



MARAC

Mid-Atlantic Regional Archives Conference

Volume 43 | No. 3
SUMMER 2014

ISSN 0738-9396

Mid-Atlantic Archivist

Delaware | District of Columbia | Maryland | New Jersey | New York | Pennsylvania | Virginia | West Virginia



A summer child, c.1902. Photograph. Library of Congress Prints and Photographs Division Washington, D.C. <http://www.loc.gov/>. Web 4 Aug. 2014.



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I'M IN A NEW YORK STATE OF MIND



Cheverly, MD—

May 24: It's a "holiday" here – it's the first day that our community pool opens for the summer. We are headed down to the pool with the promise of warmer temperatures (and warmer water) just around the corner. Just last month, we were in Rochester

for the Spring MARAC meeting. The picture is the entire family visiting Niagara Falls on our way home from Rochester (yes, I know it wasn't really on the way home—but we were so close).

In addition to the great program in Rochester—the trip through New York was baseball themed – starting with a visit to the Baseball Hall of Fame, where I stopped in the library to say hello to my colleagues there. Once in Rochester, several of us went to a Rochester Red Wings game on Saturday evening, where the temperature was under 50 for the whole game (we left early). Lastly, on our way home, we made one last stop at the Little League Museum in Williamsport, PA.

One of the sessions I attended in Rochester discussed an idea by two NARA colleagues to create a donations partnership database to facilitate getting donations that may not fit with the mission of your archives to the right one. This proposal is going to mesh well with the objective of the Regional Archival Associations Colloquium (RAAC) and I will bring the idea to the RAAC meeting at SAA in August. Stay tuned for more details as the idea grows and develops.

At Steering Committee in Rochester, one of the recommendations of the Working Group on the MARAC Membership Survey and Strategic Plan was to create a group to look at the current meeting model to ensure that we are adequately addressing the needs of the membership. This new Task Force on the Meeting Model will be chaired by Member at Large Susan Kline and will have representation from the Meetings Coordinating Committee, a State Caucus Chair, and a member who is new to the MARAC region. This group will begin their work shortly and will report back to the Steering Committee at the Summer meeting.

As you may recall, the Steering Committee has been discussing ways to streamline the committee work of MARAC. At the

Rochester meeting, we adopted several proposals that did not require changes to the bylaws. At the Summer meeting, the Steering Committee will create an Ad Hoc Committee on Bylaws Revisions to address those changes that require a vote by the membership. At the Fall meeting in Baltimore, there will be a Town Hall forum to make sure the membership is aware of the changes and the rationale and need for these updates to MARAC's Governing Documents. Look for more details soon on the MARAC blog and in information about the meeting.

Speaking of Baltimore this fall—MARAC will have to also contend with people running about Baltimore, literally. The Baltimore Marathon will take place on the Saturday of the MARAC meeting and the race course passes directly past the hotel. Access to (and exit from) the hotel will be limited on Saturday morning, so please plan accordingly. Additional details will be forthcoming when the MARAC program is published and available through the MARAC blog.

At the Rochester meeting, the MARAC election results were announced. I want to thank all of those individuals who ran for elective office and congratulate those who were elected. I look forward to working with all the new members of Steering Committee. I wish to acknowledge two Steering Committee Officers who declined to run again—I promise I won't take it personally. Jim Gerencser, MARAC's money guy for the past six years, helped grow the coffers by leaps and bounds during his tenure. I am very grateful to Jim for his stewardship of MARAC's finances. Secondly, Laurie Rizzo, who served as Secretary, had one of the more difficult jobs in MARAC, capturing the rambling conversations at Steering Committee Meetings and distilling them into informative and cogent minutes. Thank you Jim and Laurie for your service to MARAC!

As you may have heard, after the last election we neglected to elect two new members of the Distinguished Service Awards Committee. To correct this oversight, we are holding a special election to elect members to this committee. As you read this column—the election should be in full swing and the newly elected members of the committee will be announced soon and communicated to the membership.

My continued thanks to all of you for contributing to MARAC everyday in doing the great work of our profession. If there is something that you would like to do for MARAC or something that MARAC can do for you—please be in touch with me at legloaj@gmail.com.

John LeGloahec
MARAC Chair

ARCHIVE LEADERS FROM NEW YORK STATE

and how they made their way to the presidency of SAA--A short interview with Shonnie Finnegan, SAA VP/President, 1984-1986 and Kathleen Roe, finishing her year as SAA President-Elect

By Susan Woodland, Senior Archivist, the American Jewish Historical Society

New York state is rich in archivists, and in leaders in the archival profession. Membership in both MARAC and SAA provides endless opportunities for professional development and growth, and archivists from New York have not been shy about volunteering and taking charge. When I approached Kathleen Roe about a brief interview for *Mid-Atlantic Archivist* as she prepares to take on the SAA presidency this summer, she suggested a joint interview with one of her mentors, Shonnie Finnegan, University Archivist Emerita at SUNY Buffalo, where she was archivist from 1968-1996. [See *The American Archivist* online for a brief bio and Shonnie's inaugural address in 1985. A search on Kathleen's name on the SAA website yields many examples of her involvement over many years at SAA]

My questions focused on their routes to the presidency and taking on leadership roles. What follows are their responses to those questions in particular, in their own inimitable styles. Pay attention, because there is a lot of wisdom here.

Kathleen: I've been a member of SAA since my student days at Wayne State University in the archival administration program directed by Dr. Philip P. Mason. Phil stressed to all of us the importance and value of being involved in the archival profession for networking, maintaining current skills, and making a contribution to our profession. He was very active, having been SAA President himself in the 1970s, and continued to attend annual meetings for many years after he retired.

At each SAA meeting, he would have lunch with me to talk about my professional development, and his mentoring really helped guide me in my early years. I regularly pass along to others the most cogent piece of advice he gave me, one that I use to this day to focus my energy and involvement. Phil's advice, with my paraphrasing here, was: "Get involved in those things that you really care about, where you feel you can contribute to doing something meaningful to you. You have lots of energy and people will want you to lend your time to something they want accomplished...only do it when it is something you can really get excited about and will want to find the time to do."

That is really the guiding principle that put me on the

route that wound up in my various roles in SAA, leading eventually to my current role as vice-president/president elect. And I have to admit, running for president of SAA was never something I planned as a goal, it just came along as a natural next step and as an opportunity to perhaps help move things along in some areas that are important to me. (In other words, I have an "agenda"!)

My archival colleagues have done a lot for me, and this is maybe one way I can pay that debt in small measure.

Phil's advice set me off on the road to many years of involvement in the development of descriptive standards (yes, the archival Wild West before APPM, MARC, EAD, DACS), in continuing archival education, and in advocacy for archives. They are all things I care deeply about, found colleagues with similar passions, and we hatched plans and put our energy behind those efforts. I've been involved not only in SAA, but also am past-president and still an enthusiastic member of the Council of State Archivists, have had some leadership roles in MARAC and am a member of a wonderful, sometimes quirky organization in New York that began as the Lake Ontario Archives Conference (LOAC) and is now the New York Archives Conference (NYAC).

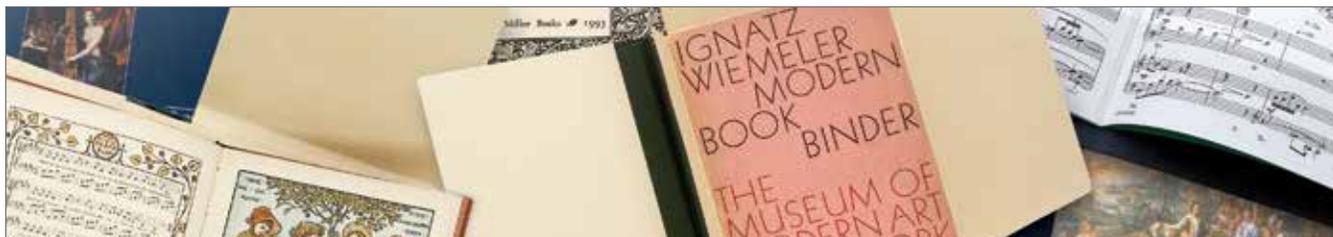
As for the time it takes and the impact on my personal/family life—it does take time. But by following Phil's principle, I found that if I really wanted to do something it was much easier to make the commitment to balancing my time to get it done—I wrote the SAA Fundamentals manual on arrangement and description from 9 p.m. to 12 midnight after my then-toddler daughter went to bed. Because I have a wonderfully supportive husband, there were times I could go off to a meeting and he would wrangle the Darling Daughter (and she is a darling) with skill and enjoyment. I've also had several supportive bosses who valued professional involvement. And I did exert care in the amount I would commit to doing—being sure I could devote the time to doing it well was a corollary to Phil's principle. Ultimately, it was such fun and so engaging that somehow we'd find ways to make it work.

I've been fortunate to find many people like Shonnie

Finnegan who were gracious about helping me along as a beginning and still as a continuing member of the profession. I met her when she was a member of our State Historical Records Advisory Board, and she has long been a welcoming and positive presence in New York's archival community. If I or she had only been members of SAA, I might not have had as much chance to interact with her, but she was active in SAA as well as LOAC and MARAC, so there were several chances each year for connecting with people like her, Joan Warnow Blewett, Tom Hickerson, and many others. They in turn pulled me into conversations with others, and things just seemed to grow.

I am very aware of how much I benefited from the inclusiveness of people like Shonnie, so when I go to professional meetings, I make a concerted effort to come away having accomplished two things: to make one new

“friend” in the profession, and to introduce one person I do know to someone that I hope will become a friend for them. Now how many people out there in the MARAC community, after all these years, will figure out that they were one of my “getting to know you” victims? Again, this traces back to my archival roots with Phil Mason—I know it is my responsibility to not tend solely to my own needs through my professional organizations, but to be a responsible, responsive professional colleague by helping others to connect and become engaged as well. (And I admit, it is a lot of fun and energizing to keep expanding my archival friend group.) One of my ongoing concerns is whether we are still making the broad range of connections we all need so we can move along in the archival profession together. The personal relationships matter, and you never know where they'll lead—Shonnie has not only been a great archival colleague, she introduced us to our favorite



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restaurant, Romeo and Juliet's Café in Buffalo. So I'll end with this invitation—if you're at a MARAC, SAA or other professional meeting I am attending in the future, introduce yourself. Or send email, call, or chirp at me on Twitter. Unless I am in a super-hunt for coffee, I'd be delighted to talk.

Shonnie has shared a brief outline of her accomplishments, and how one thing led to another over 30 years until she had become an integral part of the fabric of the local and national archives profession. In her words —

Shonnie: I've been an SAA member ever since attending my first meeting in 1968, where I met Phil Mason, Joan Warnow (Blewett), Elsie Freivogel (Finch) and others who encouraged me to become quite an activist archivist over the years. Then it fell to me to serve as SAA VP/President (1984-86) during the Society's 50th anniversary year. (What a joy it was to work with and succeed my friend Andrea Hinding--the first time two women had ever served in succession as SAA VP/President.)

I was also fortunate to have been present as a founding member of MARAC and LOAC.

My most rewarding, and, in many ways, most demanding service came from my engagement in the statewide programs that resulted from the amazing leadership of Ed Weldon, the first New York State Archivist (who among other accomplishments hired Kathleen Roe), and his successor, Larry Hackman and their associate Bruce Dearstyne.

Beginning with service on the initial New York State Historical Records Advisory Board, I was thrilled to become deeply involved in most of the initiatives that ensued from our 1984 report, "Toward a Usable Past", including the DHP and Local Government Records programs.

For those of you who were not part of that ancient history, it is impossible to overstate how much the inspired leadership of the State Archives has transformed the New York State archival landscape beyond the wildest dreams of those of us who were there at the beginning.

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COLLECTION MATCH

Don't Reject, Redirect! Inspiration & Concept

Dawn Sherman-Fells | Meghan Ryan Guthorn | William Casari | Laura Poll

Do you receive donation offers for great records but they just don't suit your collecting focus? Suddenly you're faced with the uncomfortable task of breaking the news to the donor, which will surely result in their frustration and disappointment. Or, do you face challenges growing your collection due to low profile or financial limitations? If you've experienced either of these situations you may be interested in Collection Match. Collection Match aims to grow collections, maintain mission focus, as well as cultivate donor relations and professional collaboration.

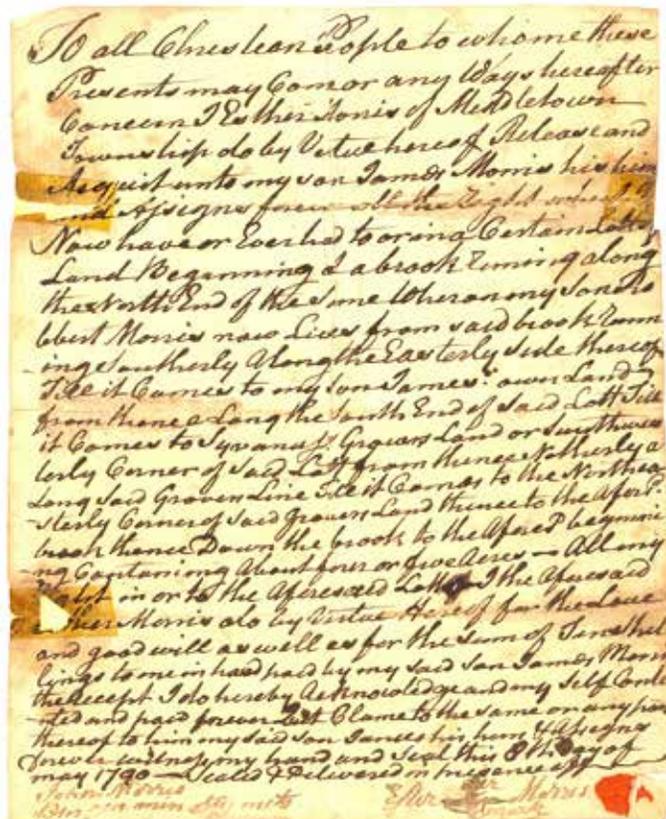
While collecting repositories are encouraged to develop acquisition policies that narrowly define their collecting scope and specify material subjects and formats collected (Hunter, 92), materials offered may not always meet the acquisition policy criteria. In those instances, best practice is to redirect prospective donors to repositories that actively collect in the relative field (Ham, 22). Ideally, the institution first contacted by the donor would quickly provide contact information of an appropriate individual at a repository with an acquisitions or collections policy covering and actively collecting in the field of the offered material.

To date, no single tool exists to quickly match collections with appropriate repositories. Cultural heritage professionals can use tools oriented toward researchers (such as ArchivesGrid) to identify institutions with a

collection of primary source material related to a single subject. However, this method leads to limited information generally relating to accessing and reproduction of collection material rather than whether the institution is actively collecting new material, and what resources are available for processing or preservation of new collections.

Collection Match, first introduced at the MARAC Rochester program during a roundtable session, is a concept with great potential for development and implementation by interested professionals. The idea is to match donation offers with the appropriate collecting institution, facilitating collection

growth while maintaining collection scope of cultural heritage institutions using a safe, secure, web-based tool. Details of the tool have yet to be fleshed out, however the vision consists of a database containing searchable data provided by participants/users. Searchable data includes



institution name and location, collecting focus—topical and media type, and specific contact information for person(s) managing donation offers. A user looking to redirect a donation would use this tool to quickly identify a more appropriate repository rather than spending valuable time cold calling various institutions or simply rejecting the offer.

Laura Poll, one of the Rochester MARAC round table presenters, discussed a situation that would have benefitted from Collection Match services. Laura received a call from the New York Historical Society regarding a donor from Washington State trying to find a home for a land deed dated 1790. This document represented the transfer of land from a descendant of British Governor Lewis Morris, to another member of this important Monmouth County family. The donor contacted several repositories around the country and became more frustrated and discouraged with every rejection received and no suggestions offered. Finally, when she called N-YHS, one of the librarians familiar with Monmouth County Historical Association contacted Laura to pass along the prospective donor's contact information. It was a match! Through this collaborative effort, the donor felt relief that the deed found a safe and appropriate home, and the repository gained a valuable document that fulfilled its mission. Had a service such as Collection Match been in place, the match could have been made more quickly saving the donor so much frustration which, had it

persisted, may have led to the document being lost.

Another example of how the Collection Match service would benefit repositories was demonstrated through a recent post to the League of Historical Societies of New Jersey. A small historical society was cleaning out their museum holdings and located two scrapbooks received as donations. No deed of gift, accession paperwork, or donor name could be located. The scrapbooks contained newspaper articles, c.1940, of national news and local news from around the New Brunswick area. The society did not want the scrapbooks since they did not pertain to their museum collection or mission. The society considered throwing away the scrapbooks, but first decided to try to find a home for them posting the offer through League of Historical Societies of New Jersey. Collection Match could have facilitated a more targeted search eliminating donor frustration and more efficiently placing the records.

A survey of the MARAC community revealed a high level of interest in a tool such as Collection Match. One hundred-eleven respondents participated in the survey. Survey results demonstrate that cultural heritage professionals would use Collection Match in situations similar to those illustrated in Laura's examples. Sixty-four percent of respondents indicated they would use the web tool to develop or grow collections based on their existing collecting policy and eighty-nine percent indicated they

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would use the service to find other homes for collections falling outside of their mission. A vast majority said that redirecting collections was the most important functionality for the web tool to have.

When asked to describe the most important concern regarding donor relations respondents submitted the following comments (among others): “When it’s a wonderful collection that doesn’t fit your collection development policy, you want to make sure that it gets donated to a repository that is correct for its content matter and can take care of it” and “maintaining positive relationships between donors and the institution.”

Many professionals also expressed an interest in using Collection Match to build professional relationships across repositories. The survey indicates strong interest in the proposal and helped inform the presentation at MARAC.

In addition to the encouraging survey results, the well-attended Donations Partnership roundtable session at Rochester MARAC received overwhelmingly positive responses. Research to date indicates a professional need for Collection Match services. The next step is to gain official support from professional organizations to develop Collection Match. Stay tuned!

If you are interested in learning more about this project, please contact Dawn Sherman-Fells (Dawn.Sherman@nara.gov) and Meghan Ryan Guthorn (Meghan.Ryan@nara.gov).

Sources

Ham, F. Gerald. *Selecting and Appraising Archives and Manuscripts*. Chicago: Society of American Archivists, 1993.

Hunter, Gregory S. *Developing and Maintaining Practical Archives: A How-To-Do-It Manual*, 2nd edition. New York: Neal-Schuman, 2003.

IMAGE CREDIT

Front Cover, Starting at top, clockwise

Summer Crowds at America’s foremost seaside resort, Atlantic City, N.J. c. 1925 Nov. 18.

Stereograph. Library of Congress Prints and Photographs Division Washington, D.C. <http://www.loc.gov/>. Web 4 Aug. 2014.

Walter Reed outing, Chesapeake Beach, [Maryland], July 1919. 1919 July. Glass negative. Library of Congress Prints and Photographs Division Washington, D.C. <http://www.loc.gov/>. Web 4 Aug. 2014.

Water baseball. c. 1914 July 27. Photograph. Library of Congress Prints and Photographs Division Washington, D.C. <http://www.loc.gov/>. Web 4 Aug. 2014.

In the good old summertime. c. 1905. Dry plate negative. Library of Congress Prints and Photographs Division Washington, D.C. <http://www.loc.gov/>. Web 4 Aug. 2014.

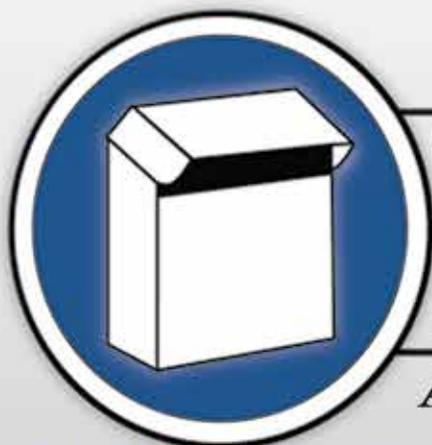
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Walter Reed outing, Chesapeake Beach, [Maryland], July 1919. 1919 July. Glass negative. Library of Congress Prints and Photographs Division Washington, D.C. <http://www.loc.gov/>. Web 4 Aug. 2014.

In the good old summertime. c. 1905. Dry plate negative. Library of Congress Prints and Photographs Division Washington, D.C. <http://www.loc.gov/>. Web 4 Aug. 2014.

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Nicolette Dobrowolski *Special Collections
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Steven Duckworth *PACSCL*
Jeremy Floyd *Buffalo State*
Angela Forest *University of Maryland*
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Deborah Janetos *Nazareth College*
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Benjamin Lamb *The Collegiate School*
Nicole Michur *National Fire Heritage Center*
April Miller *The Wistar Institute*
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Leslie Nellis *American University*
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Eric Wolfson *Library of Congress*
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JUNE 2014

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George Joynson *Monmouth County Archives*
Krista Oldham *Haverford College*
Joyce Ray *Johns Hopkins University*

Treasurer's Report Fiscal Year 2014, 4th Quarter

(April 1, 2014 to June 30, 2014)

CATEGORY	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	% Budget
INCOME							
Membership Dues	\$30,000.00	\$26,126.00	\$5,230.00	\$2,644.00	\$1,820.00	\$35,820.00	119.40%
Conference Registration	\$76,000.00	\$24,897.00	\$26,727.00	\$27,935.00	\$5,945.00	\$85,504.00	112.51%
Conference Vendors	\$16,000.00	\$6,950.00	\$2,900.00	\$6,800.00	\$3,825.00	\$20,475.00	127.97%
Conference Sponsorship	\$8,000.00	\$500.00	\$0.00	\$2,000.00	\$4,193.76	\$6,693.76	83.67%
Publication Advertising	\$2,400.00	\$0.00	\$0.00	\$1,640.00	\$0.00	\$1,640.00	68.33%
Publication Sales	\$350.00	\$35.00	\$210.00	\$105.00	\$105.00	\$455.00	130.00%
Mailing List Sales	\$250.00	\$50.00	\$0.00	\$50.00	\$0.00	\$100.00	40.00%
Off-Meeting Workshops	\$7,000.00	\$5,660.00	\$425.00	\$2,550.00	\$185.00	\$8,820.00	126.00%
Bank Interest	\$150.00	\$30.46	\$29.83	\$29.19	\$29.52	\$119.00	79.33%
Investment Interest	\$2,000.00	\$543.71	\$212.07	\$434.75	\$525.18	\$1,715.71	85.79%
Gifts to Operations	\$500.00	\$260.00	\$60.00	\$130.00	\$1.00	\$451.00	90.20%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$550.00	\$550.00	0.00%
Total Income	\$142,650.00	\$65,052.17	\$35,793.90	\$44,317.94	\$17,179.46	\$162,343.47	113.81%

EXPENSES							
Administrator	\$15,000.00	\$3,827.22	\$4,427.33	\$4,654.12	\$4,221.77	\$17,130.44	114.20%
Web Services	\$3,200.00	\$940.75	\$700.75	\$925.75	\$726.75	\$3,294.00	102.94%
Archivist	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	100.00%
Accountant	\$1,200.00	\$0.00	\$1,025.00	\$0.00	\$0.00	\$1,025.00	85.42%
Advocacy	\$2,000.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Insurance Policy	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,044.00	\$1,044.00	104.40%
Phone	\$600.00	\$145.85	\$146.47	\$159.86	\$146.83	\$599.01	99.84%
Postage	\$1,050.00	\$294.30	\$298.66	\$217.36	\$94.70	\$905.02	86.19%
Office Supplies	\$150.00	\$0.00	\$635.19	\$378.21	\$47.76	\$1,061.16	707.44%
Food	\$4,150.00	\$358.30	\$1,643.56	\$274.50	\$917.12	\$3,193.48	76.95%
Travel	\$5,150.00	\$1,070.84	\$522.84	\$589.49	\$566.84	\$2,750.01	53.40%
Equipment	\$0.00	\$0.00	\$434.62	\$75.00	\$0.00	\$509.62	0.00%
Printing and Design	\$7,250.00	\$1,993.50	\$2,564.90	\$1,859.91	\$1,477.27	\$7,895.58	108.90%
Conference	\$85,000.00	\$240.00	\$47,938.83	\$9,312.50	\$32,238.91	\$89,730.24	105.56%
Lodging	\$1,300.00	\$179.67	\$711.96	\$111.87	\$297.06	\$1,300.56	100.04%
Honoraria	\$2,500.00	\$0.00	\$1,200.00	\$0.00	\$900.00	\$2,100.00	84.00%
Awards and Prizes	\$1,300.00	\$0.00	\$550.00	\$0.00	\$400.00	\$950.00	73.08%
Scholarships	\$5,550.00	\$0.00	\$1,925.00	\$472.70	\$1,925.00	\$4,322.70	77.89%
Banking Fees	\$5,500.00	\$1,887.46	\$3,171.97	\$955.58	\$1,610.10	\$7,625.11	138.64%
Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Disaster Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Miscellaneous	\$0.00	\$0.00	\$16.95	\$25.00	\$0.00	\$41.95	0.00%
Total Expenses	\$142,650.00	\$11,687.89	\$69,414.03	\$20,011.85	\$46,614.11	\$147,727.88	103.56%

Net Income or (Loss)		\$53,364.28	(\$33,620.13)	\$24,306.09	(\$29,434.65)	\$14,615.59	
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Account Balances			Opening	Credits	Debits	Closing
PNC Checking	\$31,522.19	Operating	\$44,050.24	\$17,179.46	(\$46,614.11)	\$14,615.59
PNC Savings	\$91,100.66	Restricted	\$119,387.00	\$311.00	\$0.00	\$119,698.00
Vanguard Bonds	\$77,179.30	Reserve	\$50,000.00	\$0.00	\$0.00	\$50,000.00
Total	\$199,802.15	Surplus	\$15,488.56	\$0.00	\$0.00	\$15,488.56
		Totals	\$228,925.80	\$17,490.46	(\$46,614.11)	\$199,802.15

Summary - First Quarter FY 2014

Opening Balance	\$228,925.80
Total Income	\$17,490.46
Total Expenses	(\$46,614.11)
Closing Balance	\$199,802.15

Restricted Funds

		Opening	New Gifts	Spending	Closing	
PNC Savings	\$42,518.70	Disaster Assist.	\$3,471.00	\$12.00	\$0.00	\$3,483.00
Vanguard Bonds	\$77,179.30	Education	\$110,685.00	\$298.00	\$0.00	\$110,983.00
Total	\$119,698.00	Finch Award	\$5,231.00	\$1.00	\$0.00	\$5,232.00
		Totals	\$119,387.00	\$311.00	\$0.00	\$119,698.00

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ISSN 0738-9396

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Deadlines are February 15, May 15, August 15 and December 1.

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