

# NEA NEWSLETTER

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COVER — Classroom and studio, Yale School of the Fine Arts, ca. 1890. *Courtesy of Yale University Art Gallery Archives (Around and About, page 22).*

INSIDE — "NEA Fall Planning Sessions – Final Report" (*Archival Insight*, page 4); "The History of Yale University Art Gallery" (*Around and About*, page 22).



new england archivists

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## From the Editors

- Meg Moughan

Because the field of information science is changing so quickly, we as professionals need to match that pace. The archival repository of today is a vastly different place than it was twenty years ago; and twenty years from now, today's repositories will seem outmoded. Technology, we claim, often drives changes to occur too quickly. We cannot keep up, we cry. But we must. As professionals in the archival world, we need to accept this and embrace change. We need to evolve. The Oxford English Dictionary offers one definition of the term "evolve" as "to be transformed into by evolution; to adapt, develop." This issue of the *Newsletter* focuses on the very pro-active notion of evolving; by driving change, we take control of it. This, in turn, leads to stronger organizations, better educated professionals, and thriving institutions.

In this issue, the *Around and About* feature looks at the evolution of the Yale University Art Gallery from its inception as the nation's first college art gallery. The gallery's archives tell the fascinating story of the institution, and Elise Kenney has a bird's eye view of both the internal and external faces of the gallery, including its leadership over the years to its ever-evolving exhibits to its role as an institution responsible for educating and informing the public. A willingness to evolve is at least partially behind the success of this institution that has endured for more than 170 years.

In *Archival Insight*, NEA president Mary Ide frames the future evolution of this very organization in terms of driving and directing change. In this report and summary

of the Membership Information Input (MII) sessions that took place at the 2004 fall meeting, Mary discusses the challenges facing NEA in the coming years. In many ways, the future of NEA depends on its willingness to adapt and develop – to look for new ways to reach out to non-members, to work with different groups, to rethink archival education, and to advocate for both the organization and profession. As archivists, we are primarily responsible for preserving the past, but this should never prevent us from embracing the future and evolving gracefully and with purpose.

This notion of the evolving archival profession will appear on the program at the Spring Meeting hosted by Simmons College on April 30<sup>th</sup>. The theme is "Looking Forward Into the Past: the Future of Archives." The program will have an emphasis on the cultivation of new cross-disciplinary relationships between NEA and a host of New England civic, educational, and non-profit organizations; the changes that digitization will bring about in the archives world; and the changing face of archival theory and education.

In the spirit of evolving and changing, the editors of the *Newsletter* welcome your comments and suggestions. How may this publication serve you better? What sort of changes would you like to see? Also, continue to keep us informed of events and changes at your own repositories. Contact any of the editors to discuss your ideas; this is your *Newsletter*. ☺

## ☺ NEW ENGLAND ARCHIVISTS ☺

### \* Editor Wanted \*

Do you have keen literary skills and an eye for detail? If so, join us on the NEA Editorial team. Four editors serve for three-year terms to produce the quarterly *NEA Newsletter*.

Layout is done by a professional—we want your eyes, ideas, and energy. We are currently looking for an editor to serve from October 2005-October 2008. E-mail Meg Moughan at <moughanm@wcsu.edu> for details, and see the NEA Web site for the job description: <[www.newenglandarchivists.org](http://www.newenglandarchivists.org)>. ☺

# Archival Insight

## NEA Fall Planning Sessions – Final Report

Mary Ide, President, New England Archivists

The following outlines the input from sixty NEA members who participated in nine Membership Information Input (MII) sessions at the 2004 Fall Conference and ten additional responses received via e-mail.

Each of the MII sessions was broken into two groups that ran simultaneously and whose members answered different sets of discussion questions. Four groups participated in an “environmental scan” in which the participants offered their opinions pertaining to specific events, trends, and relationships in NEA’s external and internal environments, particularly as they may affect future planning. Three additional groups responded to nine different questions, ranging from how NEA could be more helpful to its members to ways NEA might improve its public recognition. Assisting as facilitators in the sessions were Liz Andrews, Patsy Baudoin, Paul Carnahan, Meg Gonsalves, Tom Hyry, Brenda Lawson, Nora Murphy, Kelcy Shepherd, Susan von Salis, and Elliot Wilczek.

The results of the MII sessions are not intended to represent a statistical sampling, a definitive analysis of membership thinking, or a scientific survey of the organization. This report is not a blueprint for a course of action. Rather, the report is a snapshot of the ideas of seventy members that provides the board with a sense of the membership concerns and the overall level of interest in planning for the future.

At the spring meeting, I will present to the board and membership my recommendations for the future based on this input and on my experience as president over the past year.

### ENVIRONMENTAL SCAN SESSIONS

The purpose of the four environmental scans was to look inside and outside of NEA to identify trends, relationships, and events that are significant in helping the organization plan for the future.

### Trends

*Question: What are the major trends (external and internal) you see on the horizon that you think will be instrumental in determining our future as an organization and as a profession?*

- Advocacy – NEA should formalize its role as a regional advocate; accomplishing this will require board management and oversight. Related to advocacy is an interest in having prepared position statements on regional issues that impact archives.
- Conferences – It has become apparent to those who have served on the NEA Program and Local Arrangement committees that the biannual conference schedule is daunting. Coupled with this realization is a perceived divide between the conference needs of beginners and advanced archivists. This trend will continue to grow, as will the need for

NEA to reach a wider audience. NEA should therefore examine its current conference structure and consider new options. One proposal was to hold a two-day spring meeting for experienced archivists and reserve the fall conference for beginner workshops. Also, NEA could sponsor other workshops during the year that are specifically tailored to beginner or advanced levels, lone arrangers, or institutional archivists.

- General Education – NEA could prepare and publish brief pamphlets on key archival issues: one suggestion was for digital conversion cost charts. We could use this as an opportunity to pursue relationships with the Simmons Graduate School of Library and Information Science students. Perhaps students would be interested in writing literature reviews and posting these on the NEA Web site. Additionally, students might be interested in helping institutions with constructive analyses of institutional Web sites. In short, the general feeling was that we are missing opportunities to nurture and benefit from relationships with graduate students and their organizations.

It also was noted that institutions are increasingly acquiring multi-format collections. What are the appraisal tools, sampling techniques, and on-going management services that can help repositories deal with this trend towards large and multi-format collections?

- Professional Education – Many participants had ideas related to professional information and library science programs and the increasing technical requirements of the workplace. How might NEA effectively collaborate and share knowledge of the workplace with graduate education programs?

NEA needs to capture the attention of incoming archivists and ask them whether our branding/identity is on target. NEA should consider developing a more active liaison program with the Simmons College, University of Rhode Island and Mt. Holyoke College archives management programs. In addition, NEA might consider adopting liaison programs with history or business management programs at New England colleges and universities.

- Globalization – With increased access to web-based finding aids, what is the long-term impact on this activity for New England archives? Is there a role for NEA relative to increased international access?
- Membership – Many NEA members are keenly aware that our profession is not attracting new members. How can NEA be more active in promoting the field as a viable profession? There is a perceived disparity between the influence of an aging membership and baby boomers, the latter having greater recognition. As in the library world, significant numbers of NEA members will most likely retire in the near future. Should NEA consider ways to encourage volunteerism by retiring members of the profession, such as a mentoring program with

retired archivists as mentors to new professionals? Should NEA establish an emeritus membership for retiring archivists?

NEA membership has traditionally included a higher percentage of women. What are the ways NEA can encourage more men to join the profession and organization? How might NEA encourage and support greater diversity and reach out to local, state, and regional minority communities and organizations?

NEA could more effectively use our membership when promoting the organization and all it offers. It behooves us to be more clearly in sync with other professional organizations and on their meeting calendars.

- Finances – Might NEA consider developing a planned giving program? Planned giving is when a donor plans in advance to give an organization a charitable gift of financial value. This gift provides a valuable tax benefit for the donor. Another idea was to create a special NEA campaign in honor of retiring archivists.
- Privacy and Security – Should NEA assume a public advocacy role in monitoring potential governmental restrictions on previously open vital records, such as architectural drawings of public buildings? If so, how can we effectively provide constructive input and not simply take a reactionary position? Would the *Newsletter* and Web site be appropriate places to report on these privacy/security trends and to promote discussion of relevant current events such as the Patriot Act?

- Records management – Increasingly records management is the responsibility of archivists; this, in turn, increases the role the archivist plays in an institution's administration. This trend supports developing closer ties between NEA and ARMA and related organizations. In turn, NEA should consider developing ways of benefiting from the educational training opportunities these organizations offer. Related to this trend of taking on the role of records manager, perhaps members are interested in receiving training to work within bureaucracies and with information technology professionals.

- New technologies – There is a divide in the membership's technology base that is often determined by the number of years in the profession. This division includes the level and knowledge of technical skills, ability to speak about technology, technical terms, concepts and long-term implications of using specific technologies. NEA should be an aggressive provider of technical training and expertise from the basics and planning through long-term sustainability. In many institutions, archivists are becoming more proactive in the life cycle of electronic records. As this trend continues, NEA's training must keep pace with developing technology-training opportunities.

NEA might consider becoming involved in supporting guidelines for decision making relative to digital and electronic issues. For instance, NEA could offer guidelines on evolving technical standards, ethical issues that arise with electronic records, cost benefit analysis models, long-term management implica-

tions of new technologies, technical storage and physical space implications for maintaining digital collections. NEA could also help archivists and institutions understand the facilities and management implications that institutions face with greater reliance on technologies.

- Web site/Internet Use – How do we assure that NEA is using its Web site and listservs most effectively; how do we measure this? The Web site might be used to share model policies and procedures, appraisal tools, sampling techniques, and on-going management services that can help repositories deal with developing trends in technologies, user bases and research methods. Perhaps we should develop a “best of” bibliography with online links?

With more and more people doing research from home, what are the implications for archives? How does NEA keep current with trends in this area and in historical research methods? There are trends that suggest archives learn to “market” their online finding aids and develop games, interactive Web sites, and edgy exhibits to attract users. Is this trend something NEA should employ to improve its Web presence?

NEA could consider using its Web site for inviting and receiving donations for special programs and projects.

- Other trends – Archives on the Road (AOR) might consider promoting family oriented workshops and taking advantage of trends such as scrapbooking.

Does “original order” really matter anymore if physical and intellectual control no longer need to mirror each other? Provenance and context remain very important, but indexing has become more important in the digital world. What are the implications here for archivists and NEA?

Finally, with an increasing information overload for the average American, is there a role for archival organizations to help people learn how to organize and prioritize their own information? Is this a niche market that NEA and others might successfully tap into?

### **Relationships**

*Question: Identify key professional relationships (internal and external) that you believe will be instrumental in assuring a successful future for NEA.*

- Internal – It is important for NEA to understand how well the organization serves its members and their

repositories. We should conduct an annual membership survey to better understand what members gain from NEA, its conferences, and workshops. This annual survey could help develop and better sustain membership. Complimenting these ideas was the suggestion that NEA should organize lunch seating by professional specialties. This would promote networking and idea sharing.

NEA should facilitate better communication within and among our working committees. This would also improve internal relationships.

- External – What can NEA learn from allied organizations’ educational offerings and how might NEA workshops and conferences compliment these? Some felt that learning the language of allied groups could help us in developing our own educational and outreach tools and efforts.

NEA could develop professional relationships with libraries, town



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clerks, genealogists, historical societies and statewide historical groups in the larger cities. We might consider sponsoring internship programs for high school and college students. NEA might align itself with emergency management groups to educate them about issues of protecting cultural collections. Along these lines, NEA could develop a list of NEA subject experts and publish this on the member's only area of the Web site.

NEA must more effectively nurture and increase vendor relationships, particularly if we can negotiate membership volume purchase discounts.

What might we learn from other regional archival groups and their future planning initiatives? What

can we learn about using volunteers more effectively and making their experiences more rewarding? NEA should develop ways to increase volunteerism without burdening the board.

The Public Relations Committee is nurturing closer and more consistent relationships with journalists in New England. How can we also develop closer relationships with the New England tourism industry?

The idea of establishing state caucuses and state representatives (somewhat like the MARAC meetings) was raised several times. Participants felt that this is an ideal way to allow focused and smaller NEA groups to meet and then incorporate state caucus meetings into the annual conference.

- User relationships – As a profession and as an organization, we must recognize that our relationships with users are changing. Does NEA have a role to play here in helping users?

Organizations with which NEA should cultivate relationships include AIIM, ARMA, AASLM, NOHA, AMIA, VRA, state SHRABs, NELINET, NERCOMP, oral history groups, SCOSA, ALA, MLA, IT, library groups, New England Museum Association, New England Municipal Clerks, Registrars of Deeds, court clerks, surveyors and GIS, educators, educational funding sources, SAA, NAGARA, COSHRC, environmental groups, history and science organizations, political groups, public administrators, cultural heritage groups, computer software design-

To reach NEA officers, please see contact information on the NEA Web site at:

[www.newenglandarchivists.org](http://www.newenglandarchivists.org)

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ers and manufacturers, publicity and marketing people, media organizations, inventors, DAR, Rotary groups, community banks, and local businesses. Many of these groups could be considered as resources for funding projects.

## Events

*Questions: Identify key events, (current and future, internal and external) you believe could have an impact on NEA as an organization.*

- National events – NEA could be active in providing a more structured response to National History Day. One example would be to offer on-line information on how to use historical records and identify sources for each of the New England states related to the National History Day theme.

The national debt level has significant implications for the potential loss of federal grant money for archives. NEA members might help the New England states and regional organizations plan for alternative means of funding and nurturing relationships with community banks and local businesses.

- Regional events – NEA could have a more visible presence at regional, state, and local history and cultural and social events to help promote an awareness of the organization and profession. NEA could be more active in networking and offering educational opportunities with diverse and minority communities from local to regional events. For instance, we could participate in meetings and conferences of the

New England Historical Association (NEHA), New England Museum Association (NEMA), New England Town Clerks, and New England Library Association (NELA). NEA could nurture mutually beneficial educational opportunities with these groups. Finally, supporting and providing a presence at events, such as the scheduled June 2005 Northeast Document Conservation School for Scanning, promotes NEA's work and public visibility.

- State events – NEA could track and publicize bicentennial and other anniversary events at the state and local levels. Developing a fundamentals workshop series at state library meetings would be worthwhile. Finally, NEA could consider establishing a single tracking source of New England state level events at which our brochures would be available. A closer tie with state tourism offices would be an easy way to track upcoming events and plan for NEA's presence.
- Local – NEA could encourage local open house events such as the former Boston Archivists Group (BAG). This provides a regular opportunity for local archivists to get together for a lunch or social gathering for networking.

## OPEN ENDED QUESTION SESSION SUMMARIES

*Question #1: How does NEA contribute to your professional development?*

- Collegiality, networking, education, updating ideas and practices were the recurring responses.

*Question #2: How could NEA be more helpful to you personally?*

- As with the environmental scan group, many felt that conference organization and planning is an important function, perhaps one that requires a board position. Some felt the conferences should focus more on cultural heritage and less on skills training. Perhaps NEA should have only one annual meeting and offer a series of workshops throughout the year. Providing more sessions on a greater variety of topics would draw more attendees, as would repeating successful sessions more often. Conference committees should invite more outside speakers and vendors to be panelists. As with the environmental scan group, some in this group felt NEA should focus on providing more advanced training/workshop opportunities. Without more advanced training, NEA will lose experienced archivists from its membership. At the same time, NEA should keep conference and workshop prices reasonable. The book discussion session at the fall 2004 meeting was considered a great success and should be repeated. Improve the continuity in planning conferences, particularly the manuals.
- NEA could create more networking and professional development opportunities outside of the conference schedule.
- NEA listservs could be used more effectively for discussions and tutorials.
- NEA should take public stands on archival issues and adapt fund-raising techniques from organizations successful in this area.



- NEA should develop a mentoring program.
- NEA should draft a five-year plan.

*Question #3: How could NEA be more helpful to your institution?*

- Mid-sized institutions are turning away from employing full time archivists. How can NEA help address or advocate on issues such as this?
- There is a disconnect between institutions and NEA; institutions could be made more aware of NEA and what it offers. For example, NEA could help educate institutions regarding the role of archivists. Perhaps NEA could recommend cost effective solutions for problems facing small archives.
- NEA could foster networking and meeting opportunities between archives, managers, and administrators.

*Question #4: With what professional organizations should NEA align itself?*

- Answers to this question are incorporated into the trends section in the Environmental Scan.

*Question #5: What are new and creative ways to recruit new members?*

- Generate more outreach and advocacy initiatives within New England. Provide resources for and promote relationships with museums, libraries, and others whose interests are aligned with archives. Create more links from the NEA Web site.
- Develop special interest or focus groups and design conferences that target specific audiences.
- Track non-members who attend our conferences and direct follow-up mailings to them. Also, direct mailings to under-represented communities.
- Create a graduate student board position.

*Question #6: What conference themes would you like NEA to present?*

- This group mentioned many of the themes covered in the Environmental Scan, but also expressed an interest in seeing themes such as Describing Archives: A Content Standard (DACS) vs. Archives Personal Papers and Manuscripts (APPM)

*Question #7: Should NEA have a more public presence in New England, and, if so, what would that look like?"*

- No recorded answers.

*Question #8: What are ways to promote NEA services in the greater New England community?*

- Cultivate an awareness of current events and issues particularly with respect to how they affect archives. NEA might meet in different states and more effectively promote our meetings. Is there a way that the National Archives can help NEA along these lines? ☺

### Three E-Mail Lists at a Glance

**NEAboard:** Established in February 2001, this is an unmoderated list that facilitates communication of the NEA Executive Board. However, it is also open to all current NEA members. Scope of messages is limited to discussion of issues that come before the NEA board; electronic votes may also be taken via the list at the discretion of the President.

**NEAannounce:** Intended to facilitate communication about NEA-sponsored events, programs, and elections. It is open to all current NEA members, who will automatically be subscribed. However, messages may be posted by members of the NEA board and committees only.

**NEAdiscuss:** An open forum for NEA members to communicate about items of common professional interest. Open to all members, and moderated by the E-mail Coordinator for content.

For more information, go to <<http://groups.yahoo.com/group/neaboard/>>.

## Internet Tidbits

In Motion: The African-American Migration Experience  
- Kathleen J. Barker, *Massachusetts Historical Society*

*In Motion* (<[www.inmotionaame.org/home.cfm](http://www.inmotionaame.org/home.cfm)>) offers a new perspective on African-American history and the history of migration. While the forced migrations associated with the slave trade are covered in most history textbooks, few histories focus on the self-motivated migrations of peoples of African descent. *In Motion* attempts to highlight these migrations and the ways in which they have helped to define and transform African-America culture. Developed by the Schomburg Center for Research in Black Culture at the New York Public Library, with assistance from the Institute for Library and Museum Services, the site includes over 16,000 pages of text, 8,300 illustrations, and more than 60 maps.

*In Motion* is organized around thirteen different migrations, beginning with the transatlantic slave trade from 1450 to 1867 and continuing through present day migrations from Haiti, Africa, and the Caribbean. Each migration is explored through five components: an introductory narrative, images, texts and research sources, maps, and suggestions for educators. Users may access digitized content in a variety of ways. Browsing by "Migrations" takes users to brief descriptions of each of the thirteen migrations while browsing by "Geography" allows users to scroll over a world map and select migrations associated with a particular region. Users can also browse by "Source Materials" which provides lists of digitized content or via a timeline. A search tool is also available for searching words and phrases anywhere on the site.

Once a migration has been selected, users can choose to read the narrative or jump right into the sources via lists of images, maps, and texts associated with that particular migration. Materials categorized as "images" actually represent a diverse range of items including paintings, prints and photographs, newspapers, and broadsides. The site also features some artifacts, such as a map of the slave trade (circa 1820) carved into a whale's tooth (digital image ID: 4855341). Each image is presented with detailed caption and indexing information and a brief explanation.

Historical maps are also listed under images. The sixty items presented in the map section of the site are primarily contemporary maps and charts that plot data such as population and migration routes. Texts presented include an inter-

esting assortment of primary and secondary sources such as first-hand accounts of migrations, oral histories of former slaves collected by the Federal Writers' Project (1936-1938), and annual reports of the American Anti-Slavery Society. The text section also includes a few images of manuscript documents. Visit the "Domestic Slave Trade" migration to view images of Thomas Jefferson's letters concerning slave breeding and the sale of slaves at Monticello.

All of the texts and images on the site can be printed, and there is a "printer-friendly" option available for most texts. Those interested in exploring any of these topics further should visit the "References" and "Links" sections associated with each migration, which include extensive bibliographies and links to additional web resources. ☺

## People

### Schlesinger Library Welcomes Two New Archivists

- **Marilyn Costanzo** was hired as a Manuscript Processor on a two-year grant to process the June Jordan papers. She has an M.A. in both History and English from Slippery Rock University in Pennsylvania and is currently working on her Ph.D. dissertation at the University of Maine. She had been working as the archivist at Boston University's School of Theology Library and had previously been at the Mary Baker Eddy Library in Boston.
- **Susan Earle** has joined the library as a Manuscript Processor. She will also be working on a two-year grant and will begin by processing the papers of Hazel Bishop and Margaret Harwood. Susan graduated from Cornell University with a B.A. in English and received her M.L.S. from Simmons College. She has worked as an archivist at both Northeastern University and the American Jewish Historical Society.

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## Inside NEA

### From the President

- Mary Ide

It cannot be said enough that it is the tremendous energy, generosity of time, and dedicated commitment of so many NEA members that assures the success of our organization. My experience as president over this past year has been invigorating and interesting. I am very proud to be a member of NEA.

Over the past few months, there have been some notable accomplishments. Jonathan Penyack has revised and re-launched the NEA Web site. Kelcy Shepherd and Rodney Gomes Obien have designed a new NEA brochure, adding the distinguishing NEA logo which also appears on the Web site. Tracy Messer and Tara Hurt are spearheading a Branding Committee that will analyze and report on NEA's need to create a graphic identity is distinctive, consistent, and imparts a clear message about our organization. The standing and conference committees, board members, and others continue to develop excellent ideas and projects and look for ways to increase our visibility and effectiveness throughout New England.

It is vitally important that NEA's public identity clearly reflect who we are as an organization, the values we hold, and our purpose and role in and for the New England community. Keeping our organizational purpose and values in the forefront promotes recognition.

This past fall many members took time to contribute ideas to the future planning initiative held at our conference in Biddeford, Maine. My summary report of their input appears as this issue's *Archival Insight* column. Prior to the spring board meeting, I will give the board a list of priorities and strategies for the future development of NEA. This will be made available to members.

Finally, I believe that sharing our own stories, not only among ourselves but also with those outside of NEA, is a very effective way to let people know about NEA and, on a wider level, why archivists are so important in American society. Perhaps we do not always promote the fact that archivists bring people together and that the nature of our work has potential to encourage new perspectives. NEA

could have a greater role in encouraging communities to learn more about their local and regional histories. In short, if NEA can effectively show how its mission, and the work of our profession, contributes to the New England community, we will continue to grow and thrive. In an age of greater interconnectedness and expanding relationships, NEA and its members have an increasingly valuable role to play. ☺

### Executive Board Meeting Report

- Elizabeth Slomba

The business handled at the January 19, 2005 meeting of the Executive Board is summarized below. All **VOTING** is in bold and italics. Complete minutes are available on the NEA Web site at <[www.newenglandarchivists.org](http://www.newenglandarchivists.org)> or from the secretary.

Mary Ide called the meeting to order at 10:00 am. Minutes from the October 15, 2004 Board Meeting were presented. ***All members voted to accept the October 15, 2004 Board Meeting minutes.***

### Officers' Reports

#### President

Mary Ide discussed her letter on behalf of NEA to the Peabody Essex Museum and noted that she has had no response from the Peabody Essex trustees. The board discussed the possibility of restarting the Boston Archives Group and the possibility of recruiting a student to help with compiling board and committee handbooks.

#### Vice President

Paul Carnahan announced that October 14-15 are the dates for the fall 2005 conference in Burlington, Vermont, and that he is investigating costs for holding the spring 2006 meeting at Boston College.

#### Immediate Past President

Rutherford Witthus and the Nominating Committee have selected a slate of candidates for the upcoming election.

#### Treasurer

Liz Andrews presented the updated 2005 budget and the fall 2004 meeting financial report. The board discussed her

plans for transferring her electronic financial files to the next treasurer.

***All members voted in favor of accepting the President, Vice President, Immediate Past President, Treasurer, and Secretary Reports.***

## Meetings

### Fall 2004 Meeting

The board discussed the very successful fall 2004 meeting. A report on the planning initiative held during the meeting will appear in an upcoming *Newsletter* issue. There may be information from the retreat that will be useful for planning future meetings.

### Spring 2005 Program Committee

The theme for the spring 2005 meeting is "The Future of Archives." Program sessions will cover topics such as cross-disciplinary approaches, partnerships, and archival theory. The board discussed honoraria, travel reimbursements, and the need to address issues regarding meeting planning procedures. It was agreed that the board would address managerial and future organizational issues at a separate board meeting in May.

### Spring 2005 Local Arrangements

The food costs for the spring 2005 meeting are a significant part of the meeting budget. The cost for the Friday reception was reduced to \$25 per person from the budgeted \$30; the reception will have a cash bar. The food costs for the SAA workshop will be removed from the budget until financing is resolved. The New Members Breakfast cost is part of the Membership Committee's budget. It was proposed that the budget include the following lines: \$1,750 for the continental breakfast for members on Saturday, based on an estimate of \$7 per person for 250 people; \$3,250 for the Saturday lunch, based on an estimate of \$13 per person for 250 people; and \$1,000 for the Saturday reception, based on an estimate of \$8 per person for 125 people. Additional costs to be included in the budget will be \$850 for printing and mailing the registration mailer and \$1,000 for contingency costs. A revised budget including these revisions will be submitted to the board.

It will cost \$15 per car to park at the Landmark Garage. Simmons will make arrangements for validating parking. It was noted that the registration mailer should promote the use of public transportation. There was discussion about arrange-

ments for parking for members with disabilities.

Based on the revised meeting costs, the revised budget has a total cost of \$13,700 for the meeting. Attendance is estimated at 250 people. Vendor income may likely be \$3,000 for the meeting, based on previous meeting income. Without vendor income, the meeting cost per person is \$54.80. If the vendor income is included, the cost for the meeting would be \$10,700 and the per-person cost \$42.80.

The board decided to table further discussion of a registration fee and the budget until they were able to review the revised budget. ***All members voted in favor of tabling the Spring 2005 Local Arrangements Committee Report.***

### Fall 2005 Program and Local Arrangements Committees

The theme of the fall 2005 meeting will be "Big House, Little House, Backhouse, Barn" and will emphasize the connectedness of archival solutions for all institutions. Local Arrangements reported that the hotel contract has been signed and that the University of Vermont contract is in the works. ***All members voted in favor of accepting the Fall 2004 Meeting, Spring 2005 Program Committee, Fall 2005 Program Committee, and Fall 2005 Local Arrangements Committee Reports.***

## Committee Reports to the Board

***All members voted in favor of accepting the following reports (no action needed): Newsletter, Membership Secretary and Listserv Moderator, Education, and Print Coordinator.***

### Development Coordinator Report

Jane Ward is starting to plan for the spring 2005 meeting. There was a discussion about the ads in the newsletter and vendor interest in using them.

### Outreach Committee

Anne Ostendarp submitted for review proposed revisions to the committee's job duties. Outreach is proposing to end the Speaker's Bureau, which has not been used in some time. The Archives on the Road program appears to be filling the bureau's role. It was suggested that there be a liaison to the Web Committee and that the job duties include publicity in all media, including the Web site and the NEA listserv. ***All members voted in favor of accepting the job responsi-***

*bilities for the Outreach Committee members with three revisions.*

Massachusetts Historical Records Advisory Board (MHRAB) is submitting a Massachusetts Study Project (MSP) Documentary Heritage Grant. As part of this grant, NEA would develop a preservation brochure to be distributed at MSP events, as well as provide staffing for the events. The grant will provide the money to print the brochures. The board discussed the content of the brochure and suggested some changes for the grant regarding archivists and their role in preservation. *All members voted in favor of supporting the MSP Documentary Heritage Grant with a letter of support and a commitment to develop a brochure on preservation and to staff events as much as possible.*

#### Web Committee

Jonathan Penyack presented revised job descriptions and structure for the Web Committee. The new structure will eliminate the Web Master position, retain the Web Coordinator position, and add the positions of Newsletter Liaison, Outreach/PR/Education Liaison, and Job/Membership Liaison. *All members voted to accept the Web Committee job descriptions as written, not revised. All members voted in favor of appointing Jonathan Penyack as Web Coordinator to a three-year term to run October 2004 to October 2007.*

#### Public Relations Coordinators

Tracy Messer, Mary Ide, and Anne Ostendarp met regarding a sample press release for Archives on the Road programs and other public relations initiatives. The Outreach, Membership, and Education committees will review the master list of public relations contacts.

#### Membership Committee

Jennifer Lyons will coordinate the New Member Breakfast on April 30 from 8:30 to 9:30. The new membership brochure will be out soon – in time for the spring meeting. Kelcy Shepherd mentioned that the committee is planning for the creation of an online membership directory. The committee will send a notice to members about the directory, noting concerns about privacy and whether they wish to be included in it.

#### Hale Award Report

Announcements and ads in the newsletter were published for the Hale Award.

**Distinguished Service Award, Archives Advocacy Award**  
Procedures for nominations and voting for the Distinguished Service Award and the Archives Advocacy Award were discussed.

*All members voted in favor of approving the Development Coordinator, Outreach Committee, Web Committee, Public Relations Coordinators, Membership Committee, and Hale Award reports.*

#### New Business

The board discussed a charge for a proposed Branding Committee. It was suggested that the Public Relations coordinators review the issues and report on NEA branding issues.

The board was approached by a member about whether NEA had, or was considering developing, a mentoring program and/or minority scholarships. NEA has never had a mentoring program but has considered it. It was suggested that a mentoring program be discussed at the New Members Breakfast. Board members could not recall if minority schol-

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arships had been discussed before but discussed outreach to minority organizations and encouragement of minorities to join the profession.

The next Executive Board meeting will be April 29, 2005, from 1-4:30 at Simmons College. ☺

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### New Members

- Rodney Obien

**Susan D. Beane**  
 Indiana University

**Maria L. Morelli**  
 Howard Gottlieb Archival  
 Research Center

**Kristin Bjork**  
 Harvard Planning &  
 Real Estate

**Rachel Onuf**

**Elizabeth Phillips**  
 MIT Archives

**Abigail Blancy**

**Richard Hite**  
 Rhode Island State  
 Archives

**Katherine E. Pinkham**  
 Governor Dummer  
 Academy Archives

**Anne Kummer**

**Christine Prochilo**

**Deborah Levheim**  
 Simmons College

**Mary Rieke**  
 Western Connecticut  
 State University

**Michelle Marcella**  
 Massachusetts General  
 Hospital

**Peter H. Weis**  
 Northfield Mount  
 Hermon School

**Tanya Marshall**

**Bridgette A. Wendell**

**Susan E. Martin**  
 Vermont State Archives

Roman Catholic  
 Archdiocese of Boston

**Jason Paul Michel**  
 Simmons College

## ARCHIVES ON THE ROAD!!

Looking to reach Average Jane Public?  
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Archives on the Road is a free program that offers the opportunity for people to talk to archivists about their family papers, scrapbooks, diaries, letters, photographs, and other documents. The goal is to provide the non-professional with a better understanding of the historical value of and preservation options for their family papers and, by extension, the value of archives in society.

Historical societies, library friends groups, genealogical societies, churches, and community organizations have hosted successful Archives on the Road events. The format is flexible and varies with the size of the turnout and type of event. At many sites, the audience receives a brief overview of preservation basics and then is encouraged to "show-and-tell" their treasured documents. In other forums, the participants arrive for drop-in sessions with the available archivists.

Working with a local host, the NEA Outreach Committee organizes and arranges for professional archivists to lead an Archives on the Road event. The Committee provides handouts for the participants and, for the local host, sample press releases for advertising the program. The host is asked to provide the publicity, an audience, and site. There is no charge for the Archives on the Road program; however, hosts wishing to contribute are encouraged to make a donation to NEA.

Some of the past Archives on the Road programs are described in detail on the NEA Web site at [www.newenglandarchivists.org/aboutNEA/ctts/road-prev.html](http://www.newenglandarchivists.org/aboutNEA/ctts/road-prev.html). The Outreach Committee maintains a list of NEA members who are interested in volunteering their time at future events; if you are interested in participating in this program or in hosting an event, please contact any Outreach Committee member (a list of names is available on the NEA Web site) or committee chair Anne Ostendarp at [anneostendarp@hotmail.com](mailto:anneostendarp@hotmail.com).

## News and Notes

### CONNECTICUT

#### Association for the Study of Connecticut History Announces Babbidge and Linsley Awards

The Association for the Study of Connecticut History (ASCH) invites nominations for the Homer D. Babbidge Jr. and Betty M. Linsley awards. The Babbidge award is given for the best work on a significant aspect of Connecticut's history published in the 2004 calendar year. Eligible works include monographs, articles, edited works, films, exhibitions, and television programs.

The Betty M. Linsley Award, established in 1994, recognizes the best work on a significant aspect of Connecticut's history published by, for, or on behalf of a Connecticut historical society or organization during the previous year. The award honors Betty M. Linsley, treasurer of ASCH, teacher, librarian, archivist, and genealogist. Eligible works include monographs, articles, television programs, finding aids or guides to manuscript collections, and subject bibliographies.

Nominations for these awards must be submitted by someone other than the author(s), and a copy of the work must accompany the nomination. The association will also consider persons or organizations whose achievements over a number of years merit recognition. The deadline for nominations is August 31, 2005. The awards will be presented at the annual meeting of the association in November. Please send nominations to David O. White, 25 Laurel Ridge Road, Tolland, CT, 06084.

#### Recent Manuscript Acquisitions at the Connecticut Historical Society

Three recent acquisitions at the Connecticut Historical Society Museum's Library provide a rich resource for studying the economics of early nineteenth-century Connecticut and New England. The collections are the Doane & Treat Records, Scovell Family Papers, and Luther Loomis Correspondence.

Joseph H. Doane (1797-1854) was born in Chatham, Massachusetts, and moved with his family to Norwich,

Connecticut, in 1805. He started his professional career as a clerk in the store of James Treat of Preston, Connecticut. He married Treat's daughter Frances and later joined his father-in-law in business, first as merchants and then as cotton manufacturers under the name Treat & Doane. They owned mills in Preston, Griswold, and Voluntown, Connecticut. Doane later entered into a partnership with his brother-in-law, James S. Treat, and in 1834 the firm became known as Doane & Treat.

The cotton mills sold striped and brown shirting material and Red River sheeting to commission merchants in Providence, New York City, Philadelphia, Baltimore, Richmond, and Savannah. Machines and parts were purchased locally, most notably from Woodstock and Plainfield, Connecticut, Paterson, New Jersey, and Poughkeepsie, New York. The Panic of 1837 had a decided impact on the company as merchants were reluctant to take notes in lieu of hard currency.

The bulk of the collection consists of business-related correspondence. Early letters from Providence and New York merchants, dating from 1818-19, often complained about the quality of cloth Treat & Doane's weavers produced. The work was hired out until 1831, when they constructed a new mill and purchased a rival's. After about



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1824, letters concerning the dry goods trade disappear, indicating the change in the company from general merchants to textile merchants.

Of particular interest are letters from men seeking employment and spelling out under what terms they were willing to work for Treat & Doane. An 1822 letter suggests that William Tucker, who had a mill in Griswold, was “stealing” workers from Treat & Doane and vice versa. In 1823 Benjamin Peabody of Groton indicated his willingness to contract to weave yarn. He also complained that the yarn was too “slack twisted” to weave into good quality cloth. Several letters indicate that yarn was sent to Canterbury, Connecticut, for dyeing.

The majority of letters come from merchants in Georgia, Virginia, Maryland, Rhode Island, and New York. They discuss market conditions along the East Coast, which products were selling and where, and the problems of extended credit, particularly during the economic depressions of the 1820s and 1830s. Merchant firms include Otis Dunlop & Company of Richmond; Ralston & Lyman and Waln & Leaming in Philadelphia; Fitch, Goodwin & Company; Waldo & Company; and Cahoon & Kinney of New York City. Also of interest are missives from manufacturers in Providence, Rhode Island, Woodstock, Connecticut, Paterson, New Jersey, and Poughkeepsie, New York, about the weaving and spinning equipment the firms had available or which Doane & Treat could custom order. Josiah Reed of Bristol provided wheel heads; Arnold Finner of Plainfield’s Central Manufacturing Company offered to sell a load of looms; and Daniel Burrows Jr. of Hebron made machine cards.

The Loomis correspondence consists primarily of letters from Luther Loomis Jr., a New York City merchant, to

his father Luther Loomis (1754-1812), a merchant in Suffield, Connecticut. The letters describe the impact of the embargoes imposed by Great Britain and the United States against each other in the years leading up to the War of 1812. Supplies of certain goods dwindled, including Nankeen (fabric), Bohea tea, and indigo, some of which he attempted to purchase for his father. In July 1803 Loomis Jr. noted that war had been declared between England and France, and he also commented on the Louisiana Purchase. The next month, New York City was partially closed to contain a Yellow Fever epidemic. On December 31, 1807, he called the embargo “a serious law to the merchant of this as well as most other commercial towns.” The younger Loomis returned to Suffield when the War of 1812 drove him from the city.

Noah Scovell was born in 1759 in Potapogue Parish, Saybrook, Connecticut, the son of William and Ruth Webb Scovell. Scovell was a merchant and shipbuilder whose vessels traded primarily in the West Indies and along the Eastern seaboard. They included the *Maria*, *Peggy*, *Nancy*, *Patty and Julia*, and *Manufacture*. Between 1810 and 1812, he and his son Noah (b. 1781) experimented with importing Merino sheep from Spain. Son Noah moved to New York to carry on the merchant trade and assist his father.

Scovell wrote letters to his ship captains, including his son Noah, with instructions for selling cargo. Epaphroditus Champion invested in Scovell’s ships and was a frequent correspondent. According to his letters, Noah’s brother Ezra shipped meats and other goods on Noah’s vessels. James Arden, based in New York City, frequently informed Noah about the ships entering and leaving port. Other correspondents included Judson Canfield, Amos Peck, and Nathaniel Ingraham, another New York City merchant. Among son Noah’s correspondence are reports from Spain about the type and number of Merino sheep being loaded aboard various ships. As with his father, Noah Scovell Jr.’s correspondence is primarily business related. He wrote one letter in 1806 commiserating with his parents on the loss of their son, his brother, Lewis (1783-1806).

Ships’ papers include customs documents, lumber inspections, bills of exchange, accounts, bills and invoices, and correspondence. Where possible, the papers were arranged alphabetically by name of vessel. Of particular note is the contract for building the *Peacock*, and a sailor’s brief journal of his voyages aboard Scovell’s vessels.



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## MAINE

### Genealogy Research Trip to Boston Sponsored by Maine Historical Society

Travel to Boston to spend the day conducting genealogical research at the New England Historical Genealogical Society (NEHGS) and Massachusetts State Archives on Thursday, May 19, 2005.

Established in 1845, NEHGS boasts a collection of more than 200,000 genealogical and historical volumes, over one million manuscripts, and census records, vital records, deeds, probates, and military records.

The Massachusetts State Archives includes state vital records from 1841-1910, nineteenth-century passenger lists for the port of Boston, census records, state military and judicial records, Plymouth Colony records, and papers pertaining to the early settlement of Maine.

Those interested in a day of sightseeing but who do not plan to conduct research are also welcome. Registration is required and there is a fee (not including admission to NEHGS Library) of \$35.00. The bus leaves MHS, 489 Congress Street, Portland, at 8:00 am and returns at 8:00 pm. Visit the MHS Web site at <[www.mainehistory.org](http://www.mainehistory.org)> or contact Jane Foden, Maine Historical Society, at (207) 774-1822 or <[jfoden@mainehistory.org](mailto:jfoden@mainehistory.org)>.

## MASSACHUSETTS

### Radcliffe Institute Announces Completion of Schlesinger Library Renovation

After extensive renovation, the Arthur and Elizabeth Schlesinger Library on the History of Women in America reopened to the public in February. The library is home to an unparalleled collection of American women's history, including letters, diaries, photographs, books, periodicals, and oral histories and is particularly strong in suffrage, women's rights, social reform, family history, health and sexuality, work and professions, and culinary history. Recent acquisitions include letters from Amelia Earhart and Harriet Beecher Stowe, a cookbook written by a former slave, and the papers of poet June Jordan. The renovation, completed at a cost of approximately \$7 million, improved

the safety and security of these valuable holdings by upgrading temperature and humidity controls and reconfiguring library space and traffic flow.

Areas on the first and second floors feature expanded exhibit and seminar facilities, and the double-height reading room, reminiscent of the original Radcliffe Library, offers patrons a comfortable working space. The Radcliffe College Room, the 50th Reunion Gift of the Class of 1954, is a prominent space in the newly renovated library. Located on the first floor near the main entrance, the room is the library's primary meeting space and opens to the exhibit area. It is outfitted with state-of-the-art audio-visual equipment, making it suitable for a variety of gatherings and events. The room's three stained glass panels by Boston artist and Radcliffe supporter Sarah Wyman Whitman, whose papers are held in the library's collections, will be familiar to alumnae who remember studying in the Radcliffe College Library reading room.

The Schlesinger Library dates to 1943, when alumna Maud Wood Park ('98) donated her collection of books, papers, and memorabilia on the suffrage movement. The

Women's Archives grew in the 1940s and 1950s, and in 1965 the collection was renamed to honor Harvard University historian Arthur M. Schlesinger and his wife Elizabeth Bancroft Schlesinger. The growth of the feminist movement in the 1960s and 1970s brought with it a new emphasis on women's history and a concurrent expansion of the library's holdings. Today the Schlesinger Library's collections include items of interest to students and researchers pursuing diverse topics in American history. The library houses over 2,500 unique manuscript collections and more than 80,000 printed volumes, including rare books, monographs, and periodicals.

In the collection are popular magazines such as *The Ladies' Home Journal*, *Ebony*, and *Seventeen*; the records of women's organizations such as the National Organization for Women and the Boston Women's Health Book Collective; and the Radcliffe College archives. Papers and collections of notable women, including writers Adrienne Rich and Susan Brownmiller, suffragist Susan B. Anthony, activists Betty Friedan and Pauli Murray, and chef and television personality Julia Child, are also prominent in the collection. Between February 2 and June 30, 2005, some of these important collections will be on view as part of "Treasures of the Schlesinger Library" exhibit. Curators and staff have selected their favorite manuscripts, books, and objects for this inaugural exhibit. From women's suffrage, anti-suffrage, and ERA buttons to the beautiful E. Jane Gay album with her exquisite watercolors and drawings from the West in the 1880s, each object illustrates the depth and range of the library's collections.

### **Saving the Phillips House Home Movies**

Thanks to grants from the Institute of Museum and Library Services (IMLS) and the Essex National Heritage Commission (ENHC), the Stephen Phillips Trust House is undertaking a preservation project on 198 reels of 16mm home movies. The movies were recorded from the late 1920s through the early 1940s and portray the Phillips family at work and at play. The collection captures local events such as Salem Chestnut Street Days and international travels across Africa, England, and Europe.

The IMLS grant funded conservation efforts by Northeast Historic Film (NHF). The film was inspected and then reboxed in archival cores and cans. The ENHC

grant focused on accessibility. Phillips House is currently embarking on the final part of the project. Staff will watch the movies, create a finding aid, and select the most important movies to be placed on their Web site. A link with the Northeast Massachusetts Digital Library at <[www.nmrsl.org/nmdl/](http://www.nmrsl.org/nmdl/)> will make these films accessible to online researchers.

The Stephen Phillips Trust House opened as a historic museum in 1973. Between Memorial Day and October 31, 2005, visitors can tour the first two floors of the mansion, the basement laundry room, and a carriage house filled with antique cars and carriages. The kitchen, pantries, and laundry room tell of the bustling activities of the household staff, while the grand public areas display handsome furnishings from five generations of the Phillips family. For more information, visit the museum's Web site at <[www.phillipsmuseum.org](http://www.phillipsmuseum.org)>.

## **NEW HAMPSHIRE**

### **Colby-Sawyer College Announces NEH Grant**

Colby-Sawyer College, located in New London, New Hampshire, is pleased to announce that it has received a \$5,000 Preservation Assistance grant from the National Endowment for the Humanities. The funds will be used to purchase supplies to house the large and historically significant collection of Colby, Colgate, and Cleveland family papers, which date back to the 1790s and document the development of both New London and Colby-Sawyer College. For more information, visit the college's Web site at <[www.colby-sawyer.edu/information/library/archives/index.html](http://www.colby-sawyer.edu/information/library/archives/index.html)>.

### **Conservation Grant Opportunity from the New Hampshire State Library**

The New Hampshire State Library announces the next round of "Mooseplate" Conservation grants for the 2005-2006 fiscal year. New Hampshire public libraries, all state and local municipal agencies, historical societies, and institutions within the University System of New Hampshire and the New Hampshire Community Technical Colleges are eligible to apply for up to \$10,000 for conservation of paper documents and artifacts of cultural impor-

tance to New Hampshire. Conservation projects may encompass a number of activities, including preservation microfilming, consultant services for preservation assessments, processing of archives and manuscripts, creation of finding aids, and custom conservation treatments. Digitization projects are ineligible.

Complete guidelines and downloadable application forms are available online at <[www.nh.gov/nhsl/moose.html](http://www.nh.gov/nhsl/moose.html)>. The application deadline for this round is May 2, 2005. For more information about the Mooseplate Conservation Program or to inquire about project or applicant eligibility, contact Janet Eklund at (603) 271-2393 or <[jeklund@library.state.nh.us](mailto:jeklund@library.state.nh.us)>.

### **New Discoveries from the World of Franklin Pierce**

Three objects that shed light on the life of Franklin Pierce have been placed on display in the foyer of the Museum of New Hampshire History at 6 Eagle Square, Concord. All three items were relatively unknown to historians of Franklin Pierce before the opening of the Franklin Pierce exhibition this year. They include a hotel register signed by Pierce dating from 1864, a rare ambrotype of Mrs. Franklin Pierce's aunt Abigail A. Means, and an 1852 telegraph declaring Pierce's nomination by the Democratic Convention. These objects were given or loaned to the New Hampshire Historical Society after visitors learned of the exhibition and programs exploring the life of New Hampshire's only president.

Former President Franklin Pierce persuaded his good friend Nathaniel Hawthorne to take a trip through the White Mountains in hope that it would restore the author's poor health. Meeting in Boston on May 17, 1864, Pierce and Hawthorne began a carriage trip through the White Mountains. After stopping at Centre Harbor, they reached the Pemigewasset House in Plymouth, New Hampshire, at sunset on May 18, 1864. Franklin Pierce registered at the hotel for his ailing friend and himself. At three o'clock the next morning Pierce discovered that Hawthorne had died in his sleep.

Abigail ("Abby") A. Means (1802-1857) assumed many of the duties of hostess at the White House for President Pierce (1853-57) while her cousin and friend Jane Means

Pierce mourned the death of her son Benny. After living at the White House, Abby Means returned to live in the Means House at Amherst.

The Democratic Party nominated Franklin Pierce as its candidate for president at Baltimore on June 5, 1852. News of Pierce's nomination reached Concord, New Hampshire's telegraph office in the Eagle Hotel Block by the next day. John C. Moore, a newspaper reporter boarding at the American House in Concord, recognizing the news as an important event in history, preserved this copy of the telegraphic announcement.

### **New Hampshire Historical Society Names William P. Veillette New Executive Director**

Since moving to New Hampshire in 1998 from Canada, where he was general manager of Otis Elevator's North American operations, William P. Veillette, the new Executive Director at the New Hampshire Historical Society, has served local, state, and regional historical organizations. He co-founded the Heritage Commission of Amherst, New Hampshire, and serves as treasurer of the New Hampshire Preservation Alliance, trustee of Historic New England, and treasurer of the Historical Society of Amherst, New Hampshire. Last summer, Governor Craig Benson appointed Veillette to the board of New Hampshire's Land and Community Heritage Investment Program. Veillette has co-authored two publications, *An Early History of New Concord, N.Y.* (1990) and *Amherst Historical Moments* (2004).

After receiving a degree in economics from Cornell University, Veillette joined the 7th Army Training Command in West Germany where he oversaw training programs for NATO allies. He returned to the United States in 1986 and completed an MBA at Harvard University after which he joined the national commercial real estate company of Trammell Crow. In 1990 he moved to Otis Elevator Company, a subsidiary of United Technologies.

Veillette advanced within Otis Elevator to regional general manager of North American operations in Toronto, Canada, where he was in charge of \$60 million in revenues and 282 associates. In 1998, Veillette and his wife chose to return to the U.S. to raise their three children. Since returning, he has worked as a private investor while immersing himself in the business of history.

Veillette purchased the Colonel Robert Means House, a circa-1785 property on the village green in Amherst, and began a quest to restore this New Hampshire landmark in an historically accurate manner. The house is the former home of Colonel Means, the grandfather of Jane Means Appleton, wife of Franklin Pierce.

Founded in 1823, the New Hampshire Historical Society is the nation's fifth-oldest state historical society. Its mission is to educate a diverse public about the significance of New Hampshire's past and its relationship to our lives today. The society serves thousands of children and adults each year through its Museum of New Hampshire History, research library, educational programs, and publications. Learn more about the society's new director by listening to his December 10, 2004, New Hampshire Public Radio interview at <[www.nhpr.org/view\\_content/7820](http://www.nhpr.org/view_content/7820)>.

## VERMONT

### Digital Imagine Project Guidelines

**D**rawing heavily from the work of other states and its own work on establishing pilot scanning projects in five municipalities, the Vermont State Archives has developed a set of guidelines for digital imaging projects. The guidelines are available at <[http://vermont-archives.org/records/electronic/er\\_digitalimage.html](http://vermont-archives.org/records/electronic/er_digitalimage.html)>.

At the start of the 2003 legislative session, the speaker of the house invited state archives staff to do a presentation on recordkeeping as part of the orientation of the chairs and vice-chairs of the standing committees. Under a one-time appropriation, the staff developed a records management plan for Vermont's judicial records. The plan is based on interviews with all superior and probate clerks, as well as on-site surveys at each court. The plan, which includes three phases, has been approved by the court administrator. The first two phases, developing and testing new record schedules and training court personnel, will be implemented under the current appropriation. Additional funding will be sought for phase three, the processing of the backlog of court records in the courthouses. ☺

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## Other News

### Hale Award Recipient Describes Experience at the Georgia Archives Institute

- Submitted by Tracy Messer, Marketing Manager, Crotched Mountain, Greenfield, New Hampshire

**A**s the 2004 recipient of the Richard W. Hale, Jr. Professional Development Award, I applied the \$1,000 award towards the cost of attending the 35th Georgia Archives Institute (GAI) which took place from June 7-18, 2004. It was an extraordinary experience, and I was honored to be among the twenty-four students selected from applicants nationwide.

Designed for beginning archivists, manuscript curators, and librarians, the GAI offers general instruction in basic concepts and practices of archival administration and management of traditional and modern documentary materials. It is one of only three such programs in the country, the others being the Modern Archives Institute in Washington, DC, and the Western Archives Institute in California.

The first week was led by Dr. Gregory Hunter, Associate Professor, Palmer School of Library and Information Science, Long Island University, and author of the textbook *Developing and Maintaining Practical Archives: a How-to-Do-It Manual* (NY: Neal-Schuman Publishers, 1997). His informative and entertaining presentations covered theories and case studies of appraisal, acquisitions, arrangement, description, reference, access, and outreach. Special topics included starting an archives, MARC (machine-readable cataloging) and Encoded Archival Description (EAD), security and disaster planning, audiovisual archives, digital records, reformatting, management, ethics, and professional development.

The second week of instruction began with a training session on preservation led by Christine Wiseman, Preservation Manager at the Georgia Archives. For the remainder of the week, students participated in individualized three-day practicum sessions at local archival repositories. Mine took place at the Georgia Archives in Morrow, Georgia. It is a state-of-the-art facility that opened in May 2003 and is the only place in the country where a state archives adjoins a regional branch of the National Archives (which will open later this summer). While there, I had the

opportunity to apply theoretical knowledge and to develop practical skills while working with a variety of Colonial-era period documents. Other practicum sites included the Jimmy Carter Library and Museum and the Coca-Cola Company's corporate archives.

The GAI proved to be the ideal opportunity to learn the basics of archival management. As I result, in my role as Marketing Manager at New Hampshire's Crotched Mountain, I now feel better positioned to advocate for the preservation and utilization of historical materials - a collection that contains approximately 1,500 linear feet of records, photographs, and memorabilia amassed over more than fifty years. Furthermore, the GAI has helped me better manage the constantly changing formats of the modern materials I create and to provide for posterity.

I would highly recommend the GAI to both beginning archivists and to more seasoned professionals who may benefit from visiting state-of-the-art facilities. Tuition is \$500. Additional costs, including airfare, lodging, and meals came to \$1,500. Additional information is available online through the Society of Georgia Archivists Web site at <[www.soga.org/ce/gai.html](http://www.soga.org/ce/gai.html)>.

### **The Library of Congress's American Folklife Center Announces September 11, 2001, Presentation**

The American Folklife Center announces that a new online presentation, "The September 11, 2001, Documentary Project," is available at <[http://memory.loc.gov/ammem/collections/911\\_archive](http://memory.loc.gov/ammem/collections/911_archive)>.

This presentation captures the heartfelt reactions, eye-witness accounts, and diverse opinions of Americans and others in the months that followed the 2001 terrorist attacks on the World Trade Center, the Pentagon, and United Airlines Flight 93. Patriotism and unity mixed with sadness, anger, and insecurity are common themes expressed in the sound and video recordings, written narratives, poetry, photographs and drawings that comprise this online presentation.

The day after the attacks, the American Folklife Center called upon the nation's folklorists and ethnographers to collect, record, and document America's reaction. The online presentation includes almost 170 audio and video

interviews, 41 graphic materials (photographs and drawings), and 21 written narratives and poems. The complete collection, available at the American Folklife Center Reading Room, comprises about 800 audio and video interviews, 421 graphic materials, as well as news clippings, written narratives, and artifacts. The voices of men and women from many cultural, occupational, and ethnic backgrounds are represented. Some of the interviews are from people who were in the World Trade Center and the Pentagon during the attacks. The majority of the interviews, however, are from other parts of the country - from those who first heard the news on television or radio and from teachers, friends, family, and other members of their communities. In all, materials were received from twenty-seven states and a U.S. military base in Naples, Italy.

The American Folklife Center was created by Congress in 1976 and placed at the Library of Congress to "preserve and present American folklife" through programs of research, documentation, archival presentation, reference service, live performance, exhibition, public programs, and training. The Center includes the Archive of Folk Culture, which was established in 1928, and is now one of the largest collections of ethnographic material from the United States and around the world.

Please submit any questions by utilizing the American Folklife Center Web form available at <[www.loc.gov/rr/askalib/ask-folklife2.html](http://www.loc.gov/rr/askalib/ask-folklife2.html)>. ☺

### **NEA Needs You - Please Volunteer!**

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.

Professionals in the archival field already possess skills and experience needed to support and advance New England Archivists. 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.

If you are interested in volunteering for a committee, contact either Membership Committee Co-chair, Kelcy Shepherd <[kshepher@library.umass.edu](mailto:kshepher@library.umass.edu)> or Rodney Gorme Obien <[robien@wpi.edu](mailto:robien@wpi.edu)>.

## Around and About

### The History of the Yale University Art Gallery

*Elise Kenney, Yale University Art Gallery*

The Yale University Art Gallery's archival records tell the story of the oldest college or university art gallery in the United States. The gallery's collections, once a part of an art school, have become a major university collection, and student and teaching exhibitions, as well as major national and international collections and exhibitions, are displayed on its walls along with its own renowned works of art.

Yale's first art gallery, the Trumbull Gallery, was designed in 1832 by architect and artist John Trumbull. Trumbull gave the college his Revolutionary War paintings, as well as other paintings and miniatures, and

began lecturing to students at the gallery on Saturday mornings. To his gifts were added some thirty-five acquisitions already owned by the college, mostly portraits of Yale professors presented by students wishing to honor their professors.

Yale's second art gallery was located in the School of the Fine Arts building erected in 1866-68. The building served as both art school and gallery; the Jarves collection of Italian Old Master paintings, acquired in 1871, hung in this building. The Gallery of Fine Arts, designed by Egerton Swartwout, was built in 1928 to accommodate students and Yale's growing collections. In addition to classrooms and offices for the art school faculty, the new structure included storage and exhibition spaces and was an integral part of the School of the Fine Arts. Annual reports written by the dean of the art school included the activities of both the school and the art gallery. The gallery archives has a sizable collection of early photographs of these early buildings, gallery spaces, exhibitions, and permanent installations.

In 1953 the university opened its fourth gallery building, a landmark structure designed by Louis Kahn, with studio and classroom spaces, faculty and curatorial offices, and exhibition and storage areas. After several administrative reconfigurations, the Yale University Art Gallery was separated from the art school and made autonomous within the university in 1972.

### Founding of the Archive

In 1990, when the Yale Art Gallery was in the final stages of publishing a handbook of the collections, it seemed appropriate for me, in my role as editor, to include a brief history of the gallery's collections and buildings. I was aware that there were many wooden and metal file cabinets in back halls, as well as transfiles stored in closets and basement storage areas. A little poking soon revealed treasures of gallery history. From this research the history of the Yale Art Gallery began to emerge. Although the handbook was published in 1992 without histories of the collections or the buildings, the project received added impetus as plans were made for Yale's tercentenary in 2001. The 2001 exhibition, *Art for Yale: Defining Moments*, documented the growth of the gallery's collections formed principally through the generosity of alumni donors and independent, education-minded friends. Drawing heavily on information in the archives, Susan B. Matheson, curator of Ancient Art and chief curator, wrote *Art for Yale: A History of the Yale University Art Gallery* to accompany the exhibition.

At the time of these tercentennial events, the Yale Art Gallery archives had approximately 500 linear feet of material. The first major expansion of the gallery's archival holdings came around 2002, when plans to renovate the Kahn building were completed and the staff moved into smaller quarters. The gallery archives doubled its holdings when curators and other depart-



Theodore Sizer (center), director of the Yale Art Gallery, Everett V. Meeks (left), dean of the Art School, and Will Ashton, director of the National Gallery, New South Wales, Australia, 1942, on the occasion of the exhibition, *Art of Australia, 1788-1941*. They are shown in the Long Gallery, Gallery of Fine Arts, with the Jarves Collection of Italian Old Master paintings. *Photo courtesy of Yale University Art Gallery Archives.*

ments transferred material. Today the archival records of the university museum exceed 1,200 linear feet and tell a remarkable story not only of the growth of its collections, but also of American interest in art.

### Collections & Personal Papers

The archival papers of the art school and Yale Art Gallery from the late 1920s are located, for the most part, in the archives of the Yale Art Gallery; records created prior to 1930 are located in Manuscripts and Archives at Sterling Memorial Library. The art gallery archives has director's office files, registrar's and curatorial exhibition records, installation views, and catalogues from the 1930s to the present time; personal papers of donors, curators, and directors; scrapbooks from 1940-85; records and photographs of the gallery's earlier buildings; photographs of gallery staff and events; and a complete set of the art gallery *Bulletin*. The archives also holds some early administrative records that document the history of the curatorial departments, principally for American Art, Asian Art, Prints and Drawings, and Education. These curatorial records provide insight into how these departments were shaped by gifts, funds and trusts. Other curatorial records remain in their respective departments.

Of these early gallery papers, the exhibition records provide insight into the role of the early museum as a community resource and outlines its role as an educator of the public by showing fine works of art, as well as exhibiting the work of art school students. There were also annual exhibitions for local art clubs and local practicing architects and artists, seasonal exhibitions, and teaching exhibitions. The gallery often borrowed traveling exhibi-



Gallery of Fine Art, designed by Egerton Swartwout (Yale 1891), ca. 1930. The building opened in 1928 with galleries, classrooms, studios, and faculty offices for the School of the Fine Arts. To the right of the arch across High Street is the old art school, which continues to be used by the History of Art Department. *Photo courtesy of Yale University Art Gallery Archives.*

tions organized by the American Federation of the Arts and the Smithsonian Institution. Many exhibitions were intended to keep the New Haven community apprised of art being shown in major art markets such as New York and Boston.

A. Elizabeth Chase joined the gallery staff in 1931 and immediately set about establishing a museum education program; she designed course packets and reading lists to circulate to schools and arranged gallery lectures and programs for visiting school groups and local organizations. Miss

Chase retired in 1972, a distinguished leader in the field of museum education. Many of her slides and lecture materials are in the archives. Josephine Setze, another long-standing staff member, came to the gallery in the early 1930s as a museum assistant. She assumed many tasks during the gallery's formative years and later, during World War II, as curators left for war duty. Her tenure of over forty years included care of the American

collections, prints and drawings, and the duties of registrar. These papers tell an especially fascinating story about shifts in departmental organization as the gallery struggled to accommodate its growing collections. Richard S. Field, for twenty years curator of prints, drawings, and photographs, gave the archives his papers upon his retirement in 2000, along with papers from the

early 1930s that document the shaping of that department by curators Emerson Tuttle, Carl Lohmann, Egbert Haverkamp-Begemann, Anne-Marie Logan, and Alan Shestack.

The director's papers begin with Theodore Sizer in 1927. There are minutes and reports of the Governing Board (1940-the present); Acquisitions Committee meetings (1958-the present); Executive Board meetings (1948-the present); Accessions Committee reports (1928-40); minutes of the Associates of the Art Gallery (ca. 1960-the pres-

ent); and Garvan Committee minutes (ca. 1933-the present).

In 1930 Francis P. Garvan, a lawyer and collector of Americana, and his wife Mabel Brady gave upwards of 5,000 works of American decorative arts (silver, furniture, glass, pewter, and china), paintings, and prints to the art gallery, changing the status of Yale's Art Gallery in the museum world. Included are Garvan's purchase records and inventories as well as details about the gift to Yale. His correspondence files with scholars, dealers, and other collectors are a mine of information about networking among his colleagues and competitors. Newspaper and magazine articles about the objects provide a context for Garvan's collection. Mr. Garvan saw Yale as an educational center that could spread appreciation for America's cultural inheritance by lending his gift to museums across the country. Some of

Garvan's records are still kept in the American curatorial offices because they are frequently consulted.

The papers of John Marshall Phillips, curator of silver and the Garvan collections, complement the Garvan materials. Garvan brought Phillips, then a young scholar with expertise in American silver, to Yale to work with his collections. As a curator, Phillips investigated the histories of pieces in the Garvan collection and oversaw their cataloging. Until Garvan's death in 1937, Phillips advised Garvan about purchases for the Yale collection and supervised loans to museums and historic houses. Phillips's papers include his biography, his own files of scholarly information about paintings and silver, and his correspondence with dealers and scholars, including John Hill Morgan, curator of American painting from 1931-45. Phillips was later director of the art

gallery and professor of the history of art. His administrative papers, as well as his teaching notes and texts of his pioneering lectures on American decorative arts in the early 1930s, are housed in the archives.

The Bigelow-Phillips files of colonial Massachusetts' silversmiths are also stored in the archives. This collection was formed from the scholarly association of Phillips and Francis Hill Bigelow. Bigelow's research notes were passed on to Phillips who continued to work on these silversmiths after Bigelow's death. The Morgan-Phillips papers of American colonial painters represent the shared studies of Phillips and John Hill Morgan, a lawyer, scholar, collector, and art gallery curator (1931-45). Morgan's correspondence and diaries about American colonial painters and miniaturists are filled with rich detail and observation. In 1940, Morgan donated his fine miniature collection in honor of his wife Lelia; his notes, now in the gallery archives, document their acquisition and his research on the miniaturists.

Theodore Sizer was the art gallery's first director and a scholar of John Trumbull and John Smibert. He was responsible for inventorying, assigning accession numbers, and encouraging gifts (Asian, especially textiles, and the acquisition of the Société Anonyme collection of modern art) that broadened the scope and richness of the collections. Sizer shaped the gallery to answer the exhibition and teaching needs of both university and town. Charles F. Montgomery, long-time head and builder of Winterthur's collections, became curator of the Garvan collections in 1970; his papers, now part of the gallery archives, form the teaching



Yale School of the Fine Arts, main paintings gallery, third floor, ca. 1868-78. The Jarves Collection of Italian Old Master paintings, casts, and works on paper are on view in the North Gallery, as it was called at the time. *Photo courtesy of Yale University Art Gallery Archives.*



and research backbone of American decorative arts at Yale, with the resultant formation of two separate curatorial departments, American Painting and Sculpture and American Decorative Arts. Taken together, the papers of Sizer, Phillips, and Montgomery tell the history of the separate paths eventually taken within the study of American art. Also in the gallery archives are research papers of the painter John Singleton Copley, given by Jules D. Prown, Yale professor of American art and curator of the Garvan and related collections of American art in the 1960s.

Two generous gifts came to the Asian department between 1937 and 1942. The first, from Mrs. William H. Moore, included Chinese paintings, porcelains, ceramics and bronzes, Japanese prints, objects from Persia, and Near and Far Eastern textiles. Many

dealer files came with the gift, especially for the textiles. These are in the archives as are the research papers of George Lee, curator of the Asian department (1959-76). The Société Anonyme collection of modern art was acquired in 1941 from Katherine S. Dreier. The collection includes exhibition records from the 1920-70s; Dreier's personal papers are in Yale's Beinecke Rare Book and Manuscript Library.

There are papers about individual collections: the Jarves-Griggs papers tell of the early conservation histories of works in these collections of fifteenth- and sixteenth-century Italian paintings. The Edwin Austin Abbey papers were given by his widow with the gift of his work in 1937; these provide a history of the artist (1852-1911) and his oeuvre. Some of the contents of Abbey's studio and his London residence are also in the archives. The

Malbin papers include purchase records and the acquisition history of that collection of futurist art acquired in the 1920-30s. The Richard Brown Baker papers pertaining to his collection of contemporary art are kept in the archives, but, as with Dreier, his personal papers are in the Beinecke Library.

In the newly formed department of African Art are two exceptional photographic archives: a complete copy of the W. B. Fagg Archive from the Royal Anthropological Institute of Great Britain and Ireland and the Guy van Rijn Photographic Archive of African Art. The Fagg Archive consists of 3,000 images collected and created by William B. Fagg during visits to Western Africa from 1949-59. He documented works of art, architecture, archaeological sites, ceremonies, and daily life in Benin, Congo, Nigeria,



Katherine S. Dreier in the Long Gallery of Yale's Gallery of Fine Arts, 1942. Surrounding Dreier is the first *Exhibition of the Collection of the Société Anonyme Museum of Modern Art: 1920*. Photo courtesy of Yale University Art Gallery Archives.

and Senegal. The Guy van Rijn Photographic Archive of African Art is ongoing and includes more than 60,000 images of African art objects from private and museum collections, dealers, general archives, and auction catalogues.

The Archaeological Field Records from the Yale-French Excavations at Dura-Europos (Syria) and the Yale-British Excavations at Gerasa (Jordan) are both in the department of Ancient Art. The Archives of the Yale-French Excavations at Dura-Europos contain original documents, drawings, and photographs, mostly made in the field between 1928 and 1937. All of this photographic material has been digitized.

The early phases of establishing the archives of the Yale University Art Gallery follow a time frame similar to the evolutionary schedule of several other museum archives begun over a decade ago. Museum employees and archivists, until then, worked separately but with the shared goal of preserving their historic records. Curators pursued provenance of an object and the history of taste, and archivists preserved and maintained their records, making them accessible to scholars. Today, curators who plan exhibitions and care for objects frequently take advantage of early gallery records. In working with early exhibition histories and administrative papers, I was often reminded that in order to know where one is going, it is important to know

where one has been. This was especially true in the course of Yale's renovation of its landmark 1953 Kahn art gallery and the 1866 School of the Fine Arts, now Street Hall, and 1928 Gallery of Fine Art. Old photographs of these buildings were scrutinized over and over in an effort to return these structures to their original appearance while also conforming to contemporary museum standards. Toward this end, the Yale Art Gallery Archives met a timely need. ☺

The Yale Art Gallery Archives is open for visitors, afternoons, by appointment only. Please contact Elise K. Kenney at 203-432-0610 or at <elise.kenney@yale.edu>.

## Reviews

*Managing Archival & Manuscript Repositories*, Michael J. Kurtz. Chicago: The Society of American Archivists, 2004. 255 pp. Soft cover, \$35 (SAA members). \$49 (nonmembers). ISBN: 1-931666-09-1.

-Joan D. Krizack, *University Archivist and Head, Special Collections, Northeastern University*

The latest volume in the Archival Fundamentals Series II, *Managing Archival & Manuscript Repositories*, adequately fulfills its purpose of providing an overview of what managers need to know to perform well. Divided into thirteen clearly written and well-organized chapters, the book covers general management issues, such as theory and practice, leadership, organizational complexity, success, and communication, in addition to the more specific topics of planning and reporting, project management, information technology, human resources, facilities management, financial management, fund raising and development, and public relations.


Kurtz is to be commended for touching on the differences in managing the various types of repository—manuscript and institutional, and among the latter, government, college and university, and business. Two features of the book

are especially useful. Most chapters contain figures summarizing the main points, and every chapter ends with a brief annotated list of suggested readings—rather than an overwhelming list of unvetted references—that points readers to the best sources for further information.

A drawback of the book is that Kurtz gives too little attention to technology in the chapters that do not deal directly with the topic. The chapter on managing archival facilities is one of the most useful in the book, but it does not mention the desirability of having wireless capabilities in the reading room, which is especially important in a university setting; and the public relations chapter has just two inadequate sentences on how a repository's Web site can be used to enhance a public relations program. Also, while the chapter on communications mentions six popular search engines, inexplicably Google and Firefox are not among them.

Kurtz has done a commendable job of outlining the breadth of knowledge needed to manage well. *Managing Archival & Manuscript Repositories* whets the appetite. Perhaps SAA should consider commissioning works that consider in greater depth specific management topics, as they did with Elsie Freeman Finch, ed., *Advocating Archives: An Introduction to Public Relations for Archivists* (Chicago: SAA and Scarecrow Press, 1994). ☺

## Calendar



Press releases and other announcements of upcoming activities to be published in the *Newsletter* should be sent to NEA, c/o WPI Archives and Special Collections, Gordon Library, 100 Institute Road, Worcester, MA 01609, or sent via e-mail to <Michael.forstrom@yale.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.

**April 28-29, 2005.** SAA and NEA sponsored workshop on Archival Perspectives on Digital Preservation, Boston, MA. See <www.archivists.org>.

**April 28-30, 2005.** NEA Spring Meeting at Simmons College, Boston, MA. Visit us online at <www.newenglandarchivists.org>.

**April 29-30, 2005.** SAA and Southern Illinois University sponsored workshop on Administration of Photographic Collections, Edwardsville, IL. See <www.archivists.org>.

**May 16-20, 2005.** Northwest Preservation Management Institute session on “The Digital World, Disaster Planning, and Implementation,” Seattle, WA.

**May 20, 2005.** SAA and NEA sponsored workshop on Digital Libraries and Digital Archives, Boston, MA. See <www.archivists.org>.

**May 21, 2005.** SAA and NEA sponsored workshop on Digitization of Archival Materials, Boston, MA. See <www.archivists.org>.

**June 1, 2005.** Deadline for NHPRC grants (for November meeting). See <www.archives.gov/grants/how\_to\_apply/application\_deadlines.html#june>.

**June 1-3, 2005.** 10<sup>th</sup> Anniversary School for Scanning. “Building Good Digital Collections,” Boston, MA. See <www.nedcc.org>.

**June 6-17, 2005.** National Archives and Records Administration (NARA) and Library of Congress (LOC) sponsored Modern Archives Institute, Washington, DC. See

<www.archives.gov/preservation/modern\_archives\_institute.html>.

**June 10, 2005.** The New England Library Instruction Group (NELIG), “Making Learning Meaningful: Getting to the Heart of the Student,” University of Southern Maine, Portland. See <www.wesleyan.edu/libr/nelig/>.

**June 10-12, 2005.** American Antiquarian Society Conference, “Histories of Print, Manuscript and Performance in America,” Worcester, MA. See <www.americanantiquarian.org>.

**July 1, 2005.** Deadline for NEH Division of Preservation and Access grants. See <www.neh.fed.us/>.

**August 13-21, 2005.** Society of American Archivists Annual Meeting, New Orleans, LA. See <www.archivists.org>.

**September 30 - October 2, 2005.** Tocqueville Conference, Beinecke Rare Book & Manuscript Library, New Haven, CT. See <www.library.yale.edu/beinecke/>.

**October 1, 2005.** Deadline for NHPRC grants (for May meeting). See <http://www.archives.gov/grants/how\_to\_apply/application\_deadlines.html#october>.

**October 14-15, 2005.** NEA Fall Meeting, University of Vermont, Burlington, VT. Visit us online at <www.newenglandarchivists.org>.

**November 16-18, 2005.** New England Museum Association (NEMA) Annual Conference, Burlington, MA. See <www.nemanet.org>.

**July 31-August 6, 2006.** Society of American Archivists Annual Meeting, Washington, DC. See <www.archivists.org>.

**August 27-September 2, 2007.** Society of American Archivists Annual Meeting, Chicago, IL. See <www.archivists.org>.

**August 23-31, 2008.** Society of American Archivists Annual Meeting, San Francisco, CA. See <www.archivists.org>. ©

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**Get into the swing of things at the NEA Spring Meeting in Boston!** Simmons College is hosting the meeting from April 28-30. For more information and program details, please visit the NEA Web site at [www.newenglandarchivists.org](http://www.newenglandarchivists.org). Pictured here are Simmons students practicing their golf swings on what is presently the site of the Graduate School of Library and Information Science. *Photo courtesy of the Simmons College Archives.*