



MARAC

Mid-Atlantic Regional Archives Conference

Mid-Atlantic Archivist

Volume 49 | No. 1
WINTER 2020
ISSN 0738-9396

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



Inside:

- 1 From the Chair
- 2 Mapping Collections and Making Moves
- 4 Lowering Barriers to Access: Creating an Autofill Form for Reproduction Requests
- 6 Arline Custer Award Recipients
Save the Date! MARAC Saratoga Springs
- 7 MARAC Distinguished Services Award Call for Nominations
Voting Reminder
- 8 What Is It?
- 10 Caucus News
- 16 MARAC to Visit Harrisonburg
- 17 MARAC Returns to the Jersey Shore
- 18 Welcome New Members
- 19 Treasurer's Report
- 20 Image and Citation Information



THE ACADEMY OF CERTIFIED ARCHIVISTS

Why Becoming Certified Matters

It provides a competitive edge.

It strengthens the profession.

It recognizes professional achievement and commitment.



The Next Certified Archivist Exam

will take place in the following cities:

Chicago, IL (SAA Conference)	Denver, CO
San Jose, CA	Cleveland, OH
New York, NY	Murfreesboro, TN
Portland, OR	

"Pick your sites" will be available if you apply before February 15, 2020, just three or more archivists need to list the same site to make it an exam location!

For more information about the Certified Archivist examination, go to the ACA website
(www.certifiedarchivists.org/get-certified)

The Academy of Certified Archivists
230 Washington Avenue Extension, Suite 101
Albany, New York 12203

518-694-8471

aca@caphill.com

www.certifiedarchivists.org

MARAC Chair



Colleagues,

What makes you want to get involved in MARAC? The dynamic and affordable educational offerings? The opportunity to connect with archivists throughout the region? Perhaps the chance to share your own expertise by presenting at a conference or serving as a workshop instructor? Maybe you have benefited from the mentoring program or been the recipient of one of our many scholarships or travel awards?

Whatever your reasons for getting involved, I encourage you to share your experiences with a colleague. Give the gift of MARAC! We are always looking for new people to join our organization or take on new roles. I often tell new members that program and local arrangements committees are a great place to start. My first time serving on a MARAC committee was on a program committee, and I absolutely loved it. PC is such a wonderful opportunity to shape someone's experience of our organization.

Speaking of program and local arrangements committees, what a wonderful meeting we had in Cambridge, Md., this past fall! Thank you to everyone that made this meeting such a success. The location along the Choptank River was beautiful, the seafood was absolutely delicious, and the sessions were fantastic. My personal conference highlights were the Copyright Fundamentals workshop with Peter Hirtle and Mayor Victoria L. Jackson-Stanley's plenary where she shared her personal experiences of civil rights in Cambridge. I hope you enjoyed the meeting as well, and, if you were not able to join us, we will look forward to seeing you in Harrisonburg, Va., from April 16-18.

In the meantime, the MARAC Steering Committee will be hard at work on some new initiatives, including a new membership survey, a Diversity and Inclusion Scholarship, and webinars and other online educational opportunities. As a cost-saving measure, Steering will also be piloting a new off-conference meeting model and will hold our January meeting via teleconference. This will save us money on food and travel costs and help us continue to keep our programs affordable for all members.

The MARAC Communications Committee will also institute another big cost-saving measure in the coming year. To reduce our printing costs, the *Mid-Atlantic Archivist* (MAA) is moving to a primarily digital format. Beginning with the winter 2021 issue, only institutional subscribers will still receive print copies. The MAA will still be available online, however, to all members. As we move forward with this change, please let me or the Communications Committee know if you have any questions or concerns.

I hope all of our members have a healthy and happy 2020. Remember to tell your archivist friends about MARAC and consider volunteering. I want to see lots of new faces at Harrisonburg. Until then, please continue to contact me at chair@marac.info with any ideas for improving our organization, general feedback, or specific advocacy initiatives the Steering Committee should address. I look forward to hearing from you.

A handwritten signature in dark ink, consisting of a stylized 'R' followed by a horizontal line.

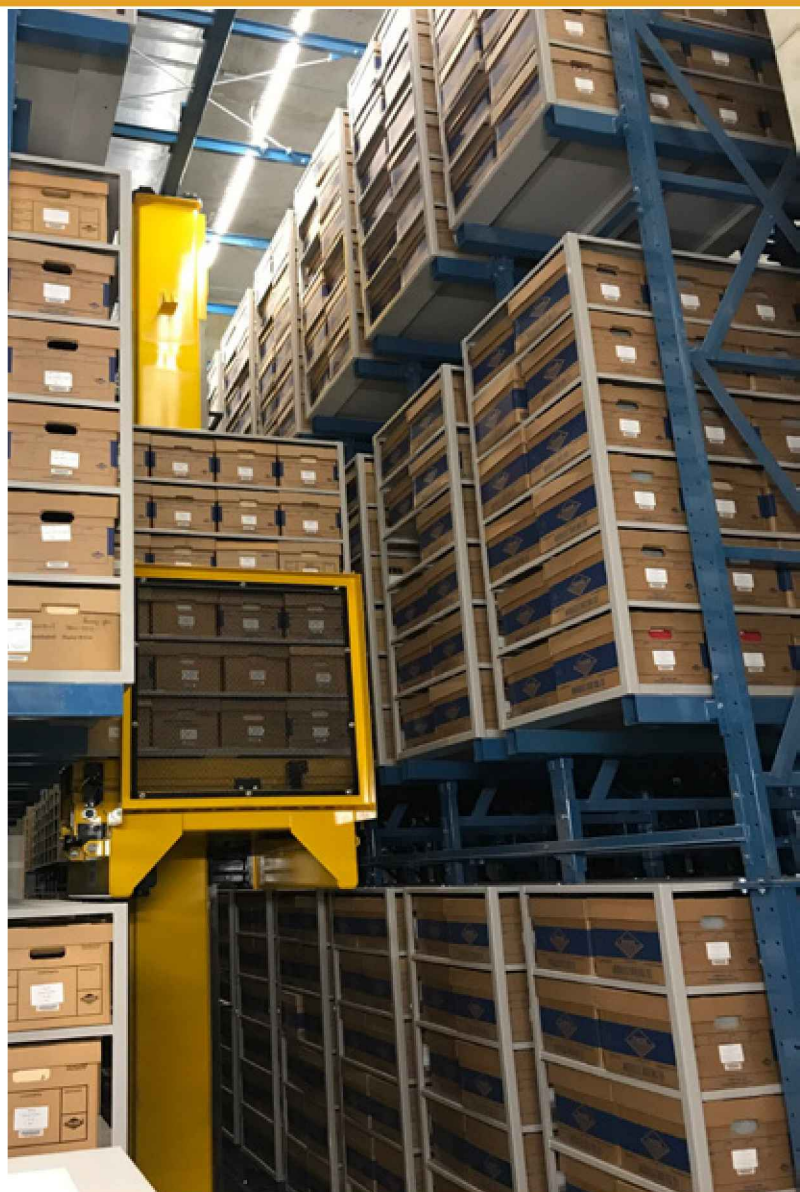
Rachel Grove Rohrbaugh
MARAC Chair

Temple University's newly constructed main library, Charles Library, opened in time for fall semester 2019. Getting to that point required extensive planning—particularly for the University Libraries' Special Collections Research Center (SCRC). Between March and September 2019, SCRC moved 25,000 feet of archival records and rare books (approximately 30% of SCRC's holdings) from two separate sites, the university's existing main campus library, the Samuel L. Paley Library, and an off-site storage facility to the new facility. Success of the move hinged on the planning process and creating a detailed mapping from current collection storage locations to future storage locations. This included compact shelving (11,000 feet capacity), rare book vault (3,000 feet capacity), reading room (180 shelf feet capacity), and an aisle in the new library's automatic storage and retrieval system or ASRS (18,000 record center box capacity) designed Dematic.

SCRC's move preparations really began in 2013 with a survey of all of the collections housed in the existing library building. We needed to gain better intellectual control of the holdings before we could complete location mapping. Leading up to the physical move, a team of SCRC staff members surveyed the approximate 12,000 linear feet of archival material housed across 20 different storage spaces on four floors in Paley Library. We then created MARC-like records for each accession or collection in a collection management database created in Inmagic's DB/TextWorks. In addition to recording descriptive information about the content of collections, we also included footage, box counts, and box types. This information was integral to estimate space needs early on in the building design process and to determine future shelving locations. A new storage location was eventually assigned to each survey record as building blocks for collection mapping.

In July 2016, an SCRC Mapping the Move (MtM) committee was formed. MtM met every other week until the start of the large-scale move in May 2019 to discuss everything from workflow processes for preparing collections, appraisal, and deaccessioning out of scope and duplicate materials, and use statistics generated from Atlas Systems' Aeon request and circulation system. We used spreadsheets to track completion of move-related projects; verify exported survey data from the collections management database against physical collections just prior to physical move; and create move plans or sequences based on storage rooms and move pathway. Final shelf location mapping was based on a combination of factors discussed at MtM meetings, including frequency of use, processing status, availability and quality of descriptive access tools, preservation concerns, format, and box type(s).

Physical collection preparation was paramount to the planning process. SCRC staff and student assistants housed loose materials, reboxed collections, relabeled all boxes intended for



ASRS crane delivering filled rack to storage bay.
Photograph. Courtesy of Temple University Libraries' Special Collections Research Center.

the move, and stabilized fragile rare books with phase boxes. Significant physical preparation focused on boxing 5,000+ linear feet of collections stored in filing cabinets in the existing library and in off-site storage into records center cartons. These collections and others earmarked for the ASRS also needed to be barcoded and listed in spreadsheets for ingest into the backend database prior to moving. Occupancy of Charles Library was limited until a permit was issued, necessitating OSHA safety training for SCRC and other library staff in order to be in the space, receiving training for the ASRS Dematic software, and participation in the ASRS load in process...archivists in hard hats!

Scheduling and executing a series of progressively more complex moves required coordination and oversight by SCRC staff and the moving companies, T&N Van Service and Wayne Moving & Storage. The first of these moves occurred in June 2018



Shrink-wrapped records center cartons on pallets await transfer from Paley Library to Charles Library. Photograph. Courtesy of Temple University Libraries' Special Collections Research Center.

when we sent historical furniture and artifacts moving to off-site storage. That was followed, in March 2019, by over 100 pieces of university and library art work and approximately 5,000 feet of archival material, also to off-site storage. Staging, transfer, and loading of 12,000 records center cartons into the ASRS occurred over a four-week period in May and June. In July, oversized, flat file material, artifacts, and archival supplies were moved to off-site storage. The final “big move” took place over a three-week period in August and September with the staging, transfer, and loading of over 10,000 feet of archival material and rare books into the new compact shelving and vault.

Ultimately, move preparation and coordination offered us the opportunity to gain better physical and intellectual control of SCRC's holdings, consolidate and reunite accessions and book collections previously housed in multiple storage locations, and enhance ease of access and retrieval of frequently used collections for our users. Would we want to do it again? Likely no. But the enhanced control and user access is a huge benefit that will serve us for years to come.

Archival Quality Ready-To-Assemble

BULK RECORD STORAGE CARTONS



We've lowered the price 35%
on our economical **Archival Tan Corrugated Bulk Storage Cartons!** Constructed from 200 lb. test virgin fiber, acid-free corrugated tan board.



Upgrade to our exclusive Perma/Cor B-Flute Corrugated Bulk Storage Cartons for your special collections! Constructed from our acid and lignin-free, buffered corrugated B-Flute.



Got a heavy weight collection? We've got a heavy duty solution. Our **Triple Strength Perma/Cor B-Flute Record Storage Cartons** have 3-layer side walls and bottom, and are ideal for your heaviest bulk storage needs.

All our Bulk Storage Cartons ship flat and snap together easily!



UNIVERSITY
PRODUCTS
THINKING IN & OUT OF THE BOX SINCE 1968

517 Main Street, PO Box 101, Holyoke, MA 01041
Ph: 1.800.628.1912 Fax: 1.800.532.9281
universityproducts.com info@universityproducts.com

Lowering Barriers to Access: *Creating an Autofill Form for Reproduction Requests*

By Tabitha Cary

The Division of Rare and Manuscript Collections (RMC) at Cornell University Library (CUL) receives a high volume of researcher-initiated digitization requests, at times surpassing 30 requests in one week. To fulfill these requests, RMC has one full-time staff member devoted to coordinating reproductions who uses the Reproductions tool in Aeon. As RMC uses Aeon, all researchers must have a Cornell Aeon account to access materials, both in-person and remotely.

Before the fall of 2017, when researchers made a reproduction request using Aeon, they were required to manually enter all information into our request form. Not only was the process clunky, but, based on interactions with and feedback from patrons, it was also confusing. Patrons had to navigate between multiple screens to locate the required information, copy that information onto the form, convey the exact items desired, select the format to be delivered, and then submit the request and hope it would be understood by our reproductions coordinator.

Once a request reached RMC, staff had to review the request, ask for clarification if the form was completed incorrectly, and then research the item to manually enter its shelf location, restrictions, and barcode. I regularly had to walk researchers through completing the form, correct submitted requests, and/or make requests on behalf of researchers. Making necessary corrections was difficult when researchers entered the title of the image and not the collection/book title and were not sure what to include for a call number. Sometimes researchers would place more than one box/book on the same request form, requiring the original request to be manually split into multiple requests to reflect the containers that needed to be pulled. All of these issues slowed the process down and created barriers that did not need to exist, especially not when an autofill form had recently been created for CUL's Interlibrary Loan (ILL) requests.

Like our ILL department, we believed that to better serve our researchers, RMC needed a form that limited the likelihood of human error and allowed us to more efficiently process requests. Thanks to relationships built between ILL and RMC, as well as administrative support, RMC connected with the Web Programming department and was introduced to Rick Silterra. Three of us from RMC and the head of Interlibrary Services met with Rick to discuss the project needs, more specifically a wish list, and to determine if it was a doable task.

Ideally, RMC needed reproduction requests to:

- Automatically pull catalog and item record information from Voyager ILS (integrated library solution) into the Aeon request (our reading room requests already did this)
- Permit only one item/container to be selected per request

- Provide folder/page sections on the form to indicate where items may be found
- Maintain some aspects of the old form that were working (such as a drop down menu for service options, special requests, online image citation, etc.)
- Be accessible through a Scan It button placed on the public facing catalog record

Luckily, Rick felt confident that this was something he could create for us.

Due to shifting priorities, it was a few months before Rick was able to work on our new form and the Scan It button. Once work began, he developed a few test requests for my review, and I quickly noticed a major issue with them. Requests using the Scan It button were being treated as reading room requests and going into an incorrect starting queue. This was solved by demonstrating to Rick how the Reproductions tool in Aeon has two tracking streams—one for tracking the physical location of items (In Item Retrieval, Item Checked Out, etc.) and one for tracking where the material is in the digitization process (Awaiting Payment, DCAPS Photoduplication, etc.). All physical locations needed to start in Awaiting Repro Processing and all digitization processes needed to start at Awaiting Order Processing. He had never worked with Aeon as a user before, so this information was crucial to success. After some fixes made by Rick and a few more tests by me, we sent the demo button to other Public Services staff in RMC for feedback. Once we felt confident in its functionality, we launched the Scan It button for public use, publishing it only two months after Rick was able to begin working on it! Here is an example from one of RMC's collections: <https://bit.ly/2E0aABt>.

There were several keys to success for this project. Leveraging interpersonal relationships was vital. Without our connections to ILL and without having an example of a similar product, we might not have been able to create this feature. Effective communication helped us obtain administrative support and also helped create an understanding of RMC's needs and the functionalities of Aeon. Timely feedback allowed for an interactive process that helped us refine the form and its features.

As with all projects, there are aspects we would like to improve. Unfortunately, not all of our materials are catalogued in such a way that allows the Scan It button to be used. Researchers must either use the manual entry form, which is still available in the Aeon web interface, or they need to contact us directly to create the request for them. As we cannot hide the manual request form, researchers that should use the Scan It button still sometimes utilize the manual form.

The Scan It button has been active for about two years now, and we are pleased with the outcome. Our reproductions coordinator does not need to update every remote reproduction request anymore, which allows requests to be processed in a shorter amount of time. Information pulled from the catalog record eliminates the human error found in copying and pasting information between multiple locations, for both the researcher and staff. Automating catalog information also removes the guesswork for researchers, especially involving call numbers and titles, effectively lowering a barrier to access—the request form itself.

New reproduction request form at the Division of Rare and Manuscript Collections (RMC) at Cornell University Library.

Manual reproduction request form used exclusively before the fall of 2017 and now more selectively.

The Scan It button located just under the Reading Room delivery request button.



ARLINE CUSTER AWARD RECIPIENTS

The MARAC Arline Custer Award Committee was pleased to give awards in two categories at the fall 2019 MARAC Business Meeting in Cambridge, Md.

Kate Theimer received the award for best book for *A Very Correct Idea of our School: A Photographic History of the Carlisle Indian Industrial School*. The manuscript materials, historic images, and archival records incorporated into this book created a very engaging and powerful introduction to the Carlisle Indian School's history.

The award for best article went to **Alexis Braun Marks, Rachel Dreyer, Jennifer Johnson, and Michelle Sweetser**, the authors of "The Cost of Care and the Impact on the Archives Profession." This article from the February 2019 *Journal of Western Archives* explores the effects of caregiving responsibilities on archivists and the people and places they engage with.

The award honors Arline Custer, a MARAC member who influenced archives through her work with the National Union Catalog of Manuscript Collections and the Archives of American Art. Since the 1970s, this award has honored outstanding books and articles published in the MARAC region that use archives as resources, inspiration, or subject of study. The award winners are not only of interest to archivists; they must also be accessible to the general public. **Congratulations to the award winners.**



MARAC DISTINGUISHED SERVICE AWARD

CALL FOR NOMINATIONS

Do you know a MARAC member who has made a difference in the lives and successes of others? If so, please consider nominating that person for MARAC's Distinguished Service Award (DSA). This award recognizes members who have made significant contributions to MARAC and to the archival profession.

Significant contributions to MARAC include the following:

- Service as an officer, caucus representative, committee member or chair, and as a frequent session or workshop instructor

Significant contributions to the archival profession include the following:

- Service as a member of the board or committee or section of a national or international archival organization
- Writing books or journal articles in the field
- Serving as a professor or as a workshop presenter
- Contributing to a State Historical Records Advisory Board
- Reviewing applications for granting agencies
- Please note that service to MARAC is weighted more heavily than service to the profession as a whole.

To nominate a member, you must submit the following:

- A nomination form
- The nominee's resume or curriculum vitae
- A letter detailing why the nominee should receive the award
- A second letter of support
- The Committee **strongly** recommends providing multiple letters of support.

Nominations may be sent at any time via email or regular post. The official deadline is January 31, 2020.

Additional information on the DSA award is available at <http://www.marac.info/distinguished-service-award> along with the nomination form at https://marac.memberclicks.net/assets/documents/2020_DSA_Nomination_Form.pdf.



CONSERVATION CENTER
for Art & Historic Artifacts

CCAHA is your one-stop shop

conservation treatment | digital imaging
housing & framing | preservation planning
fundraising assistance | disaster recovery
education services | and more...

ccaah.org 215.545.0613

WHAT IS IT?

DISCOVERING THE WEIRD AND WONDERFUL IN THE MARAC REGION

Jodi Boyle, editor of the *Mid-Atlantic Archivist*, contacted me in October to elaborate on being curator for the Historic Services Division of Monmouth County Park System. After all, having to create 16-inch fiberglass reproduction projectile ammunition, powder bags and other 3D objects for the WWII Battery Lewis display (*Mid-Atlantic Archivist*, summer 2018, Vol. 47 No. 3) is certainly an odd thing to talk about in an archivist's professional publication. But "Strange as it seems from the archives perspective..."

There are many professionals, like me, who have charge over many things in addition to archives. Archaeology, artwork, cultural and historical objects, library. The Historic Services Division keeps the past of our parks. After all, we are part of a Parks and Recreation Commission under the auspice of the County of Monmouth in New Jersey. We have horse-drawn farm machinery and carriages in the collections, plus 18th century export china, Chantilly lace textiles, and family photos. I conduct research; dress and maintain three historic house museums, farm equipment and items for a living history site with hands-on demonstrations, numerous displays around the parks (including taxidermy); assist researchers; maintain donor/loan records and then track it all. Often using different catalog standards depending on the collection and writing standards policy.

Every park has a past, but not always materials or objects. In some cases, oral history of former owners and residents sheds light to better explain the lay of the land or why a building has a wonky porch addition or what furniture was there. Oral history is part of the archive here. Not all parkland is interpreted or focused on the former owner. For example, updated restoration of an existing historic building was necessary for maintaining its historic building designation, but also its use as a nature center. Family photo albums retained in our archive of a daughter's 1946 home wedding showed, behind the bride and groom, details of a roof gutter. Hence explaining why initial preservation work 15 years earlier had missed an internal water leak, lasting years. When we acquired the building, that gutter was gone. Digitizing photos to aid in building conservation and landscape preservation are very important to the Parks. (*See photograph 1 of that 1946 wedding.*)

But back to the projectiles and powder bags.

Sometimes the real thing doesn't exist, so we make it. Through various archival sources, I was able to find a WWII technical

manual with specifications and illustrations of 16-inch gun shells. Working with a fiberglass fabricator, the hollow objects were made and then I painted them to look the part. Powder bag specifications came from photographs and the remnants of an original canvas powder bag at another museum. Creating one involves sewing a canvas bolster bag to size, filling it with donut cut discs of insulation foam for shape, and pouring concrete inside to simulate some weight (35 lbs.) of the real thing (100 lbs.). Needless to say, visitors get a better understanding of the information panels.

I understand the importance of archival organization, but, on the other hand, as a collections curator, see the additional challenges for archival materials as physical objects to preserve. For example, glass transparency slides, paper catalogs, and metal plant tags of the former Bobbink Nursery. This business began around 1896 in New Jersey by an immigrant who loved roses. Together the items show how the business grew, expanded to several New Jersey counties and eventually became a world-class breeder of roses. The site is now a golf course. The objects associated with the organization, what I call, 'go-withs' consist of disparate materials that need separate storage, care, and especially cross referencing to each other within the tracking records. Without the ability to pull the items together, a story is lost. (*See photograph 2.*)

Strange as it may seem from the curatorial perspective... my membership in MARAC has brought an opportunity to meet regional archivists (and accidental archivists) regardless of title, to convey commonalities and encourage folks to look beyond their archives. Over time, I've found MARAC is big enough to introduce a lot of people to each other. Notably, to network and learn from each other. It is funny how people are shoveled into boxes or separated because of institution size, education, title, and experience when another "profession" is different from what they know. Archivists, curators, librarians... we all share so very much as stewards of whatever we are tasked in organizing and preserving. I have a cool job. Not by accident, but through the nature of where I work and the seemingly different collection with which I work.

As our fields seek diverse stories and mentor to teach and hire diverse persons, let's not forget inter-professional diversity is another part of growing MARAC as an organization. And that's not so strange at all.

BY CHERYL STOEBER-GOFF



Photograph 1: Wedding photograph provides details of a roof gutter behind the bride and groom. 1946. Photograph. Courtesy of the Historic Services Division of Monmouth County Park System.



Photograph 2: Various objects from the former Bobbink Nursery. Photograph. Courtesy of the Historic Services Division of Monmouth County Park System.

Your Researchers want to
find it, request it, see it.

So

WHAT ARE YOU DOING ABOUT

Aeon?

That's our question for you.
We're sure you have questions for us.

www.atlas-sys.com/aeon

HOW WILL AEON HELP US IMPROVE SECURITY?

HINT:
No more manually tracking where items are or who used them last.

HOW WILL AEON HELP US GATHER BETTER, MORE MEANINGFUL STATISTICS ON OUR COLLECTIONS AND USERS?

HINT:
No more tally sheets with tick marks.

Email us for the answers to these and other questions about Aeon.
aeon@atlas-sys.com

HOW CAN ATLAS SYSTEMS HELP US WITH ARCHIVSPACE?

HINT:
No more wasting time with messy data migrations or tracking down training and technical support options.

HOW WILL AEON HELP US ENHANCE SERVICE?

HINT:
No more paper call slips since researchers make requests online and in advance.

Caucus News

DELAWARE



Detail of original oil portrait of Emily P. Bissell that was presented to the Emily P. Bissell Hospital by the Delaware Anti Tuberculosis Society in 1955. The painting will be on display with the exhibit.

EXHIBIT UPDATES FROM THE DELAWARE PUBLIC ARCHIVES

The Delaware Public Archives welcomed the 2019 holiday season in an extraordinary and colorful fashion by unveiling “Honoring Emily P. Bissell: The Christmas Seal Story,” exhibit that tells Delaware’s own Christmas story.

Using vibrant oversized images, interactive displays, historical accounts, and vintage artifacts, the new exhibit brings to life the

first Christmas Seals and highlights Delaware native, Emily P. Bissell, a Red Cross volunteer, who initiated and championed the “Christmas stamp” fundraiser idea in the United States that first originated three years earlier in Denmark.

The newest addition to the Delaware Public Archives’ exhibition galleries narrates the remarkable work of volunteers, numerous Delaware luminaries, local groups and organizations such as the Boys Scouts, to keep Ms. Bissell’s effort alive to make it what today is not only Delaware’s, but a nationwide tradition of placing each year’s special seal on holiday greeting cards while raising funds for the American Lung Association to battle lung disease.

Along with the Christmas Seals exhibition, the Delaware Public Archives currently features two other exhibits: “The Great War & The First State,” and “The American Illustration Collection.”

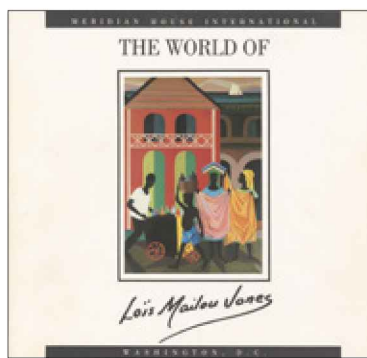
Last winter, the Delaware Public Archives hosted the grand opening of a new art gallery to complement “The Great War & The First State” exhibit that opened in 2017 commemorating the 100th anniversary of America’s involvement and Delaware’s important role in World War I.

The new art gallery features the Delaware National Guard’s “American Illustration Collection” curated for the first time in a museum setting, and is comprised of 18 original oil paintings from 1918-1919 by famed illustrators Frank E. Schoonover, Gayle Porter Hoskins, and Albin Henning. The paintings were commissioned by the *Ladies Home Journal* to illustrate key events and scenes of World War I, and were printed in its popular feature *Souvenir Pictures of the Great War*.

For a detailed description or more information of the exhibits available, please visit archives.delaware.gov/open-exhibits-archives.

► *Caucus Representative*
Kevin Brown
(302) 292-4621
kebrown@wlgore.com

DISTRICT OF COLUMBIA



Corcoran exhibit catalog cover from “The World of Lois Mailou Jones.” 1994 September 17.

NEWS FROM GEORGE WASHINGTON UNIVERSITY LIBRARIES

The George Washington University Libraries is pleased to announce the online availability of the Early Directors Records (<https://archive.org/search.php?query=subject%3A%22cor2-1%22>), Board of Trustees records (<https://archive.org/search.php?query=subject%3A%22cor1-1%22>), and Corcoran exhibit catalogs (<https://archive.org/search.php?query=subject%3A%22cor5-6%22>) from the Corcoran Gallery of Art. This content was digitized as part of the grant “Open to Interpretation: Unveiling the Corcoran Archives” generously funded by the Henry Luce Foundation. These records showcase the impressive world-renowned artists displayed at the Corcoran Gallery of Art and the influential decisions and people affiliated with the gallery throughout its more than 100 years of history as a premier Washington, D.C., institution. A special thank you to Margaret Dalton for her superlative leadership on this complex and challenging project.

► *Caucus Representative*
Anne McDonough
(202) 516-1363 x309
amcdonough@dchistory.org

MARYLAND

JOHNS HOPKINS UNIVERSITY MARKS CENTENNIAL OF 19TH AMENDMENT

In commemoration of the 100th anniversary of the passage of the 19th Amendment that gave U.S. women the right to vote, Johns Hopkins University is engaging the community to educate, explore, and raise awareness about this momentous

occasion. In partnership with several Baltimore cultural institutions, the university is offering public events, seminars, and exhibitions that inform and, at times, challenge our understanding of the history of the 19th Amendment and its effect on female empowerment today.

While the commemoration events began in fall 2019 when the campus welcomed the class of 2024, planning is largely focused on spring 2020. There are several courses offered on the Homewood campus surrounding the topic of suffrage, including two on the Sheridan Libraries' Special Collections on suffrage ephemera and memorabilia. Students have the opportunity to help in the curation of an exhibit set for display in summer 2020, with a preview planned in time for the Berkshire Conference of Women Historians, which will be hosted by the Johns Hopkins Homewood campus in May. The Chesney Medical Archives will also launch a virtual exhibit in spring 2020 featuring materials from its collections that highlight individuals who were influential for the suffrage movement and the debate within the nursing profession as a whole around whether to support suffrage. The Peabody Institute's Arthur Friedheim Library is preparing an exhibit on May Garrettson Evans, founder of the Peabody Preparatory community school for music and dance, in spring 2020.

In total, these exhibits will engage current students, faculty, staff and alumni, offering a rich understanding of suffrage and the role that the community of Johns Hopkins University played in furthering the cause. The commemoration events will continue through November 2020 with a call to students to value the vote by registering and exercising the ballot, whether in person or via absentee vote. For an up-to-date list of commemoration events and details, please visit womensvote100.jhu.edu.

► *Caucus Representative*

Matthew Testa

(667) 208-6661

mtesta3@jhu.edu

NEW JERSEY

2019 INNOVATIVE ARCHIVES AWARD

The Mid-Atlantic Regional Archives Conference's New Jersey Caucus was pleased to award the winner of the 2019 Innovative Archives Award to the New Jersey Hispanic Research and Information Center's Puerto Rican Community Archives of the Newark Public Library. The award is given every year to an organization that has made an outstanding effort to preserve and make accessible archival materials in the State of New Jersey.

The Puerto Rican Community Archives (PRCA) was established in 2006 after the Newark Public Library conducted a systematic survey of historical records on New Jersey's Puerto Rican communities. Archives staff work to collect, preserve, and provide access to the records that tell the story of the state's oldest Latino group, and they seek to educate the community about the value of preserving its history. In furthering these goals, PRCA staff reach out to families, organizations, and businesses to acquire materials that may otherwise be lost. They also encourage

Serving Clients Nationwide

Conservation Treatment

For books, photographs, manuscripts, maps, parchment, and works of art on paper

Imaging Services

Digitization of cultural heritage collections.
Careful handling of fragile materials

Audio Preservation

Digitization of audio media using traditional and optical-scanning technologies

Preservation Services

Assessments, training, consultations, disaster assistance



100 Brickstone Square | Andover, MA 01810 | (978) 470-1010

www.nedcc.org

high school and college students to train for careers as librarians and archivists, and foster an active Friends group to support the collection's mission.

The Puerto Rican Community Archives comprise over 50 collections originating from across New Jersey, including personal and professional papers, community and cultural organizations, and records of newspapers and government agencies. In addition to scholarly use, Diantha Dow Schull's 2016 publication, *Archives Alive: Expanding Engagements with Public Library Archives and Special Collections*, highlighted PRCA materials and they are featured in public programs and travelling exhibitions. In order to expose young people to careers in special collections, the PRCA archivist developed an eight-week summer program that trains Newark-area teens to identify and inventory records of local organizations.

For these reasons, the MARAC New Jersey Caucus recognized the New Jersey Hispanic Research and Information Center's Puerto Rican Community Archives for its innovative approach to documenting the history of the state's residents. The award was presented on October 12, 2019, at Archives and History Day at the Monmouth County Library Headquarters in Manalapan.

SUMMER INTERNS AT THE PUERTO RICAN COMMUNITY ARCHIVES BY JUBER AYALA

During this summer, the Puerto Rican Community Archives (PRCA) of the New Jersey Hispanic Research and Information Center at The Newark Public Library hosted four very motivated

Caucus News

college interns from various programs, including the Rutgers Public History Internship, the Newark College Institute (NCI), and the Center for Hispanic Policy, Research and Development's (CHRPD) Governor's Hispanic Fellows Program. Hosting the interns allowed the PRCA to address its sizeable archival backlog by processing recent collection acquisitions, while resuming projects that previously received reduced priority.

Briana Alarcon was part of the Rutgers Public History Internship and graduated this summer with a BA degree in History and minor in Political Science. She plans to obtain a full-time position in government, and is considering pursuing a law degree or PhD. David Avalos was an intern from the NCI and is a student at Montclair State University. He is studying Classics and will graduate in May 2020. David aspires to work in a library, archive, or museum.

Steven Caguana is a student at Rutgers University-New Brunswick, where he is majoring in Sports Management and minoring in Business Administration. He will graduate in May 2020 and plans to work in sales with a professional sports team. He plans to pursue a master's degree in Global Sports Business in the near future. Yessica Leonardo is enrolled at Seton Hall University and pursuing a BS in Diplomacy and International Relations with a minor in Middle Eastern History/Arabic. She will graduate in May 2021 and plans to pursue a career in government foreign policy, as well as a graduate degree. Steven and Yessica were interns from the Governor's Hispanic Fellows Program.

During the course of their eight-week programs, the interns worked on a wide array of archival projects. Briana processed a photo album by removing the photographs, and numbering and inserting them into preservation mylar sleeves. David sorted over 500 books donated by Dr. Olga J. Wagenheim, and created an inventory of an additional 400 books acquired from various other donors.

Steven processed two collections acquired last year, the Serveriano Lisboa III Papers and the Kal Wagenheim Papers. Yessica photographed a button and pin collection recently donated by Antonio Arocho, Esq. She measured the buttons and researched their historical context.

The contributions of Briana, David, Yessica, and Steven will greatly benefit the PRCA. Their hard work allowed the PRCA to clear approximately 20 cubic feet of shelf space in our off-site storage location. The interns sorted and created inventories for approximately 1,000 books. By scanning images and creating descriptive metadata, we will be adding approximately 75 new photographs and a button collection to our digital collection early next year. It also was a rewarding experience to work with

a group of talented interns who were genuinely interested in our archival holdings and always asked questions to learn more about archives and their projects.

NEWS FROM THE MORRISTOWN & MORRIS TOWNSHIP LIBRARY

The North Jersey History & Genealogy Center of the Morristown & Morris Township Library recently preserved, cataloged, and made a number of collections available to researchers, including the records of Mount Hope Iron Mine, Pierson & Humphreville Family Papers, the Columbian Club, and the Home Garden Club of Morristown.

The materials document the history of iron mining in Rockaway, N.J., which dates back to the original Lenape settlers who passed their knowledge of these rich ore deposits on to colonial-era European settlers. Mt. Hope Mine was one of many that supplied the Revolutionary Army with the iron needed for weapons, ammunition, and tools, and it remained active through the mid-20th century.

The Piersons are one of Morris County's oldest families, having travelled from Bradford, Conn. to settle Newark, N.J. in 1666. In addition to running a successful furniture making business for several generations, the Piersons were instrumental in founding local charitable organizations, as well as the Morris Museum. Both the Home Garden Club and Columbian Club are longtime Morristown social organizations that, respectively, taught successful gardening techniques and encouraged social uplift and charitable works by the Italian American community. Finding aids to these collections are available at mmtlibrary.org.



Gary D. Saretzky, second from right, retired at the end of October.

ARCHIVIST GARY SARETZKY RETIRES FROM MONMOUTH COUNTY ARCHIVES

Monmouth County Archivist Gary D. Saretzky retired on October 31 after more than 25 years of service. During his tenure, during which

he reported to three successive county clerks, the Archives was opened to the public, acquired substantial additional records, and established a web presence featuring online databases and more than 280 separate web pages with finding aids, exhibition catalogs, and other resources. Since its inception in 1996, Saretzky has been primarily responsible for organizing Archives and History Day, a public history event held annually in which more than 60 archives and history organizations participate.

Saretzky began his archival career in 1968 at the State Historical Society of Wisconsin, then worked as the founding archivist of Educational Testing Service in Princeton from 1969 to 1993, during which time he chaired the Business Archives Committee of the Society of American Archivists (SAA). Active in several professional organizations, Saretzky served as MARAC's New Jersey Caucus chair for two terms, 1998-2002, and has completed more than 50 reports for the New Jersey Caucus' CAPES consulting service. In addition to his archival work, Saretzky coordinated the Public History Internship Program for the Rutgers University History Department (1994-2016) and taught History of Photography at Mercer County Community College (1977-2012). He lectures regularly through the Public Scholars Project of the New Jersey Council for the Humanities and under other auspices.

Throughout his years of service, Gary has been one of the more recognizable figures at our MARAC Conferences as a regular presenter, participant, planner, and founder. Although Monmouth County will miss him no doubt, we at MARAC hope to still enjoy Gary's participation for a long time to come. Please join the New Jersey Caucus in wishing Gary good luck and a long and happy retirement!

ARCHIVES OF THE ESSEX COUNTY PARK SYSTEM UPDATE

Processing is on hold at the Essex County Parks Archives as it prepares for the 125th anniversary of the park system, the first county park system in the country. Instead, the organization has increased the frequency of its newsletter and Facebook posts, is curating a celebratory photo exhibit, and is planning to host a meeting of the National Association of Olmsted Parks. Solicitations for stories and historic photos of the Essex County Parks has yielded a pastel created by an Italian immigrant and home movie footage from 1928 of Branch Brook Park. Follow the repository at Archives of the Essex County Park System.

► *Caucus Representative*
Donald Cornelius
 (609) 633-8304
donald.cornelius@sos.nj.gov

NEW YORK



Rev. William Augustus Jones, Jr.

BROOKLYN COLLEGE ARCHIVES AND SPECIAL COLLECTIONS RECEIVES CLIR GRANT

Brooklyn College Archives and Special Collections has been awarded a \$41,103 CLIR (Council on Library and Information Resources) Recordings-at-Risk grant to digitize nearly 800 audio

and video recordings of the sermons of Rev. William Augustus Jones, Jr., longtime pastor of Brooklyn's Bethany Baptist Church. The recordings are from the church's broadcast of the *Bethany Hour* on radio and television.

Jones helped form the Progressive National Baptist Convention with Martin Luther King, Jr., as well as the National Black Pastors Conference. As the New York chairman of the Southern Christian Leadership Conference's Operation Breadbasket, he led boycotts of Brooklyn grocery chains to demand more minority hiring. He later succeeded the Rev. Jesse Jackson as national chairman. Jones, who passed away in February 2006, had a lasting impact on the people that worked and worshipped with him and saw him living the words he preached.

Once the project is complete in the fall of 2020, the sermons will reside on the College's page on the digital platform, Illumira (brooklyn.illumira.net), where they will be freely available to all researchers. As the budget permits, the Archives will transcribe some of the sermons, starting with those in Dr. Jones' book, *Responsible Preaching and Twenty Other Sermons to Preachers and Other Saved Sinners*. The transcriptions will also be available on the Illumira platform.

The recordings are part of a larger collection of Rev. Jones' papers, which include documents from Bethany Baptist Church (fliers, publications, photographs, bulletins, and more), correspondence (personal and professional), notebooks of sermon topics, Rev. Jones' thesis, records of his activism with the Southern Christian Leadership Conference, family photographs, autobiographical information, and numerous awards.

NEWKIRK PAPERS OPEN AT ADIRONDACK RESEARCH LIBRARY OF UNION COLLEGE

The Adirondack Research Library of Union College is pleased to announce the Arthur E. Newkirk papers are fully processed and the collection is now open for research.

Arthur Newkirk (1914-2006) was a research chemist and conservationist in New York State. He served as president of the Adirondack Mountain Club and chairman of the Dome Island Memorial Sanctuary Committee, part of the Eastern New York Chapter of the Nature Conservancy from 1956 until 1982. The committee oversaw the ongoing protection of Dome Island, an undeveloped 16-acre island in the middle of Lake George, N.Y. Other major projects included fighting the proposed Panther Mountain Dam and routing the Adirondack Northway. His efforts to fight legislation injurious to the wilderness character of the Adirondack Park as well as develop sound policy regarding land use and management saw extensive correspondence with influential politicians and environmentalists of the time. Further work to promote conservation in the Adirondacks was achieved through numerous writings, lectures, and addresses.

The collection includes Dome Island Memorial Sanctuary records, correspondence, writings, research files, articles, photographs, and other materials dating from 1903 to 2004.

For more information and a full description of contents, please visit: archives.union.edu/repositories/2/resources/283.

► *Caucus Representative*
Katherine Palm
 (212) 284-7380
kpalm@aclu.org

Caucus News



Tree cutting in Ashcraft Valley for the Northway. Big Pines area. 1965 August 15. From the Arthur E. Newkirk papers (ARL-017). Courtesy of the Adirondack Research Library of Union College.

PENNSYLVANIA

- *Caucus Representative*
David Grinnell
(412) 648-3243
grinnell@pitt.edu

VIRGINIA

- *Caucus Representative*
Jessica Johnson
(804) 628-2548
jejohnson2@vcu.edu

WEST VIRGINIA

INTRODUCING YOUTH TO ARCHIVES AT THE OHIO COUNTY PUBLIC LIBRARY

The Ohio County Public Library (OCPL) recently hosted students from Woodsdale Elementary and Wheeling Park High School (WPHS) for a field trip designed to introduce them to the library's archives and local history resources. 5th grade teachers from Woodsdale Elementary and the History of Wheeling class at WPHS have teamed up for a project entitled "Wheeling: Then, Now, and the Future." Students will choose a building or landmark, research its history and propose ideas for how it may fit into Wheeling's future landscape. Lee Ann Cleary (OCPL children's specialist) provided an introduction to the library before the students visited four stations: 1) Erin Rothenbuehler (local history specialist) discussed how to interpret a historical photograph; 2) Sean Duffy (local historian) explained the difference between a primary and secondary source and why the distinction is important; 3) Betsy Sweeny (Wheeling Heritage historic preservation officer) talked about how to envision future

uses for their chosen buildings; and 4) Laura Carroll (archivist) provided an introduction to archives. The students are using the Book Creator software program to create their final project, which will enable them to embed historical photographs and also use audio recordings to enhance their project.



Miriam Cady

NEWS FROM WVRHC

The West Virginia & Regional History Center at West Virginia University (WVU) is happy to announce that Miriam Cady has joined the Center staff as the instruction and public services coordinator. Miriam comes to WVU from the Philadelphia Museum of Art, where she served as the reference archivist for two years. Prior to this, she held positions at the University of Pennsylvania libraries, the Historic Ford Estates, and the Betsy Ross House. Beyond her MLIS, she has a PhD in Art History from the University of Leicester, a MA in Material Culture Studies from the University of Sheffield, and a BA in Art History from Smith College. As the instruction and public services coordinator, she will manage all aspects of teaching and learning at the Center. Miriam will promote the use of archives across the curriculum and direct the Center's busy reading room and research services. She started on October 28, 2019. The Center is thrilled to have her on the team!

The West Virginia & Regional History Center at WVU also hosted a workshop entitled "Photographs: Identification and Care" for American Archives Month. Attendees were treated to a brief history of the photograph, a photograph identification lesson, and a lively session where photographs brought by attendees were shared and the types of photographs were discussed. The event finished with a conversation about photograph care and storage.

- *Caucus Representative*
Jane LaBarbara
(304) 293-0352
jane.labarbara@mail.wvu.edu



You have a job to do.

We help you do it.

When you need help with **ArchivesSpace**, you shouldn't have to think about how big or small the challenge is. Whether your ArchivesSpace project is a small step or a giant leap, Atlas Systems can help.

Help

"We installed the application, but would like some help using it."

Help

"We have legacy data in multiple silos and in different formats."

Help

"We don't have the server capacity to run the application, or our IT department doesn't want to deal with it."

Help

"We're up and running, but not sure we're using ASpace to its fullest potential."

Help

"We have a special ArchivesSpace project we don't have the time to do."



ATLAS SYSTEMS

Library Excellence Through Efficiency


To get the help you need—big project or small—contact us at ASpace@atlas-sys.com.

www.atlas-sys.com/archivespace

Atlas ArchivesSpace Services

- Training & Support
➤ Migration
- Implementation
➤ Hosting
- Data Conversion
➤ Custom Consulting

Atlas Systems is an ArchivesSpace Registered Service Provider.



LUCIDEA

ARCHIVERA

Address today's archival collections management challenges, anticipate tomorrow's

Archives Collections Management

INNOVATIVE, INTELLIGENT, IMAGINATIVE, UNRIVALED


Purpose-built to a higher standard... yours

ARCHIVERA


BROWSE COLLECTIONS

Browse the collections list alphabetically with the Alphabet Filter


[A][B][C][D][E][F][G][H][I][J][K][L][M][N][O][P][Q][R][S][T][U][V][W][X][Y][Z]




JFK Presidential Library Collection
1970-1980




Aviation Corporation Records
1900-1950




Brenthaven Ranch
1900-1950




Camden on Canal Collection
1970-1980




Council on Dental Education
1940-1950




David William Brewster Papers
1850-1910




David Eugene Rogers
1880-1950



Eisenhower Order of Eagles
1950



Helen Eleanor Hall Collection
1900-1950



Horace W. Karpis Papers
1910-1930

Request a free demo – see our unrivaled capabilities for yourself! sales@lucidea.com

lucidea.com/archivera

MARAC TO VISIT “*The Friendly City*” OF HARRISONBURG

The Local Arrangements and Program Committees are excited to welcome you to Harrisonburg, Va.’s Hotel Madison & Shenandoah Valley Conference Center for MARAC’s Spring 2020 conference “*Suffrage Legacies: Civil Rights, Political Activism, and Archives*,” April 16-18, 2020. Drawing on the conference theme, sessions will give attendees a space to explore ways that archives and cultural institutions are making accessible records related to voting rights and civil rights activism, and the role archivists play in shaping conversations about democracy and civic engagement.

Workshop offerings include a specialized “tour-shop” (workshop/tour) that will give attendees a community experiential learning opportunity to local sites in Harrisonburg to better understand how community-based organizations, libraries, and universities can authentically partner to redress systemic erasures of narratives of traditionally marginalized and underserved communities. Attendees are also encouraged to take part in one or more tours comprising outdoor excursions, the Commonwealth of Virginia’s official quilt museum, and a nearby presidential library.

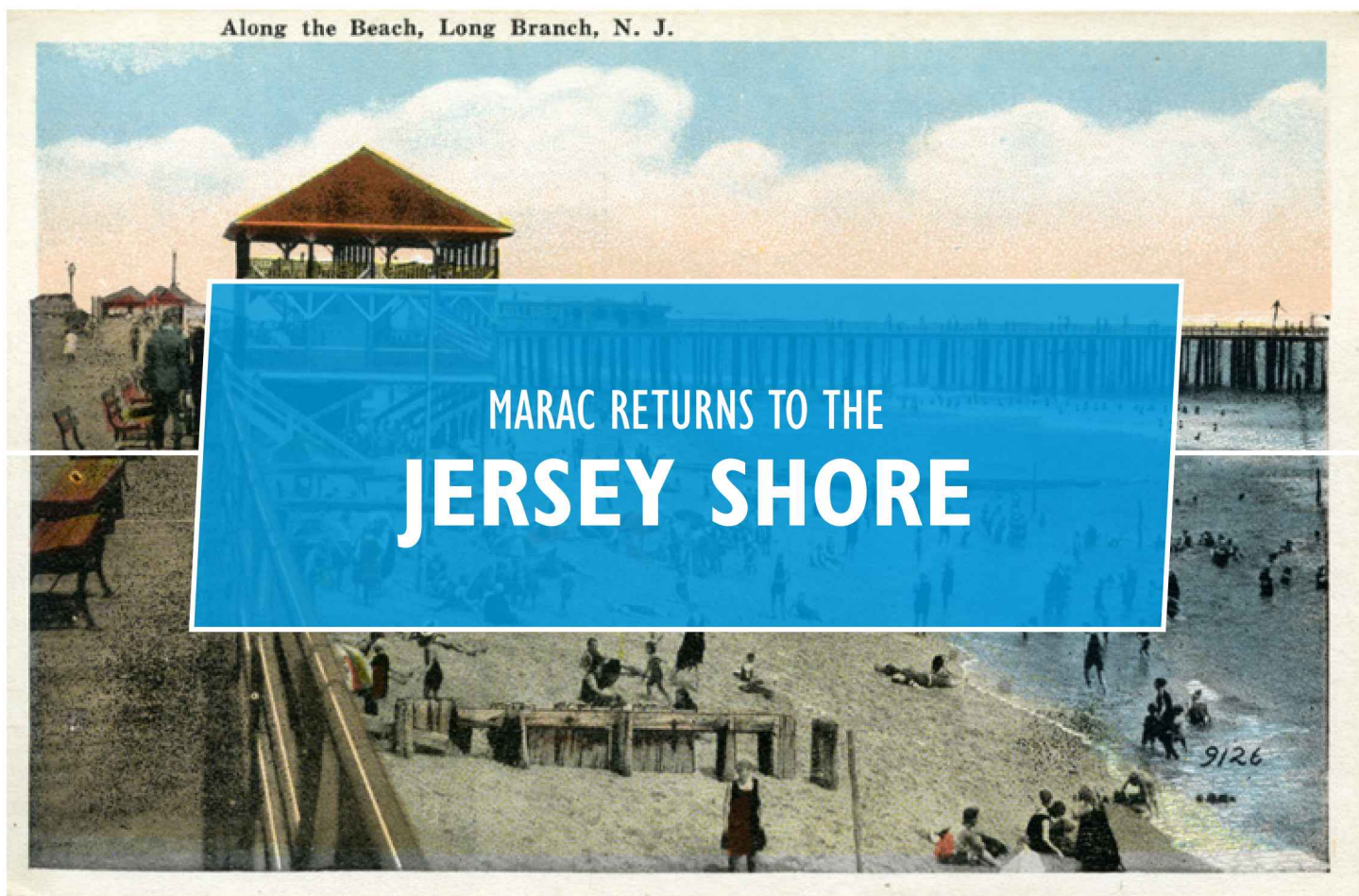
Sandra Gioia Treadway, librarian of Virginia, will present Friday morning’s plenary address, reflecting on her experiences as a historian of Virginia women, her work during the past 40 years

in the archival collections of the Library of Virginia, and the challenges that remain in documenting women’s lives. Join us for the luncheon as Karen Trivette and Geof Huth moderate a live taping of their podcast, “*An Archivist’s Tale*,” featuring an interview with Kelly Wooten of the David M. Rubenstein Rare Book & Manuscript Library, Duke University. The reception will be held at James Madison University’s Duke Hall Gallery Court (just across the street from the conference hotel!) and will feature the musical stylings of local Shenandoah Valley talents. Continue the conversations with old and new friends after the reception at the Friday night hospitality suite held at Pale Fire Brewing Company.

Outside of the scheduled tours, attendees will also have ample opportunity to explore The Friendly City on their own—vineyards and breweries abound and the historic downtown district is ripe with restaurants, galleries, studios, and shopping options.

For more information regarding local arrangements and program specifics, visit the MARAC Spring 2020: Harrisonburg Conference website: sites.lib.jmu.edu/marac2020harrisonburg. Conference registration will be available in early 2020 at www.marac.info. We’re excited to see you in Harrisonburg!





Along the Beach, Long Branch, N.J. Postcard. Courtesy of Special Collections and University Archives, Rutgers University Libraries.

Save the date! MARAC returns to the New Jersey Shore in fall 2020 from October 22-24. The New Jersey Caucus is excited to present “Jersey Shore and Sound: Celebrating Music and Harmony in Archival Collections” at Long Branch, N.J. From Basie to Sinatra to Springsteen, New Jersey is historically connected to many different types of music, and the Jersey Shore sound is synonymous with carefree days on the beaches and boardwalks of our treasured coast.

MARAC Fall 2020 will be held at the beautiful Ocean Place Resort and Spa, known for its spectacular oceanfront location with breathtaking views. In spring 1993, the Ocean Place hosted nearly 300 MARAC attendees in celebration of our profession with a program that focused on the diversity of archival topics. The return to Long Branch promises to be exciting and informative, befitting the legacy of the spring 1993 conference.

Long Branch, one of the original summer resorts of the New Jersey shore, attracted the rich and famous, including U.S. presidents from as far back as the 1860s. Today’s Long Branch is just as appealing. Within walking distance on the boardwalk from the Ocean Place is the spectacular Pier Village, an array of over 30 shops and restaurants that appeals to every taste. Attendees may enjoy first rate entertainment at the nearby Count Basie Theater in Red Bank or the Pollak Center for the Arts at Monmouth University. Are you eager to experience the cradle of the Jersey Shore Rock culture and sound? Visit the Stone Pony,

the Wonder Bar and the Paramount Theater in nearby Asbury Park. Explore local history at the Church of the Presidents Museum, President Garfield’s Tea House, the Monmouth County Historical Association, and the Navesink Twin Lights. Or, simply stroll the beach and enjoy the serenity and beauty of October at the New Jersey Shore.

Of course, your MARAC musical journey would not be complete without a visit to the Bruce Springsteen Archives and Center for American Music at Monmouth University, home of the Bruce Springsteen Special Collection. The center preserves and promotes “the legacy of Bruce Springsteen and his role in American music, while honoring and celebrating icons of American music like Woody Guthrie, Robert Johnson, Hank Williams, Frank Sinatra and others.”¹

MARAC Fall 2020 in Long Branch is conveniently located just off the I-95 Northeast Corridor and is easily accessible by car from the New Jersey Turnpike, Interstate 195, and the Garden State Parkway. It can also be reached via the North Jersey Coast rail line of New Jersey Transit and by bus. Mark your calendars for MARAC Fall 2020 in Long Branch because, as Bruce sings in the Tom Waits composition “Jersey Girl,” “down the shore everything’s alright.”²

¹ From www.monmouth.edu/springsteen-archives-and-center-for-american-music
² From lyrics of Bruce Springsteen’s “Jersey Girl” at www.songlyrics.com/bruce-springsteen/jersey-girl-lyrics

Welcome New Members!

SEPTEMBER 2019

Marissa Ajamian *New York University and
Long Island University*

Rachel Appel *Temple University*

Cassandra Berman *Georgetown University*

Georgia Brown *Fairfax Circuit Court Historic Records Center*

Meghan Chapuran *GCAH*

Ebonee Davis *Virginia Theological Seminary*

Rosemary Davis *The Hotchkiss School*

Colleen Daw *Winthrop Group*

Lindsay Decker *Neumann University*

Sarah Farinholt *NARA*

Patricia Franks *San Jose State University*

Mary Hanes *College of Physicians of Philadelphia*

Kathleen Humphreys *Morris County Park Commission*

Laura Juliano *New York University*

Lillian Kinney *The Margaret R. Grundy Memorial Library*

Michelle Novak *MI Student, Rutgers*

Julie Peters *School of Management and Labor Relations
Library - Rutgers University*

Kathryn Puerini *University of Virginia, Geospatial
Engineering Services*

David Rothbard *University of Maryland - College Park*

Natalie Salive *University of Maryland*

Jaina Shaw *Palmer School at Long Island University*

Alec Staley *Worcester County Library*

Julia Telonidis *Rider University*

Serena Troshynski *American Civil Liberties Union*

Marie Valigorsky *Pennsylvania State Archives*

Alexander Vastola *The Chancellor Robert R. Livingston
Library & Museum of the Grand Lodge of Free &
Accepted Masons of the State of New York*

Ellen Welch *University of Virginia*

Joanna Williams *Alcorn State University*

Brittnee Worthy *Redemptorist Archives*

OCTOBER 2019

Renee Braden *National Geographic Society*

Whitney Buccicone *University of Virginia*

Claralyn Burt *University of Maryland*

David Conway *University of Maryland*

Mark Coulbourne *University of Maryland*

Michelle Dubert-Bellrichard *Library of Congress*

Lillian Hansberry *Penn State Abington*

Beverly Ingle *Self-Employed*

Alexandra Krensky *Kennedy Center*

Bruce MacMillan *National Archives and Records
Administration (NARA)*

Heather Milne *Recent MLIS graduate,
Not currently employed in an archives/library*

Gregory Pierce *Alexandria Library, Local History and
Special Collections*

Kevin Powell *Center for Jewish History*

Magdalena Radovic-Moreno *Franklin County Archives*

Angela Rodgers-Koukoui *University of Baltimore,
Langsdale Library*

Nadine Sergejeff *The Newark Public Library*

Diane Shaw *Lafayette College*

Jasmine Smith *Library Company of Philadelphia*

Peter Steinberg *The Lawrenceville School*

Victoria Thompson *Fairfax County Circuit Court*

NOVEMBER 2019

Emily Ahlin *University of Pittsburgh*

Nicholas Caldwell *Long Island University*

Jessica Clark *University of Pennsylvania, Barbara Bates Center
for the Study of the History of Nursing*

Melissa Erlandson *Thomas Jefferson National Accelerator Facility*

Randi Flaherty *University of Virginia School of Law*

Michael Folkerts *Library of Congress*

Donna Huffer *Augusta County Historical Society*

Katherine Martin *Rockefeller Archive Center*

Robert Ritter *Retired*

Lindsay Sheldon *Washington College*

Treasurer's Report Fiscal Year 2020, 1st Quarter

(July 1, 2019 to September 30, 2019)

<u>CATEGORY</u>	<u>Budget</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Total</u>	<u>% Budget</u>
INCOME							
Membership Dues	\$41,000.00	\$23,781.00				\$23,781.00	58%
Conference Registration	\$90,000.00	\$24,198.00				\$24,198.00	27%
Conference Vendors	\$15,000.00	\$3,700.00				\$3,700.00	25%
Conference Sponsorship	\$7,000.00	\$500.00				\$500.00	7%
Publication Advertising	\$4,000.00	\$1,600.00				\$1,600.00	40%
Publication Sales	\$1,150.00	\$45.00				\$45.00	4%
Mailing List Sales	\$100.00	\$0.00				\$0.00	0%
Off-Meeting Workshops	\$5,500.00	\$1,710.00				\$1,710.00	31%
Bank Interest	\$125.00	\$35.52				\$35.52	28%
Investment Interest	\$2,000.00	\$751.43				\$751.43	38%
Gifts to Operations	\$500.00	\$305.00				\$305.00	61%
Miscellaneous	\$0.00	\$0.00				\$0.00	0%
Total Income	\$166,375.00	\$56,625.95	\$0.00	\$0.00	\$0.00	\$56,625.95	34%
EXPENSES							
Administrator	\$20,000.00	\$5,857.98				\$5,857.98	29%
Web Services	\$6,000.00	\$5,657.40				\$5,657.40	94%
Archivist	\$1,000.00	\$0.00				\$0.00	0%
Accountant	\$1,500.00	\$0.00				\$0.00	0%
Advocacy	\$2,870.00	\$1,500.00				\$1,500.00	52%
Insurance Policy	\$1,100.00	\$0.00				\$0.00	0%
Phone	\$650.00	\$166.36				\$166.36	26%
Postage	\$905.00	\$349.48				\$349.48	39%
Office Supplies	\$150.00	\$0.00				\$0.00	0%
Food	\$2,730.00	\$546.79				\$546.79	20%
Travel	\$2,450.00	\$1,171.72				\$1,171.72	48%
Equipment	\$330.00	\$0.00				\$0.00	0%
Printing and Design	\$6,150.00	\$0.00				\$0.00	0%
Conference	\$108,000.00	\$1,922.81				\$1,922.81	2%
Lodging	\$2,540.00	\$417.89				\$417.89	16%
Honoraria	\$2,500.00	\$0.00				\$0.00	0%
Awards and Prizes	\$1,300.00	\$0.00				\$0.00	0%
Scholarships	\$0.00	\$0.00				\$0.00	0%
Banking Fees	\$6,000.00	\$1,483.98				\$1,483.98	25%
Investments	\$0.00	\$0.00				\$0.00	0%
Disaster Assistance	\$0.00	\$0.00				\$0.00	0%
Miscellaneous	\$200.00	\$0.00				\$0.00	0%
Total Expenses	\$166,375.00	\$19,074.41	\$0.00	\$0.00	\$0.00	\$19,074.41	11%
Net Income or (Loss)		\$37,551.54	\$0.00	\$0.00	\$0.00	\$37,551.54	

<u>Account Balances</u>			<u>Opening</u>	<u>Credits</u>	<u>Debits</u>	<u>Closing</u>
PNC Checking	\$124,114.85	Operating	\$0.00	\$56,625.95	(\$19,074.41)	\$37,551.54
PNC Savings	\$76,660.27	Restricted	\$140,870.00	\$1,935.00	\$0.00	\$142,805.00
Vanguard Bonds	\$85,088.69	Reserve	\$58,231.25	\$0.00	\$0.00	\$58,231.25
Total	\$285,863.81	Surplus	\$46,724.84	\$0.00	\$0.00	\$46,724.84
		Totals	\$245,826.09	\$58,560.95	(\$19,074.41)	\$285,312.63

Summary - First Quarter FY 2020

Opening Balance	\$245,826.09
Total Income	\$58,560.95
Total Expenses	(\$19,074.41)
Closing Balance	\$285,312.63

<u>Restricted Funds</u>		<u>Opening</u>	<u>New Gifts</u>	<u>Spending</u>	<u>Closing</u>	
PNC Savings	\$57,716.31	Disaster Assist.	\$12,569.00	\$824.00	\$0.00	\$13,393.00
Vanguard Bonds	\$85,088.69	Education	\$121,729.00	\$832.00	\$0.00	\$122,561.00
<hr/>		Graduate Schol	\$1,021.00	\$234.00	\$0.00	\$1,255.00
Total	\$142,805.00	Finch Award	\$5,551.00	\$45.00	\$0.00	\$5,596.00
<hr/>		Total	\$140,870.00	\$1,935.00	\$0.00	\$142,805.00

IMAGE CREDITS

FRONT COVER IMAGE

Child and adult walking through snow in Central Park, New York City. circa. 1930s. Photograph. New-York Historical Society, Browning Photograph Collection (PR 9).

FRONT COVER, TOP LEFT

Children with Sleds. Posing in the snow, Pocantico. Photograph. John D. Rockefeller Jr. family photographs, series 1005. Rockefeller Archive Center.

FRONT COVER, BOTTOM RIGHT

Snow Around House A. Looking W. from Main Street Opposite Building 2. A view of the Commandant's House at the Brooklyn Navy Yard. Not within the Yard's borders, the Commandant's House was located in Brooklyn's Vinegar Hill neighborhood with a view overlooking the Yard. At the time this photograph was taken, Captain Albert Gleaves was the Yard's Commandant, the highest ranking military officer who oversaw all operations at the Yard. 1914 February 7. Photograph by G.H. Davis/Bureau of Yards and Docks. Photographs of the Construction and Repair of Facilities, Buildings, and Vessels at the New York Navy Yard, 1903-1945; BNYDC Archives – courtesy NARA, Northeast Region, NYC, Record Group 181.

BACK COVER, LEFT TO RIGHT

Children in front of their snow house, Bronx, N.Y. 1905. Photograph by George Ehler Stonebridge. New-York Historical Society, George E. Stonebridge Photograph Collection (PR 66).

Sanitation workers shoveling snow, Tremont, Bronx, N.Y. circa. 1902. Photograph by George Ehler Stonebridge. New-York Historical Society, George E. Stonebridge Photograph Collection (PR 66).

A picture of three unidentified students making a snowman on the grounds of the State University of New York at Albany uptown campus. 1974 December. Photograph. University Photograph Collection. M.E. Grenander Department of Special Collections & Archives, University at Albany.



We scanned Marilyn.
We converted Nixon.
We cleaned up Elvis.
Honest.

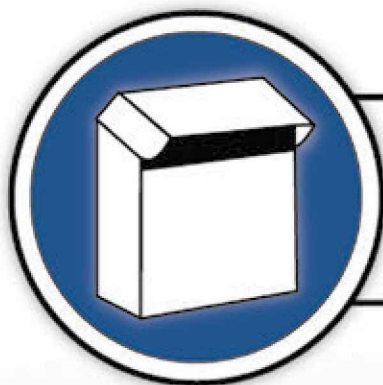
CROWLEY

The Crowley Company's front-end capture systems and comprehensive conversion services make the process of archiving images and records – dare we say it? – historically simple.

If you can see it, we can scan it.
Equipment. Supplies. Support..
Conversion Services.

(240) 215 - 0224

www.thecrowleycompany.com



HOLLINGER METAL EDGE

Archival Storage Materials

The Quality Source



hollingermetaledge.com
1-800-862-2228 1-800-634-0491

**Don't let price determine the products you want.
We will Beat all competitor's Prices.**

TIME VALUE MAIL

MARAC

Dickinson College
P.O. Box 1773
Carlisle, PA 17013



Editor
Jodi Boyle

Associate Editor
Michael P. Martin



ISSN 0738-9396

The Mid-Atlantic Archivist (MAA) is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes interested individuals who live and work in Delaware, the District of Columbia, New Jersey, New York, Maryland, Pennsylvania, Virginia, and West Virginia. MARAC seeks to promote the professional welfare of its members; to effect cooperation among individuals concerned with the documentation of the human experience; to enhance the exchange of information among colleagues working in the immediate regional area; to improve the professional competence of archivists, curators of textual, audio-visual and related special research collections, and records managers; and to encourage professional involvement of those actively engaged in the acquisition, preservation, bibliographic control and use of all types of historical research materials.

Individual annual membership dues are \$45. The dues year runs from July 1 through June 30. Membership is not open to institutions, but institutions may purchase subscriptions to MAA at \$45 per year.

Membership applications should be addressed to:
MARAC Dickinson College, P.O. Box 1773, Carlisle, PA 17013;
Phone: (717) 713-9973; Email: administrator@marac.info.
<http://www.marac.info/membership>

Deadlines are March 1, June 1, September 1, and December 1.

Advertising rates and requirements may be obtained from Melissa Nerino, Associate Archivist, Industrial Archives & Library, 18 West Fourth Street, Bethlehem, PA 18015, 610-868-1115, nerino@industrialarchives.org.