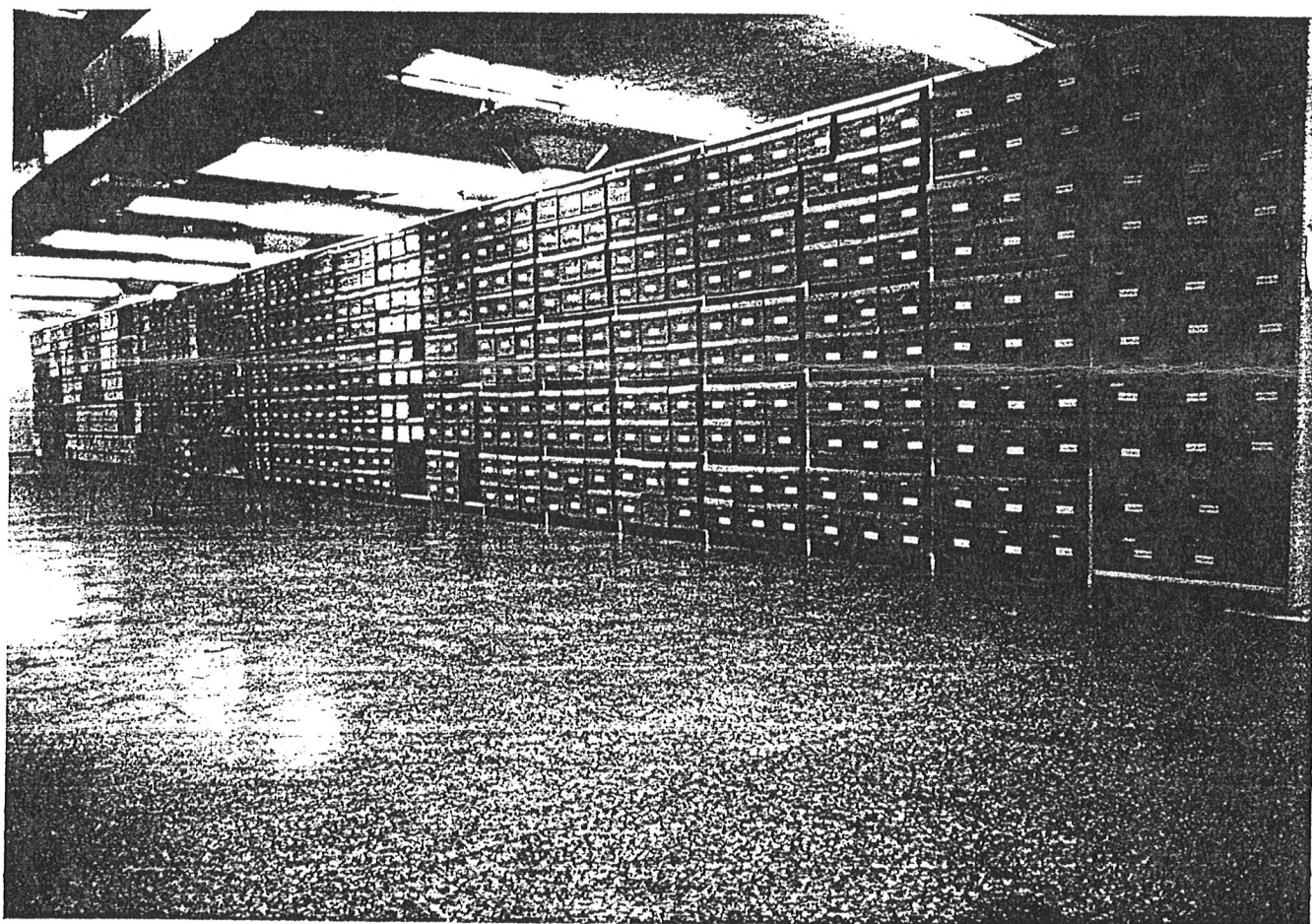


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Tennessee Archivists Newsletter

September 1995



Knox County Records Center

EDITORIAL

As we approach the bicentennial of Tennessee statehood, June 1, 1996, there are a great number of activities in progress to properly observe this important milestone in the history of our state. Among the more visible activities is the construction of the Bicentennial Mall stretching northward from the State Capitol to Jefferson Street. The Mall will eventually house the Tennessee Walk paved with the names from Tennesseans from all ninety-five counties, the bell carillon, a large map of the state and the new Farmers Market. Less visible, but more important from the archival and historical perspective, are a number of projects designed to preserve the documentary heritage of the Volunteer State. In an effort to include all Tennesseans in this effort, bicentennial committees have been appointed for each county which in turn have selected special projects to be undertaken as their county's contribution to this special time of historical emphasis. Several counties have taken action to establish official county archives to preserve the records generated by agencies of county governments.

The State Library and Archives has also become involved in the bicentennial celebration by means of an agreement with Tennessee 200 an organization established to coordinate a variety of special bicentennial projects. The first part of this joint effort would be a historical records and archives project to consist of three elements. First of all, a workshop series will provide training for local government officials, archives staff

and volunteers and citizens at large. The second component will be outreach programs as a follow-up to the workshop series in which local volunteers will schedule outreach presentations and exhibits for schools and other organizations. The third part of this program will be materials grants for local archives to be administered by the State Library and Archives which would be made available to local archives not eligible for financial support from the National Historical Publications and Records Commission. Part Two of the project is to acquire information on World War II veterans as soon as possible by means of a questionnaire which would be returned for processing the information received in a computer/ database to be headquartered at the State Library and Archives.

These are exciting times in which it behooves all archivists, records managers, historians, librarians and citizens in general to take advantage of this special emphasis on the history of our state and work together to see to it that our documentary heritage is effectively preserved. In many respects this effort will allow us to do in the closing decade of the twentieth century what was done by the Historical Records Survey of the Works Progress Administration in the 1930's and 1940's and in so doing will merit the approbation of generations yet unborn who will be able to say that our generation was one that not only celebrated a bicentennial but in doing so preserved a vital link with the past.

John Thweatt, Editor

PRESIDENT'S COLUMN

Just a few thoughts I want to share with you before I step down as President of Tennessee Archivists. First, I hope you will plan to attend the Fall Meeting hosted by the Special Collections Department of the Vanderbilt University Library on November 2-3 in Nashville. We have scheduled some practical sessions that should be of interest to a wide audience. The biennial meeting of the Southern Archivists Conference will be held in New Orleans in April. Additional information on the meeting is located in this newsletter and will be shared at the fall meeting. Mary Barnes (Nashville Metro Archives) and Carol Roberts (TSLA) are representing Tennessee Archivists on the SAC Planning Committee.

At this year's business session we will elect officers and conduct other business of the society. One item for discussion will be the issue of continuing two Tennessee Archivists meetings each year or change to a single meeting. The by-laws give the society the flexibility to make this decision without changing the constitution and by-laws. We need to have some consensus on this matter at this meeting.

I want to thank all the officers who have served with me over the past two years. As you know, Tennessee Archivists depends solely on volunteers to carry out our modest objectives. With a few exceptions, most of us come from repositories with small staffs and heavy workloads. By volunteering to serve in a leadership role your colleagues are committing to devote time, energy, and resources toward bettering the archival profession in our state. I challenge you to become involved in the society. Look for ways to improve our organization. Volunteer to serve as an officer or on a committee. We'll all be the better for it.

Bill Sumners, President

SPRING MEETING REPORT

Tennessee Archivists Meet in Memphis

About twenty-five people were in attendance at the Spring Meeting of Tennessee Archivists which was held in Memphis on April 27-28, 1995. The program began with a excellent workshop on the care and handling of artifacts and oversize materials. The best advice was "Don't Accept Them" but because of the constraints of our collections, we were also shown proper techniques for preserving and storing these items.

Thursday's first regular session highlighted the photographic works of several West Tennessee photographers-- J.C. Covert, C.H. Poland, Abe Frank and Vern Sabin. The second afternoon session showcased two of Memphis' more unusual archives. The Memphis Film Commission's photo archive helps promote movie production in the area and assists directors in choosing ideal locations in all facets of cultural education from exhibits to film production. The evening was capped off with a tour of the Imperial Tombs of China, the most recent Wonders exhibit.

A forum on legal issues affecting archives started the Friday morning sessions. This session exposed the group to a number of interesting cases involving several archives in the state. Those in the audience who had not experienced these dilemmas were made more aware of what can be done and very thankful that these things did not happen to them. The final session was in which archival hazards and safety were discussed. This session raised our awareness level and gave us ideas on how to prevent most work related accidents.

John Dougan
Memphis-Shelby County Public Library

FOCUS ON.....

KNOX COUNTY RECORDS MANAGEMENT

1000 N. Central Street, Box 2

Knoxville, TN 37917

Phone: 615-594-1431

FAX: 615-594-1432

STAFF: Linda W. Clark, Records Manager

John H. Woodard, Jr., Assistant Records Manager

Ginger Sams, Administrative Assistant

Sherri Turner-Herrmann, Micrographics Technician

Jerome McCant, Records Clerk

Charles Smith, Records Clerk

In 1989, NHPRC funds were used to get a records management program up and running for Knox County. Since a modest beginning, Knox County Records Management has expanded significantly.

The record center is located in the secure, climate-controlled basement (where else) of a well-built and attractively renovated building which belonged to Sears until about 1985. 39,000 square feet of space are allocated to Records Management for offices and record storage. Over one hundred County agencies, departments and schools make use of the facility. The staff services about seven hundred requests for information per month. Roughly half of these are requests for copies of school records. Other requests come mainly from our customer agencies and departments.

In addition to over 15,000 boxes and volumes of paper-based records that are stored on shelves, electronic records (magnetic tapes and optical disks) and microfilm are stored in two vaults.

Offices which produce electronic records are encouraged to store backup tapes and disks off-site in the record center. Records Management is a division of Knox County Data Processing as the result of a recent reorganization of departments under the County Executive. This move should improve the department's input regarding creation and retention of electronic records.

In December of 1993, Records Management began to microfilm records. The lab is outfitted with a 16mm rotary camera, a reader-printer which can find images using a system of blips, a counter top film processor and a diazo duplicator for producing working copies of film. The first film project is school records. This series is one of the largest of permanent-value records stored in the record center. After a roll of film is completed, student names and film image addresses are entered into a computer database. Over time, a mostly complete list of those who have attended Knox County Schools will be compiled.

Record center operations have been largely automated except, of course, for the physical work of loading and unloading a van, placing material on shelves and pulling requested documents. A computer database of record center holdings shows a description, shelf location, received date and disposal date for each box. This program will print bar-code labels that can be read with a portable scanner. The bar-code represents the owning department, shelf location and box number. Many different printouts can be generated. Among the most useful of these are ones that show records ready for disposal, lists of records for each department and one which gives the total number of items in storage. The database resides on a file server and can thus be accessed by each

staff member at his or her computer over a local area network (LAN). Time spent searching for seldom-requested records has been greatly reduced.

Over the years, many have predicted the demise of paper-based record keeping. These individuals were severely deluded. Knox County performs many more functions now with computers and electronic records. However, taxpayers who transact virtually any business with County agencies come away with some printed or handwritten form. A copy of this usually comes to Records Management. We are pleased to have a program which can track and maintain these records to the end of their life cycle. If you are ever in Knoxville, please stop in for a tour of our facility.

John H. Woodard, Jr.

TENNESSEE ARCHIVISTS NOMINATING COMMITTEE REPORT

The Nominating Committee of Steve Cotham, Barbara Flanary, and Mancil Johnson present the following slate of officers for consideration by the society at the fall meeting in Nashville.

President	Ken Fieth, Metro Nashville Archives
Vice-President/ President-elect	Ned Irwin, ETSU Archives of Appalachia
Secretary	Mattie McHollin, Meharry Medical College Archives
Treasurer	David McWhirter, Disciples of Christ Historical Society

Additional nominations can be made by society members at the fall business meeting.

SAC Meeting Progress Report

In June and again in August the Southern Archivists Conference Planning Committee met to prepare for the SAC meeting to be held on **April 10-12, 1996**. The location, Hotel St. Marie, in the Vieux Carré of New Orleans is ready to house participants and the meeting sessions. The program is shaping up to be a very interesting and diverse meeting. The tours themselves will be worth the trip as well as being educational and fun. The topics of the program will center around local archival collections of interest, methodologies of research and archives, civil rights archival collections, legal issues, and of course computers, the World Wide Web and archives. Tennessee Archivists part in the preparation will be the mail-out registration packet and some panelists for some of the topics. Mary Barnes and I may be asking members to participate in some way, so if asked be cheerfully ready willing and able to help. We will have more complete details at the Fall Meeting.

Carol Roberts

STATE NEWS

Gore Research Center

Accomplishments for the 1994-1995 academic year greatly exceeded our most optimistic expectations. Holdings were more than doubled and were accessed by more than 1500 persons. Major accessions included the papers of six-term Congressman Jim Cooper.

The Center has established and begun operation of a preservation laboratory which is available for materials in the Gore Research Center, the Center for Popular Music, the Center for Historic Preservation, and other campus programs responsible for preserving paper and leather artifacts. The Center has taken temporary custody of the Rutherford County Archives during the renovation of the Rutherford County courthouse. The Center will serve as the ad hoc county archives until the early months of 1997.

The Center has undertaken the Q.M. Smith/ Middle Tennessee State University Oral History Project to help document the history of the university during the years Smith served as MTSU president (1938-1958). The project is underwritten by a generous gift from the Smith family and presently involves one full-time and three part-time staff persons who conduct interviews and transcribe tapes.

Jim Neal
Gore Research Center
Middle Tennessee State University

ETSU Archives Homepage is Now Available on World Wide Web

East Tennessee State University's Archives and Special Collections announces that its newly created "homepage" is now available for public access. Those wishing to log on may do so on the WWW by typing the following: <http://www.east-tenn-st.edu/sfs1:archapp>

The archives' "homepage" provides general information about the department, including hours of operation, available services, outreach programs which may be borrowed, duplication fees, and information regarding reference queries. In addition, as these are added, complete text finding aids to manuscript collections will be available for researchers to browse, along with a guide to audio-visual materials available for loan. Graphics such as campus and city maps and photographs from the archives' collection of historic images enhance the textual presentation.

For researchers from outside the Johnson City, Tennessee area, there is information regarding lodging, dining, tourist attractions, as well as general information on the region. Links with other "Homepages" are also available.

Developed over the past year by the archives' director, Norma Myers, from assistance with other archives, library, and university staff, the "homepage" makes more accessible the rich resources of the department's three units: Archives of Appalachia, University Archives, and Special Collections.

Ned Irwin
Archives and Special Collections

Kingsport Public Library and Archives

A grant from the NHPRC to the Department of Library provided funding to obtain professional staff to establish a municipal archives for the City of Kingsport to house records and photographs documenting the history of Kingsport and its government. At the present time, Kingsport operates the only municipal archives in Tennessee which accepts both personal and official records. Among the diverse collections pledged to the new city archives was the large photographic collection of the late photographer Thomas McNeer, Jr., records from the departments of the City of Kingsport and some materials already located in a regional history room of the library. The Division of Archives is a part of the Department of Library and is located in 2,000 square feet of space in the library building.

In 1994 the Kingsport Board of Mayor and Alderman amended the City Code to create a municipal archives within the library, create the position of City Archivist, officially changed the departmental name to Kingsport Public Library and Archives and established certain standards of operation. Records of archival value have been transferred from most of the departments of city government including Engineering, Planning, Legal, Library, Public Information, Parks and Recreation, Education, Finance, and City Manager. Private collections received and made available for research are the papers of Dr. George G. Keener, 1905-1914; the papers of historian Dr. Elery A. Lay (1915-1991); bound volumes of the *TEC News and ECC News*, 1946-1993, produced by Tennessee Eastman Company (Eastman Chemical Company); bound volumes of the *Mead Messenger*, 1950-1970, produced by Mead Paper Corporation; Kingsport Press and E. W. Palmer Collection; Kingsport Press Strike; Palmer Room Collection of historic photographs of Kingsport; and the Thomas McNeer Photographic Collection.

Martha Egan
Kingsport City Archivist

Knox County Archives

New staff member appointed: Michael McCusker, a graduate of the University of Tennessee has been appointed Assistant Archivist.

Projects Underway: Projects include the microfilming the deed records from the office of the Knox County Register of Deeds for the years 1792-1929.

Bicentennial Projects: In conjunction with the Tennessee Bicentennial, Knoxville TV Channel 6 has been doing some filming on site at the Knox County Archives for information on the county's history and also in connection with the First Families of Tennessee project.

Doris Martinson

Special Collections The University of Tennessee-Knoxville

Collections added to the work of Special Collections:

Harold J. Garber Papers. 28.5 cu.ft. Professor Garber was a chemical engineer who worked in the nuclear field. Contained within the collection are research notes, research material, lecture notes, and personal material.

Robert J. Neyland Papers. 7.5 cu. ft. General Neyland in addition to a distinguished military career was long time football coach at the University of Tennessee. Contained within the collection are personal material, scrapbooks, photos, and a draft of the general's start at an autobiography.

Knoxville Chamber of Commerce Papers. 25.5 cu. ft. This collection contains in addition to material on the Chamber's activities numerous photos and slides of Knoxville buildings and business men.

John Sevier Papers. 1.5 cu. ft. This collection contains some 35 items relating to Tennessee's first governor, John Sevier. In addition to documents signed by Sevier there are important letters to and from him. Among correspondants are John Overton, William Blount, David Henley, Return J. Meigs, and Goerge Washington Sevier.

David Van Vactor Collection. Extensive collection of musical scores and recordings of the long time conductor of the Knoxville Symphony Orchestra and music composer.

William B. Eigelsbach
Senior Assistant

University of the South Archives

The University of the South Archives is participating in two cooperative NEH grants. One has allowed archivist and preservation officer Annie Armour-Jones to complete a month-long conservation training program at Emory University. Sewanee has subsequently set up a conservation lab and enlarged an in-house repair program. The second grant provides for microfilming brittle materials with SOLINET and other universities. Sewanee is also microfilming Episcopal diocesan journals.

Recent acquisitions include the George Scarbrough papers, journals and manuscripts from the West Tennessee agrarian writer, and a collection of furniture from Tennessee Williams' home.

Annie Armour-Jones
University of the South Archivist
duPont Library

Tennessee State Library and Archives

Among the various programs of the State Library and Archives which have had long-range impact on the citizens of Tennessee none has been more successful in preserving the documentary heritage of our state than this preservation microfilming project. Originally begun in the 1960's when the program was limited to the permanent-value bound records of county governments, the scope of the effort has since been expanded to include the permanent bound records of municipal governments. With the passage of a local government records bill by the 98th Tennessee General assembly in 1994, the State Library and Archives was authorized to continue the program by hiring and training four Local Government Specialists who have been assigned to work in the counties out of four regional centers established at Jackson, Dickson, Cookeville, and Morristown.

The program is administered by the Restoration and Reproduction Section under Director Gene Hollars. Horace Blades has direct responsibility for the program in the development of the filming schedules and for the movement of operators from one county assignment to the next across the state. Information on the program is available from the Restoration and Reproduction Section at TSLA.

Horace Blades Manager of Microfilm Reproduction

THRAB SUMMER MEETING

The Tennessee Historical Records Advisory Board (THRAB) held its summer meeting at the recently completed Paul Meek Library on the national award-winning campus of the University of Tennessee at Martin on July 6-7, 1995. The Board was officially welcomed for the meeting by Joel Stowers, Library Director. Dr. Edwin S. Gleaves, State Librarian and Archivist, who also serves as State Historical Records Coordinator and Chairman of the THRAB, presided at all sessions of this meeting.

The first session was devoted to the presentation of a number of reports including that related to the status of the budget of the National Historical Publications and Records Commission (NHPRC) which provides grant funding support for both historical publications and historical records projects. As part of the NHPRC report, Dr. Gleaves announced the recent appointment of John W. Carlin as the new Archivist of the United States.

Following a report on the current year budget for the State Library and Archives and the implementation of new regulations on the management and preservation of local government records, Dr. Gleaves called for discussion of a resolution adopted by the Council of state Historical Records Coordinators recommending that each state designate and observe a special "Archives Week." After discussion the Board adopted a resolution in support of this observance and referred this matter to the Tennessee Archivists for endorsement by that organization.

The first topic dealt with in the second session was the Tennessee 200 project. As a preface to this discussion, Dr. Gleaves noted that the plan was originally initiated by the State Library and Archives in connection with the effort to gain support from the Tennessee Bicentennial Commission for the World War II veterans survey. After further consultation on this matter, a decision was made to combine an effort to aid local archives programs with that of the World War II project. After detailed discussion on the implementation of this proposal, the Board approved a resolution to endorse the proposal.

In dealing with the final agenda item, Dr. Gleaves called attention to the first working draft of the Planning Grant Goals and Objectives by which the Board is to address the four major areas covered in the historical records needs assessment report, *The Volunteer Challenge*. Among several recommendations discussed were the development of a directory of historical records repositories, the holding of a summit conference on historical records, and consideration of legislation to improve the management of state government records and to provide funding for the preservation of local government records.

In his closing remarks, Dr. Gleaves thanked the board for their participation in the meeting in which much progress was made in examining a great many proposals related to the preservation of historical records in Tennessee.

John Thweatt

NATIONAL NEWS

The Oral History Association invites applications for three awards to be presented in 1996 that will recognize outstanding work in the field. Awards will be given for a published article or essay that uses oral history to advance an important historical interpretation or addresses significant theoretical or methodological issues; for a completed oral history project that addresses a significant historical subject or theme and exemplifies excellence in oral history methodology; and to a postsecondary educator involved in undergraduate, graduate, continuing, or professional

education who has made outstanding use of oral history in the classroom. In all cases, awards will be given for work published or completed between January 1, 1995 and March 30, 1996.

Awards are honorific and will be announced at the Association's annual meeting, to held October 10-13, 1996, in Philadelphia, Pennsylvania. The Association welcomes entries and nominations from all who practice oral history, including academic scholars and educators, public history institutions and practitioners, independent professionals, libraries and archives, community-based groups and individuals, and others.

For guidelines and submission information, write Rebecca Sharpless, Executive Secretary, Oral History Association, Baylor University, PO Box 97234, Waco, TX 76798-7234; OHA_Support@Baylor.edu. Deadline for receipt of all nomination materials is April 1, 1996.

GREAT GIFT for:

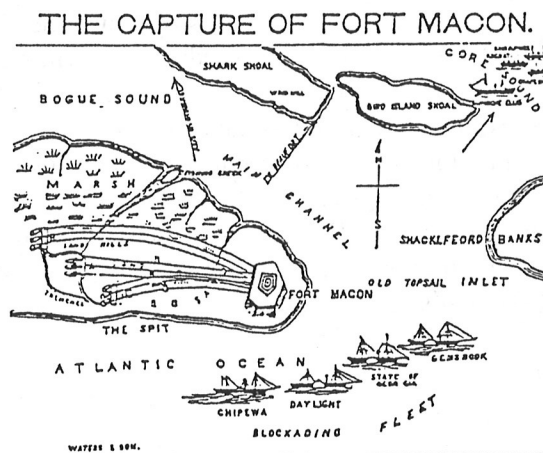
- ★ Civil War buffs
- ★ New York State history buffs
- ★ map buffs
- ★ military strategy buffs

I Will Try to Send You All the Particulars of the Fight:

Maps and Letters from New York State's
Civil War Newspapers, 1861-1863

The book is a collection of 27 letters from native New Yorkers who served their country during the first two years of the Civil War.

The letters were gleaned from newspapers from all across the Empire State which were published during the conflict and were written by soldiers, sailors, as well as civilians. The men and women who authored them describe their contributions to the war effort, ranging from simply remaining loyal in an occupied city to standing in the front line of a major battle. From Big Bethel to Chancellorsville and from the Atlantic Coast to Arkansas, New Yorkers recorded their experiences and shared them with their hometown readers.



Also included are 32 maps reprinted primarily from New York City's major daily newspapers, which are paired with the letters to give the reader a visual guide to events being described. Many of the maps describe places and events not illustrated in the *Atlas to Accompany the Official Records* Together, the letters and maps provide a unique insight into the Civil War military and journalistic worlds.

\$18.00 plus \$4.00 postage and handling

All proceeds will be used to microfilm newspapers from across New York State to save the big stories and neighborhood gossip that tell the story of the communities. For more information on the Friends, call 518-474-7491.

To order, make check or money order payable to:
Friends of the New York State Newspaper Project, P.O. Box 2402, Albany, NY 12220.

MEMBERSHIP INVITATION

Tennessee Archivists invites membership from all persons interested in Tennessee's archives and historical resources. Membership is on a calendar basis. TA currently holds two meetings each year. The fall meeting includes the annual business meeting and is held in Middle Tennessee. The spring meetings are alternately held in East and West Tennessee. TA publishes a quarterly newsletter and invites contributions from members and non-members. Officers are elected at the fall meeting.

Tennessee Archivists Membership Form

Enclosed is my check for membership in the Tennessee Archivists as a:

Full Member (\$10/year): ☐ Association Member (\$3/year): ☐ Institutional Member (\$10/year): ☐

Renewal? Yes: ☐ No ☐

Name: _____

Institution: _____

Mailing Address: _____

Please make checks payable to Tennessee Archivists and mail to David McWhirter, Disciples of Christ Historical Society, 1101 19th Ave. S., Nashville, TN 37212-2196

Tennessee Archivists Newsletter
John Thweatt, Editor
c/o TSLA
403 7th Ave. N
Nashville, TN 37243-0312

MARICE WOLFE
VANDERBILT UNIVERSITY ARCHIVES
419 21ST AVE S
NASHVILLE TN 37240-0007

TENNESSEE ARCHIVISTS 1995 FALL MEETING

Hosted by Special Collections Department Vanderbilt University Library
November 2-3 1995

Thursday

November 2nd Special Collections Department, Vanderbilt University, Heard Library

- 12:00 Meeting Registration
- 1:30 Welcome and announcements
Bill Sumners, President Tennessee Archivists
- 1:45 "The Importance of Statistics in an Archival Environment"
Charles Sherill, TSLA, Chair
Jeanne Sugg, TSLA
Doris Martinson, Knox County Archives
Barbara Flanary, Memphis Public Library
- 3:00 Break
- 3:30 Developments in Photographic Duplication
The Polaroid MP 4+ "a complete instant photographic studio"
Mike Parker, Polaroid
State of the Art Technology in Scanning Documents for Electronic
Access Vanderbilt University Scanner Use Marice Wolfe
- 5:30 Dinner on your own. Nashville area Archivists will be available to host
groups to restaurants, some on Historic 2nd Ave.

Friday

November 3rd---Aberbuch Auditorium, Owen Graduate School of Management, Vanderbilt

- 8:30 Tennessee Archivists Business Meeting and Election of Officers
- 9:00 Electronic Networking
Ken Fieth, Metro-Nashville Archives, Chair
Gus Alfaqih, "Information Systems, Metro Nashville
Government "Citinet."
Dr. Edwin Gleaves, Tennessee State Library and Archives
- 10:00 Break
- 10:30 Sara Harwell, Vanderbilt Special Collections
"Using the World Wide Web for archival Description"
- 11:00 The Tennessee Bicentennial 1996
John Thweatt, Chair
Carolyn Brackett, Tennessee 200, Inc.
- 12:00 Adjournment

NEWS FROM OUR MEMBERS

p.11

Clara Swann, of Chattanooga-Hamilton County Bicentennial Library, has been appointed as a member of the Hamilton County Public Records Commission which has recently been constituted under revised statutes adopted by the Tennessee General Assembly.

Jim Fowler, formerly with Dyersburg State Community College, has been appointed as director of Lambuth University Library.

Jami Awalt began work as Archival Assistant at Eskind Biomedical Center Archives on September 5. She previously was a member of the Public Services Section staff at the State Library and Archives.

Cathi Carmack has been promoted to Archivist II in the Technical Services Section of TSLA. She has been active in Tennessee Archivists for several years and last year served as Secretary for the association.

Tom Kanon has been promoted to Archival Assistant II in the Technical Services Section of TSLA where in addition to processing of archival records he serves as legislative recorder for the Tennessee General Assembly.

Janet Harris was recently appointed Archival Assistant II in the Public Services Section of TSLA. She is a native of Cookeville and a graduate of Tennessee Tech.

Sandra Trybalski is a native of Syracuse, New York and a graduate of LeMoyne College. Before her appointment as Archival Assistant II in the Public Services Section of TSLA she worked for four years at the Onondaga County Public Library.

Ann Marigza is to begin work on October 1, 1995 as Restoration Technician in the Restoration and Reproduction Section at

TSLA. Prior to this appointment she served as Archival Assistant III in the Technical Services Section.

Gary Rowe also begins work in Restoration and Reproduction Section on October 1, 1995, where he will fill the new Photo Machine Operator I position.

Greg Poole has been appointed as Archivist I in the Technical Services Section at TSLA. His prior position was a Records Analyst with Records Management Division at the Department of General Services.

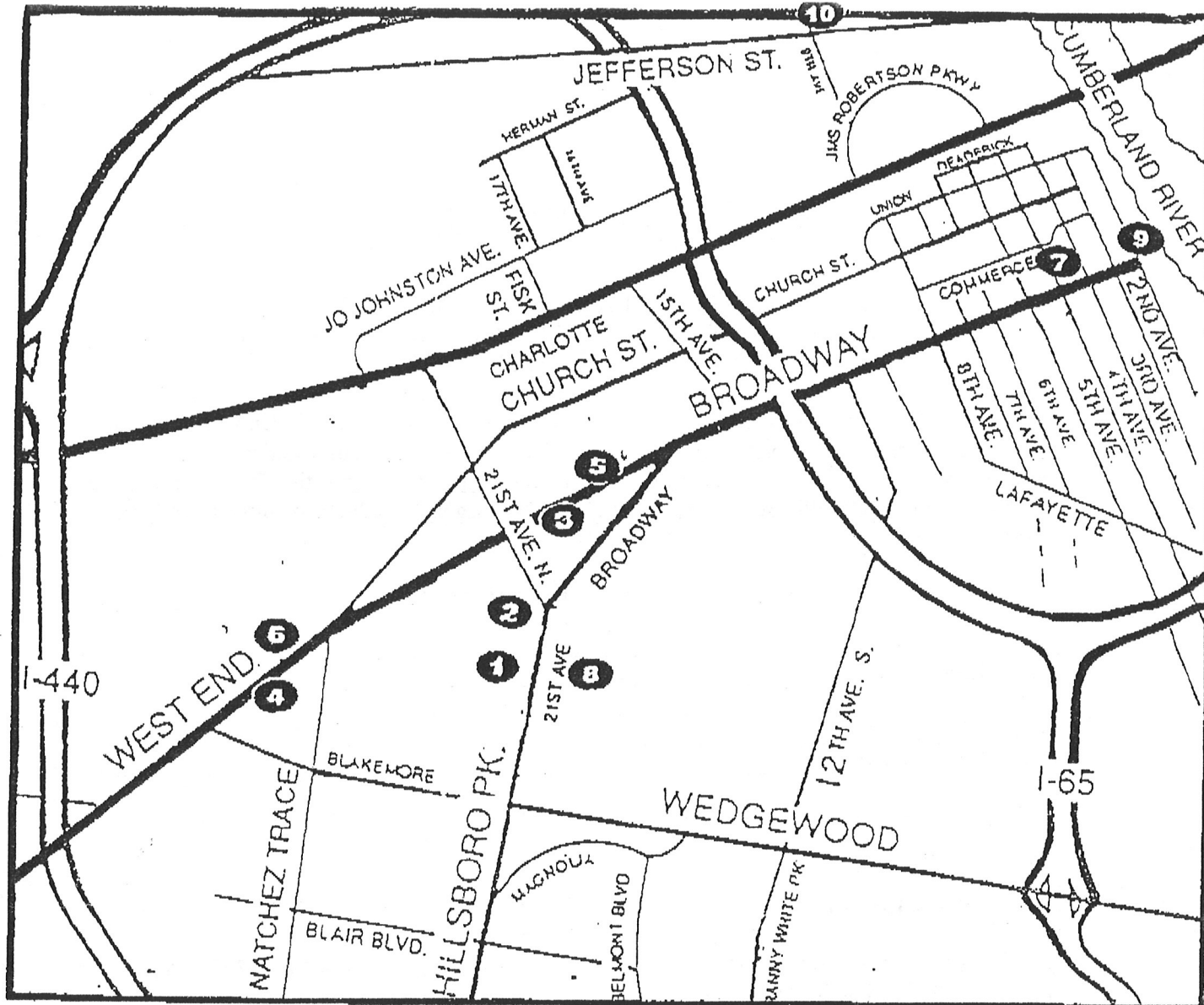
1995 DUES REMINDER

This dues reminder is being included in the issue of *Archivists* as a funding conservation measure by which we not only avoid the cost of a separate mailing but also can publish more newsletters, underwrite more workshops, and seminars and provide additional support for archival activities. If there is an asterisk (*) by your name on the address label, our records show that you have not paid your 1995 dues. If there are two asterisks (**) payment for two years is due. Dues are \$10 a year for regular members and \$5 a year for associate members.

In the event of a discrepancy between your accounting records and ours, please let us know so that this can be corrected. We would also appreciate hearing about anyone who has belonged to the Association in the past who may no longer work with you and may no longer be interested in receiving our publication. Please let us know about these former staff members so we can contact them and thereby update the status of their membership.

We appreciate your help with these matters.

David McWhirter, Treasurer
Disciples of Christ Historical Society
1101 19th Ave. S
Nashville, TN 37212-2196



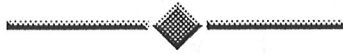
1. **General Library Building**
419 21st Avenue South
Central Library, Divinity Library, Special Collections
2. **Owen Graduate School of Management**
401 21st Avenue South
Walker Management Library
3. **Hampton Inn**
1919 West End Avenue
(615) 329-1144
\$75 - \$85 per night
No state government travel rates available
Four block walk to Special Collections
4. **Holiday Inn - Vanderbilt**
2613 West End Avenue
(615) 327-4707
\$89 - \$129 per night
\$72 state government travel rates (based on availability)
1.5 mile walk to Special Collections
5. **Days Inn**
1300 West End Avenue
(615) 327-0922
\$59 - \$75 per night
\$49 - \$55 state government travel rates
1 mile walk to Special Collections
6. **Centennial Park**
Nashville Parthenon
West End Avenue
7. **Ryman Auditorium & Museum**
Original Home of the Grand Ole Opry
116 5th Avenue North
8. **Wesley Place**
Covered parking garage across 21st Avenue
from the General Library Building
\$1 per half hour / \$4.25 maximum per day
9. **Hard Rock Cafe - Nashville**
100 Broadway
10. **Bicentennial Mall**

REGISTRATION FORM

TENNESSEE ARCHIVISTS SPRING MEETING
NOVEMBER 2-3, 1995

VANDERBILT UNIVERSITY, NASHVILLE
HOSTED BY THE SPECIAL COLLECTIONS DEPARTMENT
VANDERBILT UNIVERSITY LIBRARY

The Fall, 1995 meeting of Tennessee Archivists will be held on the Vanderbilt University campus in Nashville, Tennessee on November 2-3, 1995. The meeting offers four practical program sessions. Please complete the registration form and return it by October 15th. The registration fee for the meeting is \$25. Please note that reservations for lodging must be made directly with the hotel.



NAME: _____
ADDRESS: _____
CITY: _____
PHONE: _____
ORGANIZATION: _____

_____ Fall Meeting Registration Fee \$25

_____ Total Enclosed

RETURN THIS REGISTRATION FORM, WITH ENCLOSED CHECK MADE PAYABLE TO
TENNESSEE ARCHIVISTS TO:

Marice Wolfe
Special Collections and University Archives
Heard Library
Vanderbilt University
419 21st Ave. South
Nashville, TN 37240-0007

HOTEL RESERVATIONS:

Please make your reservations directly with the hotel/motel of your choice. Several nearby hotels are listed on the next page in this newsletter.