



# North Carolina Archivist

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Society of North Carolina Archivists

## Archivists, History and the Community

*Monika Rhue*

Is it true that history never repeats itself? We witnessed the disaster wrought by Hurricane Katrina in 2005, yet we can look back at several 20<sup>th</sup> century storms and floods that had previously threatened New Orleans. During May, immigrants marched on Washington to protest Bill No. HR 4437 and to express their desire to be recognized as American citizens. These demonstrations echo civil rights marches by African Americans in the 1950s and 1960s. News reports about threats of bird flu offers another example. Already this disease has killed over one hundred people in Asia, Eastern Europe, and the Middle East. Once the flu virus can be transmitted from person to person, we face a pandemic much like the flu pandemic of 1919. Finally, and sadly, war continues--yet war has always been a part of human history.

As long as people live and produce new generations, history will exhibit variations of patterns. What does this have to do with being an archivist? Everything! History focuses on the particular, the variations among the patterns. What we arrange and describe for people to study and use to understand the past are fragile pieces of stories captured from that history. Though archivists' roles as preservationists remain constant, the means and modes of preservation undergo frequent, transforming change.

We archivists no longer just process and arrange collections. We have new job titles such as metadata specialist, digitization archivist, encoded archival description guru, and project manager. Today, the archivist's job is more demanding and complex than ever before. Many of our institutions ask us to create digital archives and undertake extensive digitization. All of these new demands have forced us to think carefully about the future of records and how history should be preserved.

To support archivists coping with changes in our profession, our spring meeting workshops centered on themes of digitization, digitization as preservation, and copyright. As digitization becomes a common practice among archivists, SNCA's role to ensure that American history is preserved will be even more important. SNCA becomes a resource for both new and experienced archivists by offering and/or encouraging: professional training to keep up with the latest trends in digitization; networking and exchange programs for hands-on training; seminars for ongoing dialog and research; forums to support those organizations whose funding is threatened; partnership building among diverse cultures and organizations; and opportunities for more collaborative projects with non-archivists and other institutions.

History itself is a collection of fragile fragments. Archivists gather these stories, organize them, provide access to them, and guard them for future generations to study. By preserving these historical records, we help communities preserve their heritage. What we do on a daily basis helps people understand the past and possibly create a better future. Surely, part of our mission is to educate communities to look to archivists to ensure that their stories will be safeguarded, preserved, and accessible.

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## The Eternal Balancing Act

Gwen Gosney Erickson

I suppose some might assume our jobs stay the same. After all, we do work with old materials, so we must continue with the same old tasks. Others see the exciting ways digital innovations are providing new ways of access and assume archivists must be obsolete. After all, isn't everything now online?

I suspect most of us are constantly balancing the dual demands of traditional duties in tandem with new innovations and differing expectations. New technologies which improve access to in-

formation and expand accessibility beyond our archive walls can be sexy and exciting. However, we also have to do all the behind-the-scenes work to make it possible now and in the future.

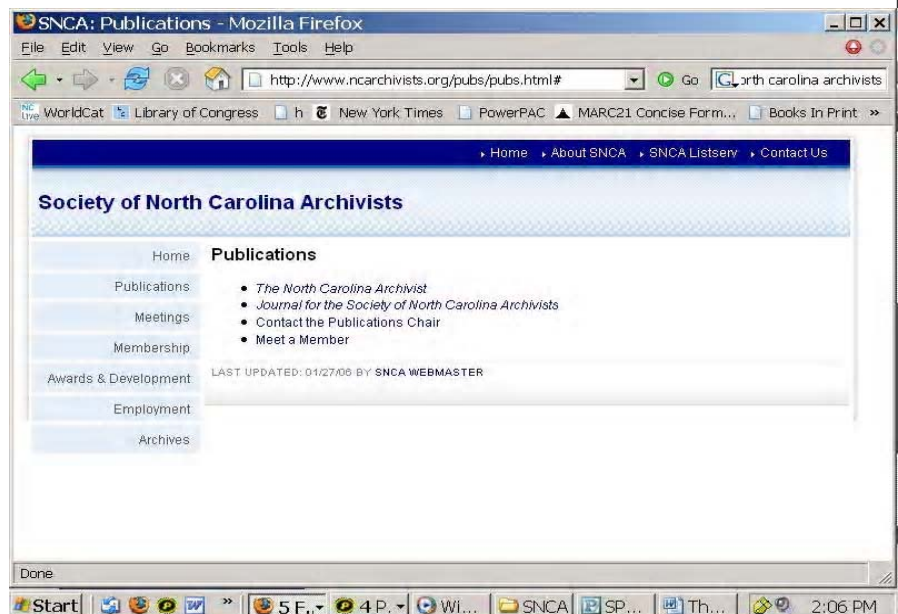
We are reminded of some of these continuing needs when reviewing the projects completed at the State Archives through the generous contributions of our inaugural "Treasuring North Carolina Archives" winner Lois Yandle. We also see all of the work that still needs to be done as we survey our collection and

try to find the time, staffing, and funding to do things well – whether caring for materials or assisting others in using them. Our jobs might not stay exactly the same, but our desire to preserve and encourage access to the documents of the past continues. There can be a variety of important issues to juggle. As I complete my year as SNCA President, I would like to express my thanks to all of you as you strive towards harmony.



We are very excited to unveil the new Meet a Member site on the Society of North Carolina Archivists web page. April's biographical sketch of Michael Ingram is up and accessible from the Publications page at <http://www.ncarchivists.org/pubs/pubs.html#>.

Each month we will add a new biography of a SNCA member. The older biographies will rotate off the page after six months. If you would like to volunteer as a biographee for the Meet a Member page, please contact Dale Sauter at [sauterd@ecu.edu](mailto:sauterd@ecu.edu).



## EXHIBIT COMPONENTS ON A SHOESTRING BUDGET

Linda Jacobson

The small archives or museum faces many challenges, and impossibly small staffs are often expected to add the extra duty of mounting exhibits. The task of creating instructive and attention-grabbing exhibits can seem daunting, especially when working with a limited budget. An inexpensive way to add color and drama and supplement case exhibits is the use of "homemade" panels. If they are in a secure area, panels can be used to display artifacts, though facsimiles are recommended in nonsecure areas. Professional-looking panels can be made with a durable, nonwarping substrate like Gatorfoam®. Gatorfoam® comes in a variety of sizes and thicknesses and is available from a number of retailers online. The panel below was created using ½ inch gatorfoam, satin latex paint, and a number of items already in the possession of archival institutions or available in craft or home improvement stores.

1. Gatorfoam panel cut to size with utility knife and painted with washable acrylic latex.
2. Vinyl letters available at hardware, home-improvement or craft stores. Black horizontal strip and white stripes cut from contact paper.
3. Black foam board on top of gray foam board adds depth. The illustration of the Civil War Soldier was cut from a disposable poster, enhanced with watercolor pencils, and affixed with a spray adhesive (3M PhotoMount) to the black foam board and lacquered. The red border was cut from contact paper.
4. Currency framed with acid-free papers and boards. Here, the currency is mounted to acid-free foam board with mounting corners. A two-ply mat and plexiglass are held together by Tyvek® tape. The entire frame can be attached to the panel with hot glue. A craft store frame could also be used here along with acid-free papers or boards.
5. Two labels mounted to foam board are layered on top of another piece of foam board. This label was attached at an angle, which improves the readability of labels that are lower than eye level.



### Spring SNCA Meeting— Photographs courtesy of Blake Tyner, Beth Carmichael, and Tom Vincent



Carboro Century Center



Crowd at Registration



Copyright workshop with Cheryl Davis and Peggy Hoon



Monika Rhue introducing Describing Photographs workshop presenter Elizabeth Hull



Treasuring North Carolina Archives Award winner Lois Yandle with her family



Andrew Hart speaking on Preservation and Digitization

More photos on page 8

## Two Good Resources for the New or Not-So-New Archivist

Mira P. Waller

While classroom instruction, internships, and workshops can establish a good foundation for an archivist, they cannot cover all of the unique and varied situations that face the archives profession. Any archivist, whether professionally active for years or just starting out, can find themselves faced with an unfamiliar task or job. Fortunately, there are a number of websites that contain helpful resource materials. Below are two websites that I have used in the past.

### The Archivist's Toolkit

<http://aabc.bc.ca/aabc/toolkit.html>

This webpage, developed and maintained by the Archives Association of British Columbia, is a comprehensive electronic toolkit for small to medium-sized archives. It is divided into the general topics of: establishing an archive; appraisal and accessioning; arrangement and description; reference and access; automation and digitization; preservation, conservation, and emergency planning; and other online resources. Included under each topic are links to various categories of resources such as general resources, guidelines, policies, and manuals. For example, under the appraisal and accessioning topic are general resources, appraisal guidelines, procedures, sample forms, and publications. The general resources category of appraisal and accessioning includes links to a manual for small archives, an explanation of what donors should know about deeds of gift, and an article about monetary appraisal of archives. Although the webpage is oriented towards archivists in British Columbia, I found the information to be relevant, helpful, and timely. Rather than just providing procedures, this webpage does a good job of offering examples to illustrate its various sections. Although the webpage is easy to navigate, the colors – orange, blue, and black – sometime make it difficult to read the text.

### Center of Southwest Studies Tools for doing the archival work of the Center

<http://swcenter.fortlewis.edu/tools.htm>

The Center of Southwest Studies at Fort Lewis Colleges maintains a webpage that also provides a wide array of useful resources for archivists. Although the webpage is designed to be used by Center personnel, the majority of its content is useful, applicable, and interesting to archivists. The material is divided into the following sections: archival work, doing oral history, records management, doing historical research, Center of Southwest Studies special collections forms, and links to related sites. Each section contains links to both Center-specific and nonspecific materials. For example, the archival work section contains links to the Center's archival procedure manual, policy statement, and disaster preparedness plan, as well as links to an archival glossary and standards for archival description. The section on doing oral histories contains links to the Center's oral history release form, bibliographic questionnaire, policies, and interview guidelines, as well as links to the Oral History Association and *Capturing the Living Past: An Oral History Primer*. Also included in some of the sections are links to sample forms, guidelines, standards, examples, and tutorials. The design of the webpage is simple but functional. The background, which looks like stone, can be distracting. Although information is not difficult to find, you have to scroll back up to the top of the page in order to select a new section.

There are a number of other good resources out there for archivists. The important thing is to remember that you should always check to see who has authored the site and who is maintaining and updating the information. Information is only as good as the source.

## Appointments, Retirements, Promotions

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**Catherine O'Brion** resigned as Project Archivist at the Presbyterian Historical Society in Montreat in December 2005 to accept a position as Local Records Archivist at the Library of Virginia.

**Jill Hawkins**, formerly part-time Archives Assistant at Montreat, became Project Archivist in January 2006.

**Monika R. Rhue**, Johnson C. Smith University Archivist, has been selected to participate in the "*The Back of Beyond: Portals of Our Mountain Past*" a program sponsored by the North Carolina Center For the Advancement of Teaching and the North Carolina Exploring Cultural Heritage Online. The seminar is May 1- 5, 2006 on the Cullowhee campus of the North Carolina Center for the Advancement of Teaching.

**Dale Sauter**, Manuscript Curator of the Special Collections Department at East Carolina's Joyner Library, is the new Chair of the Special Collections Roundtable of the North Carolina Library Association.

## Exhibits, Projects, and Awards

The 16th Biennial Conference of Quaker Historians and Archivists will be held at **Guilford College** June 23 - 25, 2006. This international event is sponsored by the Friends Historical Association and hosted by the Friends Historical Collection at Guilford College. Registration information, full schedule, and program are available at <http://www.guilford.edu/library/index.cfm?ID=110001300>.



**Johnson C. Smith University** is implementing Inmagic Content Server software through **InfoCrofters** (an Inmagic software reseller, trainer, and consultant in Greensboro, NC) to catalog all JCSU digitization collections. The project's goal is building in-house databases accessible via the web. JCSU purchased the software, and other equipment for digitization of archival materials, with an extension grant from the Andrew W. Mellon Foundation.



*The Founding of an Institution: East Carolina Teachers Training School, 1907-1921*, the first exhibit in the **East Carolina University Special Collections Department's** 4-part series, continues to attract viewers to the Joyner Library. On March 28, the ECU Centennial Committee sponsored an evening reception to highlight the exhibit, with several dozen visitors in attendance.



*Continued on Page 7*

## Exhibits, Projects, and Awards

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The Special Collections Department at UNC-Charlotte has launched a new website at <http://library.uncc.edu/archives>.

UNCC is also pleased to announce the 2006-2007 recipients of the Harry Golden Visiting Scholars Award:

**Dr. Gerard J. Fitzgerald**, visiting assistant professor in the Department of History and Sociology of Science at the University of Pennsylvania, will be working with the Biberstein, Bowles, Mecham & Reed architectural firm for a book project "exploring the sensory history of textile worker life and labor in the South during the first six decades of the twentieth century." This architectural firm designed textile mills throughout the South.

**Robert McInnes**, Manuscript Librarian, presented a talk entitled "Lt. Buford Patterson: Survivor of Bataan and Japan," on UNC-Charlotte's Channel 22 *Spotlight on Research* program. The talk focused on the journal Lt. Buford Patterson kept during the Bataan Death March and as a prisoner of war during World War II. The journal makes up the Buford Patterson Collection in UNC-Charlotte's Special Collections Department.

**Dr. Leonard Rogoff**, adjunct assistant professor of religion at Duke University and research historian for the Jewish Heritage Foundation of North Carolina, is working on a multi-media project, "Down Home: Jewish Life in North Carolina," which will include a book, a documentary film, a public-school curriculum, and a traveling museum exhibit. He will examine the papers of Harry Golden, editor of the *Carolina Israelite*, best-selling author, and civil rights activist.



DEADLINE JUNE 1: The Herbert L. Poole Award is for an outstanding paper on a topic in southern Quaker history. Herbert Poole was the long-time director of the Guilford College Hege Library and editor of *The Southern Friend*. Both amateur and professional historians are invited to apply. Papers should contribute to the greater understanding of the history of Friends in the southeastern United States, contain original research, and are expected to be well-written and properly documented. The recipient will be granted up to \$500 in recognition of their achievement. The paper will be published as a lead article in a future issue of *The Southern Friend: The Journal of the North Carolina Friends Historical Society*. Deadline for submission is June 1, 2006. Submission must include two paper copies, an electronic version sent as e-mail attachment, and a current vita and/or biographical statement sent to the attention of the Fellowship Committee, Friends Historical Collection, Guilford College, 5800 West Friendly Avenue, Greensboro, NC 27410; hegefhc@guilford.edu.

## Books

The N.C. Department of Cultural Resources is focusing on music and its impact on the state's life and economy, with the theme of "N.C. in Tune." [A Johnny Reb Band from Salem](#) explores the history of the 26th Regimental Band, North Carolina Troops, C.S.A., composed of Moravian musicians from Salem. This new Civil War title discusses Moravian musical traditions during the 18th and early 19th centuries and traces the band's Confederate service, including in the Battle of Gettysburg. The 288-page paperback is a revised edition of a book originally published in 1963.

For anyone interested in exploring North Carolina's rich history, the Historical Publications Section of the N.C. Office of Archives and History offers a wide variety of affordable Tar Heel books. Their free catalog contains more than 160 titles currently available.

The 2006 catalog includes two new books about the state's African American heritage. [Thomas Day: African American Furniture Maker](#) contains two articles previously published in the *North Carolina Historical Review*, examining the free black cabinetmaker's notable life and business career in antebellum North Carolina. [African Americans in Early North Carolina: A Documentary History](#) draws upon 17th- and 18th-century sources to trace the history of black North Carolinians, both slave and free, through 1800.

To receive a free catalog with ordering information, write: Historical Publications Section (N), Office of Archives and History, 4622 Mail Service Center, Raleigh, NC 27699-4622; telephone (919) 733-7442; or e-mail [trudy.rayfield@ncmail.net](mailto:trudy.rayfield@ncmail.net). The Publications Section's books, many of which are now on sale at discounts of 50% or more, may also be ordered from their secure online shop at <http://store.yahoo.com/nc-historical-publications/>. For more information about the Department of Cultural Resources visit [www.ncculture.com](http://www.ncculture.com).



Kathy Wisser leads discussion on the SNCA Survey



Beyond Books panel members



SNCA members enjoying presentation

## Grants, Endowments, New Acquisitions

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The **ECU Special Collections Department** acquired several new collections in March, including an addition to the Edward Barnes Ellis, Jr. Papers containing a map of the lands taken by the U. S. Government for the Cherry Point Marine Aviation Base in 1941, and an addition to the Schlobin Collection of science fiction and fantasy materials. Other notable acquisitions include the Log Book of the ship *Trafalgar*, ca. 1854-1863, recording her many voyages from England to India, and the shipboard journal of A. M. Handley, a British Army officer who traveled aboard the sailing ship *Bucton Castle* from Gravesend, England, to Calcutta in 1859.



The **State Archives Non-Textual Materials Unit** received a grant of \$1,300 from the North Carolina Preservation Consortium to fund a preservation needs assessment of AV holdings including disc recordings, audiotape recordings, digital sound recordings, motion picture film, and videotape. These funds will be used to support the work of a preservation expert who will identify the existing and potential preservation needs in the AV Collection, recommend appropriate preservation treatments and/or new methods of storage, and generate a report of all findings and recommendations. This assessment will also serve the **State Archives Preservation and Access Task Force** as a step towards developing a comprehensive preservation policy that will eventually include preservation needs assessments of all collections and plans for the execution of recommended procedures.



The **Forest History Society** (FHS) in Durham has been awarded funding from the inaugural round of the North Carolina Preservation Consortium (NCPC) grants program (<http://www.ncpreservation.org/grants.html>), designed to assist North Carolina libraries, archives, museums, historic sites, and record centers in improving the preservation of their collections. The FHS is already putting the funds to use by conducting key re-housing and stabilization of one of its cornerstone collections, the records of the American Forestry Association (now called American Forests), the nation's oldest nonprofit conservation organization.



The **Dorothy Carpenter Medical Archives** (DCMA) of **Wake Forest University School of Medicine** has been spring cleaning. The staff donated equipment to The Center for Oral History & Cultural Heritage at the University of Southern Mississippi in Hattiesburg. Co-director Stephen Sloan said the Center is in "desperate need" of equipment after last year's Hurricane Katrina. DCMA's donation included two microphones with stands, a Marantz portable cassette recorder, a Nikon camera and case, and two packs of Maxell mini-cassettes.

The DCMA has also recently launched new online exhibits at <http://www.wfubmc.edu/library/archives>. *Footprints Over Time: A Building History of Wake Forest University Baptist Medical Center* contains digitally enhanced aerial photographs from the 1940s with building links and labels. The *Oral History Snapshots* virtual exhibit provides a "snapshot" into the lives of selected notable faculty through photographs and audio clips. The Archives staff plans to digitize several additional collections and add them to the site in the near future.

## Society of North Carolina Archivists

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[HTTP://WWW.RTPNET.ORG/  
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### **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.

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Michele A. Justice	Section Editor
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Mira P. Waller	Columnist
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Cat Saleeby McDowell	Regional Reporter

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