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NEWSLETTER

NEW ENGLAND ARCHIVISTS



C O V E R -- The main façade of the “Torre do Tombo,” the National Archives of Portugal, in Lisbon. *Courtesy of Wikimedia Commons.*

I N S I D E -- Sonia Pacheco writes about researching Portuguese immigration records in Lisbon (*Archival Insight*, page 4), Mark Procknik describes implementing EAD for the New Bedford Whaling Museum (*Around & About*, page 24), and Nancy Noble muses on the connections between place and collections (*Open Forum*, page 20).

TAKING THE PAST INTO THE FUTURE



New England Archivists

TAKING THE PAST INTO THE FUTURE

Office of Medical History and Archives
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<www.newenglandarchivists.org>

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Notices of archival events should be sent to: Michael Dello Iacono at <mdelloiacono@suffolk.edu>.

The *NEA Newsletter* is published quarterly in January, April, July and October. The contents of the *Newsletter* may be reproduced in whole or in part provided that credit is given.

Articles and **News** of interest to archivists, historical society members, historians, and other NEA members should be sent to: Judith Farrar <jfarrar@umassd.edu>, Sally Barkan <sally.barkan@gmail.com>, or to NEA Newsletter Editors, c/o Office of Medical History and Archives, The Lamar Soutter Library, University of Massachusetts Medical School, 55 Lake Avenue North, Worcester, MA 01655.

Contributions to the NEA Web site should be sent to: <webcoordinator@newenglandarchivists.org>.

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Table of Contents

From the Editors	3
Archival Insight	
Portuguese Immigration to the United States: Records at the National Archives of Torre do Tombo, Lisbon, Portugal	4
Inside NEA	
From the President.....	8
Executive Board Meeting Report.....	8
News and Notes	
Connecticut.....	11
Maine.....	11
Massachusetts	12
Rhode Island.....	15
Other News	17
People	17
NEA By-laws	18
Open Forum	
Making the Connection – Part II	20
Internet Tidbits	21
Reviews	23
Around & About	
Whaling in the Age of Google: Increasing Access and Promoting Scholarship through EAD	24
Calendar	27
This Season In New England History	28

From the Editors

- Juliana Kuipers

The broad range of contributors and topics that make up this issue of the newsletter reflects the membership of NEA and the varied issues that concern us. Travel with us as our contributors take us from 19th century Portugal to Great Britain in World War I, from Maine to cyberspace in their discussions of immigration records, photography exhibits, and digital records.


In *Archival Insight*, Sonia Pacheco of the Ferreira-Mendes Portuguese-American Archives at the University of Massachusetts Dartmouth Library (which was featured in the July 2010 issue of this newsletter) describes her month-long visit to the National Archives of the Torre do Tombo in Lisbon, Portugal. The recipient of a fellowship, Pacheco was investigating immigration to the United States in the late 19th and early 20th centuries.

Around & About features the Research Library at the New Bedford Whaling Museum: Mark Procknik writes

about their recent efforts to implement EAD and increase their online presence to aid scholarly research on whaling history. In *Open Forum*, Nancy Noble of Maine's Long Island Historical Society discusses the records of Kings Resources and Phoenix Resources which owned an underground fuel tank farm on Long Island from 1968 until 1990 through the lens of her present-day experience of the farm.

Susan Martin's Internet Tidbits column focuses on the First World War Poetry Digital Archive, which also contains materials from the Imperial War Museum and the Great War Archive, including photographs of women war workers and video footage from the trenches. Simmons GSLIS student Emily Tordo brings us back to the 21st century with her review of *I, Digital*, a collection of essays exploring archival issues surrounding personal digital materials.


Finally, the Newsletter Committee is pleased to announce the 2012 Student Writing Prize, open to all current student members of NEA. Please see the announcement on page 6 for more details. Submissions are due by Monday, May 7, 2012. ■



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ARCHIVAL INSIGHT

Portuguese Immigration to the United States:
Records at the National Archives of Torre do Tombo, Lisbon, Portugal

By Sónia Pacheco, Librarian Archivist for the Ferreira-Mendes Portuguese-American Archives, University of Massachusetts Dartmouth Library

The Ferreira-Mendes Portuguese-American Archives at the University of Massachusetts Dartmouth Library serves as a central repository for collecting, preserving and providing access to manuscript and archival material documenting the history of the Portuguese in the United States. As an intellectual center for the study and exchange of information pertaining to the history of all Portuguese-Americans, the Archives helps to promote wide-spread understanding and appreciation of Portuguese-American history and culture. The Archives opened in a newly-renovated section of the University Library in September of 2009; I was hired as the Archivist in August of 2009.

Editor's note: The development of the Ferreira-Mendes Portuguese-American Archives at UMass Dartmouth was outlined in the July 2010 issue of the NEA Newsletter.

In March of 2011 I applied for a Portuguese Archives Directorate-General (DGARQ)- Luso-American Development Foundation (LADF) Fellowship and much to my surprise, in just two weeks it was approved and I needed to confirm my acceptance! The DGARQ is a public institution of national scope that falls within the focus of the Portuguese State Department of Culture; it integrates the National Archives of Torre do Tombo, the Portuguese Centre for Photography, and sixteen District Archives. The LADF carries out and sponsors actions for the promotion of Portuguese culture in the United States of America with the aim of establishing and intensifying the cultural and scientific interchange between the two countries. The Fellowship is intended for American researchers who wish to study the sources of the National Archives of the Torre do Tombo with the aim of performing studies within the scope of archives administration, history, social sciences, or Portuguese language and culture. As it turns out, I was the first archivist to be awarded this fellowship.

The initial proposal I made to DGARQ-LADF Torre do Tombo envisioned the fellowship opportunity as having a two-fold purpose: networking with archives professionals in Portugal and initiating an inquiry into the available resources and information related to immigration to the United States in the late 19th and early 20th century. This article chronicles my journey in accomplishing both of the intended goals and discusses some of the information that I uncovered during my fellowship.

I traveled to Lisbon in September 2011, and spent four weeks onsite at Torre do Tombo. The staff was great in immediately directing me to the appropriate places and people, and the efficiency with which I was allowed to begin my research was impressive. I am very grateful for the opportunity to meet at length with Dr. Lurdes Henriques, director of the External Relations and Partnerships Department, and with Dr. Silvestre Lacerda, national archivist and general-director of the DGARQ, in the first week of my fellowship. Both of these conversations, along with regular check-ins from Dr. Henriques, were invaluable in making me feel welcome and comfortable at Torre do Tombo. A big component of my success in understanding the resources available for my research and learning about the professionalism of archivists working in Portugal, and the overall feeling that I would be working with colleagues for the next month rather than infringing upon revered information available only to the most privileged of researchers, came from the open communication with Dr. Henriques and her staff.

Dr. Henriques arranged for me to meet with individuals and visit departments not usually accessible to the general public. These opportunities allowed me to see "hands-on" how archival work is managed in Portugal; to understand how Torre do Tombo and DGARQ operate; and to share some of my North American-based knowledge.

I initially had a fair amount of difficulty in understanding the Portuguese archival organizational system, and was unable to successfully navigate the DGARQ online database to identify possible research sources. This difficulty was particularly important to surpass in order to adapt my knowledge, not only as a researcher but also as a practic-

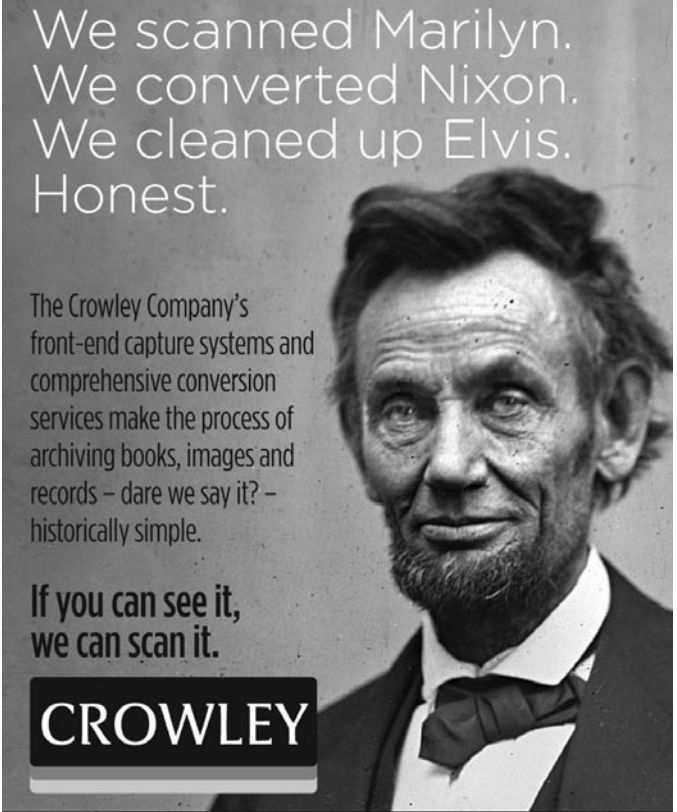
ing archivist. I was expected to return to my institution with knowledge and information that could be used to help other researchers using Portuguese archival sources. I was eventually able to surpass this difficulty with the assistance of Ana Isabel Fernandes, the assistant of Dr. Henriques, and the reference archivists, who patiently shared their knowledge and information about how the online database could be expertly used. They also explained what could be perceived as a complex 'code' system of description in the finding aid. It was a great surprise to realize that Portuguese archival description mirrors several aspects of Canadian archival description: this was something I was able to capitalize on, as my archival studies were completed in Canada, and it also meant that my learning curve was not as steep as I first expected. I was able to quickly figure out the 'ins and outs' of searching the catalogue and finding possible 'hidden' sources via the digital and print finding aids.

Due to my success in understanding how the online catalogue functioned and how to decipher the various finding aids, I was able to succeed in the research component of my fellowship. The initial areas of interest that were identified included: genealogical research; recruitment of immigrants by representatives of American employers; immigrants who returned; perception of those who emigrated; acknowledgement of and understanding the reasons for immigration; and differences between emigration to the United States as opposed to other European countries. This list was much too extensive for me to realistically undertake in the time that I had to in Lisbon; however, I was able to begin understanding some of the issues through my focused on-site research.

I began my research by studying some of the passport files found in the archives of the district of Lisbon. While the information I was finding was interesting and is of crucial value to genealogists and Americans who are descendants of Portuguese immigrants, it did not begin to answer any of the issues I had listed in my proposal. I returned to searching the online catalogue for other possible leads. I was eventually directed to the Correspondence series of the Ministerio do Reino (Ministry of the Reign) fonds, especially the years between 1895 and 1910. This series would prove to be the basis of all of my research while at Torre do Tombo.

Within the series, I found correspondence between several regional offices of the *Commissariado Especial da*

Policia da Emigração Clandestina (Special Police Commission of Clandestine Emigration) and the office of the Minister of the Reign. The documents of particular interest came from the Azorean offices of the *Commissariado*, as the officers in those locations were dealing, almost exclusively, with emigration to the United States. While the correspondence varied in content and depth of information, I was able to identify several of the key reasons why illegal emigration occurred in the Azores and what was done to catch the illegal emigrants. Curiously, there was no mention of preventative measures being undertaken. These documents also shed light on how passports were issued in Portugal and how they were the most commonly used resource for those who illegally immigrated to the United States from the Azores (Figure 1). By the end of my research, I had transcribed well over one hundred pieces of correspondence (all written in Portuguese). The Archives duplication department made digital copies of correspondence and documents I could not easily transcribe (such as drafts of correspondence written by an aide in the office of the minister whose handwriting I had great difficulty deciphering) and passenger lists for three individual voyages between the United States and the Azores (Figure 2).



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In one sequence of correspondence that starts on August 27 1900, written by several individuals affiliated with the Ministerio da Marinha e Ultramar (Ministry of the Marines and Overseas Holdings), I was able to track the story of Francisco Mathias (18 years old), João Victorino (19 years old), José de Souza (19 years old) and José d'Oliveira (14 years old) as they attempted to immigrate to the United States. The four young men were caught during a routine passenger check onboard the steamship *Peninsular* done on behalf of the Special Police Commission. They were apprehended for falsifying information on passports and all four went on to confess similar stories: their fathers had contacted a gentlemen by the name of José Raposo de Medeiros to obtain legal passports for their sons. They spoke of the exorbitant amounts of money their fathers had paid (in all four cases the total exceeded the actual cost of a legal passport); how they had never been asked by Medeiros to supply any sort of identification documents; and how they had all boarded the ship with the impression that they were travelling legally. Unfortunately, this was not the case. They had been included in the passports as 'nephews' of two men who in both cases were not aware that this had been done.

I will be writing a simple user's guide, written in English, aimed at genealogists and undergraduate students on how to navigate and utilize the resources available at Torre do Tombo. In addition, the information I obtained from the correspondence files and the passenger lists will form the preliminary research for possible papers on emigration from the Azores to the United States, with specific focuses on clandestine emigration and the movement of Azorean immigrants to and from the United States.

It is my long-term professional wish to continue to build, develop and enhance the relationships initiated during my stay in Lisbon. The Ferreira-Mendes Portuguese-American Archives and the Torre do Tombo have collections and materials that appeal to academics, genealogists, and the general population affected by or interested in the Portuguese diaspora, and in a world of ever increasing financial constraints, partnerships are essential to the success of assisting all those who wish to pursue Luso-centric research. ■

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STUDENT WRITING PRIZE

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Rules for the Student Writing Prize:

1. The prize is open to all **current student** members of NEA.
2. One entry per person.
3. Essays should be between 1,500 and 2,000 words in length and must be the entrant's own previously unpublished work. Submitting work originally created for a class assignment is acceptable as long as it meets the other criteria.
4. Submissions will be judged by the NEA Newsletter Committee on the following: originality, clarity of ideas, grace of expression, and relevancy to the archival profession.
5. The winner will be awarded \$200 and the winning entry will be published in the NEA Newsletter.
6. Entries should be emailed in an attachment to Judith Farrar <jfarrar@umassd.edu>. Please include your name, address, phone number and email address. Entries must be received by **Monday, May 7, 2012**.
7. NEA is not responsible for late or misdirected entries or technical malfunctions.

Inside NEA

FROM THE PRESIDENT

- Nova Seals



The Executive Board of New England Archivists continues to address issues from the Strategic Plan (viewable on the organization web site) as well as concerns from the most recent membership surveys. At the recent winter board

meeting in January, the report from the Online Registration Task Force offered a list of vendors to work with to make the registration process for meetings and workshops more convenient for the membership. We will be beta-testing vendors for online registration this spring and early summer.

Volunteerism within the organization has been excellent. All the committees have been doing excellent work for the organization and members have consistently stepped forward to volunteer their service, time and, in some cases, facilities. The organization is as strong as it is because the members make it so. Thank you.

Lastly, I want to encourage you to take advantage of our offering of workshops coming up this spring and summer. In addition to workshops offered at our bi-annual meetings, there are other stand-alone workshops that might be beneficial to you. The Education Committee works tirelessly to develop and coordinate workshops that will be useful to the members of New England Archivists, and we try to make those workshops available at a fair cost. If there is a topic that you feel warrants a workshop, please talk to a representative on the Education Committee. New England Archivists is YOUR organization. We can only work to meet your needs if we know what they are. ■

Visit NEA online at:

www.newenglandarchivists.org

EXECUTIVE BOARD MEETING REPORT

- Silvia Mejia



The business handled at the January 13, 2012 meeting of the Executive Board is summarized below. All **VOTING** is in bold. Complete minutes are available on the NEA web site or from the secretary.

The meeting was called to order at 10:31 am.

PROPOSALS

Roundtables

There was a brief discussion on providing space for each roundtable at NEA meetings and the resulting impact on the budget. Dan McCormack will spend a few minutes at the Spring 2012 meeting to talk about roundtables. Elizabeth Slomba moved to approve the Membership Committee proposal on roundtables. **All members voted in favor.**

Elizabeth moved to charge the membership committee to take the roundtable proposal and develop a governing and organizational structure for roundtables to be approved by the Board. **All members voted in favor.**

Bridge Rate

The bridge rate will offer a 25% discount as recommended by the membership in the last survey. The proposal will roll out by the Fall 2012 meeting. Nova moved to approve the Membership Committee's bridge rate proposal. **All members voted in favor.**

CONFERENCE REPORTS/UPDATES

Fall 2011

Dartmouth College charged NEA so little that NEA made a \$5,000 profit.

Spring 2012

There will be a table at the Spring Meeting to sell the new book published by SAA entitled *The Lone Arranger, Succeeding in a Small Repository* by Christina Zamon.

Fall 2012

Nova Seals moved to appoint Jennifer Fauxsmith, MA State

Archives; Gwendolyn Fougy Henry, Boston Medical Center; Janaya Kizzie, Citizens Bank (RI); Michele Tournay Lavoie, American Academy of Arts & Sciences; Abraham Miller, local law firm; Peter Nelson, Amherst College Archives; Rachel Onuf, independent contractor; Margaret Peachy, Harvard Law School; Kim Reynolds, Boston Public Library; Elizabeth Roscio, Bostonian Society; Amy Rupert, EBSCO Publishing; and Jessica Steytler, Congregational Library to the Fall 2012 Programming Committee. **All members voted in favor.**

Spring 2013

Elizabeth moved to appoint Kelli Bogan, Colby-Sawyer College; Karen Abramson, JFK Library; Keith Chevalier, Saint Anselm College; Ashley Nary, Harvard University, Houghton Library; and Alison Harris, Harvard University, Houghton Library to the Spring 2013 Programming Committee. **All members voted in favor.**

Online Registration Task Force

Nova moved to authorize the online registration task force to proceed with testing whichever vendor they deemed fit. **All members voted in favor.**

Education Committee

Elizabeth moved to authorize the Education Coordinator to contract with workshop instructors to develop curriculum. **All members voted in favor.**

Diversity Task Force

Nova moved to approve the development of a Diversity

Task Force web page to disseminate information about the mission and activities. **All members voted in favor.**

NEA Membership in NCH

Nova moved to approve NEA rejoining the National Coalition for History (NCH). **All members voted in favor.**

Web Site Discussion

The committee started the online renewal process and is already working on fixing some issues that have been reported by the membership. U-Conn is working to set up a repository and NEA would be able to deposit its electronic records there.

Nova moved to approve the authorization of the Web Committee to draft functional requirements for web redesign. **All members voted in favor.**

Adjournment and Next Meeting Date

The meeting was adjourned at 2:13pm

Next Quarterly Board meeting will take place on March 23, 2012 at Wesleyan University, Middletown, CT. ■

Coming in Fall 2012

"Bridge Rate" Discounts on Conference Registration

Recognizing the importance of enabling more archivists to remain active in the organization during difficult economic times, NEA is pleased to announce that a 25% discount on conference registration will now be offered for unemployed NEA members, starting with the Fall 2012 conference. We are excited to offer this new benefit, which has been strongly supported by the membership in our annual Membership Survey. Additional details will be coming soon on the web site and the listserv.

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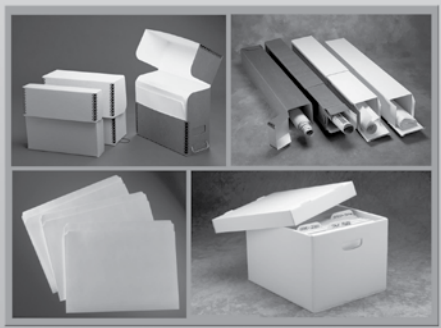
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News and Notes

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Update on Backlog Project at Connecticut Historical Society

With six months left in the second of two National Historical Publications and Records Commission (NHPRC) grants to catalog a backlog of manuscript collections, the Connecticut Historical Society (CHS) is approaching 5,000 records!

The NHPRC grants were awarded in 2008 with the purpose of cataloging manuscript collections at the CHS that were either never cataloged or did not have an online record. For the first two-year grant, the goal was to create 900 records and CHS more than doubled its goal, having created a total of 1,945! With that, the second two-year grant set an ambitious goal of 3,000 records. As of February 1, 2012, with six months left in the project, a total of 2,483 records have been created to date, bringing a cumulative total to 4,428. To meet these goals, CHS is making extensive use of a dedicated corps of volunteers and the MPLP (more product, less process) approach to processing.

Among some of the more interesting finds were fragments of a petition regarding the Boston Massacre; a scrapbook of dried algae arrangements; two hand drawn maps of the Union Camp at Pollack's Bridge, Virginia, April 1863; numerous manuscript music books; New London Northern Railroad mechanic's record book, 1881-1893; Tolland Proprietary Library catalogue, 1787-1829, and other early library catalogs; a dressmaker's account book, 1836; and an invitation to President Lincoln's second inaugural ball. Additional highlights can be found by reading the CHS blog at <www.manuscripts.wordpress.com>.

Also of note, in the middle of this cataloging project, CHS migrated from a proprietary integrated library management system to the open-source system, Koha, through membership in the Westchester Academic Library Directors Organization (WALDO). For more information on CHS visit <www.chs.org>.

MAINE

Maine Historical Society Announces Publication of New Book, *A Maine Prodigy*

Maine Historical Society is excited to announce the publication of its newest book, *A Maine Prodigy: The Life and Adventures of Elise Fellows White*. It tells the remarkable story of Elise Fellows White, a violin prodigy from Skowhegan whose musical talents and adventure-some spirit took her around the country and abroad in the late 19th and early 20th centuries. The new book, told in White's own words, was compiled from her autobiography, diaries, letters, photographs and other materials which were donated to MHS in 2010 by her grandson, Dr. Houghton M. White of Brunswick. Dr. White compiled *A Maine Prodigy*; the book was edited by Maine Historical's Candace Kanen who also wrote its introduction.

A book launch was held at Maine Historical Society in Portland on Tuesday, January 31. The event included comments by White and Kanen and a book signing. *A Maine Prodigy* can be purchased online at <www.mainehistorystore.com> or at the MHS Museum Store.

White went to Boston in 1883 to study at the New England Conservatory. She played for many famous people of her day, and eventually traveled to Vienna to study and perform. Upon returning to the States, she headed to the American West where she traveled and performed as part of a musical trio—a whirlwind tour full of adventure. Eventually she married and endured difficult years in mining towns before returning to Maine.

For a sneak peek into Elise Fellows White's story, including photographs, letters, and an online exhibit, visit <www.mainememory.net> and enter "Elise Fellows White" in the search box.

Maine Historical Society has been publishing material from its collections since soon after its founding in 1822. In addition to occasional book publications, MHS currently publishes the journal *Maine History* in partnership with the University of Maine Orono, and material from its own collections and 260+ other organizations across the state online through Maine Memory Network <www.mainememory.net>.

Bowdoin College launches Oral History Project

Bowdoin College recently launched the George J. Mitchell Oral History Project, the product of a four-year endeavor, which presents over 200 interviews conducted between 2007 and 2011 with Senator Mitchell, his friends and family, other senators and Senate staff, public policy officials, foreign policy specialists, business and legal acquaintances, and more. Together, the testimonies shed light on Mitchell's family, his political career, his numerous achievements and endeavors in both the private and public sectors, as well as on U.S. Senate culture, conflict resolution, and Maine politics at the close of the twentieth century. The sound recordings, along with transcripts of the interviews, are accessible online and for downloading at <http://digitalcommons.bowdoin.edu/mitchelloralhistory/>. The web site also provides indexes to personal names and topics mentioned in the interviews, abstracts of the interview contents, biographical notes about the participants, and links to other related sites devoted to oral history.

The privately funded project was directed by oral historian Andrea L'Hommedieu and hosted by the library's Department of Special Collections & Archives, which also houses over 1,000 linear feet of Senator Mitchell's personal papers. Digital Commons was selected as the hosting platform. Although the interviewing phase of the project is closed, further interviews may be added to the web site in the future as additional completed interviews are approved for publication.

MASSACHUSETTS

Boston Women's Community Radio Collection Opened at Schlesinger Library

The Schlesinger Library is excited to offer access to the recently processed collection of audiotapes and other records (1972-1993) of Boston Women's Community Radio (BWCR). Founded in 1977, by 1978 BWCR's core staff and volunteers were producing 24 hours of programming in commemoration of International Women's Day, airing annually in March on WMBR-FM, the Massachusetts Institute of Technology's student radio station (Cambridge, Massachusetts). BWCR served as an umbrella organization and training ground for feminist radio producers and local community groups, with many of the programs produced for the yearly event distributed afterwards to national audiences. Shows included sensitive issues such as sexual abuse, lesbian equality, children of divorce, Palestinian rights, and women organizing in Central America; they also offered a musical blend of Latin American, African, jazz, rock, folk, and women's music-- all highlighting women performers. The finding aid is available online at Harvard University's OASIS web site: <http://nrs.harvard.edu/urn-3:RAD.SCHL:sch01379>.

Archival Certification: *Validate your achievements, knowledge and skills*

The 2012 Certified Archivist examination will be held August 8 in Boston, Minneapolis, Raleigh, San Diego, and Vancouver (BC) -- and wherever 5 or more candidates wish to take it.

For the 2012 application or more information, go to:

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contact the Academy of
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The application deadline is May 15, so don't wait!

It's Your Newsletter: Contribute!

The *NEA Newsletter* always needs news from your archives and other archives in New England, about NEA members, and about upcoming events. We also need people to write reviews, long articles, and session reports for NEA meetings. If you have any ideas for articles, etc., please contact an editor.

Digitizing a Collection at the Mary Baker Eddy Library

Mary Baker Eddy is regarded as one of the most successful and influential women of the nineteenth century. The Mary Baker Eddy Library, in Boston, Massachusetts, is the primary resource for information pertaining to this remarkable New England woman. It provides public access and context to original materials and offers educational experiences about Mary Baker Eddy's life, ideas, and achievements.

Although the Library had digitized portions of its historical collections since opening in 2002, last year Archivist Nicole Lapenta managed the digitization of over 98,000 pages of correspondence sent to Eddy and her secretarial staff, with most of the materials dating from about 1880 to 1910. This digitized Incoming Correspondence File collection completes the story already told by the Library's digitized Outgoing Correspondence File collection. It is just one example of the Library's ongoing efforts to preserve its collections while extending its presence and mission to an even larger audience.

Recently Opened Radiology Collections at the Center for the History of Medicine

The Center for the History of Medicine at the Francis A. Countway Library, Harvard Medical School, is pleased to announce the opening of four collections supporting research in the history of radiology, including the papers of key innovators and organizations in the field. Collections include the personal and professional papers of Felix Fleischner (1893-1969), Clinical Professor of Radiology at Harvard Medical School and the first full-time radiologist and department head at Beth Israel Hospital (now Beth Israel Deaconess Medical Center); Morris Simon (1926-2005), Professor of Radiology at Harvard Medical School, Radiologist-in-Chief at Beth Israel from 1963 to 1970, and inventor of several medical devices including the Simon Nitinol Filter, which is used to trap and dislodge blood clots; and Lauriston Sale Taylor (1902-2004), a radiation physicist who founded the United States Advisory Committee on X-Ray and Radium Protection (later the National Council on Radiation Protection and Measurements), served as Associate Director of the National Bureau of Standards from 1962 to 1965, studied

ionizing radiation, and pioneered radiation protection standards. Additionally, the organizational records of the Fleischner Society, a thoracic radiology society founded in 1969 and named for Felix Fleischner, have been opened. For information regarding access to these collections, please contact the Public Services Department at chm@hms.harvard.edu. Electronic finding aids are available on Harvard's OASIS web site at <http://oasis.lib.harvard.edu>. Processing of the collections was made possible through the Countway Library's Lloyd E. Hawes Fund for Radiology.

The Children's Hospital Boston Archives Unveils a History Wall Exhibit

The Children's Hospital Boston Archives is pleased to announce the completion of the Children's Hospital History Wall. This museum-quality exhibit, unveiled at a ceremony last September, is a tribute to the hospital's dramatic and colorful 142 years. The interactive exhibit features archival film footage and photos, a timeline of significant events in the hospital's history and in-depth panels on major discoveries at Children's including the culturing of the polio virus and the development of chemotherapy, surgery and the largest pediatric research enterprise in the world.

Speakers at the dedication ceremony included Sandra Fenwick, President of Children's Hospital; Dr. Hardy Hendren III, Chief-of-Surgery Emeritus; Dr. Mark Rockoff, Associate Anesthesiologist-in-Chief and Chairman of the Archives Committee; and special guest Lorraine Sweeney Nicoli. Mrs. Nicoli ushered in the field of pediatric open heart surgery in 1938 when she became the first patient to undergo repair for a patent ductus arteriosus (PDA), a hole in the heart, at age 7.

The Children's Hospital History Wall is free to the public and can be viewed near the Patient Entertainment Center in the main building at 300 Longwood Avenue during regular business hours. For more information, visit the Children's Hospital Boston Archives online at www.childrenshospital.org/archives.

Visit NEA online at:

www.newenglandarchivists.org

Massachusetts Historical Records Advisory Board to Sponsor Conference on Finding Funding

On June 19, 2012 at the National Archives and Records Administration in Waltham, the Massachusetts Historical Records Advisory Board (MHRAB) will sponsor a daylong meeting, Where the Funds Are: Finding Financial Support for Records. Kathleen Williams, Executive Director of the National Historical Publications and Records Commission, will deliver the keynote address, and representatives from national and local funding agencies, including the NHPRC, the Massachusetts Board of Library Commissioners, the Community Preservation Collaborative, and MHRAB, will discuss their programs that fund digitization, processing, or preservation activities. At this time, the conference committee is also working to engage speakers representing the National Endowment for the Humanities, Institute for Museum and Library Services, Associated Grant Makers, Massachusetts Cultural Council, and Mass Humanities. William M. Fowler Jr., Distinguished Professor of History at Northeastern University, is scheduled as the lunchtime speaker, and the conference will include a brief presentation of the MHRAB's new strategic plan.

Wistariahurst Museum Announces Processing Grant

Wistariahurst Museum in Holyoke, Mass. has received a Research Inventory Grant from Mass Humanities to process the Carlos A. Vega Collection of Latino History in Holyoke. The collection includes the administrative files generated by Vega's unflagging involvement in community organizations geared towards improving social and economic conditions for Spanish-speakers in Holyoke and the surrounding area. It also contains clippings, posters, and memorabilia demonstrating the social dynamics of the city, reflecting themes affecting Latinos across the country, and evidencing Vega's decades-long commitment to social services, economic justice, and fair policy in housing, food, energy administration, the political process, education, and virtually every other aspect of life affecting the community. The project is to be led by Emily Toder, a Simmons graduate with training in archival management and fluency in Spanish. Processing goals include folder-level description, comprehensive rehousing and some preservation measures, and a bilingual EAD-encoded finding aid. The collection should be open to researchers by June 2012.



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Open Source Records Management Tool Pilot Project at Harvard University Archives

The Harvard University Archives has received funding from Harvard University's Office of Scholarly Communications Library Lab Program to carry out a pilot project to continue development and implement into production at Harvard an open source records management tool to enhance user and system access to records retention schedules and assist in the identification, capture and management of University records in all formats. The project began in December 2011 and will continue through October 2012.

The project will build on a current open source software project ("Records Authority") funded by the National Historic Publications and Records Commission (NHPRC) and based at the University of Denver. This project will be an undertaking in user driven innovation by taking University records management stakeholders' feedback to push the project forward with enhancements to both user and systems access to records retention metadata, laying the foundation for true electronic records management at Harvard University.

Details about the project can be viewed on the project website at <<http://sites.harvard.edu/icb/icb.do?keyword=k84828>>

Harvard University Archives Announces a New Online Exhibition in Honor of Black History Month

In honor of Black History Month, the Harvard University Archives is pleased to announce a new online exhibition, "Black students at Harvard, 1905-1913: excerpts from an exhibition," curated by Michelle Gachette and Barbara Meloni. Records in the Archives documenting two exhibitions prepared by Harvard senior Emory West in the early 1970s inspired this new presentation, which uses archival material to illustrate the undergraduate careers of five students represented in the earlier exhibition. The exhibit features William C. Matthews (Harvard College Class of 1905), Truman K. Gibson (Class of 1908), Thomas M. Gregory (Class of 1910), David A. McSterling (Class of 1910), and Theodore Cable (Class of 1913).

The new online exhibition can be accessed via the Harvard University Archives web site at <<http://hul.harvard.edu/huarc>>.

R H O D E I S L A N D

St. George's School Archives Expands Program's Reach

With the guidance of St. George's School Director of Library Services and Archives Jennifer Tuleja, recently-hired archivist Valerie Simpson is working to increase the size, scope, and accessibility of exhibits for the benefit of the school community. Arranged to coincide with the biennial Alumni of Color Conference last October, an exhibit titled "St. George's School 1896-2011: a glimpse of how African Americans have helped to shape the school for one hundred and fifteen years" gave viewers their first opportunity to see printed, manuscript, and photographic resources in the renovated and enlarged exhibit space of the Nathaniel P. Hill Library. Dr. Kim Bullock, Director of Diversity, plans to incorporate information from the display in her outreach efforts on the school's Alumni of Color Facebook page and in programs scheduled for Alumni Weekend in May. Meanwhile, Ms. Simpson is recreating the full exhibit in digital form on the library's LibGuides web site. **See related archive photo on page 23.**

Brown University Receives CLIR Hidden Collections Grant

The Council on Library and Information Resources (CLIR) announced that Brown University Library has received a three-year grant of \$376,100 from the Mellon Foundation's *2011 Hidden Collections* program to complete the processing of "The Gordon Hall and Grace Hoag Collection of Dissenting and Extremist Printed Propaganda, Part II." This project, headed by Jennifer Betts, University Archivist, and Andrew Ashton, Director of Digital Technologies, will complete the processing of materials Gordon Hall began compiling when he returned from World War II and encountered U.S. domestic hate groups at both ends of the political spectrum.



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People

Christine Sharbrough, MSLIS Candidate at Drexel University finished a practicum at the Cyrus E. Dallin Art Museum, located in Arlington, Massachusetts. “I interned at the museum during my undergraduate Art History program where I wrote monographs on different aspects of the museum’s collections (neumismatics, sculpture in the round, bas relief, etc.). I stayed on working as a researcher and when I was looking for a practicum experience to supplement my MSLIS Archival Studies program, the museum agreed.” Cyrus E. Dallin was a sculptor, contemporary, and friend of Daniel Chester French and John Singer Sargent among others. In 1976, a biography/catalog was written by Rell G. Francis entitled “Cyrus E. Dallin: Let Justice Be Done.” This publication served two purposes: to catalog the works of this forgotten artist as well as to chronicle his perseverance in erecting his monumental sculpture of Paul Revere in the North End of Boston.

Rell’s papers were donated to the museum in 2010 after his death. “I have the privilege of doing the arrangement and description of his files as well as creating a finding aid. It is fascinating to see inside the mind of the author. It is always a thrill for me to discover the yet undiscovered,” Christine says.

Susan Swasta and **Kathryn Puerini** joined the Vermont State Archives Unit in January to begin work on the Caledonia, Lamoille, and Orleans County Court records project. The project is funded in part by a grant from the National Historical Publications and Records Commission (NHPRC).

Ms. Swasta is leading the project as an Archivist II. She most recently worked as a reference librarian at the Mark Skinner Library in Manchester, Vermont. Prior to that experience, she worked as an archivist at the University of Virginia School of Nursing and at the Clements Library at the University of Michigan. She holds an MLS from the University of Michigan and a PhD in American Studies from George Washington University.

Having recently returned to New England from Texas, Ms. Puerini joins the project as an Archivist I. She recently received her MLS in archives and records management from the University of Texas at Austin. While in Austin, she

worked at the Texas State Library and Archives Commission and the Harry Ransom Humanities Research Center.

The project team began initial planning and inventorying in early January. The 22-month project will provide for the long-term preservation of and access to 446 cubic feet of recording books, docketts, and case files from the Caledonia, Lamoille, and Orleans County Courts, dating from 1777 to 1945. ■

From page 15

Along with a group of volunteers, Hall infiltrated and investigated radical and dissenting groups, collecting printed propaganda as part of his efforts to document these groups. This project will organize and make available over 700,000 items that reflect a continuum of views on the Cold War, civil and women’s rights, and the relationship of religion and state.

OTHER NEWS

Oyster Bay Historical Society Moves to New Building

The Oyster Bay Historical Society (OBHS) is currently undertaking the move of our entire collection from the original, historic Earle-Wightman House location to the newly built Koenig Research Center: fire-proof, steel-enforced repository created with funds raised and donated. For the past year, the OBHS has been carefully transporting the objects, textiles, manuscripts and library between structures. Last year’s hurricane Irene made moving manuscripts and other paper based materials a priority. We are now able to properly inventory and catalog our items, when before there was too little space or items were shelved where they could conveniently be stored. The Koenig Center has given most of these items a ‘second chance’ to be discovered, researched, photographed, labeled, and stored. The move has also allowed us to reevaluate the interpretation of the historic Earle-Wightman House (currently underway) with more attention to the lifestyles of those who occupied it.

Oyster Bay Historical Society, 20 Summit, Oyster Bay NY. (516)922-5032; <oysterbayhistorical.org>. ■

NEA By-Laws

1. NAMES

The name of this organization is NEW ENGLAND ARCHIVISTS. It is incorporated as a nonprofit organization under the laws of the Commonwealth of Massachusetts.

2. PURPOSES

New England Archivists is an organization established to foster the preservation and use of records of enduring value in New England, public and private, corporate and individual, and to improve the management and the public awareness and understanding of such records, by providing pre-professional and continuing education in archival theory and practice; a forum for the exchange of information among individuals and institutions having responsibility for records of enduring value in the region; and appropriate means of communication and cooperation with other archival organizations at the local, regional, and national levels, and with individuals and groups representing allied professions.

3. MEMBERSHIP

1) Membership is open, upon payment of dues, to any individual or institution concerned with or interested in accession, administration, organization, preservation, or use of archival and manuscript material. 2) There are three categories of membership: Regular, Institutional, and Student.

4. OFFICERS AND GOVERNMENT

1) The officers shall be a president, president-elect who shall serve as vice-president, secretary, and treasurer. The terms of office of the president and president-elect shall be one year, and of the secretary and treasurer, two years. No officer shall serve more than two consecutive terms in the same office. Each officer shall have duties usually associated with the office. 2) Four representatives-at-large shall be elected, each for a term of three years. No representative-at-large shall serve more than two consecutive terms. 3) The president, with consent of a majority of the voting members of the executive board, shall appoint a Massachusetts resident as corporation clerk to serve at the pleasure of the board. The president may also, with consent of a majority of the voting members of the board, appoint persons to undertake such other responsibilities as the board may from time to time deem appropriate; the presi-

dent may, with such consent, designate such persons as members of the executive board without vote. 4) The executive board shall consist of the president, president-elect, secretary, treasurer, the representatives-at-large, and the immediate past president, as voting members; and as ex officio, non-voting members, the corporation clerk and such other persons as shall have been appointed to undertake responsibilities pursuant to section 3 of this article, and shall have been so designated. The executive board is empowered to conduct business between annual meetings within general policies approved by a majority of its voting members. All decisions shall be by majority vote of those board members present. All executive board meetings shall be open to members. 5) The president, with consent of a majority of the executive board, shall appoint a program committee, and other appropriate committees. 6) Officers and representatives-at-large shall be elected by mail ballot of a majority of those members voting, from a slate presented by the nominating committee. Nominees must be members of New England Archivists. At least two candidates shall be slated for each office. The slate shall include the name of any member nominated by a petition signed by not less than ten per cent of the membership and received by the chair of the nominating committee not later than sixty days in advance of the annual meeting. The ballot shall contain space for write-in candidates for each office. Ballots shall be mailed to members at least thirty days in advance of the annual meeting. To be counted, ballots must be returned to the chair of the nominating committee post-marked not later than ten days in advance of the annual meeting, and received by said chair not later than the second day before the annual meeting. 7) In the event of a tie vote for any office, the successful candidate shall be determined by re-balloting the membership using the same mailing list as for the original ballot. 8) Any vacancy in the executive board shall be filled by the board until the next election when candidates shall be nominated to fill any unexpired term.

5. MEETINGS

1) New England Archivists shall hold at least one meeting a year to transact any business brought before the meeting and to provide a program of general interest. This annual meeting shall be held in the spring. 2) Special meetings may be called by the president, with consent of a majority of the executive board, or at written request of ten percent of the members addressed to the executive board through the president or the president-elect. 3) The membership

shall be notified at least ninety days in advance of an annual meeting and thirty days in advance of a special meeting. Those members present and voting shall constitute a quorum. 4) The executive board shall meet as necessary. Five voting members, one of whom must be the president or vice-president, shall constitute a quorum.

6. FINANCES

1) The treasurer shall record the financial transactions of New England Archivists so as to ensure that the membership may have a sound basis for evaluating the management of its funds; that the board may have adequate information on which to plan the activities of the organization; and that its financial practices conform to applicable accounting standards. The treasurer shall maintain such records, for accounting purposes, on a cash basis. 2) The president shall, with the approval of the executive board, from time to time, but no less frequently than every third year, appoint a professional accountant to examine the financial records of the organization and to report his/her findings to the board consistently with generally recognized accounting practices. 3) Annual dues for regular membership may be changed at an annual meeting by a majority vote of the members attending. 4) Life membership category shall be abolished as of January 1, 1995. Individuals who have paid for a Life Membership prior to September 1, 1994 will remain Life Members and will receive full membership benefits. 5) The fiscal and membership years shall run from January 1 to December 31. 6) Institutional membership dues shall be \$10.00 more than the current regular membership rate, and student membership dues shall be 50% of the current regular membership rate. An institutional member shall receive one (1) copy of each NEA publication which is distributed to the general membership free of charge. It shall be entitled to all other publications at the membership rate and employees of the institution may attend workshops and meetings at the member rate. The Institution is not entitled to vote in the annual election nor shall it hold elected or appointed office.

7. DISPOSITION OF ASSETS AND RECORDS

1) As the records of the organization become non-current, those of enduring value shall be donated to an archival repository selected by the board to be preserved under a formal agreement which shall address the needs of both the officers and members of New England Archivists and the general public for access to the records in accordance

with the normal policies and practices of the repository. 2) If it becomes necessary to dissolve the organization, its assets shall be turned over to an historical or archival organization selected by the board.

8. PARLIAMENTARY AUTHORITY

The latest edition of Sturgis's Standard Code of Parliamentary Procedure shall govern the proceedings of the organization, except as otherwise provided by these bylaws.

9. AMENDMENTS

Amendments to these bylaws must be proposed in writing and filed with the secretary at least sixty days prior to an annual meeting. Copies shall be mailed to all members at least thirty days in advance of the annual meeting. An affirmative vote by a two-thirds majority of voting members present shall constitute passage. ■

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OPEN FORUM

Making the Connection – Part II

("Making the Connection" by Nancy Noble appeared in the July 2011 Newsletter)

by Nancy Noble, Project Archivist, January through May 2011, Long Island Historical Society, Long Island, Maine

I step out the back door into the winter wonderland, clip my cross-country skis on, and head out beyond our shed into the woods. Picking my way through the spruce, hemlock, and birch trees, I spy the chain link fence that offers an opening into the conservation land. As I pass through the opening, I skirt around a "hill," finding my way to the official path, to ski through the "area." While I have been exploring this land in various seasons in the past 15 years that we have lived on Long Island, I now have a new perspective, thanks to an archival project I worked on, last winter and spring, at the Long Island Historical Society.

That "hill" I circled is actually an underground tank farm, which housed fuel during World War II, and then during the King Resources era (ca. 1968-1976) and Phoenix Resources era (1977-ca. 1990). The "area" was once part of the U.S. Navy Fuel Annex, which King Resources purchased in 1968 for \$203,000. This comprised 173 acres and a deep-water terminal, as well as 190 acres of Fort McKinley complex on nearby Great Diamond Island. Several years later the company went bankrupt and re-emerged (appropriately enough) as Phoenix Resources. When the tank farm was decommissioned in the late 1980s, the property that I ski over became conservation land, and the coastal property was subdivided into residential building lots, most of which have been built on in the past decade.

The company records had been lying fallow since Phoenix Resources left the island – they were rescued from Phoenix's office, and had been stored in various places on the island, most recently at the Long Island Historical Society, which was formed in the early 1990s. Thanks to a grant from the Maine Historical Records Board, I was able to process the records and put them into a useable order (as there was no real original order). An exhibit this summer will showcase this collection, which consists of correspondence, newspaper clippings, business records, maps, blueprints, photographs, and various documents. There were originally about 11 totes/cartons of materials, which now consists of 14 linear ft., plus oversized materials.

This collection tells the story of an era in world history when our small island was positioned to be a pivotal player on the world oil stage. It actually had been, to a degree, during World War II when we were the fueling station for the North Atlantic fleet. King Resources had high hopes for continuing this tradition by creating a

supertanker port, which would transport oil to and from places such as Iran and Alaska. The collection relates a tale of the path taken in order for King Resources to be able to pursue their goals, which were ultimately defeated by an environmental government body. While King Resources was headed by the controversial John King, this collection really revolves around John McNamara, King's man in Boston and the Atlantic Divisions Manager of King Resources. McNamara, although in the thick of the oil business world, was a man whose passions were writing and sailing. He was only in command for a few years, but he created a large volume of correspondence, most of which is quite well written and compelling. Some of the letters from islanders are equally as interesting and entertaining. When the tank farm was resurrected during the Phoenix Resources era, it was used more modestly as a local storage terminal for heating fuel owned by other firms.

Although the focus of this collection is ca. 1970, 40 years later this type of controversy continues. Environmentalists and big business continue to fight it out on the coast of Maine, with the locals getting caught in the middle - some on one side ("not in my backyard") and some on the other side (creating jobs). With the world focused on BP and oil spills in the Gulf of Mexico, here on the coast of Maine we are all quite conscious of what can happen here, in our own waters.

On a more local level, I consider myself very fortunate to be able to work on a collection in my own community. This allows me to understand my environment even better, and to be a part of the conversation that many on this island were a part of, long before I arrived on the scene, thus making the connection between my life in my community and my work as an archivist. ■

Internet Tidbits

- Susan Martin

The First World War Poetry Digital Archive (<www.oucs.ox.ac.uk/ww1lit/>) at the University of Oxford (UK) is a rich and fascinating repository of poems, letters, diaries, and other manuscripts by significant poets of the “Great War.” But the web site is even broader in scope than its name suggests. The digital reproductions and transcripts of these documents are supplemented by thousands of photographs, audio and video files, and print materials from the Imperial War Museum; the Great War Archive, a database of over 6,500 privately-owned items submitted by the general public; and an education page with tutorials, timelines, links, and other aids for teachers, students, and family historians.

Click on “The Collections” to browse the papers of individual poets. Featured poets include Edmund Blunden, Vera Brittain, Robert Graves, Ivor Gurney, David Jones, Roland Leighton, Wilfred Owen, Isaac Rosenberg, Siegfried Sassoon, and Edward Thomas. Each is described in a detailed biography, followed by a variety of search tools and links to related pages. A specific poem may be available in more than one format; for example, search results for Robert Graves’ three-stanza poem *When I’m Killed* (July 1916) include reproductions of both manuscript and typescript copies, as well as a digital transcription of the text. Each poem, letter, or other document is accompanied by bibliographic data and can be manipulated in a variety of ways, downloaded, or printed.

The Collections page also contains links to photographic, audio, film, and print materials from the Imperial War Museum. These multimedia items are sorted into broad subject areas or may be searched by keyword. Particularly interesting are the photographs of women war workers, oral-history interviews with veterans, video footage from the trenches, and propaganda publications. The contextual and historical essays throughout this section (for example, the impressive introduction to wartime photography written by project manager Kate Lindsay) are well-researched and well-written.

The Great War Archive complements the Poetry Archive and the Imperial War Museum collections by

bringing together a variety of items submitted by the public at “submission events” or through a designated website—everything from letters, diaries, memoirs, and photographs to drawings, maps, artifacts, and even music documenting the wartime experiences of men and women throughout Europe. Included are nearly 200 medals, medical supplies, “trench art,” and other memorabilia. The Editor’s Pick blog highlights items of interest (posts are written in German and English), and users are invited to contribute their own images to a Flickr photostream.

Researchers may want to follow the First World War Poetry Digital Archive on Twitter or Facebook or join a Google group to discuss World War I literature. Meanwhile, institutions interested in following the University of Oxford’s model can consult the detailed reports, specifications, and other documentation available at the “About” page. This documentation also includes helpful links to open-source software and tools used to build the website. ■

Volunteer with NEA

Opportunities for volunteer participation in New England Archivists activities abound. NEA is a volunteer-run organization; without the participation of its members, NEA would cease to function. There are many committees, offices, and projects that need assistance from members.

<www.newenglandarchivists.org/join/volunteer_with_nea.html>

Professionals in the archival field already possess skills and experience needed to support and advance New England Archivists. Willing volunteers should jump in and identify a role that suits them among varied opportunities. The opportunity to meet, converse, and do meaningful work with colleagues is of great professional and personal benefit. In addition, service to a professional organization such as NEA adds an important dimension to a professional resume.



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Reviews

Lee, Christopher A., ed. *I, Digital: Personal Collections in the Digital Era*. ALA Editions, 2011. List \$69.95, SAA Member \$49.95. ISBN: 978-0838911556

- Emily Tordo, Simmons GSLIS student

I, Digital, edited by Christopher Lee, contains a series of essays which provide an overview of various approaches for grappling with the issues that professional archivists, records managers, and private individuals face when considering the increasingly digital output of our lives. As the line between formal archives and our private information environments starts to blur with the advent of new digital technologies, the role of the professional archivists and personal creators change. These changing relationships affect our roles and responsibilities regarding the creation, collection, management, access and preservation of collections created in this new digital environment.

Until now, despite the plethora of digital technologies in use which did not exist ten or twenty years ago (email, text messaging, podcasts, websites, GoogleDocs, YouTube, digital photographs and music to name a few), Lee states in the introduction that “the literature designed specifically to guide archivists’ thinking about personal digital materials has long been limited to a few scattered journal articles and research project websites” (1). He further notes that *I, Digital* aims to fill this gap in the professional literature and bring to the forefront an awareness of a body of research not traditionally part of the archival field. The essays explore the rapidly changing landscape by focusing on issues, challenges, and opportunities in the management and preservation of personal digital collections, primarily those which are born-digital as opposed to those which are digitized from an analog format.

The book is divided in three parts: Conceptual Foundations and Motivations, Specific Genres and Document Types, and Implications for Memory Institutions. In the first section the four articles—by Christopher A. Lee and Robert Capra, Adrian Cunningham, Catherine C. Marshall, and Sue McKemmish respectively—examine the underpinnings of our current practices for creating and managing our personal digital “traces” and how these practices intersect with traditional records management and

archives activities. In the second section, Kristina M. Spurgin and Christopher A. Lee use their essays to focus on the individual forms these personal traces take in the digital era, as well as new approaches to thinking about the collection and appraisal of digital materials in an online environment. In the final section, Rachel Onuf and Tom Hyry, Leslie Johnston, and Susan Thomas bring us into the present, evaluating the implications of digital technologies for the current and future caretakers of our personal collections.

Additionally, the authors who share their insight and expertise provide readers with an extensive bibliography, which invites further investigation by anyone interested in new digital technologies. *I, Digital* offers the reader a highly accessible introduction for those starting out in the profession, as well as food for thought for experts in the field seeking to expand their knowledge. ■



FROM NEWS & NOTES/RHODE ISLAND (page 15)

Nellie Brown, St. George's School cook, poses with Father John B. Diman (right), Founding Headmaster, and Tom Powel '06 in 1910. Nellie worked at the school from its beginning until ill health forced her to retire in 1932. She was a beloved friend to the students and sage advisor to Father Diman, who visited the kitchen every morning at 5 a.m. for coffee and a chat. *Courtesy of Taverner Archives, St. George's School.*

AROUND & ABOUT

Whaling in the Age of Google: Increasing Access and Promoting Scholarship through EAD

by Mark D. Procknik, Assistant Librarian, New Bedford Whaling Museum

Is online research really as simple as it seems? Open Google (or any search engine), type in a query, and browse through the list of results for any seemingly relevant links. The absence of any germane results brings about another inquiry with modified search terms. If after multiple searches the answer still fails to appear on the first few pages of results, often the unfortunate conclusion is that the information does not exist. This is how people seek information, and this trend will no doubt continue into the future. Aware of the necessity to better enable access to important collections via the web, the Research Library at the New Bedford Whaling Museum is attempting to take full advantage of today's digital environment by posting its manuscript finding aids to their web site.

In December 2011, the Museum re-launched their web site, <www.whalingmuseum.org>. Michael Lapidés, the Museum's Director of Digital Initiatives, states that the new web site includes an increased ability to manage content and a higher degree of patron interaction. The previous web site required specialized programming knowledge in order to post information, but this is not the case with the new site. While the previous site ran entirely on HTML, the new site can render XML documents, including Encoded Archival Description (EAD). Lapidés is excited about incorporating EAD onto the site, for it will go a long way not only in increasing access to the library's holdings, but advancing scholarly research on whaling history.

The Library currently houses 107 manuscript collections documenting a wide range of subjects from whaling, local, social, and industrial histories. Prior to the re-launch, the only available finding aids were paper-based ones located in the reference section of the Library's reading room. They provide excellent reference material, but are unavailable for those seated in front of their computers relying on search engines to find relevant information. The addition of finding aids as keyword searchable pages on the Museum's web site will remedy the situation. This will mark the first use of EAD for the Library, so the undertaking had to begin with the development of a systematic process for the creation and posting of EAD documents.

The Beginnings of EAD

In the early 1980s, Patricia J. Albright, Barbara E. Austen, and Judith Downey worked to create the Library's finding aids through an NEH grant. The grant provided

for the arrangement and description of the vast majority of the 107 manuscript collections. The resulting finding aids contain all the customary information from the "Biographical/Historical Note" and "Scope and Content Note" to "Provenance" and the "Processing Note." The archivists even included "Added Entries" and compiled box and folder lists for each finding aid. Some collections warranted a "Separations List" in the event that the archivists relocated some items to the photo archives or the logbook vaults.

The process of converting these hard-copy finding aids to EAD documents began with coding one legacy finding aid as a test subject. The staff determined that the Jonathan Bourne Jr. Business Records (Mss 18), the papers of an internationally known whaling agent and merchant, were best suited to the priority needs of the institution. In February 2011, I began encoding the finding aid and tailored a stylesheet (XSLT) to properly render the code. Once completed, all library staff members reviewed the completed Mss 18 finding aid. After discussion, they determined that the online finding aids should include two components that the paper ones did not: a preferred citation and a copyright notice. With the installation of the <prefcite> and <userrestrict> elements, the Library proudly boasted its first EAD finding aid, marking the first step towards increased access for the manuscript collections. The next phase involved taking the code from Mss 18 and producing a working template to foster future EAD creation. This proved critical due to the fact that these finding aids not only needed to accurately present the contents of their collections, but serve as an online reflection of the institution.

Implementing EAD

The high number of legacy finding aids needing coding proved too great a task for myself alone, as the one staff member knowledgeable in EAD. The Library, however, is fortunate enough to have dedicated volunteers ready and willing to help with large-scale projects of this nature. Librarian Laura Pereira, prior to her retirement in 2011, selected three volunteers to assist in EAD creation. They brought their own knowledge and experience to the project, and even though none of them possessed any understanding of EAD, they all shared their willingness to learn a new and unfamiliar skill and contribute towards the Library's goals.

The Library arranged weekly meetings during March 2011 in order to familiarize the volunteers with the components of the EAD template as well as the key components of a finding aid. Using a written document detailing step-by-step instructions, the staff outlined which sections of the written finding aids corresponded with the different sections of the template. The template, based on Mss 18, consisted of a fully encoded finding aid with all the elements and attributes in place. The `<bioghist>` and `<scopecontent>` elements, for example, came complete with a set of their own `<p>` tags. The only piece missing from the code was the finding aid text that the volunteers needed to insert.

The Library staff reached a decision regarding the coding of the box and folder lists that affected the template. Some collection inventories had sub-groups as the highest level of description, while others only used series. The finding aids also employed sub-series, but not for every series. This resulted in 107 unique sub-group/series/sub-series combinations that would not fit into a template based on consistency and predictability for volunteers unfamiliar with EAD to use. The template, therefore, only included the `<c01>` elements `<unittitle>` and `<scopecontent>`. Researchers, as a result, could gain a basic understanding of the collection inventories, even though a full box and folder list was not available online. Working separately, I appended the full collection inventories when completed.

In order to facilitate the volunteers' work, the Library scanned all the finding aids to create optical character recognition (OCR) copies with the assistance of Nicole Cook, a UMASS Dartmouth intern. Digitally scanning the

finding aids proved to be an efficient alternative to the time-consuming task of re-keying, given the fact that some sections like the "Historical Note" and "Scope and Content Note" can be quite lengthy for larger collections. Generating the OCR versions, however, did not mean that the copying and pasting could begin right away. Not all characters rendered properly, and as a result, some typos surfaced in the scanned documents. The volunteers diligently reviewed the OCR copies to ensure the content corresponded to the paper versions. Once the OCR copies were double-checked by staff, the volunteers began creating an EAD mark-up with the template provided via copying and pasting the content into the correct sections of the template.

Once completed, the volunteers submitted their mark-ups for final approval. Procknik checked the newly-created EAD files for any possible oversights in the copying and pasting, although any errors present were minor. For example, the EAD template came fully-coded with all possible elements due to the fact that it is much easier to delete elements than to have somebody with no knowledge of EAD create them. If the finding aid did not include any particular elements, like `<separatedmaterial>` for example, the volunteers would delete the entire element. Any adjustments in the final mark-up, although very minor, were nonetheless critical to ensure a valid and well-formed EAD document.

As the date of the web site re-launch drew closer, one last issue presented itself. While the EAD finding aids contained all the necessary information in a mistake-free and well-formatted mark-up, the final piece of the process involved their visual display. All of the finding aids are a component of the Museum's web site and therefore needed to have the same look and feel as the site. This step involved fine-tuning the stylesheet to account for the proper text size and specific font that the web site employed. Following a series of revisions and constant communication with the web-programmer, I produced a stylesheet that displayed the finding aids in the desired fashion. As a result, the Library now possessed a fully-developed system designed for the creation and posting of EAD in an effort to increase access to its manuscript collections.

Additional Benefits of a Strong Online Presence

Increasing access to collections via EAD only marks the beginning of the Library's web presence. The Library

also seeks to advance scholarly research on whaling history. A critical, yet currently untapped, component of this narrative lies in the business aspects of whaling. According to Michael P. Dyer, Librarian and Curator of Maritime History, the bulk of studies on whaling history center on the voyages: the ships that sailed, the people involved, and the cultural contacts along the way. These voyages, according to Dyer, need to exist in “the context of industry, not just other voyages.” Dyer believes that letter books are the best primary source for this type of study. A letter book is a bound volume, penned by a clerk, comprised of copies of outgoing correspondence. The Library transcribed the letter books of four prominent whaling merchants, including Jonathan Bourne Jr., with the intention of posting them on the site as keyword searchable pages.

Much like EAD creation, this endeavor required a collaborative effort on the part of Library staff, interns, and volunteers. Select volunteers as far back as 2002 began transcribing selected letter books. Once completed, interns and staff members tagged the transcriptions with appropriate HTML tags in order to format the content as a web page.

As a result of conditioning by the Internet, the public tends to expect information at the click of a mouse. This expectation is a challenge for research libraries and archives

demanding new skill sets on the part of librarians and archivists. The online finding aids, therefore, link directly to their collection’s letter books by means of the <extref> element. The finding aid for Mss 18, for example, includes not only information concerning the online transcriptions on the Museum’s site, but provides the links to the transcriptions themselves. The finding aids, as a result, fulfill their principal function and steer researchers towards all available primary resources: the manuscripts in the Library as well as the transcriptions on the web site. This particular aspect greatly excites Dyer, since this new web site now brings “the finest primary sources directly to the public.”

At the time of the re-launch in December, the site included only ten finding aids. That number, as of February 1, 2012, stands at fifty-one – and counting. This is an ongoing process, but with an efficient system and the help of devoted interns and volunteers, that number is steadily climbing to the point where all 107 collections will have keyword searchable finding aids in the very near future. The Museum intends to continue transcribing letter books in order to broaden the public’s understanding of whaling in the context of American capitalism. The Library’s web presence is continually growing, and now procedures are firmly in place to increase online access to valuable primary sources, signaling a new era in whaling history as well as the Whaling Museum. ■

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Calendar of Events



Press releases and other announcements should be sent to Michael Dello Iacono at <mdelloiacono@suffolk.edu>. Please provide the date, time, place, and a brief description of the event and the name, address, and telephone number of the person to be contacted for information.

May 16, 2012 (tentative). The New Hampshire Archives Group Spring Meeting in Plymouth, NH. Details at <www.nharchivesgroup.org/upcoming_meetings.htm>.

June 6-8, 2012. New York Archives Conference at Nazareth College in Rochester, NY. For details see <www.nyarchivists.org/nyac>.

June 13-15. NEDCC's Digital Directions conference in Boston, MA. Digital Directions hosts a faculty of experts who introduce participants to the range of activities and issues associated with digital collections care.

For details, see <www.nedcc.org/dd2012/about>.

July 15-18, 2012. SLA 2012 Annual Conference & INFO-EXPO at the McCormick Place in Chicago, Illinois. For details see <www.sla.org/content/Events/conference/ac2012/index.cfm>.

August 6-12, 2012. "Beyond Borders", the 76th Annual Meeting of the Society of American Archivists at the San Diego Hilton Bayfront in San Diego, CA. For details see <www2.archivists.org/conference>. ■



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THIS SEASON IN NEW ENGLAND HISTORY



Circus Day at Children's Hospital Boston, 1928

Circus Day was an annual recreational activity at Children's Hospital. Here, the grounds are packed with patients, parents, doctors, nurses and others affiliated with Children's.

Courtesy of Children's Hospital Boston Archives.