



# North Carolina Archivist

---

VOLUME 74

FALL 2005

Society of North Carolina Archivists

---

## The Future We Envision

*Gwen Gosney Erickson*

---

### Executive Board

Gwen Erickson

President

President Elect

Monika Rhue

Treasurer

Chris Meekins

Secretary

Sarah Koonts

Members at Large

Beth Carmichael

Blake Tyner

Membership Chair

Emily Glenn

Publications Chair

Jan Blodgett

Electric

Resources Chair

Linda Jacobson

Education Chair

Jason Tomberlin

Development

Chair

Tom Harkins

As we celebrate our state's first official Archives Week, I encourage us to think about our role as caregivers. In our work, we are very aware of the need for sustainable long-term solutions for the preservation of historical records – both ancient and modern. At times, the archivist's responsibilities seem overwhelming.

The Quaker faith has a tradition of queries that members reflect upon each year; a set of questions asked of individuals and their congregations to explore deeply the condition of their hearts and minds. Because there are no simple answers, the reflection process itself has important meaning. To that end, I offer North Carolina archivists a few queries about our role as keepers of the historical record.

Natural disasters, such as the recent devastation caused by Hurricane Katrina, remind us how fragile and irreplaceable our holdings may be. We have some knowledge of this from our own state's experiences with Floyd in 1999. Are our institutions prepared for unexpected destructive forces beyond our control? Do we coordinate our own actions so we are not duplicating efforts or overlooking essential tasks? How might we best assist one another in disaster planning and disaster response?

Some destruction occurs through regular use or benign neglect. Rarely do we have the funds or infrastructure to provide ideal conditions for the materials we house. Do we provide a stable climate for materials? Are alternative methods for access, such as digitization, microfilming, or preservation copies considered for high use items? Do we effectively articulate our needs for supplies and secure facilities to budget managers and donors?

Many of us are trained to handle historic paper documents but have very little understanding of electronic records. Often we learn about a change in record format after it has already occurred. Do we anticipate how core records we expect in the future are being created today? How do we respond to changing technologies influencing records creation? Are we responsible for maintaining electronic records? How can we educate our researchers and donors about what we are and are not able to provide for new technologies?

These queries come to mind when I look at the challenges we face as archivists. All of us could use more funds and staff and often feel we are coming from behind. Maintaining irreplaceable materials is a heavy burden to bear, especially when we consider all the possible threats. I hope we can share these challenges with one another and suggest effective realistic solutions. I also encourage us to remain optimistic. While we might not be satisfied with our answers, at least we can ask the questions. We can continue to strive toward ideals and do our part providing and preserving important resources for the future.

## Writing Effective Exhibit Labels

Linda Jacobson

Most exhibition visitors read only a small percentage of label text. Nevertheless, providing attractive labels with interpretative text is essential to the success of an exhibition. Unfortunately, label writing can be a daunting task requiring writing, editing, graphic, and production skills.

The best labels interpret but keep text to a minimal length. Labels should be understandable to a wide range of ages and educational backgrounds. Most viewers will simply pass by labels with too much text, so interpretative information is usually presented in levels, allowing visitors to choose how much they want to read. While larger museums can use up to six different levels

of labels, three are adequate for most small museum and archive exhibitions.

*Introductory* labels provide an overview of the exhibit and are the largest in size and typeface (24 to 30 point type). *Secondary* or *subtopical* labels can identify and provide historical background about the artifacts on display (generally 15 to 18 point type). Brief *object* or *identification* labels provide the least information, usually just the object's name, date, and catalog number. These are not hard-and-fast rules; elements can be combined in different ways.

Using a *key* label is preferable to crowding too many labels in a case. Key labels

combine a group of object labels into one, using numbers that correspond to numbers placed next to each object on display.

To optimize readability, black text on white or cream paper is best. Try using one-and-a-half spacing or leading between lines. Choose easy-to-read typefaces such as Times New Roman, Garamond, or Arial, and never go below 14 points with any label.

Add color to your exhibit by mounting labels onto inexpensive foam boards from a craft store. These substrates give a professional, finished look to your exhibit by preventing the warping that happens to labels composed of just paper.

### THE LANCET: "A RELIC OF BARBARISM"

*"Remarks on Bloodletting" by R. L. Payne, M.D., North Carolina Medical Journal, volume 23, number 4 (April, 1889).*

By the latter nineteenth century, leading medical authorities were increasingly critical of doctors who bled their patients, encouraging such practitioners to abandon the lancet as a "relic of barbarism." Here, Dr. R. L. Payne of Lexington, N.C., defends the practice, citing in detail examples of patients he had recently cured with bleeding. "Not a year has passed for the last thirty-two," asserts Dr. Payne, "in which I have not used the lancet, and . . . I cannot recall a single instance in which I have regretted doing so."

Hill Endowment: C610.5/N87

## Online: Grizzly Bears at the Library

*Jaime L. Margalotti*

Creating an online exhibit that replicates a physical installation in an institution can reach a broad audience. It is especially useful when the exhibit designer considers all the potential difficulties as well as the many opportunities for enhanced content that are possible online. While I have not viewed in person the University of California, Berkeley's exhibit *The California Grizzly at the Bancroft Library*, the virtual form of the exhibit is well-conceived and fully deserves the award granted to it in 2004 by the Rare Books and Manuscript Section (RBMS) of the Association of College and Research Libraries. [ <http://bancroft.berkeley.edu/Exhibits/bearinmind/> ]

On the introductory page, the narrative thrust of the exhibit is clearly stated: "Here is the brief history of the California Grizzly through the eyes and voices of the narrators of its demise; the story of the eradication of a species and its reinvention as the proud and ubiquitous emblem of our state." All of the content serves this purpose and is categorized into ten themes: First Records, Spanish California, In the Arena, the Vanguard, Gold Rush, Grizzly Adams, Captivity, Scientific View, Emblem, and Mascot. The user clicks through each gallery, encountering images and texts. The scholarship is well-done, and the library wisely uses first-person narratives wherever possible.

While the textual content of the Grizzly exhibit informs without overwhelming, the display of the text could be improved. Presenting text as an image allows more options for controlling its display, but text on this site appears somewhat fuzzy, which could lead to eye strain. The size of the text is also a bit smaller than is comfortable. This method of text presentation additionally makes it difficult for screen-reading programs to make the site accessible to visually impaired users. A more disability-friendly version of the site that renders the page in real text while retaining the slide-to-slide navigability of the main version exists, but it is disguised as a "printer friendly page" accessed through slides in each themed section.

One fun feature of the exhibit that is enhanced by the web is the "Bears on Campus" section, which includes a virtual walking tour of the campus to view bear iconography. A printable guide allows one to follow the tour in person. One disadvantage to this section is that unlike the other images on the site, the guide's graphics cannot be enlarged. Unfortunately, we cannot all travel to California to experience the tour in person.

There is no perfect exhibit, and even the best online sites can be improved. The RBMS web site outlines the evaluation criteria used in making exhibit award decisions and lists nominated and winning exhibits. [ [http://www.rbms.nd.edu/committees/exhibition\\_awards/submissions/evaluation\\_criteria.shtml](http://www.rbms.nd.edu/committees/exhibition_awards/submissions/evaluation_criteria.shtml) ] Exhibit designers can benefit from reviewing criteria such as a checklist for good design, as well as examining the work of colleagues.

With your input, this column can be improved as well. Please send all questions, comments, and especially suggestions for future reviews to: [jlmargal@ncsu.edu](mailto:jlmargal@ncsu.edu)

### Fall SNCA Meeting— Photographs courtesy of Stephen Fletcher



UNC-Wilmington Library Director Sherman Hayes wearing a variety of hats welcomed SNCA members.



Mitchell award winner Suellyn Lathrop with David Mitchell.



Sue Cody, UNC-Wilmington, , panelist, "Building Effective Partnerships: The Archivist and the Community."



Katie McCormick, UNC-Charlotte, panelist, "Building Effective Partnerships: The Archivist and the Community."



Katie Schlee, Old Salem, panelist, "Building Effective Partnerships: The Archivist and the Community."



Debbi Blake, North Carolina Office of Archives and History -"A Thorn in the Union Side: Rose O'Neal Greenhow--Confederate Spy."



Keri Peterson, North Carolina Railroad Company, panelist for "Tips and Tricks for Career Management"



Michelle Francis, Penland School, "Tips and Tricks for Career Management panel"



LeRae Umfleet speaking on " A Day of Blood in Wilmington: Researching the Violence November 10, 1898."

## Feature : Get to Know Our Members

*Dale Sauter*

Do you ever wonder who is a member of SNCA? Where does a member work or what does their job entail? Our strength is in our diverse membership, and in this column we want to introduce you to two SNCA members you may not know.

Let's meet LuAnn Mimms and Beth Carmichael.

LuAnn is an archivist at the Lower Cape Fear Historical Society. She holds a BA and MA in History from UNC Wilmington. LuAnn is currently working on her MLS at North Carolina Central University.



She plans to graduate in the fall of 2006.

As archivist, LuAnn is responsible for the organization of the Historical Society's collections. The archives, in existence since 1956, feature many unique items of importance to the Cape Fear Region. One current goal of the institution is to provide easier access to collections. A searchable finding aid guide can be found at the following web site: <http://www.latimerhouse.org/>

LuAnn's main interest is local history. She particularly enjoys those grassroots collections that revive "lost" community memory, and believes that finding and keeping local identity is the key to connecting with the area. LuAnn says that oral histories help fill gaps found in printed materials, as they tend to include the views of a more diverse group of people. She works part-time in Special Collections/Archives at UNCW and has just completed a project on the diploma-issuing nursing schools in

Wilmington.

Beth Carmichael is currently a SNCA member-at-large, and is Curator of the Women Veterans Historical Collection in the University Archives at UNC Greensboro. This collection documents the service of women in the military. Beth has a variety of responsibilities. Among them are processing new collections, creating finding aids, managing EAD finding aid files, answering reference questions, class instruction, creating online and in-house exhibits, and managing the oral history program.

Beth earned her MLS from Chapel Hill in 2003. Her undergraduate degree is from Middlebury College in Middlebury, Vermont. Beth enjoys reading, and is currently finishing *The Lovely Bones* by Alice Sebold. She is also keeping busy with her new twins, Cameron Elizabeth and Isabel Adelaide, who were born on July 10 of this year.



### Editors and Columnists



Catherine OBrion	Section Editor
Fran Tracy-Walls	Section Editor
Ann C. Stringfield	Section Editor
Michele A. Justice	Section Editor
Linda Jacobson	Columnist
Dale Sauter	Columnist
Jaime L. Margalotti	Columnist
Monika Rhue	Regional Reporter
Cat Saleeby McDowell	Regional Reporter

## Appointments, Retirements, Promotions

---

**Liz Cook** has been appointed Archives Associate for the **Friends Historical Collection at Guilford College**. She began her new position this August in the college archives.

**Mark Grotjohn** joined the staff at **Davidson College Archives**. Mark is the Archives Fellow, which is a two-year appointment. His primary responsibilities are working with student organizations to obtain their records, cataloging photographs, and creating exhibits.

**C.T. Harris** from **Wingate University** has retired. C.T. was organizing the archives for the University. Debra Hargett, Reference and Periodicals Librarian, or Ameer Odom, the Director, will be handling archival questions for the Library. The Archives office can be reached at 704-233-8100.

**Peter Hymas**, a recent graduate of SILS at UNC Chapel Hill, joined **NC ECHO** as an intern and is helping prepare data for a survey of North Carolina's cultural heritage collecting institutions.

**Steven L. Hensen** has been appointed Director of the **Duke University** Technical Services Department, Rare Book, Manuscript, and Special Collections Library. He replaces Sharon Knapp, who retired from the position in April after thirty-five years at Duke. Hensen came to Duke in 1986 from the Library of Congress, shortly after writing *Archives, Personal Papers, and Manuscript (APPM)*, a guide that standardized descriptive cataloging practice for archival repositories nationwide. He played an instrumental role in developing and applying the first guidelines for EAD practice, and served as president of the Society of American Archivists from 2001-2002. Hensen received his BA and MA in Library Science from the University of Wisconsin at Madison.

**Katie McCormick** is the new Reference Archivist/Oral History Coordinator in the **Special Collections Department** at **UNC Charlotte** Atkins Library. Katie recently received her MLIS from Simmons College and had worked as a library assistant in the Irish Music Center at Boston College. Katie was a part of the *Building Effective Partnerships: the Archivists and the Community* panel discussion at the SNCA fall meeting in Wilmington, NC.

**Cat Saleeby McDowell** has been hired by the **University of North Carolina at Greensboro** as Digital Projects Coordinator. Prior to this appointment, Cat had served Winston-Salem State University as Project Archivist for Digital Services.

**Jackie McLaurin** has joined **NC ECHO** as a project assistant. Jackie was formerly with the North Carolina Department of Cultural Resources administrative offices.

**Katie Nash** was appointed Archivist and Special Collections Librarian at **Elon University**. Formerly the Archives Assistant at the Greensboro Historical Museum, Katie began work at Belk Library June 20, 2005.

## Appointments, Retirements, Promotions

---

**Jacqueline Reid** has been appointed Director of the Hartman Center for Sales, Marketing, and Advertising History at the **Duke University** Rare Book, Manuscript, and Special Collections Library. She previously served as Reference Archivist for the Center since 1998, and as Interim Director upon the retirement of Ellen Gartrell in 2004. Before coming to the Hartman Center, Jackie worked with corporate archives at the History Factory in Virginia. She received her MLS from the University of Texas at Austin and a BA in Art History from the University of Minnesota.

**Monika Rhue**, archivist at **Johnson C. Smith University**, was selected to serve on the Charlotte-Mecklenburg Trail of History committee. The committee was established to identify historically important individuals from the Charlotte community to be honored with a bronze statue along the Little Sugar Creek Greenway. Monika submitted the names of ten prominent African Americans and nine historical events and/or facts about Charlotte, North Carolina.

**Eloise L. Vowotor** was recently hired as the University Archivist at **Fayetteville State University**. Vowotor was Government Documents Librarian for the past three years and was previously employed at the Chesnut Library for twenty-nine years. ☞

## Exhibits and Events

---

*"Slavery and the Making of the University: Celebrating Our Unsung Heroes, Bond and Free"* runs October 12, 2005 through February 28, 2006 at Wilson Library, **University of North Carolina at Chapel Hill**. Co-curated by University Archivist **Janis Holder**, Assistant University Archivist **Susan Ballinger**, and Research Assistant **Bari Helms**, the exhibit examines the practice of slaveholding among University trustees, faculty and townspeople. It explains how slaves were used to finance the University (slaves as escheats); the contributions of college servants and slaves in building and maintaining the University; and faculty and students' attitudes toward slavery as illustrated in their writings and speeches. The exhibit features manuscript documents from University Archives and the Southern Historical Collection, publications from the North Carolina Collection (NCC), and images from the NCC Photographic Archives. The Manuscripts Department has published an exhibit catalog/bibliography of sources that will serve as a reference guide for researchers using the collections in Wilson Library to investigate the topic of slavery and the University. Some, but not all, of the sources identified will be included in the exhibit. ☞

The **NC ECHO** survey of North Carolina's cultural heritage collecting institutions will be completed by December 2005. Staff anticipate having surveyed nearly eight hundred (800) places. See a searchable directory of all these institutions at [www.ncecho.org](http://www.ncecho.org). ☞

The **North Carolina State University Libraries' Special Collections Research Center** (SCRC) was recently awarded a \$49,992 NC ECHO Digitization Grant to create a resource-based research and educational web site entitled "'Green 'N' Growing': The History of Home Demonstration and 4-H Youth Development in North Carolina." The goal of the 2005-2006 project is to enable teaching, learning, and research by providing access to primary resource materials. The project will digitize 5,000 unique images, pamphlets, flyers, and other textual documents dating from 1910 to 1970, and it will create web-based search tools such as EAD finding aids and meta-data searchable through Luna Imaging's Insight software. ☞

## Exhibits and Events

---

The **Outer Banks History Center**, in collaboration with The **Elizabethan Gardens** in Manteo, debuted its newest exhibit, "***The Elizabethan Gardens: Crown Jewel of the Outer Banks***" on Friday, September 2, in the History Center Gallery. Founded in 1951, The Elizabethan Gardens combines antiquity, mystery and beauty to create a living reminder of America's original English colonists. According to **Christine Dumoulin**, OBHC assistant curator, "This exhibit gave us an opportunity to work with some wonderful people and create an exhibit that reflected the cultural and historical importance of this unique garden."

The exhibit chronicles the history of The Gardens, as well as many of its unique design elements. Highlighted are components that create the look and feel of an Elizabethan pleasure garden. The Gardens is home to a 500-year-old "Ancient Oak," a rose garden dedicated to Queen Elizabeth II; a Shakespearean herb garden; and a large collection of classical statuary. "***The Elizabethan Gardens: Crown Jewel of the Outer Banks***" will remain on exhibit through May 15, 2006. The gallery is open daily from 9:00 a.m. to 5:00 p.m. during the fall/winter, and from 9:00 a.m. to 6:00 p.m. during the spring.



In August the **Special Collections Department** at Joyner Library, **East Carolina University** joined the nation in remembering the sixtieth anniversary of the United States Victory over Japan in the Pacific and the end of World War II.

The exhibit in the Special Collections Department begins with January 1945 and traces the final months of the Pacific War, the battles of Iwo Jima and Okinawa, the bombings on Tokyo, the United States atomic bombs, and ends with the Japanese surrender. Items featured include photographs, diary and log entries, newspapers, identification cards and dog tags, and other memorabilia of American soldiers, sailors, and airmen who fought in these battles. "The pieces displayed present a picture of the work necessary to bring about the end of the war and to secure peace for the nations of the world," stated Adrienne Rea, graduate assistant in Special Collections and exhibit curator.

The exhibit runs from 5 August 2005 to 3 February 2006, and is open to the public Monday-Friday 8 a.m. to 5 p.m. and on Saturdays from 10 a.m. to 2 p.m. The Special Collections Department is located on the 4th floor of Joyner Library.




**Jack Kerouac: The Road Revisited**, by the Rare Book Collection, Wilson Library at **The University of North Carolina at Chapel Hill**, highlights materials from the Wilson Library Special Collections and features the original typescript of Jack Kerouac's '*On the Road*.' The exhibition runs through December 17, 2005. The hours are Monday-Friday, 8 a.m. to 5 p.m., and Saturdays, 9 a.m. to 1 p.m., except holidays. For more information, call Libby Chenault, 919-962-1143. To obtain single copies of the printed catalog, email your mailing address to [rbcref@email.unc.edu](mailto:rbcref@email.unc.edu).




## Grants, Endowments, New Acquisitions

---

Over the summer **Guilford College** received a generous donation from the North Carolina Friends Historical Society to establish an endowment in honor of retired librarian and archivist Carole Treadway. The endowment provides funds for special items beyond the regular scope of the budget.

Guilford College's Friends of the Library is fund-raising to establish an endowment fund to support professional archives staff. The initial goal of \$50,000 will provide sustainable funding for the Friends Historical Collection Librarian position. The brochure and donation form for this new project will be available during Archives Week this October. 

Recent accessions at **East Carolina University** include: Early Flight Archives #1048 which contains Essais de Wilbur Wright, Le Mans – 1908: La Conquete de l'Air / Wilbur Wright's Trial [ca. 1920]; Mrs. Mary Hoover Boyd Mann Collection #1049 which contains a Collection of correspondence, deeds, genealogical records, receipts, and school records John & Nancy Hoover family (ca. 1743-1910); Ransom Respass Papers #1046 which contains Papers of Ransom Respass, Anniston, Alabama, including correspondence with his son, Rev. George C. Respass, of Ransomville, North Carolina and correspondence relating to the 1862 Civil War Battle of Manassas (ca. 1846-1903). 

## Workshops

---

On November 4th, the New Hanover County Public Library in Wilmington will host "Preserving Archival Collections," a workshop sponsored by the North Carolina State Historical Records Advisory Board and the Society of North Carolina Archivists. For details contact Matthew Turi, Project Archivist at the NC State Historical Records Advisory Board, via email at [matt.turi@ncmail.net](mailto:matt.turi@ncmail.net) or at (919) 416-1698.

What is the destiny of legacy paper collections? This question and other issues will be addressed at the 2005 NCPC annual conference, "The Promise and Perils of Digital Preservation" being held at the Public Library of Charlotte & Mecklenburg County on Friday, November 18th, 2005. Details and registration information at <http://www.ncpreservation.org/2005%20NCPC%20Conf%20Announcement.html>

North Carolina ECHO is conducting two EAD workshops this fall! Both workshops will be in the Department of Public Instruction's library on the 5th floor of the Education Building in downtown Raleigh. The Advanced EAD Tagging Workshop is November 9 - 10, 2005. The Introduction to EAD Workshop or equivalent experience is a prerequisite. Cost: \$25

Introduction to EAD is December 12 - 14, 2005. The workshop will teach the fundamentals of EAD from a basic level, with an emphasis on hands-on encoding experience and issues to consider in starting an EAD program at an institution. Cost: \$40. Details and information at <http://www.ncecho.org/documents/DPI-Intro-announce.doc>

On December 9th, The Charlotte Museum of History will host "Managing Audio and Moving Image Archival Collections," a workshop sponsored by the North Carolina State Historical Records Advisory Board and the Society of North Carolina Archivists. For details contact Matthew Turi, Project Archivist at the NC State Historical Records Advisory Board, via email at [matt.turi@ncmail.net](mailto:matt.turi@ncmail.net) or at (919) 416-1698.

## Society of North Carolina Archivists

---



P. O. Box 20448  
Raleigh, NC 27619

---

[HTTP://WWW.RTPNET.ORG/  
~SNCA/](http://www.rtpnet.org/~SNCA/)

---

The Newsletter is published semi-annually, and this issue was designed using Microsoft Publisher 2003.

### Editor:

Paula Brown  
Gaston Lincoln Regional  
Library

The Society of North Carolina Archivists is an organization of individuals and institutions who share a common concern in the preservation and use of archival and manuscript materials.

The purpose of the society is to promote cooperation and exchange of information among individuals and institutions interested in the preservation of the archival and manuscript resources in North Carolina; to share information on archival methodology and the availability of research materials; to provide a forum for discussion of matters of common concern as they pertain to the archival profession in North Carolina; and to cooperate with professionals in related disciplines. Dues are \$25.00 per year.

### *Big Savings on North Carolina Books*

For more information on specific titles, visit the Historical Publications Section's online store under the category "Clearance Sale". Or visit the Publications Section's office in downtown Raleigh at 120 W. Lane St. (open M-F, 8-5), (919) 733-7442,

<http://store.yahoo.com/nc-historical-publications/half-price-sale.html>

---

## Gene J. Williams Award

*Jason Tomberlin*



Williams Award winner Anna Elise Allison receiving Williams Award from Jason Tomberlin.

The winner of the 2005 Gene J. Williams award is Anna Elise Allison. Elise is a graduate student in the School of Information and Library Science (SILS) at the University of North Carolina at Chapel Hill. Elise's paper titled "Connecting Undergraduates with Primary Sources: A Study of Undergraduate Instruction in Archives, Manuscripts, and Special Collections" was submitted by Dr. Barbara B. Moran of SILS. This award is a tribute to the late Gene J. Williams, archivist at the North Carolina Division of Archives and History and at East Carolina University, and a charter member of the Society of North Carolina Archivists. The winner is announced at each annual fall meeting of the Society. A one-year membership in the Society accompanies the \$100 award. In addition,