

# Letter to the Editor

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The interesting article by Mr. Fred Shelley, in the April issue of the *American Archivist*, regarding the activities of Dr. J. Franklin Jameson in promoting the movement for adequate care in the housing of records of the American government, has been read with great attention. The author has diligently sought out the facts from the papers of Dr. Jameson and his study sets forth in a fitting manner the details of the long struggle which ensued prior to the successful attainment of the desired solution. Although years were spent by Dr. Jameson on this project, he lived long enough to witness the final achievement.

Someone certainly owes an apology to the memory of Dr. Jameson, however. For this reason I wish to protest against a reference regarding him found in the above mentioned article. With respect to Dr. Jameson's usage of the word "archive," Mr. Shelley states: "Jameson always used the term in the singular, a delightful idiosyncrasy he shared with Hilary Jenkinson. In deference to widely established and otherwise unchallenged usage (except in direct quotes) the term 'archives' is used here."

The statement is replete with error. First, during a friendship and association of thirty-five years with Dr. Jameson, I never found him indulging in idiosyncrasies, either delightful or otherwise, in his use of the English language. His most successful career as editor of the *American Historical Review* and the historical publications of the Carnegie Institution of Washington is ample evidence of the care and exactness which he exercised with reference to his mother tongue. Second, Mr. Shelley confuses completely the usage of the word "archive" by Dr. Jameson and Mr. Jenkinson. Dr. Jameson used it correctly to mean "a place where records are kept," while Mr. Jenkinson in his *Manual of Archive Administration*, defined it as "a document" and used it as an adjective in the place of "archival." For a place where records are kept, Mr. Jenkinson employed numerous circumlocutions.

Third, in maintaining that the use of "archives" (to mean one place where records are kept) is widely established, Mr. Shelley neglects to mention the galaxy of scholars who contributed to the Carnegie *Guides*, as well as many others, who, for more than four decades down to the present date, have employed the singular "archive" in this connotation. This group, trained in the leading American universities and writing in the most *reputable* publications of the country, includes: Herbert E. Bolton, A. B. Faust, F. A. Golder, Roscoe R. Hill, J. F. Jameson, Waldo G. Leland, Luis M. Perez, James A. Robertson, W. R. Shepherd, Gilbert B. Becker, Samuel F. Bemis, Woodrow Borah, Lester K. Born, Manoel Cardozo, R. S. Chamberlain, C. E. Chapman, Arthur H. Cole, Duvon C. Corbitt, I. J. Cox, C. H. Cunningham, Worthington C. Ford, C. C. Griffin, Grace C. Griffin, E. J. Hamilton, George P. Hammond, Lewis Hanke, E. C. Helmreich, Irving A. Leonard, R. H. Lutz, William D. McCain, S. E. Morison, Donald H. Mugridge,

A. P. Nasatir, V. H. Palsits, Harold F. Peterson, H. I. Priestley, W. S. Robertson, Lenoid S. Rubinchek, L. B. Simpson, St. George L. Sioussat, Engel Sluiter, Robert S. Smith, A. B. Thomas, Karl L. Trever, Almon R. Wright, and A. F. Zimmerman. Finally, that the usage is unchallenged, I naturally deny this to be a fact, for the challenge has been made on more than one occasion,<sup>1</sup> and it is here repeated.

It would appear that in paying tribute to Dr. Jameson for his long service in the campaign for a national archive, in which the government records should be conserved, that Mr. Shelley might have been gracious enough to his memory to have followed his terminology, rather than to have made an ill-conceived observation which is so full of inexactness. The procedure is all the more remarkable in view of the fact that Mr. Shelley is an employee of an institution which regularly uses the term "archive" in the singular in its proper etymological sense. Finally, Dr. Jameson was not guilty of the expression "an archives," a plural noun with the indefinite article! But this *is* the usage of Mr. Shelley!

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Washington D. C.

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<sup>1</sup> Cf., the article on "Archival Terminology" by the writer in the *American Archivist*, 6:206-211 (Oct. 1943).

# The President's Page

By CHRISTOPHER CRITTENDEN

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**A**N experiment that would seem to have interesting possibilities would be the adoption by the states of the plan of holding interagency conferences on records administration. Such procedure in the Federal Government has turned out to be remarkably successful. Shortly before World War II, largely through the influence of the National Archives, the Interagency Records Administration Conference was established as a kind of clearinghouse for threshing out records problems of the various Federal agencies. Meetings are held monthly and consist usually of panel discussions. At a recent session of the conference Dr. Solon J. Buck commented: "I am astounded. I would not have believed that 10 years ago when this interest started it would be possible to gather together a group of this size to discuss records administration." Attendance now averages more than 100.

The conference has many advantages. It keeps up an active interest in problems of records administration and serves as a focal point for the advancement of thinking in the field and the development of improved techniques and procedures. It promotes a close and cordial relationship between the National Archives and other agencies of the government, keeping the staff of the National Archives informed as to the records problems of those agencies and informing agency records administrators of the services that can be rendered by the National Archives.

A similar program, I believe, would be of advantage in the various states. While no state government operates on nearly so vast a scale as does the United States Government, nevertheless state government in all the forty-eight states is definitely big business, involving the expenditure of tens of millions or even hundreds of millions of dollars annually and the employment of thousands and in some cases of tens of thousands of persons. Even in my own state of North Carolina, which is not one of the most populous or most wealthy, the annual budget now runs to a quarter of a billion

dollars and the number of state employees is more than 40,000. A number of the larger departments of the state are creating records in such volume that they are faced with a major problem of providing space for records. It seems obvious that periodic conferences of those employees of the various state agencies who are engaged in dealing with records would yield valuable results in a discussion of mutual problems of the creation of records, filing procedures, filing equipment, how to deal with semi-current records, disposal, and similar problems of records administration. Actually, in North Carolina several years ago a preliminary conference in this field was held, but no further steps were taken. I believe that in all the states nothing could do more to make the different state agencies conscious of records problems and aware of the functions and duties of the state archival agency than the establishment of an organization to discuss records problems.

Recently, in reviewing the history of one of the state historical societies in the Mississippi Valley, the present writer commented on what seemed to be a weakness in the program of some of these societies — the failure to develop an adequate archival program. This brought forth a reply from the executive head of one of the societies that in his own state it had been decided that the function of the society was educational, with membership open to anyone interested in the state's history and that "a group of people of this kind are hardly qualified to administer archives." Thus, he argued, "archives and high standard historical libraries must be separate units from historical societies as usually understood."

I find myself not entirely in agreement with this statement. If in any state a strong archival agency, independent of the historical society, is already in existence, there would appear to be no need for the historical society to enter the field. But where there is no competent archival agency, it seems to me that the historical society should work to have one established, for I do not see how a well rounded historical program can be developed in any state without adequate provision for the handling of archives. It appears that a great deal needs to be done, especially in the Middle West, to make historical societies conscious of such a need.

Now I would not argue for a minute that the program has to be administered in any particular cut-and-dried fashion. In one state it will be handled by the state library, in another by a department of archives and history, and in yet another by the historical society — and I see no reason why within its professional staff such a so-



ciety cannot set up and administer an efficient archives program. My point is that in every state the archives ought to be properly administered and cared for and that it is the duty of the state historical society to see that this is done, whether the program is directly administered by the society or not.

In the Middle West the way is being shown by two states. In Illinois, thanks to the pioneer work of Miss Margaret C. Norton, State Archivist, there has long been in existence a splendid archival agency, under the administration of the Secretary of State and State Librarian. And now the State Historical Society of Wisconsin, under the leadership of Dr. Clifford L. Lord, the Director, has come forward with a far-reaching program in the archival field. Other states will do well to take notice.

According to the constitution of the Society, "Individual membership shall be restricted to those who are or have been engaged in the custody or administration of archives or historical manuscripts or who, because of special experience or other qualifications, are recognized as competent in archival economy." That is, our membership consists mainly of professionals, but it is also possible to admit others. From time to time it has been argued that we ought to limit membership exclusively to professionals, but my own feeling is that if the present provision is ever changed, probably it ought to be in the direction of liberalization rather than otherwise. A larger number of non-professionals in the Society would bring in new blood and new ideas, and the professional membership need not fear that it will ever be swamped by such a group. Indeed, experience has shown that it is difficult to persuade these people to join the Society at all.

# Writings on Archives and Manuscripts, July 1948-June 1949

By LESTER W. SMITH

*The National Archives*

**T**HIS is the seventh annual bibliography prepared under the auspices of the Society's Committee on Archival Bibliography. It is compiled by Lester W. Smith, Librarian of the National Archives. It assembles for convenient reference, in classified form, a record of the literature relating to archives and manuscripts that was issued during the period from July 1948 to June 1949. A few items dated prior to July 1, 1948, are included, however, either because they were actually issued after that date or because they were not available for examination and listing in earlier compilations. Like its predecessors, the present bibliography does not include unpublished items, edited documents, publications in microfilm, library and historical reports devoting but a few lines to manuscript accessions, and items appearing in news notes, unless unusually significant.

The list of headings used in this bibliography is reproduced here for the convenience of the reader. It will be noted that Class XII, "Archives, Archival Agencies, and Manuscript Depositories in Time of War," has been eliminated as a separate category; items relating to the effects of either World War II or earlier wars on archival institutions will be found in Class III, since they may be considered to relate either to the current activities or the history of such institutions. The title of Class XI has been changed slightly to make specific the inclusion in it of items relating to the training of personnel for work with current records.

- I. General Literature
- II. Filing Techniques and Administration of Current Records
- III. History, Organization, and Current Activities of Archival Agencies, Manuscript Depositories, and Related Organizations
  - A. United States in General and Federal Government
  - B. State and Local
  - C. Foreign Countries
  - D. International Organizations
- IV. Buildings and Equipment for Archival and Manuscript Depositories
- V. Appraisal, Accessioning, and Disposal of Records and Historical Manuscripts
- VI. Physical Preservation and Rehabilitation of Records and Historical Manuscripts

- VII. Arrangement and Description of Records and Historical Manuscripts, Including Published Finding Aids
  - A. General Discussion
  - B. United States in General and Federal Government
  - C. State and Local
  - D. Foreign Countries
- VIII. Application of Photographic Processes to Work with Records and Historical Manuscripts
- IX. Service, Use, and Publication of Records and Historical Manuscripts
- X. Special Physical Types of Records and Historical Manuscripts
- XI. The Recruitment and Training of Archivists, Custodians of Manuscripts, and Records Officers

### I. GENERAL LITERATURE

1. AUTOGRAPH collectors' journal. Vol. 1, no. 1 (Oct., 1948). Quarterly. A new journal published in Chicago by the National Society of Autograph Collectors to facilitate the exchange of information and knowledge concerning autographic materials among collectors and scholars.
2. BENJAMIN, MARY A., *comp.* Autograph bibliography. *Collector*, 61: [169]-171, 242-244 (Apr., Nov., 1948). Two more installments of this continuing bibliography.
3. COOPERATION [in the handling of autographic material] *Autograph collectors' journal*, 1, no. 3: 10-31 (Apr., 1949). Papers contributed to a panel discussion at the annual meeting of the National Society of Autograph Collectors at Princeton, New Jersey, April 1949, on the subject of cooperation among collectors, dealers, historians, archivists, historical societies, and libraries in matters concerning autographic material. Includes a paper entitled "For the Archives" by Leon deValinger, Archivist of Delaware, p. 23-24, and other papers and remarks by R. W. G. Vail, Frank L. Pleadwell, Boyd B. Stutler, Forest H. Sweet, Earle W. Newton, Sylvester K. Stevens, and L. H. Butterfield.
4. CRITENDEN, CHRISTOPHER. The archivist as a public servant. *American archivist*, 12: 3-8 (Jan., 1949). The presidential address delivered before the meeting of the Society of American Archivists, Raleigh, N. C., October 27, 1948.
5. FOCKEMA, ANDREAE, S. J. Na vijftig jaar; vernieuwing der handleiding voor het ordenen het beschrijven van archieven. *Nederlands archievenblad*, 52: 133-140 (1947-48). Recalls the fifty years' existence of the Dutch manual on the arrangement and description of archives, notes changes that should be made in a new edition, and suggests the need for a completely new manual for use in work with modern archives.
6. GRIFFIN, GRACE G., *comp.* Writings on American history, 1939 and 1940; a bibliography of books and articles on United States history published during the years 1939 and 1940, with some memoranda on Canada and the British West Indies. Washington, 1949. 984 p. (American Historical Association, *Annual report for the year 1943*, vol. 2.) Writings relating to archives and manuscript collections are listed on p. 21-55.
7. HERNANDEZ, AGUSTIN. Objeto de la archivología. *Hacienda en marcha*, 5, no. 26: [13]-15. (Apr., 1948).
8. HOBBS, JOHN L. *Libraries and the materials of local history*. London, Grafton, 1948. 224 p. A comprehensive manual for British librarians on the administration of local history collections in public libraries, with particular emphasis on the role of public libraries as repositories of local records. An informative historical summary of the difference of opinion in Britain on the latter ques-

tion is provided in Chapter I. The manual covers the acquisition, storage, preservation, classification, cataloging, and use of local history materials, both printed and manuscript, and includes a chapter on photography as an aid to research and a bibliography.

9. JAFFAR, S. M. Archives, meaning, scope, and importance. Peshawar, Govt. Print. and Stationery, 1949. 16 p. A lecture delivered by the Director of Archives, Central Record Office, N.-W. F.P., Pakistan, before the Islamia College, Peshawar, "to acquaint the people of Pakistan with the science of archives or archivism, which is new even in the west."
10. JENKINSON, HILARY. The English archivist, a new profession, being an inaugural lecture for a new course in archives administration delivered at University College, London, 14 October, 1947. London, H. K. Lewis, 1948. 31 p.
11. MEARNS, DAVID C. Morsels of history. *Autograph collectors' journal*, 1, no. 3: 3-9 (Apr., 1949). An address delivered before the annual meeting of the National Society of Autograph Collectors at Princeton, New Jersey, April 1949.
12. PAGES, ROBERT. Transformations documentaires et milieu culturel (essai de documentation). *Revue de la documentation*, 15, fasc. 3: 53-64 (1948). A systematic description of the field and scope of documentation.
13. PANHYTSEN, G. W. A. Het respect in de zorg van de archivaris en van de overheid ook voor moderne archieven. [Maastricht, 1949] 18 p. A paper on the care of modern archives delivered before the Association of Archivists in the Netherlands on April 22, 1949. The author discusses briefly the work of the National Archives of the United States on p. 4-7.
14. POSNER, ERNST. Effects of changes of sovereignty on archives. *Indian archives*, 1: 217-229 (July, 1947). Reprinted from the *American archivist*, 5: 141-155 (July, 1942).
15. PURCELL, W. J. Insurance coverage for valuable papers. *Office*, 29, no. 2: 67-68 (Feb., 1949).
16. RANGANATHAN, S. R. Laws of archival science. 2. Second law. *Indian archives*, 1: 206-212 (July, 1947). Discusses the significance for both users and custodians of archives of the author's "second law" of archival science, "Every user his record," and its implications for reference service, cataloging, and classification.
17. RANGANATHAN, S. R. Laws of archival science. 3. Third law. *Indian archives*, 1: 289-293 (Oct., 1947). Discusses the author's "third law" of archival science, "Every record its historiographer," and its implications particularly for the analysis and description of archival material, which would require minute classification and the development of a classed catalog.
18. SCHILLER, IRVING P. The archival profession in eclipse. *American archivist*, 11: 227-233 (July, 1948).
19. STEBELSKI, ADAM. Przegląd powojennych publikacji, dotyczących archiwów (1945-1947). *Archeion*, 17: 164-178 (1948). A review of post-war publications on archives.
20. WRITINGS on archives and manuscripts, July 1947-June 1948. Compiled by Lester W. Smith. *American archivist*, 11: 332-357 (Oct., 1948).

## II. FILING TECHNIQUES AND ADMINISTRATION OF CURRENT RECORDS

21. ALDERMAN, FRANK H. Required reporting of casualties in the field. *Hospital Corps quarterly*, 22, no. 2: 20-32 (May, 1949). A review of the combat casualty recording experience of the Fourth Marine Division in the Pacific.
22. APPLEMAN, IRVING. Creation and amendment of records of entry. U. S. Immigration and Naturalization Service, *Monthly review*, 6: 72-76 (Dec., 1948).
23. AUSTIN, MILDRED C. Customized made or analytical filing. *Filing bulletin*, 17: 46-48 (Mar.-Apr., 1949). Reprinted from the *Filing news*, December, 1948, p. [6-8].

24. DARBY, KIMBALL. Filing and finding at New York Life. *Office management and equipment*, 9, no. 7: 29-30 (July, 1948).
25. DONOGHUE, J. R. Protecting vital public records; suggestions for preventing the loss of essential municipal documents. *Municipality*, 44: 103-104, 112 (May, 1949).
26. GROVER, WAYNE C. War Department records administration program. [Washington, 1948] 281 p. Reproduced for official use by the Adjutant-General's Office; this study covers the records administration program of the War Department from 1939 to 1945. Includes a "Bibliography of publications, 1943-1945 (War Department and Headquarters, ASF, and AAF, and the Adjutant-General's Office only)," p. 275-281.
27. GUTHRIE, CHESTER L. Functions of the medical records librarian in Veterans Administration hospitals. *American Association of Medical Records Librarians Journal*, 20: 36-37, 48 (Apr., 1949).
28. HOPKINS, BARBARA. The case for the subject file. *Filing bulletin*, 17: 35-37 (Jan. Feb., 1949).
29. HUGHES, PAUL A. Legal filing procedures and fees. *Town clerks topics*, 8, no. 5: 1-2, 4 (May, 1949).
30. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Annual report of the chairman, 1947/48. Washington, 1948. 7 p.
31. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Field records problems. Washington, 1949. 15 p. Report of the meeting of January 14, 1949, at which Paul Howard of the Federal Security Agency and W. Kenneth Hoover of the Soil Conservation Service were the speakers.
32. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Handling of incoming mail. [Washington, 1949] 15 p. Report of the meeting of February 18, 1949, at which Fred G. Fraser of the Veterans Administration and John S. Lucas of the Agriculture Department were the speakers.
33. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. A national program for records management, by Emmett J. Leahy, National Records Management Council; A new problem in records management, by Joseph P. Brennan, Atomic Energy Commission. Washington, 1948. 22 p. Papers read before the meeting of May 14, 1948.
34. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. The operating problems of a records center. [Washington, 1948] 24 p. Report of the meeting of April 9, 1948, at which Robert Shiff of the Naval Records Management Center at Garden City, N. Y., and Charles D. Carle of the Adjutant-General's Office Records Administration Center at St. Louis were the speakers.
35. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Records administration in the Department of State. Washington, 1949. 15 p. A panel discussion held on April 22, 1949, in which Howard M. Samsel, Chief, Facilities Branch, Division of Communications and Records, Department of State, and E. Taylor Parks, Historical Adviser, Division of Historical Policy Research, Department of State participated, Philip C. Brooks, Records Officer, National Security Resources Board, presiding.
36. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Records in the taking of the Decennial Census of 1950. [Washington, 1949] 7 p. Report of the meeting of September 17, 1948, at which Clarence E. Batschelet and David S. Phillips of the Census Bureau were the speakers.
37. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. The report of the Hoover Commission on Records Management. [Washington, 1949] 22 p. Report of the meeting of March 18, 1949, at which Robert H. Bahmer of the National Archives, Philip C. Brooks of the National Security Resources Board, James Hindle of the Securities and Exchange Commission, Emmett J.

- Leahy of the National Records Management Council, Fritz Morstein Marx of the Budget Bureau, and Ollon McCool of the Army Department were the speakers.
38. JACQUES, HAROLD W. Keeping of public records for information and examination. *Town clerks topics*, 8, no. 4:1-4 (Apr., 1949). Stresses the importance of maintaining adequate records in town clerks' offices in readily usable form.
  39. KLEIN, FRANZ. Hanging folders — a progressive filing system. *Office appliances*, 89, no. 3:23-24 (Mar., 1949).
  40. LEAHY, EMMETT J. Modern records management. *Office appliances*, 89, no. 4:19-20, 98, 100 (Apr., 1949). Extracts from an address before a meeting of the Filing Association of New York.
  41. LEAHY, EMMETT J. Records management in the United States Government; a report with recommendations prepared for the Commission on Organization of the Executive Branch of the Government. [Washington, 1949] 48 p. Issued with the cover title, "Task force report on records management, Appendix C," this report was published as an appendix to the report of the Commission on Organization of the Executive Branch of the Government entitled *Office of General Services* and served as the basis of the Commission's recommendations with regard to records management in the Federal Government (see entry no. 60 below).
  42. LEAHY, EMMETT J. What the Hoover Commission did for records management. *Office*, 30, no. 1:33-37 (July, 1949).
  43. LUTTRELL, DOROTHY M. Current records management surveys. *Illinois libraries*, 30:259-263 (June, 1948).
  44. MUNDEN, KENNETH W. The Hoover Commission's report on records management. [Washington, 1949] 11 p. (U. S. Adjutant-General's Office, Departmental Records Branch, Historical Records Section, *Seminar paper* no. 3.) A paper read before the seminar on April 7, 1949.
  45. NATIONAL RECORDS MANAGEMENT COUNCIL. Your business records: a liability or an asset? [New York, 1949] 7 p. Describes the services that the Council is prepared to offer to American business.
  46. NEADENGARD, R. C. Central archives — one solution to record storage problems. *Filing bulletin*, 17:9-16, 20-23 (Oct., Nov., 1948). Describes the establishment and functions of the Central Archives of Westinghouse Electric Corporation at Pittsburgh. A much shorter article of similar title appeared in *Office appliances*, 87, no. 3:23-24 (Mar., 1948).
  47. PADDOCK, WILLIAM L. Dust off those ordinance records. *Colorado municipalities*, 24:216-219 (Dec., 1948).
  48. PENNICKE, HAROLD C. Office space and layout technique applied to the filing department. *Filing bulletin*, 17:17-20, 25, 27-32 (Nov., Dec., 1948).
  49. PENNSYLVANIA ECONOMY LEAGUE, INC. Report of survey of the Office of the Prothonotary. By Thomas Amelia. Philadelphia, Pa., Philadelphia Committee of the Pennsylvania Economy League, Inc., 1948. ix p.
  50. PENNSYLVANIA ECONOMY LEAGUE, INC. Survey of the Recorder of Deeds Office, Philadelphia, Pa. By Thomas Amelia. Philadelphia, Pa., Philadelphia Committee of the Pennsylvania Economy League, Inc., 1948. 17 p.
  51. POSNER, ERNST. The city and its records. National Institute of City and Town Clerks, *News letter*, Sept. 28, 1948, p. [2-5] A paper read before the annual conference of the Institute at Atlantic City, N. J., in July 1948. An exposition of the role that records administration can and should play in promoting economy and efficiency in municipal government.
  52. RANKIN, REBECCA B. Efficient municipal archives system for New York City's records. *American city*, 63, no. 12:97-98 (Dec., 1948). Describes the work accomplished by the Mayor's reactivated Municipal Archives Committee, originally created in December 1939 by Mayor LaGuardia. The Committee hopes to promote the establishment of a well-rounded municipal records system.

53. ROCKEFELLER FOUNDATION grants \$35,000 to study preservation of records. *Office*, 29, no. 3:48 (Mar., 1949). Announces a grant to New York University for a study to be undertaken by the National Records Management Council during the year beginning February 1, 1949, of problems dealing with the preservation of business records.
54. ROSS, H. J. Ten rules for forms designers. *Office*, 29, no. 5:66-72 (May, 1949).
55. SAWYER, N. M. The growing recognition of the key place of the file executive in management today. *Filing news*, Apr., 1949, p. [2-5]. A paper read at the February meeting of the File Executive's Association of Philadelphia.
56. SOCIETY FOR THE ADVANCEMENT OF MANAGEMENT, WASHINGTON, D. C., CHAPTER. Directory of management projects, prepared by the Washington, D. C. Chapter of the Society for the Advancement of Management and the Association for the Development of Administrative Personnel. 3d ed. Washington, D. C., 1949. 82 p. Lists representative management-improvement projects in progress in agencies of the Federal Government. Projects relating to records, files, correspondence, and forms are listed on p. 56-66.
57. SVATUSKA, LADISLAV. Decimal classification of records in the enterprise. *Revue de la documentation*, 15, fasc. 3:64-66 (1948). Describes a general decimal classification for current business records developed by the Z. E. T. Organization, an economic consulting agency in Prague.
58. U. S. ARMY DEPARTMENT. Records and reports; adjustments in records administration functions. [Washington, 1948] 4 p. (*Joint Army and Air Force Adjustment Regulations* no. 1-25-2, 9 Aug. 1948.)
59. U. S. BUDGET BUREAU. Simplifying procedures through forms control. [Washington, 1948] 51 p. (*Management bulletin*.) Developed with the aid of government agencies and private business firms, this bulletin emphasizes the part forms play in increasing efficiency in total operations.
60. U. S. COMMISSION ON ORGANIZATION OF THE EXECUTIVE BRANCH OF THE GOVERNMENT. Office of General Services; a report to the Congress, February 1949. [Washington, 1949] 52 p. This report contains (p. 6-9) the Commission's recommendations with regard to records management, as follows: a) the creation of a Records Management Bureau in the Office of General Services, to include the National Archives; b) enactment of a new Federal Records Management Law to provide for more effective preservation, management, and disposal of Federal Government records; and c) establishment of an adequate records management program in each department and agency. The report was also issued as *House Document* no. 73, 81st Cong., 1st sess. For the Task force report on which the Commission's recommendations were based see entry no. 41 above, and for the legislation finally enacted, transferring the National Archives to the newly established General Service Administration see entry no. 89 below.
61. WEEKS, BERTHA M. Filing is a tool of management. *NOMA forum*, 24, no. 5:20-22 (May, 1949). Suggestions for evaluating the efficiency of a filing system.
62. ZINER, J. J. Care of official files. *Hospital Corps quarterly*, 21, no. 3:53-54 (July-Sept., 1948). Discusses care of current records in U. S. Naval hospitals.

See also No. 89, 197, 326, 336, 342-343.

### III. HISTORY, ORGANIZATION, AND CURRENT ACTIVITIES OF ARCHIVAL AGENCIES, MANUSCRIPT DEPOSITORIES, AND RELATED ORGANIZATIONS

#### A. United States in General and Federal Government

63. AMERICAN HISTORICAL ASSOCIATION. Annual report, 1947. Vol. 1. Proceedings. Washington [1948] 85 p. Of particular interest are the reports of the Committee on the Littleton-Griswold Fund (p. 53); the Committee on Government



- Publications (p. 54-55); the Committee on Business Records (p. 56-57), the Committee on Documentary Reproduction (p. 57-64), which includes a list of special microcopying committees for Fulbright and occupied countries; the Committee on Manuscripts (p. 64-71), which offers further details on the proposal to establish a National Union Catalog of Manuscripts, together with sample entries for such a catalog; the Special Committee on the *Writings on American History* (p. 71-72); and the Delegate to the International Committee of Historical Sciences (p. 76-77).
64. AMERICAN LIBRARY ASSOCIATION. Annual reports, 1947-1948. American Library Association, *Bulletin*, 42:411-496 (Oct. 15, 1948). The reports of the Archival and Library Materials Committee (relating to the Association's own archives), the Microcard Joint Committee, and the Public Documents Committee appear on p. 437, 444, and 439, respectively.
  65. ANDREASSEN, JOHN C. L. Archives in the Library of Congress. *American archivist*, 12:20-26 (Jan., 1949). A paper read before the annual meeting of the Society of American Archivists, September 4, 1947.
  66. BLACK, ENNA C. Aims and purposes of the American Association of Medical Record Librarians. American Association of Medical Record Librarians, *Journal*, 19:107-108 (Oct., 1948).
  67. BUCK, SOLON J. Archives in the United States of America. *Papers to be read, silver jubilee session, Indian Historical Records Commission, Delhi, 1948*. New Delhi, Government of India Press, 1948. p. 20-29. A summary of the present status of archival work in the United States, including business and institutional archives and historical manuscripts as well as government records.
  68. DEMOULIN, R. La "Hoover Library on War, Peace, and Revolution," depuis 1938. *Archives, bibliothèques, et musées de Belgique*, 19: [49]-57 (1948).
  69. DEUTSCHE Archivalien im Nationalarchiv Washington. *Der Archivar*, 2, no. 1: col. 23-24 (Jan., 1949). A very brief note expressing the hope that certain captured German records now in the United States National Archives may one day be restored to Germany.
  70. GROVER, WAYNE C. National Archives. *Americana annual; an encyclopedia of the events of 1948*. New York, 1949. p. 450.
  71. GROVER, WAYNE C. National Archives. *1949 Britannica book of the year*. Chicago [1948] p. 66.
  72. MICKIEWICZOWA, IZA. Archiwum Narodowe w Waszyngtonie. *Archeion*, 17:189-195 (1948). An article on the National Archives in Washington.
  73. PATTERSON, RICHARD S. The old treaty seal of the United States. *American foreign service journal*, 26, no. 3:14-16 (Mar., 1949). Describes the original steel die of the old treaty seal of the United States, which was discovered in the Department of State in 1947 and is now in the National Archives, and the manner of its use for stamping wax pendant seals. Includes data on the style and cost of skippets and other accessories to the use of the seal.
  74. PRINGLE, HENRY F. AND KATHARINE PRINGLE. Uncle Sam's strange filing case. *Saturday evening post*, 221, no. 40, 26-27, 124-126 (Apr. 2, 1949). An article on the National Archives, with several photographs.
  75. RANDALL, J. G. Theodore Calvin Pease. Illinois State Historical Society, *Journal*, 41: 353-366 (Dec., 1948). A tribute to the memory of Pease, who died on August 11, 1948, and who was the first editor of the *American archivist* (1938-46).
  76. SHELLEY, FRED. The interest of J. Franklin Jameson in the National Archives: 1908-1934. *American archivist*, 12:99-130 (Apr., 1949). Based chiefly on the personal letters of Dr. Jameson, which are in the custody of Dr. Leo Stock, and in part on records in the National Archives.
  77. SMITH, GERTRUDE W. The "Old Records" Section of Departmental Records Branch. [Washington] 1949. 10 p. (U. S. Adjutant-General's Office, Depart-



- mental Records Branch, Historical Records Section, *Seminar paper* no. 2.) A paper read before the seminar on March 31, 1949. Appendix A (p. 7-10) reproduces the text of the agreement of December 14, 1948, relative to the working arrangements respecting Department of the Army (War Department) records transferred to the custody of the Archivist of the United States.
78. SOCIETY OF AMERICAN ARCHIVISTS. Reports for the year 1947-48. *American archivist*, 12:51-70 (Jan., 1949).
  79. SPECIAL LIBRARIES ASSOCIATION. Proceedings, thirty-ninth annual convention; reports, 1947/48. *Special libraries*, 39:255-300 (Oct., 1948). The report of the Archives Committee on its work in connection with headquarters, chapter, and group archives appears on p. 280-281.
  80. THOMPSON, ROYCE L. The historian and historical records centralization. [Washington] 1949. 9 p. (U. S. Adjutant-General's Office, Departmental Records Branch, Historical Records Section, *Seminar paper* no. 5.) A paper read before the seminar on December 3, 1948. Outlines the developments leading to the establishment of the Historical Records Section as the central depository for the Army Department's historical documents of World War II. Also issued separately under the title *The historian's interrelationship with historical records centralization* ([Washington, 1948] 10 p.).
  81. U. S. CONGRESS. HOUSE. COMMITTEE ON APPROPRIATIONS. Independent Offices appropriation bill for 1950. Hearings . . . 81-1. Washington, 1949. 2 vols. Hearings on the appropriation for the National Archives appear on p. 261-281 of volume 1.
  82. U. S. CONGRESS. HOUSE. COMMITTEE ON APPROPRIATIONS. Legislative branch appropriation bill for 1950. Hearings . . . 81-1. Washington, 1949. 375 p. Hearings on the appropriation for the Library of Congress appear on p. 101-228.
  83. U. S. CONGRESS. HOUSE. COMMITTEE ON POST OFFICE AND CIVIL SERVICE. Freedom Train. Hearings . . . 81-1. Washington, 1949. 42 p. Hearings on *H. J. Res. 84*, to provide for the acquisition and operation of the Freedom Train by the Archivist of the United States. The committee reported favorably on the resolution (81-1, *H. Rept. 20*) and its substance was enacted into law (81-1, *Public law 13*), but no appropriation was enacted for this purpose.
  84. U. S. CONGRESS. SENATE. COMMITTEE ON APPROPRIATIONS. First deficiency appropriation bill for 1949. Hearings . . . 81-1. Washington, 1949. 996 p. A statement by Senator Broughton of North Carolina presenting the budget estimate for the operation of the Freedom Train by the Archivist of the United States, appears on p. 947-948.
  85. U. S. CONGRESS. SENATE. COMMITTEE ON APPROPRIATIONS. Independent offices appropriation bill for 1950. Hearings. 81-1. Washington, 1949. 1455 p. Hearings on the National Archives appear on p. 451-486.
  86. U. S. CONGRESS. SENATE. COMMITTEE ON APPROPRIATIONS. Second deficiency appropriation bill for 1949. Hearings . . . 81-1. Washington, 1949. 636 p. Hearings on the proposed operation of the Freedom Train by the Archivist of the United States appear on p. 179-204 and 438-443.
  87. U. S. CONGRESS. SENATE. COMMITTEE ON POST OFFICE AND CIVIL SERVICE. Providing for the acquisition and operation of the Freedom Train by the Archivist of the United States. Washington, 1949. 6 p. (81-1, *S. Rept. 71*.) A favorable report on *S. J. Res. 31*, to provide for the operation of the Freedom Train by the Archivist of the United States. The resolution was enacted into law (81-1, *Public law 13*), but no appropriation was enacted for this purpose.
  88. U. S. GEOLOGICAL SURVEY. MAP INFORMATION OFFICE. Federal surveys and maps — accomplishments during 1948. [Washington, 1949] 28 p. The work of the Cartographic Records Branch of the National Archives is reported on p. 22-23.
  89. U. S. LAWS, STATUTES, ETC. An act to simplify the procurement, utilization, and disposal of Government property, to reorganize certain agencies of the Gov-

ernment, and for other purposes. [Washington, 1949] 30 p. (81-1, *Public law* 152.) The act, cited as the "Federal Property and Administration Services Act of 1949," by which the National Archives was transferred to the newly established General Services Administration, effective June 30, 1949. Other published documents, all of the 81st Cong., 1st sess., pertinent to the legislative history of this proposal, which derived from the recommendations of the Commission on Organization of the Executive Branch of the Government, are *S. 991*, *S. 1809* (and *S. Rept.* 338), *S. 2020* (and *S. Rept.* 475), *H. R. 2641*, and *H. R. 4754* (and *H. Rept.* 670, pts. 1-2). The last bill, *H. R. 4754*, as amended by the Senate and agreed upon in conference (*H. Rept.* 935), was enacted as *Public law* 152. In the field of records management, the act authorizes the Administrator of General Services (1) to make surveys of Government records and records management and disposal practices and to obtain reports thereon from Federal agencies; (2) to promote improved records management practices and controls in the executive agencies, including the central storage or disposition of records; and (3) to report to Congress and the Bureau of the Budget on the results of such activities.

90. U. S. LAWS, STATUTES, ETC. Joint resolution to provide for the acquisition and operation of the Freedom Train by the Archivist of the United States, and for other purposes. [Washington, 1949] 2 p. (81-1, *Public law* 13.) This law, which provided for the operation of the Freedom Train by the Archivist of the United States until July 1951, was not implemented by an appropriation act and could therefore not be carried into effect.
91. U. S. NATIONAL ARCHIVES. Ninth annual report of the Archivist of the United States on the Franklin D. Roosevelt Library, Hyde Park, N. Y., for the year ending June 30, 1948. Washington, 1949. 18 p.
92. U. S. NATIONAL ARCHIVES. Fourteenth annual report of the Archivist of the United States for the year ending June 30, 1948. Washington, 1949. 65 p. The first six pages in particular of this report provide a summary of the accomplishments of the agency under the régime of Dr. Solon J. Buck.
93. U. S. SELECTIVE SERVICE SYSTEM. History of furnishing statement of service cards to the states, 1792-1948. Washington, 1948. 109 p. One of the responsibilities of the Records Management Program of the Selective Service System is the furnishing to the several States a statement of Service for each person who entered the military service from the State. This book reviews what has been done in the past and offers suggestions and samples of forms for carrying out this function.
94. VAN SCHREEVEN, WILLIAM J. The twelfth annual meeting of the Society of American Archivists. *American archivist*, 12:147-154 (Apr., 1949). Describes the proceedings at the meeting held at Raleigh, N. C., October 27-29, 1948.

See also 254, 260, 328-329, 344, 380.

### B. State and Local

95. BROOKS, JUANITA. Let's preserve our records. *Utah humanities review*, 2:259-263 (July, 1948). Urges that journals and other records of the pioneers be placed in depositories for proper care. The author has acted as a Field Fellow of the Henry E. Huntington Library under a Rockefeller grant for the preservation of the history of the Southwest.
96. CASSADY, THEODORE J. Archival services in the Illinois State Library. *Illinois libraries*, 30:495-499 (Dec., 1948). Gives a brief historical resumé of legislation relating to archives and to the Archives Division of the State Library and summarizes the present services of the Division, including its activities with respect to county records.

97. CATER, HAROLD D. The Minnesota Historical Society in 1948. *Minnesota history*, 30:36-49 (Mar., 1949). Mentions the work of the Manuscript Division and of the Minnesota State Archives Commission.
98. CHAKRAVORTI, S. Virginia State Library. *Indian archives*, 1:213-216 (July, 1947). Includes 11 unpagged plates.
99. COLORADO HISTORICAL SOCIETY. Report of the President, John Evans. *Colorado magazine*, 26:[1]-12 (Jan., 1949). Describes the accomplishments of the Archives Division "in the most successful year since its establishment." Emphasizes the Division's role as a service agency of the State government.
100. CORNELL UNIVERSITY. Collection of Regional History. Third and fourth annual reports of the Curator, 1946-1948. Ithaca, 1948. 67 p. A catalog describing in considerable detail the accessions to the Collection in the past two years. An attempt is being made to follow a "specific program to locate and acquire manuscripts relating to particular subjects with a view to forming units of research material which might attract the attention of students and scholars."
101. DELAWARE. PUBLIC ARCHIVES COMMISSION. Annual report for the fiscal year July 1, 1947 to June 30, 1948. Dover, 1948. 65 p. Lists accessions of public records received by transfer and of manuscripts received by gift or purchase on p. 27-30, 46-50, and 63.
102. EVANS, CHARLES. The Oklahoma Historical Society, its needs and expansions. *Chronicles of Oklahoma*, 26:399-406 (Winter, 1948-49). Includes a statement on the Archives Department.
103. HISTORICAL FOUNDATION, MONTREAT, N. C. Pictorial guide to the Historical Foundation. Montreat, N. C., 1949. Folder. Includes a description of the overcrowded facilities for housing of archives.
104. ILLINOIS STATE LIBRARY. Biennial report, 1946/48. *Illinois libraries*, 30:[511]-550 (Dec., 1948). The report of the Archives Division appears on p. 520-523.
105. JENNINGS, JOHN M. Archival activity in American universities and colleges. *American archivist*, 12:155-163 (Apr., 1949). Discusses the different organizational approaches that have been made in establishing responsibility for the care of college and university archives and recommends that the archival agency be administratively independent of the library, though housed in proximity to it.
106. JONES, MAUDE. Hawaii Territorial Archives in the war. *American archivist*, 12:45-50 (Jan., 1949).
107. KANSAS. STATE HISTORICAL SOCIETY. Secretary's report, year ending October 19, 1948. *Kansas historical quarterly*, 17:60-68 (Feb., 1949).
108. LANGSDORF, EDGAR. The problem of archives. *Kansas historical quarterly*, 17:77-82 (Feb., 1949). A report by the Archivist of the Kansas State Historical Society on his attendance in the intensive summer course in archives administration offered by the American University in collaboration with the National Archives and the Maryland Hall of Records. Discusses present and future needs of the Archives Division of the Society.
109. [LORD, CLIFFORD L.] Chats with the editor. *Wisconsin magazine of history*, 32:129-134 (Dec., 1948). Describes in detail the critical space needs of the Wisconsin State Historical Society, particularly for the housing of archives.
110. [LORD, CLIFFORD L.] Chats with the editor. *Wisconsin magazine of history*, 32:257-262, 383-384 (Mar., 1949). Discusses the areas where closer cooperation between the Wisconsin State Historical Society and local history societies is indicated. Includes recommendations regarding public records, manuscripts, and business records.
111. [LORD, CLIFFORD L.] Chats with the editor. *Wisconsin magazine of history*, 32:387-388 (June, 1949). Discusses an act of the 1949 legislature of Wisconsin permitting the establishment of local or regional depositories for the preservation of county and local records. The act, which is permissive only, enables

the Wisconsin State Historical Society to accept title to the records, which are then to be placed in the custody of a proper local depository—the county historian, the local historical society, the public library, or similar agency or institution.

112. MARYLAND. HALL OF RECORDS, *Annapolis*. Thirteenth annual report for the fiscal year July 1, 1947 through June 30, 1948. [Annapolis, 1948] 53 p. Accessions are listed on p. 28-35.
113. MASSACHUSETTS HISTORICAL SOCIETY, *Boston*. Handbook of the Massachusetts Historical Society, 1791-1948. Boston, 1949. 182 p. The history of the Society is summarized briefly on p. [1]-14, and a list of the major manuscript collections of the Society appears on p. [118]-141.
114. MICHIGAN. UNIVERSITY. MICHIGAN HISTORICAL COLLECTIONS. The Michigan Historical Collections. Ann Arbor, 1948. 15 p. (*Bulletin* no. 3.) Outlines the history and accomplishments of the Michigan Historical Collections during their first ten years. The Collections are the depository for Michiganiana at the University and include the archives of the University.
115. MICHIGAN. UNIVERSITY. MICHIGAN HISTORICAL COLLECTIONS. Report, 1947-1948. Ann Arbor [n. d.] 12 p. Preprinted from the president's report.
116. [MICHIGAN NEWS] *Michigan history*, 32: 391-395 (Dec., 1948). Presents a plea for more adequate funds for the Michigan Historical Commission, particularly with reference to its responsibilities with respect to non-current public records of the State.
117. NEW YORK HISTORICAL SOCIETY. Annual report for the year 1948. New York, 1949. 143 p. Manuscript accessions are listed on p. 63-67.
118. OLSON, JAMES C. The Nebraska State Historical Society in 1948. *Nebraska history*, 29: 351-358 (Dec., 1948). Includes a brief summary of accomplishments with respect to the public records of the State.
119. PAST church year in Historical Foundation. *Historical Foundation news*, 5, no. 2: [3-4] (Apr. 1, 1949). A summary report on the activities and services of the Historical Foundation of the Presbyterian and Reformed Churches, Inc., at Montreat, N. C.
120. SMITH, ALICE E. The Society as a research center. *Wisconsin magazine of history*, 32: 271-283 (Mar., 1949). The author, who is director of research for both the Wisconsin State Historical Society and the Committee on the Study of American Civilization of the University of Wisconsin, describes the research facilities of the Society. Work of the Manuscript Section and the Archives Division is mentioned briefly.
121. STEVENS, S. K. The biennial activities of the Pennsylvania Historical and Museum Commission. *Pennsylvania history*, 16: 20-30 (Jan., 1949). Mentions briefly the work of the renamed Division of Public Records. Discusses long-range prospects for a new building, but urges that a less pretentious structure be acquired immediately for a records depository.
122. STORM, COLTON. The care and feeding of a manuscript collection. *Autograph collectors' journal*, 1, no. 1: 9-11 (Oct., 1948). A brief description of the policies and practices of the Clements Library in acquisition, processing, and controlling manuscript materials.
123. U. S. CONGRESS. HOUSE. A bill to provide for home rule in the District of Columbia. [Washington] 1948. 137 p. (81-1, H. R. 28.) Provision for an Office of the Archivist of the District of Columbia, within the Executive Office of the District Manager, and for a District Archives Commission is made in sec. 607, p. 36-38. Not passed in the 1st session of the 81st Congress as of June 30, 1949.
124. U. S. CONGRESS. HOUSE. COMMITTEE ON APPROPRIATIONS. District of Columbia appropriation bill for 1950. Hearings . . . 81-1. Washington, 1949. 569 p. Funds

- for and operations of the Office of Recorder of Deeds are discussed on p. 76-82.
125. U. S. VETERANS ADMINISTRATION. Custodians of public records. April 1949. Washington, 1949. 81 p. (*Pamphlet 2-1*) A new edition of a list of State and Territorial laws relating to births, deaths, divorces, and marriages, and of the title of the official charged with the custody of such records.
  126. VIRGINIA. STATE LIBRARY. Report for the year ending June 30, 1948. Richmond, 1948. 15 p. The report of the Archives Division appears on p. 6-9.
  127. WEST VIRGINIA. ARCHIVES AND HISTORY DEPARTMENT. Report, 1946-1948. [Charleston, 1948] 15 p. Covers the period from July 1, 1946, to June 30, 1948. Urges clarification of the functions and duties of the Department and of the University of West Virginia Library with respect to record and manuscript materials.
  128. WISCONSIN. STATE HISTORICAL SOCIETY. Proceedings, one hundred and first annual business meeting, 1947. Madison, 1948. 57 p. The report of the Director mentions the new public records program of the State, as provided by Chapter 316 of the Laws of 1947 (printed on p. 49-50), which established a permanent committee on public records (of which the director of the State Historical Society is a member) and established the Society as the ultimate depository of the archives of the State.

See also 356.

### C. Foreign Countries

129. ARCHIVES. No. 1 (Lady Day, 1949). Semiannual. A new journal published by the British Records Association. Will chronicle the meetings and conferences of the Association, print or summarize its regular or special reports, which have formerly been issued in several series, and publish articles of technical or professional interest.
130. THE ARCHIVES Department of the National Palace Museum of Peiping. *Indian archives*, 1:193-197 (July, 1947).
131. BACHULSKI, ALEXY. Literatura archiwalna Z. S. R. R. *Archeion*, 17:179-188 (1948). Reviews several recent works on the history and theory of archives administration in the U. S. S. R.
132. BÁNKOWSKI, PIOTR. Archiwum Kameralne i jego losy. *Archeion*, 17:114-143 (1948). A study of the archives of the Treasury and their fate.
133. BARKER, H. W. The history of the United Church Archives. United Church of Canada, Committee on Archives, *Bulletin*, 1:11-36 (1948).
134. BASEL. SCHWEIZERISCHE WIRTSCHAFTSARCHIV. Bericht für das Jahr 1948. Basel, 1949. 16 p.
135. BASEL-STADT (CANTON). STAATSARCHIV. Jahresbericht, 1948. Basel, A. Apel [n. d.] 8 p.
136. BERICHT über die Sitzung des Deutschen Archivausschusses in Düsseldorf vom 6. Oktober 1948. *Der Archivar*, 2, no. 1:col. 1-6 (Jan., 1948).
137. BISCHOFF, NORBERT. Archivwesen und Quellenpublikationen in Indien, 1891-1946. *Mitteilungen des Österreichischen Staatsarchivs*, 1:489-491 (1948).
138. BRITISH RECORDS ASSOCIATION. The annual conference. *Archives*, 1:39-50 (Lady Day, 1949). Proceedings of the sixteenth annual conference, November 16-17, 1948. Includes the reports of discussion meetings of the Publications Section (p. 39-40); the Records' Preservation Section (p. 40-43), devoted to a consideration of (1) the preservation, nature, and uses of records compiled and preserved by schools and (2) the preservation of old diaries, letters, and photographs; and the Technical Section (p. 44-46), devoted to a consideration of local repair facilities, their problems and possibilities. The discussion meeting of the whole Association (reported on p. 46-49), on the subject of legislation and records, was

- devoted to a consideration of new records legislation that is needed to meet the problems imposed by the "trend of modern legislation towards placing semi-public concerns under national or central control." The urgent first step in the solution of this problem, the Association believes, is the passage of legislation setting up a National Inspectorate of Archives, as recommended by the Master of the Rolls' Archives Committee, which would provide a national system of control over archives that are not public records.
139. BRITISH RECORDS ASSOCIATION. Proceedings, no. 12. London, 1948. 19 p. Proceedings of the fifteenth annual conference, November 17-18, 1947. Includes a slightly abbreviated version of a paper by Richard Stileman, "Printing in relation to the publication of records" (p. 2-7); an abstract of the papers read before the Records' Preservation Section on the subject of "Methods of co-operation between local organisations in the preservation of documents" (p. 7-10); a summary of the discussion held by the Technical Section on the matter of adapting existing accommodations to archives storage purposes (p. 10-11); and a summary of the general observations of the Master of the Rolls on the work of the Association during the year, embodying the suggestion that the heavy judicial duties of his position would appear to make desirable the vesting of his executive duties as Keeper of the Rolls (and administrator of the archives) in a separate authority.
  140. BRITISH RECORDS ASSOCIATION. Sixteenth report of Council, accounts, and list of members for the year ending 30 September, 1948. [London, 1948] 24 p. The special interest taken by the Association in the effects of socialization on archives is discussed on p. 1.
  141. BRITISH RECORDS ASSOCIATION. RECORDS' PRESERVATION SECTION. Report for the year 1947-48. [London, 1948] 5 p.
  142. BRULIN, R. HERMAN. Tysklands Arkiv efter Kriget. *Historisk tidskrift*, 1948, p. 276-285.
  143. THE BULLETIN; records and proceedings of the Committee on History and Archives of the United Church of Canada. No. 1 (1948). Irregular. A new *Bulletin*, published by the Committee in collaboration with Victoria University, Toronto.
  144. CANADA. PUBLIC ARCHIVES. Report for the year 1948. Ottawa, King's Printer and Controller of Stationery, 1948. 252 p. Accessions are listed on p. vii-xiii.
  145. CANBERRA, AUSTRALIA. COMMONWEALTH NATIONAL LIBRARY. ARCHIVAL AUTHORITY. Fourth annual report for the year ending December 31st, 1948. [Canberra, 1949] 7 p. Reports on the accomplishments of the year and stresses the need for additional staff and for additional space in Canberra (adequate accommodations have been provided in Melbourne and Sydney) if an effective archival program is to be carried out. Accessions are listed in a 2-page appendix.
  146. CEZARD, P. Vers la creation d'une nouvelle section aux Archives Nationales. *Gazette des archives*, new ser., 2: 12-15 (July, 1947). Proposes the establishment of a "Section Contemporaine" to handle and provide service on the some 40 tons of documents, many in the German language, that have been received in the Archives Nationales since the liberation.
  147. COOLHAAS, W. PH. Het Landsarchief te Batavia. [n. p.] 1949. 11 p. A brief illustrated history of the archives of the Dutch East Indies, reprinted from *Historia*, 14: 12-23 (Jan., 1949).
  148. CUBA. ARCHIVO NACIONAL. Memoria correspondiente al año de 1948. La Habana, 1949. 19 p.
  149. DAVIES, WILLIAM L. The preservation of historical records in solicitors' offices. Aberystwyth, National Library of Wales, 1947. 22 p. A paper by the Librarian of the National Library of Wales emphasizing the historical value of records from solicitors' offices and urging that they be bestowed by gift or deposit in the Library as the accredited national records depository.



150. DODD, JOHN. The archives of hospital contributory schemes. *Archives*, 1:35-38 (Lady Day, 1949). Discusses the disposition of archives of hospital contributory schemes in Britain and mentions briefly the disposition of administrative records of voluntary hospitals taken over by the state under the National Health Service Act.
151. DRAGAN, MARCIN. Otwarcie Archiwum Państwowego w Gdańsku. *Archeion*, 17:236-238 (1948). An account of the opening of the national archives in Danzig.
152. DE DUITSE archieven en de oorlog. *Nederlandsch archievenblad*, 52:107-111 (1947-48). A summary of the effects of World War II on German archives.
153. FONT-REAULX, J. DE. Une expérience de tournée généralisée dans les archives communales. *La gazette des archives*, new ser., 3:8-10 (Jan., 1948). A report on a survey of municipal archives. Urges the segregation of disposable and permanently valuable records and more effective care of the latter.
154. FÜGEDI, ERIK. The war losses of Hungarian private archives. *Journal of Central European affairs*, 8:[282]-284 (Oct., 1948). Stresses the fact that most of these archives that have survived are in complete disorder. In order to preserve the material that remains, the Hungarian Government created an office called the "Ministerial Commissariat for the Preservation of Endangered Private Collections," whose findings to date are summarized in this article.
155. GAZETTE des archives. New series, no. 1. (Jan., 1947). Semiannual. A bulletin published by the Association Amicale et Professionnelle des Archivistes Français. Contains news notes and proceedings of meetings, a "chronique administrative," bibliographies, and articles on professional and technical problems.
156. GODBER, JOYCE. Local archives of Great Britain: I. The county record office at Bedford. *Archives*, 1:10-20 (Lady Day, 1949). The first of a series that will describe the local record repositories of Britain, sketching their history, present staff, premises, and programs, and indicating the extent of their collections.
157. GREAT BRITAIN. PUBLIC RECORD OFFICE. 109th report of the Deputy Keeper of Records. London, His Majesty's Stationery Office, 1949. 16 p.
158. HAGUE. ARCHIEF DER GEMEENTE. Verslag over het jaar 1946. 's Gravenhage: Drukkerij trio [1948?] 5 p.
159. HEYSE, T. Notes d' exil (1940-1945). 2. Le Haut Commissariat belge à Toulouse en 1940 et ses Archives. *Archives, bibliothèques, et musées de Belgique*, 19:58-62 (1948).
160. HILL, ROSCOE R. Archives [of Latin America]. *Handbook of Latin American studies: 1945*. No. 11. Cambridge, Mass., Harvard Univ. Press, 1948. p. 43-55.
161. HILL, ROSCOE R. Los Archivos Nacionales de la America Latina. La Habana, 1948. 166 p. (Cuba, Archivo Nacional, *Publicaciones*, vol. 19.) Translated from the first edition published in English by the Harvard University Press in 1945.
162. HODSON, V. C. P. Off the record. *Indian archives*, 1:287-288 (Oct., 1947). Urges the formation of a collection, which would be located in London, of manuscript materials written in India in the 18th and early 19th centuries and at present in the possession of descendants of the writers in the United Kingdom.
163. HORTON, A. E. Records and the National Coal Board. *Archives*, 1:28-31 (Lady Day, 1949). Discusses the complex records problems resulting from the Coal Industry Nationalisation Act of 1946.
164. JAFFAR, S. M. The records of the North-West Frontier Province (1849-99). *Indian archives*, 1:294-303 (Oct., 1947). Describes the records of the Central Record Office at Peshawar, which has been established since the close of World War II and to which have been restored the records of the Province that had been transferred to the Imperial Record Department (now the National Archives of India) at New Delhi in 1940.
165. JANKOWSKA, JADWIGE. Działalność Sekcji Archiwalno-Bibliotecznej. *Archeion*, 17:228-235 (1948). Summarizes activities of the Archives and Library Section of the Association of Polish Librarians and Archivists.

166. JENKINSON, HILARY. British Records Association, 1932 to 1947; being a report from the Joint Secretaries on their retirement. London, 1948. 25 p. A review of the first fifteen years of existence of the British Records Association, its achievements and activities, with a history of the events that led to its formation. Presented by the Joint Secretaries, Hilary Jenkinson and Miss I. J. Churchill, on the occasion of their retirement.
167. KACZMARCZYK, KAZIMIERZ. Archiwum Państwowe w Poznaniu w czasie okupacji niemieckiej. *Archeion*, 17:84-100 (1948). Discusses the government archives in Posen during the German occupation.
168. KARWASINSKA, JADWIGA. Józef Siemiński — Dyrektor Archiwum Głównego. *Archeion*, 17:27-53 (1948). A memorial to Joseph Siemiński, director of the Central Archives, who died in 1941 as a result of the war.
169. KLEYNTJENS, J. La dispersion des Archives de Riga. *Archives, bibliothèques, et musées de Belgique*, 19:63-66 (1948). Describes the dispersion of the State Archives of Riga during World War II and mentions the setting up at New-Otting of the "Refugee Life Archiv" to collect materials on Letts in exile.
170. KONARSKI, KAZIMIERZ. Nowe zadania polskiej archiwistyki. *Archeion*, 17:23-26 (1948). Presents as the most urgent current problem of Polish archives administration the return of materials seized by the Germans.
171. KUPCZYNSKI, TADEUSZ. Archiwum Elblaskie. *Archeion*, 17:101-113 (1948). An article on the archives of Elbing.
172. LONDON. UNIVERSITY. INSTITUTE OF HISTORICAL RESEARCH. Annual report, 1 August 1947-31 July 1948. [London, 1949] 26 p.
173. LUKIS, MEROULA F. F. The work of the Western Australian Archives Department. *Historical studies, Australia and New Zealand*, 3:313-319 (Feb., 1949). The department was established as the Archives Branch of the Public Library at Perth in 1945, and its holdings embrace both official records and historical manuscripts.
174. MADRAS (PRESIDENCY) RECORD OFFICE. Administration report for 1947-48. [Madras, n. d.] 14 p.
175. MARISCAL, MARIO. Reseña histórica del Archivo General de la nación (1550-1946). Mexico, Secretaria de gobernación, 1946. 245 p. A history of the Archivo General of Mexico, including lists of its directors and officials.
176. MAROT, PIERRE. La Guerre de 1870-1871 et les archives départementales. *La gazette des archives*, new ser., 3:13-22 (Jan., 1948); 4:22-31 (July, 1948). A study of the effects of the Franco-Prussian War on the Archives Départementales, as revealed in reports and other official documents.
177. NACHTRAGE zu den Berichten der Staats-, Stadt- und Kirchenarchive. *Der Archivar*, 2, no. 1:col. 19-23 (Jan., 1949).
178. NETHERLANDS, RIJKSARCHIEF. Verslagen omtrent 's rijks oude archieven, 1947. 's Gravenhage, Staatsdrukkerij, 1948. 123 p.
179. NETHERLANDS, RIJKSARCHIEF IN LIMBURG, Maastricht. Verslagen over 1947. [n. p., n. d.] 16 p.
180. NORTHAMPTONSHIRE past and present. Northampton, Eng., Northamptonshire Record Society, 1948. 58 p. Includes an article, "Northamptonshire and its Record Society," p. 1-8, stressing the value of local records and summarizing the Society's history.
181. NOVA SCOTIA. PUBLIC ARCHIVES. Report for the year ending 30 November, 1948. Halifax, N. S., King's Printer, 1949. 56 p. The administrative report appears on p. 5-8; the rest of the volume is given over to documentary publication.
182. OXFORDSHIRE, ENG. COUNTY COUNCIL. COUNTY RECORDS JOINT COMMITTEE. The Oxfordshire County Record Office and its records. Oxford, Clerk of the Oxfordshire County Records Joint Committee, 1948. 15 p. (*Record publication* no. 1.) A brief description of the County Record Office and its holdings.
183. PAKISTAN. HISTORICAL RECORDS AND ARCHIVES COMMISSION. Proceedings of the



- first meeting, held at Karachi on the 3rd and 4th December 1948. [Karachi, n. d.] 20 p. The Commission recommends the immediate establishment of a Directorate of Archives at Karachi and the immediate microfilming, following the decision of the Partition Council as regards archives, of the records in the National Archives of India that are of interest to Pakistan.
184. POLISENSKY, J. V. The present state of Czechoslovak archives. *American archivist*, 11: 223-226 (July, 1948). Reprinted from London, University, Institute of Historical Research, *Bulletin*, 21: 23-26 (May-Nov., 1946).
185. POSTE, LESLIE I. Books go home from the wars. *Library journal*, 73: 1699-1704 (Dec. 1, 1948). Describes the accomplishments of the Offenbach Archival Depot of the Monuments, Fine Arts, and Archives Section of the United States Military Government in Germany in restoring to their rightful owners book and archival materials looted by the Nazis.
186. RAY, MARGARET. The Archives Department of Victoria University. United Church of Canada, Committee on Archives, *Bulletin*, 1: 5-10 (1948). This Department is made up of two collections: the first, which is the property of the United Church of Canada, is known as the Central Collection of Archives of the United Church; the second, which is the property of Victoria University, is known as the Victoria University Collection in Canadian Church History.
187. RYBARSKI, ANETONI. Wydział Archiwów Państwowych w latach 1945-1947. *Archeion*, 17: 196-220 (1948). Reviews the activities of the National Archives of Poland during the period 1945-47.
188. SASKATCHEWAN. ARCHIVES BOARD. Third report of the Saskatchewan Archives for the period June 1, 1947, to May 31, 1948. Regina, 1948. 31 p.
189. SCHIECHE, EMIL. Das schwedische Archivwesen in den letzten 20 Jahren. *Das Archiv*, 2, no. 1: col. 25-32 (Jan., 1949).
190. SIMPSON, GEORGE. Archives in Canada. *American archivist*, 11: 358-366 (October, 1948).
191. SISCO, GEORGE A. A brief account of the history of the Committee on Archives of the United Church of Canada, Committee on Archives, *Bulletin*, 1: 3-4 (1948).
192. SOMERSET, ENG. COUNTY RECORDS COMMITTEE. Report, 15th December 1948. Taunton, 1948. 1 p.
193. SOUTH AUSTRALIA. LIBRARIES BOARD. Annual report, 1st July 1947, to 30th June 1948. [Adelaide, Government Printer, 1949] 4 p. Includes a brief section on archives (p. 2).
194. SPENCER, RICHARD. The German Patent Office. Patent Office Society, *Journal*, 31: 79-87 (Feb., 1949). Mentions damage inflicted by bombing of the German Patent Office during World War II, the removal of part of the office to potato mines in Bavaria, the destruction by the Germans of secret German patents after the Allied victory, and removal of other records by the Russians.
195. STOLZ, OTTO AND KARL DÖRRER. Bericht über die Stellung, den Zustand und die Tätigkeit des Landesregierungsarchives für Tirol (Innsbruck) in den Jahren 1938 bis 1948. *Mitteilungen des Österreichischen Staatsarchivs*, 1: 482-489 (1948).
196. SUCHODOLSKI, WITOLD. Archiwa polskie za okupacji (1939-1945). *Archeion*, 17: 54-83 (1948). A description of damages suffered by Polish archives during World War II.
197. VLUG, H. Two jubilees and the documentation of the public offices in the Netherlands. *Revue de la documentation*, 15, fasc. 1: 15-16 (1948). Describes the work of the "Registratueur bureau" (the Bureau for the registry and care of public archives of the Union of Dutch Municipalities), which celebrated its twenty-fifth anniversary on January 1, 1947. This work has included the preparation of a classification scheme (the code of the Union of Dutch Municipalities) and the visiting and inspection of municipal archives to supply advice and informa-

- tion on the application of the system. Also describes the origin and work of the Study-Club for Public Documentation and the central training-institute and examination system for archivists conducted by it in cooperation with the Union of Archivists in the Netherlands.
198. VOLLMER, BERNHARD. Die Lage des deutschen Archivwesens nach dem Kriege. *Europa-Archiv*, 3, no. 10: 1623-1628 (1948).
199. WALES. NATIONAL LIBRARY. Annual report, 1947/48. Aberystwyth, 1948. 46 p. Describes manuscript accessions and finding aids prepared, p. 13-14 and p. 19-43.
200. WIESSNER, HEINRICH. Das Kärntner Landesarchiv in den Jahren 1938 bis 1946. *Mitteilungen des Österreichischen Staatsarchivs*, 1: 475-482 (1948).
201. WENISCH, RUDOLF. Neuaufbau des Bayerischen Verkehrsarchivs in Nürnberg. *Der Archivvar*, 2, no. 1: col. 5-20 (Jan., 1949).
202. ZIONIST CENTRAL ARCHIVES. The Zionist Central archives. [Jerusalem, 1946?] [4] p. A brief statement of its history and collections.
203. ZÜRICH (CANTON) STAATSARCHIV. Jahresbericht, 1948. Zürich, 1949. 5 p.
204. ZÜRICH (CITY) STADTARCHIV. Dienstordnung des Stadtarchivs Zürich. Verfügung des Stadtpräsidenten vom 31. März 1949. [Zürich, 1949] 5 p. Regulations for employees of the City Archives.
205. ZÜRICH (CITY) STADTARCHIV. Verwaltungsreglement des Stadtarchivs. Beschluss des Stadtrates vom 25. März 1949. [Zürich, 1949] 5 p. Regulations for searchers in the City Archives.
- See also* 69, 318, 355.

#### D. International Organizations

206. BRAYER, HERBERT O. Report on the meeting of professional archivists called by the United Nations Educational, Scientific and Cultural Organization, June 9 to 11, 1948, Paris, France. *American archivist*, 11: 325-331 (Oct., 1948). Published also in Spanish in Mexico, *Archivo General, Bolétin*, 20: [109]-122 (Jan.-Mar., 1949), under the title, "Consejo Internacional de Archivos en la UNESCO."
207. BUCK, SOLO J. International Council on Archives: European manuscript depositories. Library of Congress, *Information bulletin*, July 13-19, 1948. p. 8-11. Describes the accomplishments of the international conference held under the auspices of UNESCO in Paris, June 9-11, 1948, for the purpose of establishing an international professional organization in the field of archives. Describes also visits to archival and manuscript depositories in Paris, Brussels, The Hague, and London.
208. CLAUS, ROBERT. The archives program of the United Nations. *American archivist*, 11: 195-202 (July, 1948).
209. THE DOCUMENTS of Nuremberg. *Wiener library bulletin*, 3: [9] (Mar., 1949). A discussion of the published and unpublished records of the 13 war crimes trials held in Nuremberg. Distinguishes between the trial before the International Military Tribunal, the records of which are international in character, and the 12 additional trials, commonly referred to as the "subsequent proceedings," which were presented on behalf of the United States of America and the records of which are being deposited in the Historical Records Section, Departmental Records Branch, the Adjutant-General's Office, Washington, D. C.
210. DONKER DUYVIS, F. Rapport général sur la Fédération Internationale de Documentation, 1946-1947. *Revue de la documentation*, 15, fasc. 1: 6-8 (1948).
211. GRASWINCKEL, D. P. M. Internationale organisatie van archivariissen. *Nederlands archievenblad*, 52: 121-122 (1947-48).

212. INTERNATIONAL COUNCIL ON ARCHIVES. Constitution. Paris, United Nations Educational, Scientific, and Cultural Organization, 1949. 9 p. The constitution as adopted at the Inaugural Meeting of the Provisional Council, convened by UNESCO, June 9-11, 1948.
213. JENKINSON, HILARY. An International Council on Archives. *Archives*, 1:5-10 (Lady Day, 1949). A report on the international conference of archivists under the auspices of UNESCO that met in Paris in June 1948.
214. POSNER, ERNST. UNESCO'S concern with archives. *Papers to be read, silver jubilee session, Indian Historical Records Commission, Delhi, 1948*. New Delhi, Government of India Press, 1948. p. 30-33.

See also 384, 388.

#### IV. BUILDINGS AND EQUIPMENT FOR ARCHIVAL AND MANUSCRIPT DEPOSITORIES

215. COOPERATIVE COMMITTEE ON LIBRARY BUILDING PLANS. Planning the university library building; a summary of discussions by librarians, architects, and engineers. Ed. by John E. Burchard. Princeton, Princeton Univ. Press, 1949. 145 p. Includes a chapter on air conditioning that will be of interest to archivists as well as librarians.
216. FRICK, S. G. New Princeton Library has eliminated the fire hazard. *Library journal*, 73:1609-1610 (Nov. 1, 1948). Describes the fire protection system that protects seven areas in the Library, including the manuscript stock room and the manuscript workroom.
217. GONDOS, VICTOR. Public records building for Vermont. *American archivist*, 11:234-235 (July, 1948). Includes floor plans for the proposed extension to the State Library building.
218. NEW office building built in older building's light court. *Office*, 29, no. 2:46-48 (Feb., 1949). Describes new accommodations for the records of the Chicago Title and Trust Company, which has Cook County real estate records dating back to 1832.
219. VAN SCHREEVEN, WILLIAM J. The filing arrangement of the Archives Division Virginia State Library. *American archivist*, 11:248-251 (July, 1948).

See also 139.

#### V. APPRAISAL, ACCESSIONING, AND DISPOSAL OF RECORDS AND HISTORICAL MANUSCRIPTS

220. BROOKS, PHILIP C. Archival procedures for planned records retirement. *American archivist*, 11:308-315 (Oct., 1948). Traces the steps leading to the development by the National Archives in Washington of general schedules having Government-wide effect in authorizing disposal of records.
221. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Development and application of general schedules. [Washington, 1948] 11 p. Report of the meeting of March 12, 1948, at which Philip C. Brooks, then of the National Archives, John H. Dethman, then of the National Archives, and C. H. Mayhall of the War Assets Administration were the speakers.
222. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Evaluation and preservation of official personnel folders. Washington, 1949. 17 p. Report of the meeting of October 15, 1948, at which Almon R. Wright of the National Archives, Lewis J. Darter of the Navy Department, and D. J. Carr of the Budget Bureau were the speakers.

223. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Sampling techniques in records preservation. Washington, 1948. 16 p. A panel discussion held on December 17, 1949, in which W. Edwards Deming, Bureau of the Budget, Marius Fariolette, Bureau of Internal Revenue, John H. Dethman, Civil Aeronautics Board, and Harry Harman, Department of the Army participated, Ken Munden, Department of the Army, presiding.
224. U. S. ARMY DEPARTMENT. Records administration—disposition of records. [Washington] 1949. 286 p. (*Special regulations* no. 345-920-1, 15 Mar. 1949.) These regulations constitute the basic authority for the disposition of noncurrent files of all elements of the Army. They establish the responsibilities of the heads of Army agencies under the program, describe the purpose and technique of records disposition procedures, explain the function and scope of activity of records depositories to which noncurrent files are retired, and furnish detailed instructions for the retirement and disposition of files of field units and installations. They supersede War Department, *Technical manual* 12-259, 31 July 1945.
225. U. S. ARMY DEPARTMENT. Records administration—uniform retirement procedures. [Washington, 1948] 6 p. (*Special regulations* no. 345-920-1, 30 Dec. 1948.) Supersedes *Memorandum* 15-15-9, 5 March 1948 and *Circular* 60, 1948.
226. U. S. CIVIL AERONAUTICS BOARD. Economic regulations. Pt. 202, Accounts, records, and reports. Section 202.3 as amended to February 1, 1949. Preservation of accounts, records, and memoranda. [Washington] 1949. 4 p. Prescribes the periods of time for which specific categories of air carrier records are to be retained.
227. U. S. TENNESSEE VALLEY AUTHORITY. Scheduling and disposal of records. Prep. by Office Methods Staff. Knoxville, 1949. 151 p. A manual for officials engaged in the appraisal of records.
228. WAGMAN, THEODORE D. Elements of a records disposition survey. *Illinois libraries*, 30:413-416 (Oct., 1948). A talk given before the Interagency Records Administration Conference, Washington, D. C., in November 1947.

See also 34.

## VI. PHYSICAL PRESERVATION AND REHABILITATION OF RECORDS AND HISTORICAL MANUSCRIPTS

229. BARROW, WILLIAM J. Black writing ink of the colonial period. *American archivist*, 11:291-307 (Oct., 1948).
230. BARROW, WILLIAM J. Procedimiento y equipo usado en el metodo Barrow para restaurar manuscritos y documentos. Mexico, Archivo General, *Boletin*, 19: [217]-228 (1948). Translated, with an introduction by Manual Carrera Stampa, from the English edition of 1943.
231. BRITISH RECORDS ASSOCIATION. TECHNICAL SECTION. Bulletin no. 19. London, 1948. 8 p. Contains brief notes on dust problems in repositories, on the storage of the archives of Bristol during the war, and on danger from inadequate ventilation or bad packing.
232. CHAKRAVORTI, S. A review of the lamination process. *Indian archives*, 1:304-312 (Oct., 1947). The author reviews recent criticisms of the lamination process, but concludes, on the basis of his own tests and researches, that the process is sound and the first effective answer to the demand for "some mechanical means of rehabilitating the documents inexpensively and speedily without any highly skilled labour."
233. FLEETWOOD, GUSTAV. The conservation of medieval seals in the Swedish Riksarkiv. *American archivist*, 12:166-174 (Apr., 1949). Translated and condensed by Margareth Jorgensen from Sweden, Riksarkivet, *Meddelanden för år 1946*.

234. KIMBERLY, ARTHUR E. Insect and bacterial enemies of archives. *American archivist*, 11:246-247 (July, 1948). Discusses and evaluates the more important literature on this subject.
235. KIMBERLY, ARTHUR E. Recent developments in record preservation. *Papers to be read, silver jubilee session. Indian Historical Records Commission, Delhi, 1948*. New Delhi, Government of India Press, 1948. p. 192-194.
236. LEWIS, HARRY F. Research for the archivist of today and tomorrow. *American archivist*, 12:9-17 (Jan., 1949). A review of researches in the causes and mechanisms of paper aging. The author is research associate, the Institute of Paper Chemistry, Appleton, Wisconsin.
237. REICHARDT, GUNTHER. The durability of paper. *Indian archives*, 1:230-232 (July, 1947). An abstract of an article that appeared in the *Library quarterly*, 8:510-520 (Oct., 1938).
238. SEN, S. N. Common errors. *Indian archives*, 1:313-315 (Oct., 1947). Considers some common errors in rehabilitating and protecting manuscripts, including exposure to sun and heat to remove the effects of foxing and the use of DDT and of snakes' slough as a deterrent to insects.
239. U. S. GOVERNMENT PRINTING OFFICE. Control of warp in book covers. [Washington, 1948] 5 p. (U. S. Government Printing Office and Printing Industry of America, Inc., *Joint research bulletin, bindery series* no. 8.)
240. VASA, RAMON C. Preservation of pencil writing. *Indian archives*, 1:325-326 (Oct., 1947). A brief note on a method of preserving pencil writing by using a light wash of skimmed milk. The author invites comments on any deleterious effects of such a process on paper.

See also 138.

## VII. ARRANGEMENT AND DESCRIPTION OF RECORDS AND HISTORICAL MANUSCRIPTS, INCLUDING PUBLISHED FINDING AIDS

### A. General Discussion

241. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Describable item indexing. By Sherrod East. Washington, 1948. 10 p. A paper read before the meeting of June 11, 1948.
242. JORGENSEN, MARGARETH. Preparing the records checklist. [Washington] 1949. 4 p. (U. S. Adjutant-General's Office, Departmental Records Branch, Historical Records Section, *Seminar paper* no. 4.) Outline of remarks made before the seminar on April 14, 1949.
243. KYTE, E. C. Making letters live again. United Church of Canada, Committee on Archives, *Bulletin*, 1:37-39 (1948). Describes the step-by-step process that is entailed in sorting and listing a collection of "assorted correspondence."
244. MARTIN, DOROTHY V. Use of cataloging techniques in work with records and manuscripts. Washington, 1948. 151. A lecture delivered before the Fourth Intensive Training Program in the Preservation and Administration of Archives offered by the American University in cooperation with the National Archives and the Maryland Hall of Records and repeated, on February 17, 1949, before the seminar of the U. S. Adjutant-General's Office, Departmental Records Branch, Historical Records Section (*Seminar paper* no. 1. [Washington] 1949. 15 p.).
245. RADOFF, MORRIS L. A practical guide to calendaring. *American archivist*, 11:203-222 (July, 1948). The second and concluding installment of this article.
246. U. S. ADJUTANT-GENERAL'S OFFICE. DEPARTMENT RECORDS BRANCH. Reference service guide for Departmental Records Branch. [Washington] 1948. 1 vol,

looseleaf. An explanation of the system of describable item indexing as developed by the Branch and of its reference catalog.

247. WOLFF, ADAM. Archiwalne Karty inwentarzowe. *Archeion*, 17: 151-163 (1948). Urges the indexing of archives on cards rather than in book form.

See also 63, 303.

B. United States in General and Federal Government

248. BRAND, KATHARINE. The personal papers of Ray Stannard Baker. Library of Congress, *Quarterly journal of current acquisitions*, 5, no. 4: 3-9 (Aug., 1948).
249. BULLOCK, HELEN D. The Personal and professional papers of Frederick Law Olmsted. Library of Congress, *Quarterly journal of current acquisitions*, 6, no. 1: 8-15 (Nov., 1948).
250. KULSRUD, CARL J. The archival records of the agricultural adjustment program. *Agricultural history*, 22: 197-204 (July, 1948.) Describes records in the National Archives.
251. LEGEAR, C. E. The Hotchkiss Map Collection. Library of Congress, *Quarterly journal of current acquisitions*, 6, no. 1: 16-20 (Nov., 1948). Describes the collection of printed and manuscript maps of Maj. Jedediah Hotchkiss, a topographical engineer in the Confederate States Army.
252. MCCONNELL, ROLAND C. Records in the National Archives pertaining to the history of North Carolina. *North Carolina historical review*, 25: [318]-340 (July, 1948).
253. MCFARLAND, MARVIN W. The General Spaatz Collection. Library of Congress, *Quarterly journal of current acquisitions*, 6, no. 3: 23-55 (May, 1949). Describes the papers of General Carl Spaatz, which have been deposited in the Library of Congress and which include both personal papers and "extra copies of official documents" of the United States Strategic Air Forces. Includes some comments on air historiography.
254. MEARNS, DAVID C., ed. The Lincoln papers; the story of the collection, with selections to July 4, 1861; introd. by Carl Sandburg. Garden City, N. Y., Doubleday, 1948. 2 vols. A selection of more than 500 documents from the Robert Todd Lincoln Collection in the Library of Congress. The first volume includes a detailed history of the collection.
255. OWEN, THOMAS M. How the National Archives can aid genealogists. *Alabama historical quarterly*, 8: 25-34 (Spring, 1946). Describes materials in the National Archives of value for genealogical research, with emphasis on the holdings of the Veterans Records Branch.
256. PETERSON, CLARENCE S., comp. American-Scandinavian diplomatic relations, 1776-1876. [Baltimore?] 1948. 92 p. A calendar of documents in the National Archives, the Library of Congress, and private collections.
257. POMRENZE, SEYMOUR J. Materials in the National Archives relating to Cuba. Cuba. Archivo Nacional. *Bolétin*, 47: 47-68 (Jan.-Dec., 1948). A reprint in English of National Archives, *Reference information circular* no. 34, followed by a Spanish translation by Antonio Méndez Anayo.
258. STERN-TAEUBLER, SELMA. Acquisitions. *American Jewish archives*, 1, no. 2: 53-64 (Jan., 1949). Lists recent accessions to the American Jewish Archives, Hebrew Union College, Cincinnati, Ohio.
259. STUURMAN, DOUWE. The Nazi Collection: a preliminary note. Library of Congress, *Quarterly journal of current acquisitions*, 6, no. 1: 21-22 (Nov., 1948). Indicates briefly the nature of the Nazi materials collected by the Library of Congress Mission to Europe, which include the Nazi Party archives, the police records, the Chancellery papers, and a vast quantity of other holdings.
260. U. S. LIBRARY OF CONGRESS. Annual reports on acquisitions: manuscripts. *Quar-*

- terly journal of current acquisitions*, 6, no. 3:80-94 (May, 1949). Written by Dr. Solon J. Buck, this report covers two years and describes materials acquired by the Division of Manuscripts since February 1, 1947.
261. U. S. LIBRARY OF CONGRESS. Centennial of the Oregon Territory exhibition, September 11, 1948 — January 11, 1949. Washington, 1948. 76 p. The catalog of the exhibition, which included items lent by the National Archives.
262. U. S. LIBRARY OF CONGRESS. Centennial of the Territory of Minnesota exhibition, March 5, 1949 — June 15, 1949. Washington 1949. 74 p. The catalog of the exhibition, which included items lent by the National Archives.
263. U. S. LIBRARY OF CONGRESS. An exhibition commemorating the settlement of Georgia, 1733-1948; February 14, 1948 — May 12, 1948. Washington, 1948. 92 p. The catalog of the exhibition, which included items lent by the National Archives.
264. U. S. NATIONAL ARCHIVES. Civilian personnel records in the National Archives. By Seymour J. Pomrenze. [Washington, 1948] 26 p. (*Reference information circular no. 37.*)
265. U. S. NATIONAL ARCHIVES. Guide to the records in the National Archives. Washington, 1948. 684 p. The text and Appendix A of this *Guide*, which supersedes the *Guide* of 1940, describes records accessioned through June 30, 1948. Restrictions on the use of particular record groups are listed in Appendix B; general regulations for the use of records, promulgated by the Archivist on January 1, 1948, are given in Appendix C; and a classified list of record groups constitutes Appendix D.
266. U. S. NATIONAL ARCHIVES. Interior Department centennial, 1849-1949; an exhibit presented by the National Archives. [Washington, 1949] 23 p. The catalog of the exhibit.
267. U. S. NATIONAL ARCHIVES. List of documents concerning the negotiation of ratified Indian treaties, 1801-1869. Comp. by John H. Martin. Washington, 1948. 175 p. (*Special list no. 6.*)
268. U. S. NATIONAL ARCHIVES. A list of Federal agencies terminated since 1933 and agencies now having custody of their personnel records. Comp. by Guy A. Lee, 1945; rev. by Seymour J. Pomrenze. Washington, 1948. 15 p.
269. U. S. NATIONAL ARCHIVES. Materials in the National Archives relating to Haiti. By Seymour J. Pomrenze. [Washington, 1949] 13 p. (*Reference information circular no. 40.*)
270. U. S. NATIONAL ARCHIVES. Materials in the National Archives relating to India. By Purnendu Basu. [Washington, 1949] 11 p. (*Reference information circular no. 38.*) Dr. Basu, Assistant Director of the National Archives of India, prepared this report for the National Archives of the United States.
271. U. S. NATIONAL ARCHIVES. Materials in the National Archives relating to transportation. [Washington, 1948] 39 p. (*Reference information circular no. 36.*) Supersedes *Reference information circular no. 16.*
272. U. S. NATIONAL ARCHIVES. Materials in the National Archives relating to World War II. [Washington, 1949] 32 p. (*Reference information circular no. 39.*)
273. U. S. NATIONAL ARCHIVES. National Archives accessions. No. 34-37. [Washington] 1948-49. Issued quarterly as an appendix to the *Annual Report* of the Archivist of the United States.
274. U. S. NATIONAL ARCHIVES. Preliminary inventory of the land-entry papers of the General Land Office. Comp. by Harry B. Yoshpe and Philip P. Brower. Washington, 1949. 77 p. (*Preliminary inventory no. 22.*)
275. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of naval establishments created overseas during World War II. Comp. by Richard G. Wood. Washington, 1948. 8 p. (*Preliminary inventory no. 13.*)
276. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Adjutant



- General's Office. Comp. by Lucille H. Pendell and Elizabeth Bethel. Washington, 1949. 149 p. (*Preliminary inventory* no. 17.)
277. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Board of Investigation and Research—Transportation. Comp. by Leo Pascal. Washington, 1949. 12 p. (*Preliminary inventory* no. 19.)
278. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Bureau of Yards and Docks. Comp. by Richard G. Wood. Washington, 1948. 28 p. (*Preliminary inventory* no. 8.)
279. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Chemical Warfare Service. Comp. by Raymond P. Flynn. Washington, 1948. 5 p. (*Preliminary inventory* no. 8.)
280. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Civilian Conservation Corps. Comp. by Harold T. Pinkett. Washington, 1948. 16 p. (*Preliminary inventory* no. 11.)
281. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Federal Trade Commission. Comp. by Estelle Rebec. Washington, 1948. 7 p. (*Preliminary inventory* no. 7.)
282. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Forest Service. Comp. by Harold T. Pinkett. Washington, 1949. 17 p. (*Preliminary inventory* no. 18.)
283. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Maritime Labor Board. Comp. by Caroline W. Hiatt and Salvatore D. Nerbo. Washington, 1949. 7 p. (*Preliminary inventory* no. 20.)
284. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Office of the Paymaster General. Comp. by Roland C. McConnell. Washington, 1948. 16 p. (*Preliminary inventory* no. 9.)
285. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Senate Committee on Appropriations: Subcommittee on Inquiry in re Transfer of Employees, 1942. Comp. by Theodore J. Cassady and Harold E. Hufford. Washington, 1948. 8 p. (*Preliminary inventory* no. 12.)
286. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the United States Counsel for the Prosecution of Axis Criminality. Comp. by Fred G. Halley. Washington, 1949. 182 p. (*Preliminary inventory* no. 21.)
287. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the United States Direct Tax Commission for the District of South Carolina. Comp. by Jane Greene. Washington, 1948. 8 p. (*Preliminary inventory* no. 14.)
288. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the United States Secret Service. Comp. by Lyle J. Holverstott. Washington, 1949. 16 p. (*Preliminary inventory* no. 16.)
289. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the War Production Board. Comp. by Fred G. Halley and Josef C. James. Washington, 1948. 59 p. (*Preliminary inventory* no. 15.)
290. U. S. NATIONAL SECURITY RESOURCES BOARD. MOBILIZATION PROCEDURES AND ORGANIZATION OFFICE. Mobilization planning file, supplement to War Production Board records; description and use of file. [Washington] 1949. 28 p. Includes sample entries and a list of "subject areas" and code numbers for the mobilization planning file index. The file and its indexes are in the National Archives.
291. U. S. NATIONAL SECURITY RESOURCES BOARD. MOBILIZATION PROCEDURES AND ORGANIZATION OFFICE. Selected list of documents in the mobilization planning file of War Production Board records pertaining to problems and methods of production control administration during World War II. [Washington] 1949. 373 p. The documents itemized in this list are in the National Archives.
292. U. S. PRICE ADMINISTRATION OFFICE. OPA bibliography, 1940-1947; publications of the Office of Price Administration and its predecessor agencies. By W. J.



- Wilson, Mabel Randolph, and others. [Washington, 1948] 441 p. (*Historical reports on war administration: Office of Price Administration miscellaneous publication* no. 3.) A comprehensive listing of printed and processed materials, including those intended for internal as well as external distribution. "The underlying collection of documents it describes is being deposited intact in the National Archives, arranged in the same order and with the items marked with the same identifying symbols used in this volume" (letter of transmittal).
293. U. S. STRATEGIC BOMBING SURVEY. Index to records of the United States Strategic Bombing Survey. Washington, 1947. 317 p. The statistical and documentary materials to which this publication is an index are in the National Archives and comprise the background and supporting data for the Survey's published reports.

### C. State and Local

294. CURTIS, CAROLYN. A note on the Burlington records in the Newberry Library. *Business Historical Society, Bulletin*, 22:115-118 (June, 1948). Describes the use that has been made to date by scholars working in these records and progress that has been made by the Library staff in cataloging and preparing a guide to them.
295. DELAWARE. PUBLIC ARCHIVES COMMISSION. A calendar of Ridgely family letters, 1742-1899, in the Delaware State archives; ed. and comp. by Leon de Valinger, Jr., State archivist, and Virginia E. Shaw, classifier. Family data supplied by Mrs. Henry Ridgely. Vol. I. Dover, Del., Pub. priv. by some descendants of the Ridgely family for the Public Archives Commission, 1948. 385 p. The first of a projected series of three volumes.
296. HEILBRON, BERTHA L. Documentary panorama. *Minnesota history*, 30:14-23 (Mar., 1949). Describes a John Stevens' panorama of the "Indian Massacre in Minnesota in 1862," which is in the custody of the Minnesota Historical Society.
297. JACOBSEN, EDNA L. History in the State Library. *New York history*, 30:102-103 (Jan., 1949). Includes a brief report on preparations for the New York State Freedom Train.
298. MARYLAND. HALL OF RECORDS, Annapolis. Index holdings. [Annapolis, 1949] 9 p. (*Bulletin* no. 8.) Lists unpublished indexes available to searchers at the Maryland Hall of Records.
299. MARYLAND. HALL OF RECORDS COMMISSION. Calendar of Maryland State papers. No. 3. The brown books. By Roger Thomas. Annapolis, 1948. 180 p. (*Publications* no. 6.)
300. NEW YORK PUBLIC LIBRARY. MANUSCRIPT DIVISION. Manuscript Division acquisitions during 1947. New York Public Library, *Bulletin*, 52:357-361 (July, 1948).
301. NORTH CAROLINA. STATE DEPARTMENT OF ARCHIVES AND HISTORY. The Eric Norden Collection; an inventory of a group of survey plats drawn for the most part by the late Eric Norden and covering land areas located chiefly in southeastern North Carolina. Comp. by Henry Howard Eddy and Frances Harmon. Raleigh, N. C., State Department of Archives and History, 1949. 40 p.
302. NORTON, MARGARET C. Winning our freedom — an exhibit. *Illinois libraries*, 30:455-465 (Nov., 1948). Catalog of an exhibit of Illinois materials prepared by the Archives Department of the Illinois State Library on the occasion of the visit of the Freedom Train.
303. OREGON. STATE LIBRARY. ARCHIVES DIVISION. Publications nos. 6 (rev. ed.), 10-14. Salem, 1948. These comprise a revised "Statement of inventory principles"; "What you can write about the history of your home town"; "Basic entries for record groups"; and an inventory of "Records of the State Board of Barber Examiners." An informational leaflet, "Oregon's public records — what they

- mean to you, what care they need, what is being done" (Salem, 1949) has also been issued by the Archives Division.
304. [PENNSYLVANIA. HISTORICAL SOCIETY. LIBRARY] Supplement to the guide to the manuscript collections in the Historical Society of Pennsylvania. *Pennsylvania magazine of history and biography*, 72:276-283 (July, 1948).
305. PRESBYTERIAN HISTORICAL SOCIETY. Primary source materials on Western life in America at the Presbyterian Historical Society, 520 Witherspoon Building, Philadelphia, Pa. [Philadelphia, 1948] 4 p. (*Presbyterian key*, 4, no. 1. Dec., 1948).
306. RECENT acquisitions. *Mississippi Valley historical review*, 35:546-555 (Dec., 1948). A list to be published annually in the December issue of the *Mississippi Valley historical review*, mentioning the more important manuscript acquisitions of university, State, and city libraries for the year covered. Will omit additions to the Library of Congress and the National Archives.

See also 100-101, 112-113, 117, 328-329, 344.

### D. Foreign Countries

307. BAŃKOWSKI, PIOTR. Najstarszy, nieznan, inwentarz Archiwum Koronnego z roku 1740. *Archeion*, 17:147-150 (1948). Discusses the oldest records inventory of the Crown Archives of the year 1740.
308. BORAH, WOODROW. The Cathedral Archive of Oaxaca. *Hispanica American historical review*, 28:[640]-645 (Nov., 1948). A guide to the contents of the Cathedral Archives, which are "remarkably complete from about the middle of the eighteenth century to the War of the Reform and French Intervention."
309. BRONEER, OSCAR. Records of the American School of Classical Studies at Athens. *American archivist*, 12:42-44 (Jan., 1949).
310. EEGHEN, I. H. VAN. De doop- en begraafboeken te Amsterdam van voor de invoering van de burgerlijke stand. *Nederlands archievenblad*, 52:66-76, 123-132 (1947-48).
311. GREAT BRITAIN. PUBLIC RECORD OFFICE. Treaties, catalogue of an exhibition at the Public Record Office. London, His Majesty's Stationery Office, 1948. 46 p. Lists 52 representative treaty documents from 1197 to 1934.
312. HISTORICAL manuscripts. London University. Institute of Historical Research, *Bulletin*, 21:257-281 (May-Nov., 1948). Lists (1) accessions of manuscripts reported by public or corporate body repositories; (2) migrations of manuscripts by sale or change of private ownership.
313. JAFFAR, S. M. A guide to the archives of the Central Record Office, N[orth]-W[est] F[rontier] Province. Peshawar, Govt. Print. and Stationery, 1948. 50 p.
314. LANCASHIRE, ENG. COUNTY COUNCIL. COUNTY RECORDS OFFICE. Guide to the Lancashire Record Office. By R. Sharpe France. Preston, Lancashire County Council, 1948. 121 p. (*Record publication* no. 2.)
315. LAROCHE, C. Les archives du Ministère de la France d'Outre Mer. *La gazette des archives*, new ser., 4:15-20 (July, 1948). Indicates the nature of the records still in the Ministry, as well as those deposited in the Archives Nationales.
316. MCGUFFIE, T. H. Report on the military papers of Field-Marshal Sir George Nugent, Bart. (1757-1849), in the Royal United Service Institution Library. London University. Institute of Historical Research, *Bulletin*, 21:225-232 (May-Nov., 1948).
317. MARIS, A. JOHANNA. De twee amstellandse rekening-rollen uit den tijd van Bisschop Guido van Utrecht. *Nederlands archievenblad*, 52:77-83 (1947-48).
318. MILLARES CARLO, AGUSTÍN. Repertorio bibliográfico de los archivos mexicanos y de las colecciones diplomáticas fundamentales para la historia de México [por] Agustín Millares Carlo y José Ignacio Mantecon. Mexico, Impr. Aldina, 1948.

- 186 p. (*Publicaciones del Instituto de Historia*, 1. ser., no. 6.) Part 1 (p. 5-88) lists works relating to or descriptive of Mexican archives or archives relating to Mexico; part 2 (p. 93-150) lists documentary publications.
319. PHILLIMORE, R. H. Historical maps of the Survey of India. *Indian archives*, 1: 198-205 (July, 1947).
320. RAMSBOTHAM, R. B. The Woodstock (Oxfordshire) Town Archives. *Papers to be read, silver jubilee session, Indian Historical Records Commission, Delhi, 1948*. New Delhi, Government of India Press, 1948. p. 1-5.
321. SHARMA, DASARATHA. Proceedings of the Survey Department, 1865-1873; their general character. *Papers to be read, silver jubilee session, Indian Historical Records Commission, Delhi, 1948*. New Delhi, Government of India Press, 1948. p. 169-171.
322. SPEAR, T. G. Report on the records of the Chief Commissioner's Office, Delhi. *Papers to be read, silver jubilee session, Indian Historical Records Commission, Delhi, 1948*. New Delhi, Government of India Press, 1948. p. 6-12.
- See also 144-145, 156, 164, 182, 199.

#### VIII. APPLICATION OF PHOTOGRAPHIC PROCESSES TO WORK WITH RECORDS AND HISTORICAL MANUSCRIPTS

323. DIRECT copying with Printon. Army Map Service, *Bulletin*, no. 28:2-12 (Nov. 1948). Describes a method for the photographic reproduction of maps with faithful rendition or duplication of color.
324. ELLINGER, WERNER B. An inexpensive microprint reader. *College and research libraries*, 10: 37-38 (Jan., 1949). A note on the camera and microprint reader described by Joseph Goebel, *Schrift, Letter, Mikrokopie* (Mainz, Druck der Mainzer Presse, 1940).
325. EVANS, LUTHER H. Images from the air: the beginnings of Ultrafax. *Journal of documentation*, 4: [248]-250 (Mar., 1949). Describes the first public transmission of message by Ultrafax, a union and an application of the principles of television and photography, at the Library of Congress, on October 21, 1948. Developed by the Radio Corporation of America, the system is capable of transmitting and receiving written or printed messages and documents at rate of a million words a minute.
326. FEIBELMAN, HERBERT U. Microphotography and the record problems of our courts. American Judicature Society, *Journal*, 33:6-10 (June, 1949). Suggestions on the microphotographing of the records of the United States district courts.
327. FINLAYSON, C. P. AND I. D. THOMSON. An improvised document copying camera. Library Association, *Record*, 50:213-214 (Aug., 1948). Describes a successful attempt to use a "quite primitive" square bellows studio camera for document photography.
328. JENKINS, WILLIAM S. The Legislative Documents Microfilm Project. *Illinois libraries*, 30:466-470 (Nov., 1948). Reprinted, with a few changes, from Library of Congress, *Quarterly journal of current acquisitions*, 4, no. 3:60-64 (May, 1947). Describes accomplishments only through December 1946.
329. JENKINS, WILLIAM S. Records of the States of the United States; a microfilm compilation. Library of Congress, *Quarterly journal of current acquisitions*, 6, no. 3:3-7 (May, 1949). Describes the classification and manner of internal organization on reels of film (none of which is yet ready for distribution) of the manuscript and printed official records of the States reproduced under the joint auspices of the Library of Congress and the University of North Carolina since 1941.
330. LACY, DAN. Microfilming as a major acquisitions tool: policies, plans, and problems. Library of Congress, *Quarterly journal of current acquisitions*, 6, no. 3:

- 8-17 (May, 1949). Outlines a basic policy for a genuinely cooperative micro-filming program involving all major American libraries, in which the maximum amount of the total resources available to those libraries for microfilm work would be applied to the initial filming of materials, including archival materials, that are not now available to American scholars or that, like wood-pulp papers, are in danger of deterioration, rather than to the acquisition of positive prints of materials already filmed elsewhere.
331. MARICHAL, ROBERT. Application du microfilm aux Archives d'État. *Papers to be read, silver jubilee session, Indian Historical Records Commission, Delhi, 1948*. New Delhi, Government of India Press, 1948. p. 13-19.
332. THE MICROCARD bulletin. No. 3 (Mar., 1949). Middletown, Conn., The Microcard Foundation, 1949. 4 p. Lists the microcards that are actually in stock and ready for delivery. Emphasizes the fact that the microcarding process does not require two copies of an original text or the dismemberment of the text being copied, as had been originally supposed. Also published during the year was *Microcard bulletin* no. 2, issued in September 1948, which was a revised edition of *Bulletin* no. 1, issued in June 1948.
333. NOLL, DANIEL F. From the microphotographer's mail. *American archivist*, 11: 238-245, 316-324 (July, Oct., 1948); 12:36-41 (Jan., 1949). A question-and-answer series drawn from the experience of the National Archives and intended to supply answers to the questions that are posed repeatedly by persons seeking advice with respect to the application of microphotography to records.
334. NOLL, DANIEL F. The present legal status of microphotographed business records. *Journal of accountancy*, 86:28-33 (July, 1948).
335. NORVELL, WILLIAM L. Television for management. *Systems for modern management*, 13, no. 2:10-11 (Feb., 1949). Describes Vericon, a system of coaxially transmitted industrial television (wired, not broadcast) for control and informational purposes in business, industry, and government. Facsimile transmission of records between offices within an institution is suggested as one of its potentially most important uses.
336. PENNSYLVANIA ECONOMY LEAGUE, Inc. BERKS COUNTY BRANCH. Better recording at less cost through photography. Reading, Pa., 1948. 37 p. A report prepared for the County Commissioners of Berks County. Relates to the use of photocopy recording in the offices of the recorder of deeds, register of wills, and prothonotary.
337. PHOTOGRAPHIC copies of business and public records as evidence. *Iowa law review*, 34, no. 1:83-90 (Nov., 1948). Reviews legislation and court decisions of the past ten years and urges that "corrective uniform legislation is necessary if the law of evidence is to keep pace with scientific developments recognized and regularly used in the business world."
338. POINDRON, PAUL. Problemes internationaux pris par la reproduction photographique des documents. *Revue de la documentation*, 15: no. 2:46-48 (1948).
339. ROCKEFELLER FOUNDATION. Annual report, 1948. New York [1949] 425 p. A brief statement relating to the Foundation's grant of \$20,000 to the National Archives for producing basic microfilm stocks of records in its custody appears on p. 289-290. The Foundation's grant to the University of Oklahoma for the development of archival resources on Oklahoma history is discussed on p. 290-292.
340. RECORDAK CORPORATION. 50 billion records can't be wrong. [New York, 1948?] 36 p. A brochure describing the equipment and services offered by the Corporation.
341. STEINER, W. A. Papers in early American prize cases. *Journal of documentation*, 4:[90]-91 (Sept., 1948). A brief note relating to the reproduction of these records as a file microcopy by the National Archives.
342. STUBENRAUCH, A. V. The use of photography on business records. *Filing bulletin*,

- 17:41, 46 (Mar.-Apr., 1949). A very brief account of the various photographic processes and photographic contract services that are available for reproducing business records.
343. U. S. ARMY DEPARTMENT. Records administration—microfilming of records. [Washington] 1949. 9 p. (*Technical manual 12-257, Changes* no. 1.) Shows additions to and deletions from *Technical manual 12-257*, issued on March 13, 1946.
344. U. S. LIBRARY OF CONGRESS. State Documents Microfilm Project; progress report 1947-1948. [Washington, 1948] 31 p. Describes progress made in the joint program of the Library of Congress and the University of North Carolina in microfilming the early published official records of the States. Certain manuscript and newspaper materials have also been reproduced. The project was initiated in 1941, suspended during the war, and resumed in 1946.

See also 49-50, 63, 64.

#### IX. SERVICE, USE, AND PUBLICATION OF RECORDS AND HISTORICAL MANUSCRIPTS

345. AMERICAN ASSOCIATION OF REGISTRATION EXECUTIVES. The confidential nature of birth records. Washington, 1949. 10 p. A policy for uniform procedures in all the States for the handling of birth records, recommended by the American Association of Registration Executives and the Council on Vital Records and Statistics and endorsed by the Children's Bureau and the National Office of Vital Statistics.
346. AMERICAN POLITICAL SCIENCE ASSOCIATION. Forty-fourth annual meeting. *American political science review*, 43:107-128 (Feb., 1949). The Association's resolutions protesting the discontinuance of the State Department's *Treaties and other international acts* edited by Hunter Miller, and favoring the acceleration of the publication of the *Foreign relations* series and of the *Archives of the German Foreign Office* are recorded on p. 125-126.
347. APPS, D. W. Authentication of documents. U. S. Judge Advocate General's Office (Navy), *JAG journal*, Mar., 1949, p. 2-4. Relates to the authentication of copies of documents presented as evidence in courtmartial trials.
348. [BRIDGES, STYLES] Records pertaining to marriages and divorces. *Congressional record*, 95:2807-2808 (Mar. 18, 1949). Remarks by Senator Bridges introducing, for the American Association of Registration Executives, a joint resolution (81-1, *S. J. Res.* 66) by the terms of which the Congress would call upon the respective States to centralize their records relating to marriages and divorces.
349. BUTTERFIELD, LYMAN H. The papers of Thomas Jefferson: progress and procedures in the enterprise at Princeton. *American archivist*, 12:131-145 (Apr. 1949). Discusses some of the editorial problems that have arisen in connection with publishing the Jefferson papers.
350. CHALONER, W. H. Business records as a source of economic history with special reference to their selective preservation in libraries. *Journal of documentation*, 4:[5]-13 (June, 1948). Surveys recent English works in economic history that have been based on business records and suggests types of business records that may be destroyed or that need to be preserved. A short bibliography is appended.
351. CLARK, THOMAS D. The archives of small business. *American archivist*, 12:27-35 (Jan., 1949). A paper read before the joint session of the Society of American Archivists with the American Historical Association at Cleveland, Ohio, December 27, 1947. Stresses the research possibilities of the records of small business.

352. COCHRAN, THOMAS C. *The Pabst Brewing Company; the history of an American business.* New York, New York Univ. Press, 1948. 451 p. The bibliography includes (p. 407-411) a list of "Records in the Archives of the Pabst Brewing Company, Milwaukee, Wisconsin (complete 1844-1919; selected, 1920-1932)," which "may give the future historians an idea of what to look for when studying similar manufacturing enterprises."
353. EPSTEIN, ALBERT S. *Union records as statistical sources.* [Washington, 1948] 6 p. A paper read before the annual meeting of the American Statistical Association, Cleveland, Ohio, 1948. In the second part of the paper the author shows how membership, contract, and financial records of a union may be used as sources of statistical data for administrative purposes.
354. GERLICH, WILHELM. *Die Entzifferung von historischen Geheimschriften. Mit sechs Abbildungen. Mitteilungen des Österreichischen Staatsarchivs*, 1:445-469 (1948).
355. GERMANY. AUSWÄRTIGES AMT. *Documents on German foreign policy, 1918-1945: Series D (1937-1945). Vol. I. From Neurath to Ribbentrop (September 1937-September 1938).* Washington, 1949. cv, 1220 p. (State Department. *Publication* 3277.) The first volume to be published by the United States in the combined Anglo-American-French program of publishing jointly documents from the captured archives of the German Foreign Ministry and the Reich Chancellery. The editors have begun their work with the fourth series (D). Volumes covering earlier years will be published subsequently. A brief history of the dispersal of the Foreign Ministry Archives during the war and the manner in which they came into Anglo-American custody, together with a discussion of some of the editorial problems encountered in publishing them, is given in the General Introduction, p. vii-xiii; and a summary analysis of the Foreign Ministry Archives in Anglo-American custody is given in Appendix I, p. 1177-1185.
356. GOSNELL, CHARLES F. *Historic documents commence a tour. Library journal*, 74: 345-347 (Mar. 1, 1949). Describes the New York State Freedom Train, which had just begun a year's tour of the State under the auspices of the State Library.
357. HASKINS, GEORGE L. *Court records and history. William and Mary quarterly*, 3d ser., 5: [547]-552 (Oct., 1948). Urges that more research be undertaken in American legal history of the colonial period and stresses the value of court records for both legal and social history.
358. HASSLER, F. *Archivar und Technikgeschichte. Der Archivar*, 2, no. 1: col. 24-26 (Jan., 1949).
359. HIDY, RALPH W. *Problems in collaborative writing of business history. Business Historical Society, Bulletin*, 23: 67-77 (June, 1949). Includes a brief discussion of the questions of the availability and adequacy of a firm's records.
360. INSTITUTE OF EARLY AMERICAN HISTORY AND CULTURE, Williamsburg, Va. *Rules for preparing manuscripts.* [Williamsburg, 1949] 12 p. Suggestions for the form of citation of archival and manuscript material are given on p. 7.
361. LACY, GEORGE J. *Questioned documents. Indian archives*, 1: 316-324 (Oct., 1947). Reprinted from the *American archivist*, 9: 267-275 (Oct., 1946).
362. MONAGHAN, JAY. *Autographs—real and forged. Illinois State Historical Society, Journal*, 42: 80-83 (Mar., 1949). Discusses forgeries of Lincoln autographs.
363. NAMES on archives building. *Illinois libraries*, 30: 258-259 (June, 1948). Describes an exhibit at the Illinois State Archives in honor of the individuals whose names have been inscribed on the building.
364. NORONA, DELF. *The Freedom Train in West Virginia. West Virginia history*, 10: [149]-160 (Jan., 1949).
365. PALTSITS, VICTOR H. *The bogus Washington Commission. Autograph collectors'*

- journal*, 1: no. 1:4-8 (Oct., 1948). Describes the internal and external evidence by the use of which the author concluded that the copy of the Washington Commission in the possession of the Washington Headquarters, Morristown, New Jersey, is a forgery.
366. PETERSEN, WILLIAM J. The Freedom Train in Iowa. *Palimpsest*, 29:269-281 (Sept., 1948).
367. PUGH, R. B. The publication of modern records. *Archives*, 1:31-35 (Lady Day, 1949). Discusses the unanswered problems of selection and organization that the complexity and bulk of modern records, both public and private, impose on any endeavor to publish them.
368. READ, CONYERS. Recent United States and British Government publications from the London Naval Conference of 1930. *American historical review*, 54:307-314 (Jan., 1949). Raises questions with respect to the basis of selection of materials appearing in official documentary publications.
369. SUCHODOLSKI, WITOLD. Archiwa wobec dzisiejszej problematyki badań historycznych. *Archeion*, 17:20-22 (1948). A discussion of archives in relation to historical research.
370. TATE, W. E. The use of archives in education. *Archives*, 1:20-28 (Lady Day, 1949). Urges the use of local archives of all descriptions in the teaching of history in the elementary schools.
371. THORNTON, H. J. America's Freedom Train. *Palimpsest*, 29:257-268 (Sept., 1948).
372. U. S. ARMY DEPARTMENT. Historical reports. [Washington, 1949] 2 p. (*Special regulations* no. 345-105, 3 Feb. 1949.) General regulations concerning the responsibility for the preparation of current war diaries, activities reports, and narrative reports, with supporting documents and staff section reports. Supersedes *Army regulations* no. 345-105, 18 November 1929, including C 5, 1 May 1946.
373. U. S. ARMY DEPARTMENT. Preparation of historical reports. [Washington] 1949. 8 p. (*Special regulations* no. 345-105-1, 3 Feb. 1949.) Detailed instructions for the preparation and disposition of the current historical reports required to be prepared by *Army regulations* no. 345-105. Supersedes *Army regulations* 345-105, 18 November 1929, including C 5, 1 May 1946.
374. U. S. ARMY DEPARTMENT. HISTORICAL DIVISION. Opportunities for research in the Department of the Army. [Washington, 1948] 9 p. A brief statement to make known to scholars in the fields of the social studies the nature and extent of documents under the control of the Department of the Army that offer opportunities for research and writing. Includes a list of selected topics for research and writing and a copy of the application form or interview record of applicants requesting permission to use official files.
375. U. S. ARMY DEPARTMENT. HISTORICAL DIVISION. Style manual for military history. 2d rev. [Washington] 1949. 78 p. Prepared for use in the publication of *The United States Army in World War II*. Suggestions for the citing of archival materials are given on p. 51-57.
376. U. S. CONGRESS. HOUSE. COMMITTEE ON APPROPRIATIONS. Department of State appropriation bill for 1950. Hearings . . . 81-1. Washington, 1949. 1004 p. Funds for collecting and editing the *Territorial papers of the United States* are discussed on p. 425-427.
377. U. S. PRESIDENT, 1945- (TRUMAN) Executive Order 10006. Preparation, presentation, filing, and publication of Executive orders and proclamations. *Federal register*, 13:5927, 5929 (Oct. 12, 1948). The major change effected by this order, dated October 9, 1948, requires publication in the *Federal register* of all Executive orders, eliminating the need for printing slip copies of Executive orders affecting only persons named therein.
378. U. S. PRESIDENT, 1945- (TRUMAN) Executive Order 10033. Regulations governing the providing of statistical information to intergovernmental organizations.



*Federal register*, 14: 561-562 (Feb. 9, 1949). Provides generally that the Director of the Bureau of the Budget shall determine, with the concurrence of the Secretary of State, what statistical information shall be provided in response to official requests received by the United States Government from any intergovernmental organization of which this country is a member, and which Federal agency or agencies shall prepare the information.

379. U. S. STATE DEPARTMENT. Policy on disclosing files on representatives of international groups. State Department, *Bulletin*, 19:235-236 (Aug. 22, 1948). A letter from Secretary of State George C. Marshall to Senator Chapman Revercomb, refusing to make accessible the visa files of the State Department relating to persons admitted into the United States as accredited representatives to the United Nations or other international organizations.
380. WOLKINSON, HERMAN. Demands of Congressional Committees for Executive Papers. Pt. 1. *Federal bar journal*, 10:103-150 (Apr., 1949). An historical account of Presidential action following Congressional demands for information and papers.

See also 80, 83-84, 86-87, 90, 138-139, 201, 209, 222, 255, 297.

## X. SPECIAL PHYSICAL TYPES OF RECORDS AND HISTORICAL MANUSCRIPTS

381. BHATTACHARYYA, B. Palm-leaf manuscripts and their preservation. *Indian archives*, 1:233-234 (July, 1947).
382. SAUL, PATRICK. A brief note on archives of sound recordings. *Journal of documentation*, 4:[87]-89 (Sept., 1948). Enumerates briefly the chief repositories of sound recordings in Britain and elsewhere.
383. SURI, J. H. Palm-leaf manuscripts in Jaisalmir. *Indian archives*, 1: 234-235 (July, 1947).
384. UNITED NATIONS. COMMUNICATIONS AND RECORDS DIVISION. ARCHIVES SECTION. Union list of U.N.R.R.A. film; a guide to motion picture records produced by agencies throughout the world on the activities of the United Nations Relief and Rehabilitation Administration, 1943-1947. Lake Success, N. Y., 1949. 21 p. (*Reference guide* no. 5.) A union list of motion picture film footage made by UNRAA itself and by government or private agencies for UNRAA or for independent purposes.
385. U. S. LIBRARY OF CONGRESS. REFERENCE DEPARTMENT. MAPS DIVISION. Maps; their care, repair, and preservation in libraries. By Clara Egli LeGear. Washington, 1949. 46 p. A manual on the processing, care, and administration of all kinds of maps.
386. WALLS, HOWARD L. Film-collection program. Society of Motion Picture Engineers, *Journal*, 52: 5-8 (Jan., 1949). The Academy of Motion Picture Arts and Sciences proposes, if funds are available, to restore to the screen the first twenty years of motion picture achievements by the optical printing of photographic paper rolls submitted for copyright registration from 1897 to 1917.

See also 88, 251, 319.

## XI. THE RECRUITMENT AND TRAINING OF ARCHIVISTS, CUSTODIANS OF MANUSCRIPTS, AND RECORDS OFFICERS

387. AMERICAN UNIVERSITY. The preservation and administration of archives; fifth intensive training course, July 25 to August 20, 1949, in cooperation with the National Archives, the Library of Congress, and the Maryland Hall of Records. [Washington, 1949] Folder.
388. BRIET, SUZANNE. Rapport sur la création d'une commission mixte d'enseignement



- professionnel suggérée par la Fédération Internationale de Documentation. *Journal of documentation*, 4: [188]-197 (Dec., 1948). A preliminary report stating the position of the International Federation for Documentation (F.I.D.) on the proposal of UNESCO that F.I.D. and the International Federation of Library Associations cooperate in their activities relating to professional training. Expresses the hope that archivists will some day send delegates to the twin committees of these two Federations and mentions a few of the recent developments in professional training for archivists on p. 194-195.
389. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. How records personnel are trained in the Atomic Energy Commission. [Washington, 1949] 11 p. Proceedings of the meeting of November 19, 1948, in which Terry Beach and Thomas J. Pugliese of the Atomic Energy Commission were the speakers.
390. JAFFAR, S. M. Problems of an archivist. Peshawar, Govt. Print. & Stationery 1948. 64 p. Intended to serve as a text-book for the trainees in the Central Record Office, North-West Frontier Province, Pakistan.
391. NEW YORK UNIVERSITY. GRADUATE SCHOOL OF BUSINESS ADMINISTRATION. Announcing a new course in records management and archives administration [New York] n. d. Folder. The prospectus of a new course offered by the Graduate School of Business Administration and the National Records Management Council, February 9-May 18, 1949, under the direction of Emmett J. Leahy.
392. U. S. ATOMIC ENERGY COMMISSION. RECORDS MANAGEMENT BRANCH. Manual of suggested procedures for the training of records personnel. [Washington, 1948] [25] p.

*See also* 197.

# News Notes

MARY C. LETHBRIDGE, Editor

*The National Archives*

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## THE NATIONAL ARCHIVES

The National Archives Establishment, including the Division of the Federal Register and the Franklin D. Roosevelt Library, and its functions and personnel were transferred to the General Services Administration by Public Law No. 152, approved June 30, 1949, which created the Administration. Jess Larson, former War Assets Administrator and most recently Federal Works Administrator, heads the new agency.

In establishing the Administration, Congress declared that its intent was to provide for the Government an economical and efficient system for the procurement and supply of personal property and nonpersonal services, the utilization of available property, the disposal of surplus property, and the management of Federal records — activities that are common to all government agencies. The creation of such a general services agency was in line with recommendations of the Commission on Organization of the Executive Branch of the Government, better known as the Hoover Commission.

In the field of records management, the Administrator was authorized (1) to make surveys of Government records and records management and disposal practices and to obtain reports thereon from Federal agencies; (2) to promote, in cooperation with the executive agencies, improved records management practices and controls in such agencies, including the central storage or disposition of records not needed by them for their current use; and (3) to report to Congress and the Director of the Bureau of the Budget from time to time the results of such activities.

The valuable records of the Hoover Commission, 1947-49, have been turned over to the National Archives. They consist of correspondence, minutes of meetings, reports, and other records of the Executive Director, the Secretary's Office, and the Research and Library Section as well as "Task Force" papers on projects dealing with agricultural activities, medical services, regulatory commissions, personnel management, foreign affairs, supply, accounting, and national security organization. Other materials of note received recently include records of the House of Representatives for the Seventy-seventh and Seventy-eighth Congresses, 1941-44; additional general records of the Senate, 1947-48; records of the Senate Committee on the District of Columbia, 1907-46; schedules of the twelfth (1900) and fourteenth (1920) population censuses of the United States; central records of the Civil Aeronautics Administration and its predecessors, 1926-43, dealing with administrative matters and technical development in civil aeronautics and air commerce; and more than 2,000 photographic prints and negatives made by Robert Brewster Stanton on a

survey for a railway route from the Colorado coal fields to the Pacific Coast, 1889-90, received from the Geological Survey.

In its program to inform scholars and others of materials in the custody of the Archivist and to facilitate the servicing of the records, the National Archives has recently issued preliminary inventories of the records of The Adjutant General's Office, the Maritime Labor Board, the Board of Investigation and Research — Transportation, and the U. S. Counsel for the Prosecution of Axis Criminality, and of the land-entry papers of the General Land Office. Other publications include a *List of Documents Concerning the Negotiation of Ratified Indian Treaties, 1801-1869*, a *Reference Information Circular on Materials in the National Archives Relating to Haiti*, and a leaflet on *The National Archives Library*.

Negative microcopies, positive prints of which may be purchased, have been made recently of "Captains' Letters" to the Secretary of the Navy, 1841-8 (138 rolls); population schedules of the census of 1830 for Ohio (17 rolls) and of the Colorado State census of 1885 (8 rolls); despatches from U. S. Ministers to Japan, 1877-1906 (50 rolls), Korea, 1884-1905 (21 rolls), and Paraguay and Uruguay, 1858-1906 (19 rolls); despatches from U. S. consuls in Acapulco, 1823-1906 (8 rolls), Honolulu, 1843-1903 (21 rolls), Lima Callao, 1827-1906 (21 rolls), Panama, 1857-1906 (26 rolls), and Valparaiso, 1828-1906 (13 rolls); and papers of General Hans von Seeckt, 1860-193 (28 rolls).

#### FEDERAL SECURITY AGENCY

New records officers appointed in the Federal Security Agency include the following:

Office of the Administrator	Harold Allen
Division of Personnel Management	Philip H. Sload
Field Services Division	William E. Arnold
Social Security Administration	
Office of the Commissioner	Wallace Lee
Bureau of Public Assistance	Mrs. Claudia Bradley
Bureau of Federal Credit Unions	Mrs. Virginia Daw
Children's Bureau	Marvin O. Stromberg
Bureau of Old Age & Survivors	
Insurance	Vinson J. Gordon

#### INTERAGENCY RECORDS ADMINISTRATION CONFERENCE

On May 27, 1949 the Interagency Records Administration Conference conducted a panel discussion on "Position Allocation Standards for Records Personnel." John Hickey, of the Civil Service Commission, Linwood Donaldson of the Department of Agriculture, Ruth Henderson, of the National Archives, and Sherrod East, of the Department of the Army, analyzed current practices and future plans in the field of position descriptions and job allocations for records personnel.

The Hoover Commission report on Federal records management has fo-

cussed considerable attention on the volume of Government records — some 18 million cubic feet. The speakers at the June 17th meeting of the Conference addressed themselves to the problems presented by this vast quantity of records. T. R. Schellenberg of the National Archives outlined the need for the establishment of effective standards and procedures for records management with a view toward the segregation of those records which have temporary or permanent value and the prompt disposal of others. Linwood Donaldson's analysis of the same problems reflected his long experience with records work in the Department of Agriculture.

Another feature of the June meeting was the annual election of five Steering Committee members for a two year term. Those elected were John F. X. Britt, Federal Security Agency; Philip C. Brooks, National Security Resources Board; Ollon D. McCool, Department of the Army; Thomas J. Pugliese, Atomic Energy Commission; and Everett O. Alldridge of the Navy Department. Present members whose terms carry over until June 1950 are Walter Anderson, State Department; Dorothy Luttrell, Department of Agriculture; Allan Humphrey, General Accounting Officer; Imogene Williford, Veterans Administration; and Lewis Darter, Navy Department. On July 8, 1949, the new Steering Committee re-elected Philip C. Brooks to the Conference Chairmanship for the 1949-1950 season and named Dorothy Luttrell Vice Chairman. The June meeting was followed by a social get-together in the National Archives Conference Room.

During the summer the Conference conducted two continuing Round Table discussions series. One, "The Content of An Agency Record Program," was in charge of John F. X. Britt; the other, "Administration of Record Centers," was led by Ken Munden. It is intended that from each of these series there will emerge concrete recommendations and problem analyses which will be of use to the Conference and to records people generally.

IRAC's schedule for September called for a presentation of the National Archives disposal policy and the announcement of revised and simplified disposal procedures for Federal agencies.

### NATIONAL MILITARY ESTABLISHMENT

The Central Air Documents Office, Navy-Air Force, has announced a reorganization effective March 1, 1949 in which the following sections were established: Document Processing Section, Foreign Documents Section, Publishing Section, Technical Data Digest Section, and Document Requirements Section. A Conference on Problems of Centralized Documentation, sponsored by CADO on April 11, 12, and 13, 1949 heard panel discussions of the Standard Aeronautical Indexing System, the Air Technical Index, Miniaturization of Documents, Machine Methods in Documentation, Reports Standardization, and Document Exchange Problems. An article on the growth of this vast project from its London beginning in 1945 to the present Dayton, Ohio organization, its procedures and accomplishments, appeared in *Library Journal*, 74: 778-783, 883 (May 15, 1949).

## TRAINING OF ARCHIVISTS

The York [England] Summer School of Archives and Historical Research was held August 13-27. The twofold aim of the school was to put York's special resources in the material of history at the disposal of those wanting to acquire some knowledge of the great York collections of documents and to give, at the same time, introductory instruction in the reading of documents and in the general administration and organization of archives on a national level.

This summer school was arranged, in unofficial association with the staff of the Public Record Office, by a York committee which has recently evolved a far reaching plan of academic development in the city. The committee feels that York's nineteen centuries of history, its ecclesiastical, civil, and guild records, and its historic buildings constitute a heritage which should be made more freely available in the cause of learning. The Summer School of Archives is one way of initiating this process.

The curriculum for the school included: (1) a general course on the organization and administration of the country's records, together with some discussion of the relationship between the archivist and the historian and the nature and value of archives *per se*; (2) a short and necessarily introductory course in the reading of documents in the "conventional hands," including practical work from photostats and covering such subjects as abbreviation, conventions, seals, languages, and the development of English Court Hand; and (3) general discussions of the nature and scope of the York collections, including certain private collections in Yorkshire, designed to show their particular use and value for a student doing research in history.

## FOREIGN NEWS

*Central and South Africa*

Unpublished stories of explorers and missionaries and reports of governors and officials about peoples and events in Central and Southern Africa from the beginning of the sixteenth century onwards are now to be sought out, edited and published. This comprehensive scheme has developed from 12 years' planning by V. W. Hiller, Chief Archivist of the Central African Archives in Salisbury, Southern Rhodesia. In various parts of Europe, in the archives and libraries of Portugal, and in the vast treasure-house of the Vatican library, it is hoped to find documents which will be recorded on microfilm for preservation in the Central African Archives and later edited for publication.

The program is an inter-territorial one, supported by the governments of Southern Rhodesia, Northern Rhodesia and Nyasaland. The first definite prospect of its realization came in 1945 with generous gifts of sums of money from well-wishers in England, the Union of South Africa, and Southern Rhodesia, but it was not until 1948, when the Carnegie Corporation of New York made a very liberal grant, that the scheme became not a dream of the future but a present enterprise.

Eric Axelson, the author of "South-East Africa, 1488-1530," joined the

staff of the Central African Archives in July. In August he left for Europe on an eight-months' mission, accompanied by a staff photographer, to select documents for reproduction from European archival centers. On his return another mission, consisting, it is hoped, of Lt. C. Montez, Archivist of the Arquivo Historico de Mocambique, and a photographer, will visit Goa, from which South-Eastern Africa was once governed. After the reproductions have been classified, translating and editing will begin. Publication cannot follow for some years, but it is hoped that prints of the microfilms will be available within a comparatively short time.

### *England*

On the occasion of its 107th annual meeting in 1949, the Yorkshire Architectural and York Archaeological Society held an exhibition of guild records, the most important of its kind ever held in Great Britain. A forerunner of the exhibit planned for the York Summer School for Archives in August, it displayed documents from 29 different bodies, the earliest founded in pre-conquest days, and included 16th century letters, a 13th century lease, and some of the regalia and silver still used by the guilds. The following views on the archives situation in England appeared in this Society's annual report and catalogue of the exhibition:

May we add a word of warning which, it is hoped, will be read both within our walls and far abroad. A great deal has recently been written on the subject of Archives in the national press, and it is high time that some line of policy were set forth in clear and unmistakable terms by those in authority. Perhaps the following thoughts may guide them. The keynote must be a sincere acceptance of the voluntary principle, both now and for ever. Any idea of the thin edge of some administrative wedge poked under a lulling barrage of smooth words and evasive statements to be gently developed into a scheme for the "Nationalization" of Archives, Records and Muniments would be fatal to the very documents it is hoped to preserve. People are fed up with this kind of procedure and familiarity breeds contempt. It would, in the first instance, merely lead to the cessation of private assistance in the work of the compilation of a National Register of Archives—for why should owners obligingly compile lists to help thieves rob them of their possessions?—and later on, to the deliberate destruction of Records for a variety of reasons into which we need not enter. So let there be none of this nonsense.

This in no way constitutes an excuse for Governmental—both central and local—inaction. Voluntary Repositories for Archives of all kinds should be set up in County Boroughs and on a Shire basis. The "Regional" concept—born of emergency administration needs for war purposes and perpetuated for reasons which are far from satisfactory—will not do. It is wholly artificial and, as far as documents are concerned, constitutes an unrealistic approach to the problem. As we in this Society see it, economic development has centred great riches in areas of comparatively little historic importance with the result that cities such as Birmingham, Liverpool, Wolverhampton, Bradford, Leeds and many others have ample means to support a trained Archivist and his staff, pay for a proper centre for the storage of muniments and indeed would probably gladly do so—if they had the muniments. They have sufficient cash to get all dressed up, but, figuratively speaking, they have nowhere to go. On the other hand, there are cities such as York that have a wealth of ancient records and lovely buildings but insufficient means for their proper preservation. The idea that some of their archives be transferred to the richer if less historically well-

favoured towns is on a par with the suggestion that York Minster be taken down and re-erected in, say, Chicago. Without any desire to be dog-in-the-mangerish on the part of their owners, records must be housed, kept and studied in their own proper surroundings; only thus will they live.

So, clearly, the problem requires a three-tier solution. The central government must make grants to less financially favoured localities at the expense of the nation — after all, it is not only the local inhabitant in these days of high mobility who enjoys the amenities of his city. Then local councils must stir their stumps and, even at the cost of some expenditure, persuade both the public and the central government that something is being done to merit these grants in aid by providing repositories for the safe keeping, study and display of documents entrusted to their care by all who may wish to make use of these facilities. Thirdly — and most important of all — local learned societies must see to it that they play their part, not only in helping councils to run the Repositories for Archives, but also in keeping both forms of government aware of their responsibilities and the general public informed of how these are being discharged. And above all — we repeat — the voluntary principle.

### *France*

UNESCO and the Direction des Bibliothèques de France are collaborating in the production of a *Guide des centres et des services de documentation* which will cover all French territories. This guide will constitute the third part of a series of which the first two volumes (*Guide des bibliothèques de Paris* and *Guide des bibliothèques des départements*) are in course of preparation.

### *Pakistan*

The Historical Records and Archives Commission as constituted by a Government resolution of April 14, 1948, held its first meeting on December 3-4, 1948 at Karachi. The Commission, composed of historians and archivists from the Government and the universities, resolved that the Government of Pakistan be requested to establish a separate Directorate of Archives at Karachi; that regional survey committees be set up to locate and salvage historical records throughout the country and to prepare guides to archives remaining in private custody and in district offices; and that steps be taken to obtain from private owners for reasonable compensation manuscripts and records of historical, cultural, and literary importance. The Antiquities Export (Control) Act of 1947, which was aimed to prevent the carrying away by emigrants of rare ancient manuscripts, paintings, historical documents and works of art, requires enforcement, the Commission stated.

## ALABAMA

Mrs. Marie Bankhead Owen, Director of the State Department of Archives and History for almost thirty years, was given the honorary degree of LL.D. by the University of Alabama in June. In the citation the University President stated that Mrs. Owen's recent five volume work, *The Story of Alabama, a History of the State*, is the most complete and extensive history of the State



yet written. About ten years ago Alabama College for Women also bestowed the honorary degree of LL.D. upon Mrs. Owen.

A portrait of the late Thomas M. Owen, Jr., who was long connected with the National Archives and who served for fifteen years as National Historian of the American Legion, has been placed in the Alabama State Department of Archives and History. The portrait was painted by Maltby Sykes, one of the best known artists of the South.

### COLORADO

Herbert O. Brayer has resigned as State Archivist of Colorado to accept the post of Professor of Business History at the School of Commerce, Northwestern University, effective September 1. Mrs. Brayer has also resigned as Associate Archivist, effective August 15. Although no State Archivist will be appointed at present, Mrs. Dolores C. Renze has been appointed Associate State Archivist, effective August 15. Administrative control of the Archives will rest in the State Historian's office.

### CONNECTICUT

Acquisition of the Ralph H. Isham Collection of the private papers of James Boswell was announced by Yale University Librarian James T. Babb on July 31. Plans for publication of the papers, described as "the greatest collection of English literary manuscripts of the eighteenth century," were announced simultaneously. The papers of Boswell, author of the "Life of Samuel Johnson," were purchased from Lt. Col. Isham of New York, a member of Yale's Class of 1914. Isham spent nearly 25 years in a romantic hunt to bring them together from attics and outbuildings of an Irish castle and a Scottish mansion, where they had remained unrecognized for more than a century.

Acquisition of the vast collection of journals, letters, and other materials was made possible by a gift to Yale from the Old Dominion Foundation, established by Paul Mellon of the class of 1929, and by arrangement with McGraw-Hill Book Co., Inc., for exclusive rights to publish, through Whiteley House, the 40 to 50 volumes which will result from the editing of the papers by leading scholars. McGraw-Hill has acquired from Yale all other rights of publication and has arranged with William Heinemann, Ltd., of London, to issue the volumes in the British Empire.

### DELAWARE

The recent session of the Delaware Legislature passed and Governor Elbert N. Carvel signed an act appropriating funds to the Public Archives Commission to establish a State Museum Division. This appropriation supplements the funds previously subscribed by the public for restoring the Old Presbyterian Church in Dover and for renovating it and an adjacent Chapel Building for use as a State Museum. The Museum will show a cross section of the State's development from Colonial times to the present through exhibits de-

signed to portray Delaware's history, natural resources, educational, agricultural, and industrial attainments. Many of the facilities of the State Archives can thus be utilized jointly with the Museum, and the two agencies will be in a better position to disseminate and interpret Delaware's history to the public.

The Legislature also appropriated funds for additional microfilm work in the State. This will enable the Public Archives Commission to make photocopies of important county records created after 1850, thus providing security copies in the event of the destruction of the originals from any cause. The majority of the county records prior to this date had been microfilmed by the Genealogical Society of the Church of Jesus Christ of the Latter Day Saints.

Among recent staff changes were the employment of Charles W. Dickens as Assistant State Archivist; the promotion of Miss Virginia E. Shaw from Classifier to Junior Archivist; and the addition of Harry McDaniel, 3rd and Mrs. Lida R. Farrow as Junior Photographer and Clerk, respectively.

The *Annual Report of the Public Archives Commission for the Fiscal Year ending June 30, 1949*, is now available for distribution.

#### KANSAS

Osage County history, as compiled by the Kansas Historical Records Survey, WPA, has continued to appear regularly in *the People's Herald*, Lyndon. Information on various types of county records, including their description and location, has been featured in recent articles.

#### KENTUCKY

The Library of Samuel M. Wilson, left to the University of Kentucky in 1946, is now housed in special rooms in the Margaret I. King Library Building. There are approximately 10,000 books in the collection, at least 1,000 of which are very rare. There are several thousand pamphlets, many of them early Kentucky imprints. The manuscripts probably will number in the hundreds of thousands of pieces. The Wilson Library is particularly strong in at least three fields: the history of Kentucky, the history of the Presbyterian church, and genealogy. Although the cataloging of the books, pamphlets, and papers in the Library is not complete, many are now accessible for the use of scholars and students. The maps have been arranged, and a catalog has been made for them. Approximately half of the papers and manuscripts have been arranged and are available for use.

#### LOUISIANA

The Department of Archives of Louisiana State University has received from the family of the late Senator John H. Overton of Louisiana 20 linear feet of his official papers. They will be arranged and described this fall.

Increased emphasis by the Department on the acquisition of collections of private manuscripts and business archives from geographical areas of the Lower

Mississippi Valley and on occupations, subjects, and similar matters poorly represented in its holdings has resulted in the recent acquisition of 957 items and 19 volumes of personal and business papers of Jean Phillip Breda, medical doctor and druggist of Natchitoches, Louisiana, and of his son, J. Ernest Breda, attorney and parish judge, which contain a considerable body of materials relating to Civil War and Reconstruction and the participation of the Republican Party in State and local politics, 1776-1921; 3,673 items and 41 volumes of records of a law firm of Natchitoches, and business and some official papers of Phanor Breazeale, attorney, parish superintendent of schools, newspaper editor, and Representative in Congress, 1806-1904; 63 items of land surveys and related papers, Natchitoches area, 1798-1850; 313 items and 73 volumes of Joseph Plauche, Negro farmer of Natchitoches Parish, 1901-46; microfilm copies of two volumes and six letters of John Ransdell, planter of Rapides Parish, 1842-69; 11 account books of John P. Snellings of Elbert County, Georgia, and later a planter in Avoyelles Parish, Louisiana, 1855-69, 1882-1905; and 27 daybooks and ledgers of John I. McCain, general merchant, Grant Parish, 1891-1932. Other acquisitions include 12 volumes (1771-1818) of original documents of land surveys of Vicente Sebastian Pintado and Charles Leveau Trudeau, Royal Surveyors of Spanish colonial Louisiana and the two Floridas, and two related volumes, 1771-1859; additional papers of the Minor family of Mississippi and Louisiana, 1774-1914; and photographic copies of 31 items and two volumes of Hudson Tabor and family reflecting principally commercial and plantation matters in Southeast Louisiana but including opinions of local abolition and slave insurrectory matters (1834-43), 1812-1916.

### MARYLAND

A trunk full of papers of the Carroll and MacTavish families, including a number of interesting letters that passed between Charles Carroll of Carrollton as a boy and his father and mother, has been acquired by the Maryland Historical Society through the generosity of a member. These papers were in the possession of the MacTavish family for approximately 100 years, and were purchased from Charles Bancroft Carroll who recently inherited them from Charles Carroll MacTavish. The purchase price was \$2,500.

The addition of this material to the Society's previous holdings of Carroll Papers makes the collection a remarkably extensive one. Earlier substantial gifts, donations, and deposits have been made by the late Mendes Cohen, Gilman Paul, Philip Acosta Carroll, and the heirs of the late Harper Pennington. A number of Carroll letters and other documents have been bought from time to time by the Society.

### MISSOURI

Recent acquisitions of the Western Historical Manuscripts Collection of the University of Missouri are as follows: Record book of steamboats and their cargoes leaving the port of Cambridge, Missouri, on the Missouri River,

1859-1862; family and business letters of a pioneer Missouri Circuit Judge, C. S. Yancey of Springfield, Missouri, 1840-1865; letters of a Union man, A. F. McRoberts, to his wife in Ohio from a Confederate community in Saline County, Missouri, during the Civil War; papers of the Columbia, Missouri, Charter Committee, 1940-1949; reminiscences of a Missouri Republican, Judge Henry Lamm of Sedalia; speeches of Cornelius Roach, Missouri politician, in 1916; and papers of Doctor Sheppard, a Southern Missouri educator.

### NEBRASKA

The recent session of the State Legislature reappropriated the proceeds of the special levy, set aside two years ago for the State Historical Society Building. To date the State Treasurer has invested \$533,000 from this fund in Government bonds and has approximately \$33,000 on hand to be invested. For operating expenses during the biennium 1949-1951, the legislature appropriated the amount requested, \$64,950, which, with unexpended balance totalling approximately \$11,521, reappropriated amounts to \$76,471.90.

Martin F. Kivelt of Lincoln, archeologist with the Smithsonian Institution's River Basin Surveys since 1946, has been named Assistant Director of the Society's Museum.

### NEW HAMPSHIRE

Sir Isaac Newton's original library and a collection of the pioneer physicists' manuscripts are on display at the new Gravity Research Foundation Museum in New Boston. The material, collected during the past 40 years by Mr. and Mrs. Roger Babson, is exhibited in a house that has been bought and remodelled for the purpose by the Foundation. Shipped here from Boston, it is now open for free public inspection daily. The Foundation chose New Boston for its new location after consultation with authorities at Massachusetts Institute of Technology, who consider it the safest place within 60 miles of Boston, in case that metropolitan area should be bombed.

### NEW YORK

Hugh M. Flick, Senior State Archivist of the State of New York, resigned May 15 to become Director of the Division of Motion Pictures of the State Education Department. This Division is charged with the review and licensing of motion pictures shown in the State, either as part of theatrical entertainment or in connection with any business. Son of the late Alexander C. Flick, who was State Historian and Director of the Division of Archives and History from 1923 to 1939, Flick was appointed to the public records staff in the State Historian's Office in 1928 and has been with the State Education Department since that time with the exception of three years spent with the New York Historical Society and almost six years in war service. In 1939 and 1940 he served as Acting State Historian and as Director of the Division of Archives and History.

Chapter 840 of the Laws of 1949, approved by the Governor on April 2, amends the County Law and Civil Practice Act to set forth a revised schedule of fees for county clerks in connection with filing, recording, searching, and certifying documents. The fees, which became effective July 1, are listed in *Town Clerks Topics*, June, 1949.

Exhibited from June to September at the New-York Historical Society, New York City, were additions to the library's collection of manuscripts: a letter to President Madison in 1811 comprising the initial proposal for construction of the Erie Canal and signed by Gouverneur Morris, De Witt Clinton, Robert Livingston, and Robert Fulton; a first hand account of the discovery of Benedict Arnold's conspiracy, dated Sept. 27, 1780, the writer telling of Major Andre's capture, and of Gen. Arnold's revelation as a traitor; a summons to appear before a committee questioning Tories signed by Gouverneur Morris, John Jay, and others (1776) showing Robert Bayard, a prominent New Yorker, was under suspicion as a loyalist; Alexander Hamilton's opinion on a will of William Beekman, 1797; and an Indian deed, dated 1669, for land in the Tinnecock section of Locust Valley, L. I.

The transfer of the ownership of the Hudson River Dayline resulted in the gift of a considerable collection of material to the Society. Posters, timetables, menus, a log book, and many other items from that source are on exhibit, as well as a selection from the 206 menus of hotels and restaurants in New York City and State in the 1920's, which were added to the Society's collection during the year.

#### NORTH CAROLINA

The General Assembly of North Carolina which convened in January appropriated for the State Department of Archives and History for the biennium beginning July 1, 1949 the following: for the year July 1, 1949, to June 30, 1950, \$67,361; and for the year July 1, 1950, to June 30, 1951, \$82,295.

R. D. W. Connor, Archivist of the United States, 1934-41, and since 1941 Craig Professor of Jurisprudence and History, in the University of North Carolina, retired from his professorship on July 1, 1949. The Governor of North Carolina has reappointed Dr. Connor a member of the Board of Directors of the North Carolina State Department of Archives and History for a term of four years.

Miss Marjory B. Terrell, Secretary to the Archivist of the United States, 1934-1942, died at Rex Hospital, Raleigh, N. C., July 4, 1949, after a prolonged illness.

#### OHIO

The Ohio State Archaeological and Historical Society has recently added to its collections the following manuscripts: Armstrong, James E., Diary of an overland trip from Ohio to California, April 19-Sept. 14, 1848, 1 vol.; Bureau, John P. R., "Gallipolis," 5 pages written by the man who was the French Settlers' agent in 1795; Dennison, William, Letter to A. Lincoln,

recommending Joseph McCormick for an Army commission — two endorsements on back, one by S. P. Chase, one by Lincoln; Harrison, William Henry, Letter to Tobias Lear, of War Dept., concerning handling of Army provisions, 16 May 1816; James, John H., Memorandum reporting conversation with Wyandot chief, William Walker, Dec. 16, 1836, 1 page; Lincoln, Abraham, Circular on draft quota for Ohio, Sept. 5, 1863, 1 page, signed with Lincoln's full name; *Medium*, Ohio River steamboat, Manifest for goods shipped, 1847, 92 pieces; Purdy, James L., Business and personal papers, Mansfield, O., 1820-1866, 11 boxes; Taft, William Howard, Editorial, "Harding and Cox: The Irish Question," 2 pages, typed and signed, also cover letter, Sept. 25, 1920; Speech, "Hopeful Views on Negro Difficulties," delivered in Atlanta, Ga., Jan. 16, 1909, 4 typed pages.

Additions of interest to the manuscripts division of the Hayes Memorial Library during the past quarter include the following holograph letters (1845-1892) of Rutherford B. Hayes to: Henry Ward Beecher, J. K. Furlong, Charles Gibbs and James G. Gibbs, Hayes Grant and W. H. Grant, J. Warren Keifer, and F. S. Strickland; and a document signed by R. B. Hayes as notary public, Jan. 13, 1851.

Original letters of the following individuals have also been added: Mary Clemmer Ames to Donn Piatt, 1879; Wm. W. Belknap to O. E. Babcock, 1874; James G. Blaine, 1879; Edward W. Bok to J. B. Walker, 1900; A. E. Burnside to E. A. Carman, 1880; Salmon P. Chase, 1851, 1852; Schuyler Colfax, 1875; James M. Comly to Donn Piatt, 1873; Major George Croghan to Stephen McFarland, 1814; President Millard Fillmore to A. C. Flagg, 1838; Emma Foote Glenn to Florence Carlisle Murdoch (16 letters), 1871-1893; Murat Halstead to Chas R. Deacon, 1885; William G. LeDuc to Messrs. James A. Garfield, Thomas L. Young and A. McD. McCook, 1879; Gen. James B. McPherson, West Point, to Jesse Stem, 1851; President Franklin Pierce to C. E. Potter, 1860; and Carl Schurz to A. H. Walker, 1884.

## OKLAHOMA

With three field representatives engaged in full-time searching in certain areas of the State for materials in private hands, the University of Oklahoma Archives is building up a diversified collection of regional materials. A first objective has been the assembling of a small core collection of informational materials on each community, beginning with materials of auctioneers and extending across the board of community activity to theatres and local opera houses, with their handbills and posters. These contacts have turned up leads to numerous pioneer families, professional people, and other old-timers whose memoirs, reminiscences, diaries, and correspondence define another basic area of collection. Agricultural and commercial records are already represented by the records of a cotton gin; the papers of several leaders in the farmers' cooperative movement; the general ledgers of two leading banking firms covering financial conditions in different parts of the state for almost the same span

of years. The recent acquisition of fee books and case histories kept by an elder physician, in active practice in Oklahoma for over half a century, is representative of another type of material which is being avidly sought. Attention is also being given to the acquisition of the papers of men who have served in the state legislature or in Congress. Already the files of three Congressmen have been acquired.

Although precedence is given to other activities, the acquisition of archival holdings of the various administrative and academic units of the University continues. Recent transfers include inactive files of the office of the Dean of Students, the School of Music, the Department of Zoological Sciences and the Office of the Editor of the *Sooner Yearbook*.

The processing of these collections, and all analysis and description work, have been done under the direction of Mrs. Lucille H. Pendell, on temporary summer leave from Gallaudet College. Lacking personnel trained or experienced in this work, Mrs. Pendell has been obliged to rely upon student help selected mainly from majors in the humanities.

The Library's collection of microfilm, and reference service on it, were transferred from the Reference Department to the Division of Manuscripts on June 1st. A complete review of all holdings of microfilm is being made, preparatory to the preparation of a comprehensive classified list of holdings.

### OREGON

The Attorney General of the State of Oregon, in an opinion rendered to the State Tax Commission, July 5, 1949, has ruled that the Commission can not employ a commercial firm to handle and develop microfilms of income tax returns in California. The contents of the income tax records are confidential under the State law, and "can not lawfully be revealed to third persons for any purposes except as expressly provided in the statute."

Recent acquisitions of the Oregon State Archives include the files of the Executive Secretary of the Committee on Post-War Readjustment and Development, which terminated June 30, 1949 after six years of service. Functioning under the Governor, the Committee assisted in Oregon's transformation from a war time to a peacetime economy. The State Archives has also acquired the administrative files of Robert S. Farrell, Jr., Secretary of State, 1943-1947.

### PENNSYLVANIA

A collection of the original papers of the French commanders in western Pennsylvania, Contrecoeur and Marin, for the years 1753-1755, long preserved in the Archives of the Seminary of Quebec, has recently been microfilmed under a cooperative agreement between the Seminary and the Pennsylvania Historical and Museum Commission. These papers concern the Fort Necessity campaign, Braddock's defeat, and other matters of historical importance. Use of them is restricted to the staffs of the two cooperating insti-



tutions until publication becomes possible, the French edition being expected to appear at Quebec within two years.

A short *Guide to the Published Archives of Pennsylvania* is due to be issued by the Pennsylvania Historical and Museum Commission at about the date this number of the *American Archivist* appears. It combines the history of a century of official archival publication, written by Henry Howard Eddy, State Records Officer, and an extensive index section compiled by Miss Martha L. Simonetti, of the Division of Public Records at Harrisburg. The *Guide* is designed to serve as reference tool for searchers using the ten highly diverse series of *Pennsylvania Archives* which were published from 1838 to 1935 in 138 volumes.

Washington and Jefferson College has joined the band of progressive institutions that have established archival units. Charles M. Ewing, Curator of Archives since 1947, has gathered valuable files from a variety of campus offices. He now has housed in fire-proof cabinets all five of the original charters for the institutions which are combined in the present college, the minutes of the Board of Trustees from 1787 to the present day, and many other papers of prime interest and importance in documenting the history of the college.

The Presbyterian Historical Society in Philadelphia has published a description of its Library's special collections of letters relating to western life. Most of the letters, written by missionaries from the Mississippi Valley, the Western Plains, the Rocky Mountains, the Pacific slopes and Alaska, have never been exploited.

## VIRGINIA

Among recent accessions to the Division of Manuscripts in the University of Virginia Library, the following may be noted: Wyatt family manuscripts, fourteenth century through the eighteenth century, owned by the Earl of Romney, chiefly seventeenth century papers of Sir Francis Wyatt (1588-1644), first royal governor of Virginia, and of subsequent generations, microfilm copy (use restricted), 1687 exposures; photostats of manuscripts of John Rolfe (1585-1622) as follows: the three texts of his manuscript, "A True Relation of the State of Virginia, 1616" (King James' copy, the Earl of Pembroke's copy, and Robert Rich's copy), Rolfe's request to Governor Dale for permission to marry Pocahontas, probate and registered copies of Rolfe's Will of 10 March 1621; three hundred manuscripts of the Walker and Page families of Albemarle County, Virginia, chiefly of Dr. Thomas Walker and his son Francis Walker of "Castle Hill," and their dealings in land speculation, the Albemarle Iron Works, and other matters, with Governor Dunmore, Andrew Lewis, George Washington, Thomas Jefferson, and others, 1742-1848; ship papers of Samuel Gilford & Son of New York, chiefly dealing with the West Indian trade, sixty items, 1755-1814; document signed by George III, instructions to Lt. Gov. William Nelson of Virginia, disallowing the Virginia law laying an additional duty on slave importation, 10 December 1770; an autograph Jefferson document [1778-1784] on paper money emissions and taxes;

the payroll of Capt. George Lewis' troop of horse, May-July, 1777, and one autograph letter each of James Maury, George Washington, and Thomas Jefferson to members of the Lewis family, 1789-1825; fifty-four frames of microfilm of the Thomas Jefferson papers in the James Monroe Law Office, Fredericksburg, Virginia, 1785-1826; thirty-five letters to Gen. John H. Cocke of Brems, Fluvanna County, Virginia, fifteen being from Thomas Jefferson, sixteen from James Madison, three from James Monroe, and one each from Bishop James Madison and James Buchanan, 1801-1845; two personal journals kept by John S. Whittle while surgeon of the U. S. S. *Peacock* and the U. S. S. *Vincennes* on the scientific and naval exploring expedition to the Pacific under Commodore Wilkes, 1838-1841; one hundred items from the papers of the Charlottesville (Virginia) Interracial Commission, 1942-1947; and a letter of Cordell Hull to Edward R. Stettinius, Jr., 22 Dec. 1948.

### WISCONSIN

The June, 1949 issue of the *Wisconsin Magazine of History* carries the following announcement of new records legislation in Wisconsin:

One of the important provisions affecting historical work in the State enacted so far by the 1949 Legislature permits the establishment of local or regional depositories for the preservation of county and local records. It expands the legal powers of county and local historical societies to enable them to accept custody of such records. It authorizes school, village, town, municipality, city, and county officers to offer, and the State through this Society to accept for preservation *title* to such non-current records as in the Society's judgment are of permanent historical value and are no longer needed for administrative purposes. It is then mandatory upon this Society, wherever possible, to place such records in the *custody* of a proper local depository. This depository may be the local historical society, the county historian, a public library, public museum, "or similar agency or institution in the area of origin." Title is placed in the Society simply to insure continuity of responsibility for records of permanent historical value against the demise of a local historical society, the abolition of the office of a county historian, or the closing of some library or museum in whose hands such records had been placed. It was made clear by the Society from the outset that the whole intent was to keep the records available and safe in the area to which they were of most interest. We wish to see those records of permanent interest preserved. We wish to see them preserved locally. We wanted legislation to permit the establishment of a records preservation system on the county and local level to match that which we established two years ago on the State level. Now we have it.

There is nothing mandatory about the act. It is purely permissive. This leaves a heavy responsibility on those interested in history at the local level to see that valuable records are not destroyed but are made available to a local depository under the provisions of this act. All too frequently the demands for additional filing space cause house-cleanings in governmental offices. All too frequently in such cases the wheat is discarded with the chaff. Now, working with local societies and other depositories, and with local officials, we may hope to see such records preserved in the hands of interested local groups. The previously existing legal obstacles to this procedure have been cleared away. Local vigilance to see that valuable records are not destroyed, local responsibility to see that they are cared for in local depositories after their usefulness to local officials is terminated are the keys to the success of this program.

## MISCELLANEOUS

The *Census of Medieval and Renaissance Manuscripts in the United States and Canada*, compiled by the late Seymour De Ricci with the assistance of W. J. Wilson and published in two volumes in 1935 and 1937, with Index volume in 1940, is now outdated. A *Supplement* to the *Census* is now being prepared under the auspices of the American Council of Learned Societies with C. U. Faye, of the University of Illinois Library staff, as editor.

The *Supplement* will contain descriptions of manuscripts not listed in the *Census* and amplifications and emendations of entries in the *Census*. The *Supplement* will, as the *Census* did, exclude from its scope: manuscripts written after 1600, Oriental manuscripts, papyri and epigraphic material.

Information as to this project and the forms observed in material submitted for publication in the *Supplement* are given in the pamphlet, *Announcement of a Supplement to the De Ricci Census of Manuscripts*, which is available for any one wishing to make use of it. Request for this pamphlet and other communications relating to this matter should be addressed to: C. U. Faye, P. O. Box 395, Champaign, Illinois.

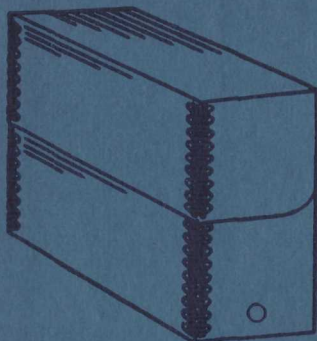
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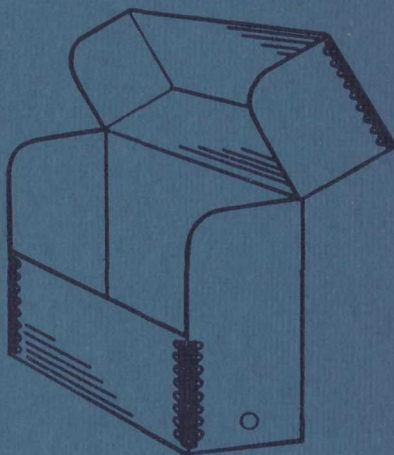
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