed lost. The centennial history of the AIA had reported that the "possession of such a treasure is denied us."

The **American Irish Historical Society**, 991 Fifth Ave., New York, New York 10021, is embarking on a program to preserve and make available the archives and manuscript collections of the society. Organized in 1897 in Boston, the

society was established "to make better known the Irish Chapter in American History."

The **Society of California Archivists** has established a special committee on conservation to study archival and manuscript conservation in California. It is seeking information on current work and anticipated needs in the state. The committee began by asking archivists to report on conservation workshops that have been held in their areas, conservation practices at individual institutions, and practicing conservators in their areas, and to suggest ideas for SCA-sponsored conservation programs. For further information contact Gloria Scott, 935 West Rancho Rd., Corona, CA.

The **California State Archives Assessment Project**, funded through a grant from NHPRC, will assess archival needs throughout the state. The grant is funded for the calendar year 1982 but products will be released as they are completed. An information center has been established at the California State Archives to provide the public with information about archival programs, procedures, records management principles, conservation, and access to materials and equipment. A *County Historic Records Manual* has been developed and published. The manual identifies records in counties most useful to historians. The project is also preparing a compilation of statutes relating to the retention of records of state and local governments.

In January 1982 the University of Pennsylvania and the American Chemical Society agreed to create in Philadelphia a **Center for History of Chemistry**. After setting up an Advisory Board and a Policy Panel the center will hire a staff

including a part-time director, a full-time assistant director, a secretary, and one or two archival assistants. The staff, with the assistance of the board and panel, will begin to identify historical resources in need of preservation and to develop programs to encourage an appreciation of the historical achievements of chemistry, chemical engineering, and the chemical industry.

A new organization, **Chicago Area Archivists**, was formed in January 1982. The group intends to hold meetings to discuss archival issues of particular concern in the Chicago area. To be put on the mailing list or for further information contact Robert Marshall, Special Collections, Chicago Public Library Cultural Center, 78 East Washington St., Chicago, IL 60602.

The Worth County courthouse in Sylvester, Georgia, burned down on 27 January 1982; it was the third county courthouse fire in two years in that state. Fortunately, one of the mobile micro-filming units of the **Georgia Department of Archives and History** had just completed three months of filming at the courthouse, so many of the valuable records are preserved on film. An undetermined amount of older records nonetheless was destroyed. The state archives staff assisted in the clean-up operation.

Reproductions of 30 documents and an instructor's manual constitute "Windows on the Past" educational packets being compiled by the **Illinois State Archives** for use in Illinois schools. The instructor's manual includes study questions and suggestions for incorporating historical documents into lessons. The packets are intended to introduce students to the study of local history through the use of county records.

The **International Project in the History of Solid State Physics** is issuing a newsletter, produced jointly by three national groups. The **Solid State Newsletter** covers project activities and describes the contents of archives and collections relating to solid state physics. The newsletter is available free of charge from the American Institute of Physics, 335 East 45th St., New York, NY 10017.

New and improved climate-control equipment will replace the older, less efficient units in the cases exhibiting on permanent display two of the greatest treasures of the **Library of Congress**—the Great Bible of Mainz and the Gutenberg Bible. Because the Library wanted to continue to use the current display cases modeled after one designed by Michelangelo for the Laurentian Library in Florence, a self-contained climate-control unit that could be placed inside the cases had to be designed. The unit maintains a constant temperature of 50 degrees Fahrenheit and a relative humidity of 50 percent with a tolerance of one percent, while the ambient temperature and humidity may fluctuate widely between 60 and 85 degrees and 25 and 70 percent.

The **Massachusetts State Ethics Commission** fined Herbert E. Risser, Jr., Registrar of the Registry of Vital Records, for violation of the conflict of interest law for receiving private fees for processing backlogged requests for copies of birth, marriage, and death records. Risser, Registrar since 1976, stated that backlogs had developed in processing large orders from researchers since priority had always been given to requests from the general public. Between 1976 and 1980 Risser worked overtime and received a total of \$670 in private fees for processing requests from Monsanto Company and The Johns Hopkins University. Risser paid \$920 to

the Commission, \$670 as recoupment of monies received and \$250 as civil penalty for violating the law.

The **Mid-Atlantic Regional Archives Conference** has begun publishing, on an experimental basis, a series of technical leaflets prepared by its New York Caucus. The leaflets, titled "Dear Archivist: Practical Solutions to Archival Dilemmas," will be distributed with the conference's newsletter and are intended especially for beginners in the profession. The first article, by Thomas Mills of the New York State Archives, is "Appraisal of Social Welfare Case Files."

The **National Archives and Records Service** discontinued the interlibrary loan of microfilm in December 1981 because of budget reductions. Attempts are being made to find a commercial firm to handle the loan on a for-a-fee basis. Institutions that have borrowed film in the past will be notified if the service is resumed.

The National Archives and the Department of State have signed an agreement under which the Department of State will partially fund the National Archives declassification review of State Department records for the years 1950–54. Although the current agreement covers only one year, the agencies expect to renew it annually and to complete the project in four years.

The Office of Records and Information Management of NARS has been transferred to the Automated Data and Telecommunications Service of the General Service Administration. The office is responsible for overseeing standards, inspections, and training related to correspondence, mail, forms and reports, management of nonpermanent files, and office automation. In addition the Office of Federal Records Centers' files maintenance function, dealing with federal agency technical assistance and training related to the management of

nonpermanent records, will become part of ADTS.

The **Newberry Library** has completed a 10-story, 87,000-square-foot bookstack building addition. The bookstack is waterproof, fireproof, secure, and climate-controlled. The structure has a unique plenum construction: outer walls, including the roof and basement, have a double shell structure. There is no vertical penetration between the floors; all services, stairways, and elevators are contained in two turrets or in a link building, which joins the new bookstack to the original library. A filtration system removes damaging air pollutants and a computer monitors security, fire detection, temperature, and humidity for each floor. The move required the transfer of 1.4 million volumes, 5 million manuscripts, and 60,000 maps at the rate of 1,000 shelves or 39,000 books per day.

The **Texas State Archives** has prepared a slide/tape show on managing Texas county records. This 10-minute production covers the implementation of the Texas County Records Manual adopted by the Texas Legislature in 1977. The manual suggests retention schedules for most Texas county records and outlines

techniques of starting a county records management program. The program also explains ways in which the Local Records Department of the Texas State Library can assist county officials in improving their record keeping to insure that historically significant materials are preserved with maximum savings of tax dollars. The Local Records Division will distribute the slide/tape show to local officials and interested groups and individuals.

The **United Negro College Fund, Inc.**, held its first Archival Training Institute in April 1982 in Atlanta, Ga. A total of 40 people representing 36 colleges and universities attended the institute. The instructors for the institute were Nicholas C. Burkel of the University of Wisconsin-Parkside and Harold T. Pinkett of the National Archives and Records Service (retired). Presentations and discussions covered surveys, appraisal and accessioning, arrangement and description, management of an archives, conservation and preservation, reference and access, and selling an archives to management. The institute was cosponsored by the Georgia Department of Archives and History and the Atlanta University Center and was funded by the National Historical Publications and Records Commission.

The Society of American Archivists

ANN MORGAN CAMPBELL, *Editor*

Minutes: Council Meeting 22–24 May 1982

The spring meeting of the Council of the Society of the American Archivists was called to order by President Edward Weldon on Saturday, 22 May 1982, at Airlie House, Airlie, Virginia, at 2:50 P.M. Present were President Weldon, Vice President J. Frank Cook, Treasurer Paul H. McCarthy, Jr., and Council members Lynn A. Bonfield, Shonnie Finnegan, Meyer H. Fishbein, Robert S. Gordon, Sue E. Holbert, and William L. Joyce. Executive Director Ann Morgan Campbell and SAA staff members Joyce E. Gianatasio and Antonia Pedroza attended without vote. Council members Richard H. Lytle and Virginia C. Purdy did not attend. A motion was made by Finnegan and seconded by Gordon that Council approve the agenda. The motion was passed unanimously. The minutes of the 23–25 January Council meeting were approved by a mail ballot.

Publications

Campbell outlined preliminary concepts for a potential SAA program designed to broaden public recognition of the importance of manuscripts and archives. The executive director was asked to prepare a plan of action for consideration at Council's next meeting.

Publications Program

Council reviewed a status report from Projects Editor Terry Abraham in which the evolution of the Society's program for publications other than periodicals was traced and current and potential publication projects were listed. Council asked Campbell to work with Abraham to develop a needs assessment instrument to define the profession's perceptions of future publications requirements.

Council received a report from Edmund Berkeley, Jr., chair of the Editorial Board, which recommended procedures for the administration of all of the Society's publications. A unanimous resolution was passed by Council thanking Berkeley for his report. A motion was made by Holbert and seconded by Bonfield that Council adopt the following new bylaw (Bylaw XI), a revised text of Bylaw III, and several resolutions that together comprise the recommendations contained in the report. (Material added to the text of Bylaw III is italicized except for the words "ex officio," which are italicized in the present text.)

Bylaws

III. EDITORS AND EDITORIAL

BOARD: Council shall appoint the editor of the Society's quarterly journal, *and such other editors of Society publications as it deems necessary.*

The editors shall have the advice and cooperation of an editorial board consisting of eight (8) members. The council annually shall appoint two (2) members, each for a term of four (4) years. The president annually shall select the chair of the editorial board from among its members. The editors, the executive director, and the treasurer shall be *ex officio* members of the board.

XI. PUBLICATIONS MANAGEMENT BOARD: This body shall consist of the following members: the chair of the Editorial Board who will also act as chair of this board; the treasurer; the executive director; and a member elected annually by the members of the Editorial Board from among its members. The duties of this body shall be to supervise, on behalf of Council, the publications program and the editors of the Society.

Resolutions

1. **RESOLVED**, that the Editorial Board shall have the following responsibilities:

A. to provide planning for and to establish policy for all Society publications, basing its decisions both on the broad policies of the Society as established by Council and on the financial situation of the Society. The Editorial Board especially should concern itself with possible issues of the *American Archivist* that might be devoted to single subjects, and with serial publications of all sorts needed by Society members and by the profession.

B. to provide oversight and annual review of all Society publications and the work of their editors, and to provide to the Publications Management

Board its opinions concerning these publications and the work of their editors, to be used by the latter Board in its personnel review function;

C. to meet with each newly-appointed editor of the *American Archivist* to review and approve that person's proposed editorial policy and plans for the journal. The editorial policy should be published in the journal at least once yearly;

D. to provide a body of reviewers for all manuscripts considered for publication by the Society either in the *American Archivist* (when the editor has time for and considers reviewing necessary) or as non-serial publications. One member of the Editorial Board, in addition to any other reviewers used by the Society's editors, must read each manuscript;

E. to act as an appeal board for any dispute that might arise—between an author and a Society editor; between an author and the Publications Management Board over the acceptance, rejection, or editing of a manuscript; or over any dispute concerning the intellectual content of a manuscript or its handling by an editor. Decisions by the Board on such appeals shall be final. Rejection of a manuscript by the Publications Management Board because it determines that the Society cannot afford to publish the manuscript shall not be grounds for an appeal to the Editorial Board.

F. to present to Council recommendations for the improvement of the Society's publications programs that it believes necessary, and which require Council action for their implementation.

2. **RESOLVED**, that it shall be the policy of the Society of American Archivists that only a complete manuscript of a potential Society publication shall

be approved for publication. Persons, Professional Affinity Groups, committees, task forces, and grant advisory committees submitting ideas, outlines and sample chapters, or other types of incomplete manuscripts to the Society's editors may be encouraged to proceed to produce a complete manuscript, but no promise of publication by the Society is to be made until the finished manuscript has been received, reviewed, and approved by the Publications Management Board or by the editor of the *American Archivist*.

3. RESOLVED, that the editor of the *American Archivist* may choose such persons to assist in the preparation of the journal as he/she deems necessary; these persons shall serve at the pleasure of the editor. Any disputes arising between them that cannot be resolved otherwise may be referred to the Editorial Board whose decision in each instance shall be final.

4. RESOLVED, that all authors, including those of book reviews, shall be given the opportunity by the Society's editors of reviewing their manuscripts after editing has been performed. Council recognizes that deadlines for publication of the *American Archivist* may prevent such review and suggests that in such an instance the article should be printed with no substantive changes, or that the author be consulted by telephone.

5. RESOLVED, that the Publications Management Board shall have the following responsibilities:

A. to approve and authorize on behalf of Council the publication of each non-serial publication of the Society, assuring before ordering its publication that: 1. each fits the publications plan established by the Editorial Board; 2. the Society either has good prospects of at least recovering its expenses from the sale of the

proposed publication, or that the Society should underwrite the expense of the publication as a service to its members and/or the profession, and that it can afford to do so; and, 3. each manuscript has undergone a proper review by at least two persons, one of whom was a member of the Editorial Board, and that the Special Projects Editor has read and approved the manuscript. The Board may negotiate royalty-sharing agreements with authors, but such agreements shall always include the provision that all expenses of publications must be recovered before any royalties are paid. The Special Projects Editor shall sit with and vote as a member of the Publications Management Board in its considerations of non-serial publications.

B. to act as a personnel committee for the Society's editors, meeting with each following the annual meeting of the Editorial Board, to review the editor's performance during the year immediately past, and to establish performance goals for the year to come, by which the editor will be assessed in part at the end of that year. The Publications Management Board will report annually to Council its opinions of the performance of each of the Society's editors, recommending contract renewals or terminations when necessary, and recommending salary increases for satisfactory or better performance by each editor.

C. to serve as the search committee for new Society editors, establishing or revising the criteria for the position and the position description, calling for and receiving applications, measuring the applications against the criteria to determine the best-qualified applicants, interviewing the top candidates, and recommending several

candidates to Council, ranked in order of preference, and, when authorized by Council to do so, negotiating a contract with the candidate selected by Council.

D. to assist the Special Projects Editor in determining the value to the Society's publications program of unsolicited manuscripts received, and of proposals for non-serial publications including those originating in Professional Affinity Groups, determining: 1. whether the manuscript or proposal concerns a subject of interest to the Society; 2. whether it fits the current publications plans of the Society as determined by the Editorial Board, and, if the manuscript does not, whether the Editorial Board should be requested to revise its plans; and, 3. whether the Society could afford to publish the manuscript if readers' reports prove favorable. If its decisions are favorable, the Publications Management Board will notify the author that the manuscript will be sent to reviewers for consideration, or will notify the person or PAG chair presenting the publication proposal that the Society would be interested in considering the manuscript when it has been completed; the Special Projects Editor will act as member and secretary *pro tem* of the Publications Board in such instances.

E. to appoint issue editors for the *American Archivist* should the post of editor fall vacant for any reason, calling for volunteers from among the Society's members when time will permit;

F. to meet annually with each Society editor to prepare a budget for the publications under the charge of that editor, transmitting the budget request in time to be incorporated in the executive director's annual budget presentation to Council.

The motion was passed unanimously.

A motion was made by Joyce and seconded by Cook that Council adopt the following clarification: Be it resolved, that in adopting "A Report to the Council of the SAA Concerning the Publications Program of the Society," the Council understands that the Editorial Board will concern itself primarily with matters of editorial policy and editorial development, while the Publications Management Board will concern itself primarily with the financial arrangements and operations of the publications program, the supervision of the performance of the Society's editors, and, as necessary, will serve as a search committee for recommending to Council appointments of editors. The motion was passed by a vote of seven to one, with Holbert opposing.

American Archivist Editor

Council received a report from the Society's Committee on the *American Archivist*. At its meeting on 21 May, the committee reviewed the files of applicants for editor of the journal and recommended a nominee to Council.

A motion was made by Fishbein and seconded by Gordon that Council adopt the report and recommendation of the Committee on the *American Archivist* and authorize negotiations with the nominee. The motion was passed unanimously.

American Archivist Readers' Survey

Campbell reported on the results of a recent survey conducted regarding the *American Archivist*. The results showed no significant change in readership preferences from a similar survey conducted in 1978. The results showed, however, that the membership depends heavily on the journal for information.

Newsletter for Archival Managers

Campbell reported on the positive

results of a sample newsletter "Briefs for Archival Managers." Council encouraged Campbell to develop a comprehensive program for archival management training.

A motion was made by Finnegan and seconded by Cook that the executive director be authorized to publish a management newsletter as the centerfold in an *SAA Newsletter* and to solicit subscriptions, and that the newsletter's purpose and content be reviewed by the Editorial Board as it develops. The motion was passed by a vote of six to two with Bonfield and Fishbein opposing.

Governmental Relations

As part of the Council's consideration of SAA's posture vis-à-vis various coalitions, committees, and alliances established to communicate with officials of the executive branch and with legislators, Page Putnam Miller, project director of the National Coordinating Committee for the Promotion of History (NCC), presented a briefing on the changing nature of the activities of NCC.

Allocations of SAA funds for governmental relations in fiscal year 1983 will be addressed in future Council meetings, drawing from a fund that will be set aside in the Society's fiscal year 1983 budget.

However, the following action was taken in response to a recent request from the Coalition to Save our Documentary Heritage: a motion was made by Cook and seconded by Holbert that the executive director be authorized to send \$200 from fiscal year 1982 to the Coalition. The motion was passed unanimously.

Annual Meetings

Council selected Austin, Texas, as the site for the 1985 annual meeting, and Chicago, Illinois, as the site for the 1986 meeting, pending the negotiation of

satisfactory hotel arrangements.

National Informations Systems Task Force

David Bearman, director of the National Information Systems Task Force (NISTF) project, joined Council briefly to discuss the project and the Task Force's budget request.

A motion made by Joyce and seconded by Fishbein read as follows: Funds are allocated for the NISTF, with expenditures authorized under the following conditions:

(1) That Council, at its October 1982 meeting, receives and approves a final report from NISTF on the review of the data elements dictionary by the profession. This report is to be submitted well in advance of the October meeting.

(2) That Council appoints to staggered three-year terms six members of an SAA Committee on standards for information interchange no later than January 1983.

(3) That the committee's initial term be three years, with any further extension of its activities to be justified by a full Council review before approval of the SAA budget for the 1986 fiscal year.

The motion was passed unanimously.

Governance of the Society

Joyce reviewed his proposal that Council establish three subcommittees of Officers and Council members, one each to work with PAGs, task forces, and standing committees in order to improve communications between these groups and Council.

A motion was made by Finnegan and seconded by Fishbein that Council adopt the structure as proposed by Joyce. The motion was passed unanimously. A subcommittee composed of Cook, McCarthy, and Holbert, chaired by Joyce, was formed to further develop the system and create reporting forms.

Native American Archives Project

Campbell reported on SAA's participation in the Consortium on Native American Archives. It is anticipated that a non-profit corporation will be established to seek funding for a second phase of the project.

Resolutions Committee

Weldon announced that he will appoint a Resolutions Committee for the 1982 annual meeting. The committee, which will consist of four members, including one member of Council, will solicit and distribute resolutions to be presented at the annual business meeting. A notice regarding the committee will be placed in the *SAA Newsletter*.

National Archives

Vice President Cook assumed chairmanship of the meeting. Cook reviewed the situation at the National Archives and reported that the executive director received a perfunctory letter from General Services Administrator Gerald Carmen in response to the resolution passed by Council at its January meeting. Weldon resumed chairmanship of the meeting.

Task Forces

Institutional Evaluation: Joyce presented Council with documentation prepared by the Institutional Evaluation Task Force and with a plan of work for the next three years. A motion made by Finnegan and seconded by Cook read as follows: Council thanks the Institutional Evaluation Task Force for its exemplary work, approves its work plan for the next three years, and refers its documentation to the Publications Management Board. The motion was passed unanimously.

Joyce resigned as chair of the Task Force. He will be replaced by Mary Jo Pugh of the Michigan Historical Collections.

Standard Reporting Practices: Weldon received a report from Katherine Emerson, chair of the Task Force on Standard Reporting Practices. The Task Force requested that Council approve the publication of the Task Force's draft recommendations in the July *SAA Newsletter* and that the life of the Task Force be extended for another year. A motion was made by Finnegan and seconded by Joyce that council approve the Task Force's requests. The motion was passed unanimously.

Long-Range Planning: Weldon announced that C. Herbert Finch, chair of the Planning Task Force, resigned recently. Council expressed its thanks to Finch for his work with the Task Force. Vice President Cook will appoint a new chair in the fall.

Proposed Task Force on Finances: Council received a request to form a task force on finances. It is the sense of Council that this activity is part of the mandate of the Planning Task Force and should not be undertaken by another group.

Constitutional Revisions: Cook presented a report of the Task Force on Constitutional Revision to Council. Council extended its thanks to the Task Force for its diligence and hard work.

A 1981 revision in the constitution had the inadvertent result that council itself cannot directly propose constitutional amendments to the business meeting without circulation of a petition. A petition will be circulated to rectify this situation and to accommodate the constitutional changes recommended by the Task Force. Council will consider all of the proposed constitutional changes at its next meeting and will make recommendations regarding the changes for consideration at the 1982 annual business meeting. In addition, Council considered the following bylaw, presented as a motion by McCarthy and

seconded by Bonfield: Executive Committee meetings are open to members of Council. The Executive Committee shall promptly report its actions and discussions to Council. The motion was passed unanimously and was added to the bylaws.

Subcommittee on Consultants: Joyce provided Council with a status report on the work of his subcommittee on consultants. After considerable discussion, the Council decided to continue the study of the issue.

School of Library and Informational Sciences

A resolution regarding the proposed closing of the School of Library and Informational Sciences at the University of Missouri-Columbia was received by Vice President Cook. After discussion, it was the sense of Council that though they share the concern regarding the closing of the school, it would not be appropriate for them to act on the matter.

200th Anniversary of the United States Constitution

Council discussed the Society's role in the forthcoming 200th anniversary of the U.S. Constitution. A motion was made by Cook and seconded by Finnegan that Executive Director Campbell be directed to prepare a planning grant outlining the Society's proposal for the commemoration of the 200th anniversary of the U.S. Constitution. The motion was passed unanimously.

Budget

Council reviewed the general fund budget for fiscal year 1983 proposed by the Executive Committee. After Council's revisions the budget reflected anticipated revenues of \$382,742 and anticipated expenditures of \$376,595. A motion was made by Cook and seconded by Holbert that Council adopt the budget for fiscal year 1983. The motion was passed unanimously.

The spring meeting of the Council of the Society of American Archivists was adjourned at 12:00 noon, Monday, 24 May 1982.

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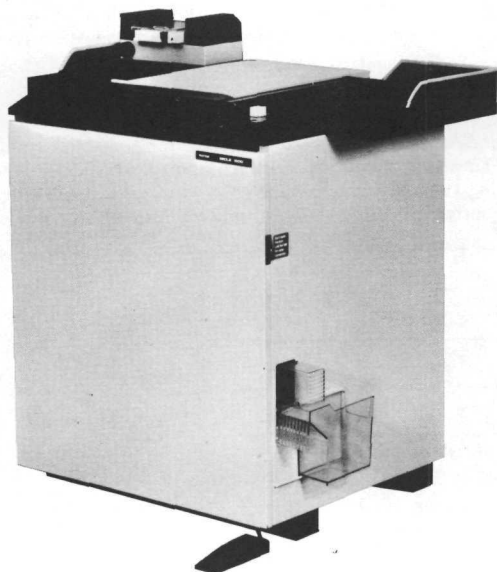
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Nevertheless, there is intensive discussion now in progress over the question of whether conservation materials traditionally favored for other works of art on paper are appropriate—indeed, whether they are safe—for mounting photographs.

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The requirements for the preservation of photographs are in many ways quite similar to those established for general paper conservation, and in fact the same 100% cotton, pH neutral, buffered papers and boards have been used quite extensively for photograph mounting. Recently, however, it has been suggested that for some photographic processes—albumen prints, for example—the alkaline environment of a buffered

board may not be desirable. The same, it might be noted, is true in other areas of conservation, particularly when protein-based materials are being dealt with.

A number of conservators have come to the conclusion that 100% cotton fiber boards made in a neutral system without alkaline buffering offer the best protection for certain types of photographs. Acting on these suggestions, we have developed Archivart* Photographic Board, which is made from selected 100% cotton fibers to a pH specification of 6.5 to 7.5, without buffering or alkaline reserve. It is a solid-color off-white board, of sturdy 4-ply (50 pt.) construction, available in a range of sizes appropriate for photographic mounting, from 8" x 10" to 20" x 24".

The debate continues. Some specialists prefer these unbuffered papers for the mounting of color and dye-transfer prints as well as the albumen variety; others point out, with accuracy, that regardless of the precision of the pH specification at manufacture, a drop in pH value may be expected when un-

buffered papers are exposed to atmospheric pollution. It is certain that, buffered or otherwise, archival-standard conservation papers and boards, of 100% cotton fiber and acid-free manufacture, offer a far safer environment than those produced with the alum-rosin sizing system commonly used until quite recently, which have resulted in the frightful deterioration of precious, irreplaceable photographs.

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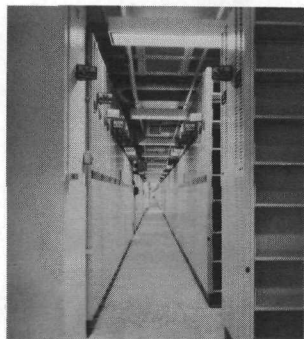
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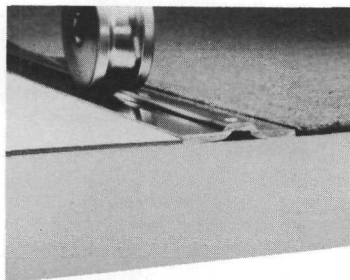
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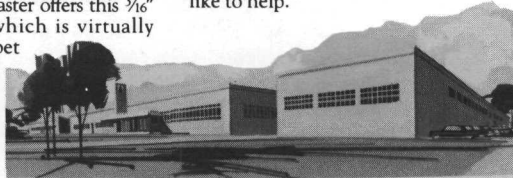
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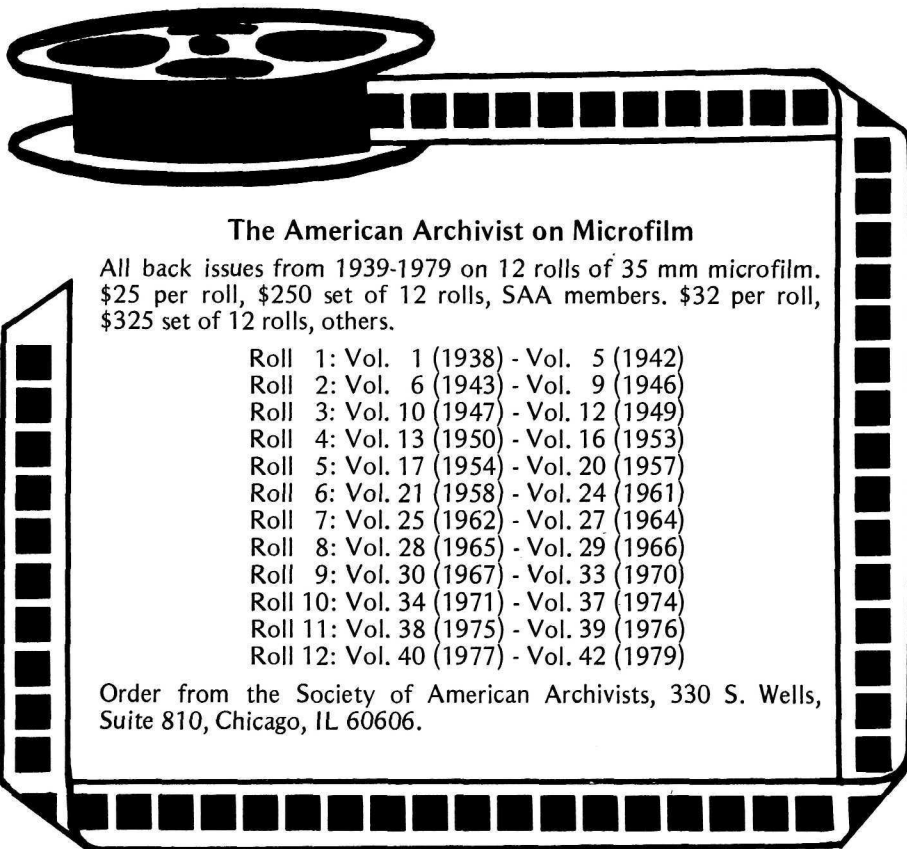


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THE *AMERICAN ARCHIVIST*: EDITORIAL POLICY

The *American Archivist* is the quarterly journal of the Society of American Archivists. In its articles it seeks to reflect the thinking of archivists about trends and major issues in archival philosophy and theory and about the evolution of the archival profession in North America. Its departments are intended to document developments and events relating to archival practice here and abroad.

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Terms having special meanings for members of the profession should conform to the definitions in "A Basic Glossary for Archivists, Manuscript Curators, and Records Managers," *American Archivist* 37 (July 1974):415-33. Copies of this glossary are available for \$2 each from the Executive Director, SAA, Suite 810, 330 S. Wells St., Chicago, IL 60606.

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The publications program of the Society of American Archivists has grown continually since the Society's founding in 1936. SAA's publications cover a wide range of topics in archives, from basic archival functions to advanced archival theory. The Society also distributes many archives-related publications of other publishers. Discount prices on all publications from the Society are available to SAA members. A complete publications list may be requested from SAA headquarters, 330 S. Wells St., Suite 810, Chicago, IL 60606.

Basic Manual Series I

- Archives & Manuscripts: Appraisal & Accessioning*, Maynard J. Brichford
- Archives & Manuscripts: Arrangement & Description*, David B. Gracy II
- Archives & Manuscripts: Reference & Access*, Sue E. Holbert
- Archives & Manuscripts: Security*, Timothy Walch
- Archives & Manuscripts: Surveys*, John A. Fleckner

Basic Manual Series II

- Archives & Manuscripts: Exhibits*, Gail Farr Casterline
- Archives & Manuscripts: An Introduction to Automated Access*, H. Thomas Hickerson
- Archives & Manuscripts: Maps and Architectural Records*, Ralph E. Ehrenberg
- Archives & Manuscripts: Public Programs*, Ann Pederson and Gail Farr Casterline
- Archives & Manuscripts: Reprography*, Carolyn Hoover Sung

Archival Forms Manual

Archivists and Machine-Readable Records, ed. Carolyn Geda, Francis Blouin, Jr., and Eric Austin

Automation, Machine-Readable Records, and Administration: A Select Bibliography, ed. Richard M. Kesner

Basic Archival Workshops: A Handbook for the Workshop Organizer, Thomas C. Pardo

Basic Archival Workshops Exercises, Trudy Huskamp Peterson

Basic Glossary for Archivists, Manuscripts Curators, and Records Managers

Business Archives: An Introduction, Edie Hedlin

College and University Archives: Selected Readings

Evaluation of Archival Institutions: Services, Principles, and Guide to Self-Study

Management of Archives and Manuscript Collections for Librarians, ed. Richard H. Lytle

Modern Archives and Manuscripts: A Select Bibliography, Frank B. Evans

Problems in Archives Kits (PAKs) are a new publications service in a flexible format which may include reports, manuals, forms, sound tapes, and other material chosen for its usefulness.

Developing a Brochure
Disaster Prevention and Preparedness
Finding an Archival Position
Local Government Records

Records Management for Religious Archivists
Starting an Archives

Religious Archives: An Introduction, August Suelflow

Select Bibliography on Business Archives and Records Management, ed. Karen M. Benedict

Selective Bibliography on the Conservation of Research Library Materials, Paul N. Banks

The WPA Historical Records Survey: A Guide to the Unpublished Inventories, Indexes, and Transcripts, comp. Loretta Hefner