



TENNESSEE ARCHIVISTS

97
Members

WINTER 1984
NO. 12

T.A. Meets in Jackson

The Tennessee Archivists' Fall Meeting in Jackson, Tennessee, on October 27th and 28th was a great success. Twenty-seven archivists and historians, including two representatives from NARS--one from Washington, D.C., and the other from East Point, Georgia--congregated at the Old Country Store in the Casey Jones Village on the 27th to hear Bill Summers' presentation on the Dargan-Carver Library and a panel report on the 1983 SAA Annual Meeting.

The excellent attendance was due, in part, to local publicity. Several local historians heard about the meeting through local newspapers and decided to attend the meeting. Ann Phillips and Judy Hazelwood (both of Lambuth College) are to be commended for the quality of the local arrangements and their publicity work.

After the presentations by panelists Tommy Adams (State Library & Archives), Eleanor McKay (Mississippi Valley Collection), Mark Winter (T.V.A.), and Marice Wolfe (Vanderbilt University Archives), a new twist was added to the meeting. Door prizes, imported from the Minneapolis (Minneapolis) were awarded to Dr. Marvin Downing (University of Tennessee-Martin) and Sister Barbara Kilpatrick (St. Thomas Hospital).

Even the non-archivists in the audience enjoyed James Neal's after-dinner slide presentation, which could have been titled "How I Spent My Summer Vacation." Dr. Neal (Middle Tennessee State Univ.) shared his trials, tribulations, and successes as director of "Volunteers to the Rescue: The Turks and Caicos Archives Project of 1983." Neal and his two groups of volunteers from across the United States went to the Turks and Caicos Islands, West Indies, to rescue the British Colony's archival records from years of neglect.

The volunteers, who were non-archivists but who learned quickly, removed bundled records from their basement storage areas and transported them to a central processing area using every available means of conveyance. The central processing area was a converted classroom. The volunteers then described the contents of the documents and attempted temporary preservation measures whenever possible before returning the records to the storage areas.

The Friday session of the meeting was convened at the interpretive center of the Pinson Mounds State Archaeological Area south of Jackson. Following the showing of a videotape, "Myths and the Moundbuilders," and a slide-tape show on the Pinson burial mounds, the group briefly toured the interpretive center. The building, patterned after an Indian burial mound, will have its exhibits installed by mid-1984.

The meeting was adjourned after the business meeting.

NARS

During the business session of the Tennessee Archivists' Fall meeting at Jackson, Tennessee, William MacArthur moved that the Tennessee Archivists go on record as supporting current legislation to remove the National Archives and Records Service from the General Services Administration and that the society president write to the Tennessee Congressional delegation to express this support. This legislation is pending in the House of Representatives as H.R. 3987 and in the Senate as S.905. The following excerpts are from the delegation's letters to John Thweatt, President of the Tennessee Archivists:

"The current thinking is that the House will await Senate action on Senator Eagleton's S.905. This legislation has broad support and has already been approved by the Committee on Governmental Affairs for reporting to the full Senate. Chairman Jack Brooks has introduced a companion piece of legislation on the House side, and he has assured me that he will move this legislation as quickly as the Senate takes positive action on their version of this legislation.

"The central issue in my mind has been an order of priorities. Certainly the preservation of the documentary history of our country is worth the effort and the expense to preserve. The current Administration has singled out the National Archives for a more severe cut than almost any other agency in its operating budget. There are those of us in Congress who have been moderately successful in restoring close to an adequate level of funding to the Archives.

"I assure you that I shall continue to work toward both an adequately financed Archives and one that is also independent of political influences."
Bill Boner, Fifth District, Nov. 28, 1983

"I can certainly understand your concern . . . and I appreciate having the benefit of your views in this regard. When Congress reconvenes in January, I'll look into this matter, with your comments in mind, and see what I can do to be helpful."
James H. Quillen, First District, Dec. 12, 1983

"This bill [H.R. 3987] did not receive any consideration in the full Government Operations Committee or in the Subcommittee on Legislation and National Security to which it was referred.

"I will certainly keep your support of this type of legislation in mind when the next session of Congress convenes on January 23."
Ed Jones, Eighth District, Dec. 9, 1983

(continued on page 2)

"I will continue to monitor the House bill and should it reach the floor for a vote, I will do my best to represent your views.

". . . Thank you for taking the time to apprise me of your position on this important legislative matter. It is always helpful for me to hear from the state on such issues."

Harold Ford, Ninth District, Dec. 5, 1983

"I believe this proposed legislation has a great deal of merit, and I hope that the Governmental Affairs Committee will consider it carefully in the weeks ahead. I will certainly keep your views and suggestions in mind when this measure is considered on the Senate floor."

Howard Baker, Nov. 22, 1983

"I appreciate your kind words concerning my support for S. 905, the bill to establish the National Archives as an independent agency. This legislation was recently reported favorably by the Governmental Affairs Committee, on which I serve."

Jim Sasser, Nov. 29, 1983

In other matters, Senator Jim Sasser forwarded a copy of General Services Administrator Gerald Carmen's reply to Sasser's inquiry into the rumored "change in the position of Archivist of the United States." Carmen wrote:

Dec. 16, 1983 [date stamped]

Dear Senator Sasser:

Thank you for your letter of November 29, 1983, on behalf of John H. Thweatt, President of the Tennessee Archivists, concerning the possible change in the position of Archivist of the United States.

The current Archivist, Dr. Robert Warner, is still in his position, and the General Services Administration has no immediate plans to make any changes in that post.

Your concern and your continued support for the Archives is very much appreciated.

Sincerely,

Gerald P. Carmen
[signature]

Schellenberg: The distance light travels from the time a collection is recieved until it is ready for use.

From "Raiders of the Lost Archives, or Provenance Lost: An Archival Revue," staged during the SAA Annual Meeting, Oct. 1983.

Close Ties

The city of Monroe in southeastern Michigan is states apart from Claiborne County, Tennessee. Yet, there is a strong link between the two communities: family.

Forty years ago many families left the South and went north to find work. Michigan's factories were hiring then and Monroe was no exception. With three paper mills, a La-Z-Boy Chair factory, and a number of automobile-related industries, Monroe offered these workers a home.

This influx of Southerners on Monroe is noticable today. The Monroe Evening News reported that "it's always been said that Claiborne County took Monroe, Michigan, without firing a shot." Despite the distance of 530 miles, many people from Tennessee and Michigan keep fairly close ties with one another and keep informed about their respective community's events.

Monroe's most celebrated citizen spent his boyhood days there and later married a local girl. A veteran of the Civil War and numerous Indian campaigns in the West, George Armstrong Custer achieved his fame in Montana in 1876. The Monroe County Historical Museum contains an excellent collection of Custer artifacts and documents.

The collections of the archives of the Monroe County Historical Museum include obituaries, cemetery listings, and newspaper clippings beneficial to genealogists and other researchers. For more information, contact Ms. Chris Kull, Archivist, Monroe County Historical Commission, 126 S. Monroe Street, Monroe, MI 48161.

Plans Manual

The College and University Archives Section of the SAA is working on plans for a manual which they hope will be published by the SAA. The C&U Section is anxious to obtain feedback from academic archivists as to what they would like to see in such a manual. The committee to investigate content and procedures for the publication of the manual consists of J. Frank Cook, chair (and past president of SAA), Kay Domine, Shonnie Finnegan, Ellen Garrison (Archivist, Archives of Appalachia), Gregory Hunter, and William Morison (University of Louisville).

Based on preliminary conversations, the Committee has found a consensus for a manual on institutional records that would serve both the beginning and experienced archivist, assist the initial development and the growth of established archival programs at both small colleges and large universities, and be of value to academic archivists with specialized concerns and responsibilities such as: records management, special collections, or assisting scholarly research.

For more information, or if you want to share your ideas with the Committee, contact J. Frank Cook, University of Wisconsin-Madison Archives, Memorial Library, Madison, WI 53706.

New Members

The Tennessee Archivists welcome the following new members:

Lou Adair
Museum Registrar
Pink Palace Museum
Memphis, TN

Mrs. James T. Baker
Scott Co. Historian
Huntsville, TN

Betty A. Bridgewater
Coffee Co. Historical
Society
Manchester, TN

John O. Catron
T.V.A.
Chattanooga, TN

Irene K. Corn
Cleveland, TN

James A. Dillon
Warren Co. Historian
McMinnville, TN

David L. Jacobs
Coffee Co. Historian
Beech Grove, TN

Roy G. Lillard
Cleveland State
Community College
Cleveland, TN

Mrs. James R. Moore
President
National Society of the
Colonial Dames of
America in Tennessee
Nashville, TN

Carloyn B. Roberts
T.V.A.
Chattanooga, TN

Alonzo T. Stephens
Nashville, TN

John Terreo
Assistant Curator
Mississippi Valley
Collection
Memphis State Univ.
Memphis, TN

Hazel Wheeler
Jamestown, TN

George M. Anderjack
Resident Director
The Hermitage
Hermitage, TN

Robert J. Booker
Beck Cultural Exchange
Center
Knoxville, TN

Sam Cameron
Fisk University
Nashville, TN

James F. Corn
Cleveland, TN

Sharon T. Curtis
Gatlinburg, TN

Edgar A. Holt
Claiborne Co. Historian
Tazewell, TN

Rosalyn Lewis
United Methodist Publishing
House
Nashville, TN

Mrs. Edward M. Lindsey
Lawrence Co. Historian
Lawrenceburg, TN

Mrs. Park Niceley
Knox Co. Historian
Knoxville, TN

Edward G. Speer
Elizabethton, TN

James H. Taylor
Springfield, TN

Tipton Haynes Historical
Association
Johnson City, TN

Jane K. Williamson
Historical Foundation of
the Cumberland Presby-
terian Church
Memphis, TN

James Burn
McMinn Co. Historian
Niota, TN

Vera W. Gilmore
Independent Study Editor
Maryville College
Maryville, TN

Mike O'Neal
Tullahoma, TN

Margaret M. Shea
Tennessee Records
Management Division
Nashville, TN

Mrs. Virginia L. Whitworth
Benton Co. Library
Camden, TN

Franklin County Historical
Society
Winchester, TN

Jeff Lanigan
McClung Historical
Collection
Knoxville, TN

Mrs. C.E. Reed
Pulaski, TN

Olivia K. Young
Director
Tennessee State Library
& Archives
Nashville, TN

Image Problem

by Leisa A. Hammett, SBC

Bill Summers thinks archivists have an image problem. Summers, the archivist for the Dargan-Carver Library, jointly owned by the Southern Baptist Historical Commission and the Sunday School Board, says archivists have an unfortunate reputation of being caretaker-types who are stuck away taking care of old junk and don't want to be bothered.

Summers, Dargan-Carver's first professionally trained archivist, talks about "outreach" and public relations programs for the library's archives. "Archivists have become active in caring and protecting, but also for promoting the uses of documents which tell who we are and why we are the way we are," he said.

"One thing we have a good bit of use here, due to 'Roots,' are church records, church histories and associational minutes. Church records are a gold mine!"

"People researching Baptist history need to come to Nashville," said Summers, who sees outstanding potential for the significant Baptist collection. Summers looks forward to expanding the two-agency collection by adding the records and personal papers of individuals and organizations who have had an impact on Baptist life.

Oral History

The Oral History Section, formerly the Oral History Professional Affinity Group (PAG), of the Society of American Archivists is collecting oral history release agreements for possible future publication in a catalog of forms. The Oral History Section invites all oral history programs to send a copy of their release agreement(s) to:

Marjorie Fletcher
The American College
Bryn Mawr, PA 19010

Consortium Gets Grant

The National Historical Publications and Records Commission (NHPRC) recently awarded \$25,599 to the Appalachian Consortium for a one year study of archives and manuscripts repositories in south-central Appalachia. The study, similar to state needs assessment grants previously funded by the NHPRC, will survey repositories in seven states to inventory their holdings and to provide information on regional needs for professional training and cooperative projects. Project director Dr. Ellen Garrison (Archives of Appalachia) emphasized that this study will complement the state needs assessment studies.

Dr. Garrison was a member of the Georgia needs assessment grant manuscripts task force and chaired the committee which designed the questionnaire used in that state. This project, like the Georgia study, will utilize a microcomputer to analyze survey data and print the directory.

The project's microcomputer, an Apple II+ with disk drives, will use software developed by a special project committee to perform multi-dimensional analysis of survey data. Dr. Garrison is enthusiastic about the opportunity to use computer technology to test theories on archivists' needs and the archival community's ability to meet those needs. One anticipated result of the analysis is to better target archival training programs.

Special Issue

The Spring 1984 issue of Provenance, the journal of the Society of Georgia Archivists, will focus on archives in the Southeast. Planned articles include:

- The state of Southeastern archives based on the state needs assessment projects.
- The development of the state archival associations in the Southeast.
- Archival microcomputer projects in the Southeast.
- Folklore and oral history projects in the Southeast.
- The future of Southeastern archives, written by fifteen authorities in various fields from across the Southeast.
- A bibliography to published indexes and guides in Southeastern archives.

Because they wish to compile a comprehensive bibliography, the authors invite your contributions. Please send complete bibliographic citations and brief descriptions of your published repository guides, collection guides, or regional or state guides to Bob Bohannon, Carter Presidential Materials Project, 77 Forsyth Street, Atlanta, GA 30303.

Dr. Ellen Garrison (Archives of Appalachia) is the editor of Provenance.

Image Task Force

How does the non-archivist view archivists and archival work? That was one question which the Society of American Archivists' Committee on Regional Archival Activities addressed during its meeting during the SAA's Annual Meeting in Minneapolis in October.

David B. Gracy reported that the SAA Council appointed a Task Force on Archives and Society to gather, analyze, and make recommendations. Specifically, Dr. Gracy is requesting the regional archival associations to identify groups within the public that need to be reached, to identify means of reaching them, who would implement the message, and regional areas would be uniquely affected. He noted that the Task Force will circulate ideas, but he will rely heavily upon the regionals for grass-roots input.

During their meeting, the Committee on Regional Archival Activities discussed television public service announcements (PSAs) as being the most effective way to reach the public at large and it was assumed that the SAA Task Force would recommend the development of PSAs to be used on a national scale. The regionals could use their influence to place PSAs on local television.

During the Tennessee Archivists' Fall meeting, Tennessee Archivists' president John Thweatt, in response to Dr. Gracy's request, appointed TA's executive committee to assist the Task Force in its work. The members of the executive committee, Thweatt, Mark Winter, David McWhirter, and Sally Ripatti, will be contacting other Tennessee archivists for their comments and ideas.

Conservation Manual

The Society of American Archivists new publication, Archives & Manuscripts: Conservation, A Manual on Physical Care and Management, by Mary Lynn Ritzenthaler, addresses problems and issues in archival conservation and offers solutions to assist archivists in caring for their collections from a sound conservation perspective. Chapter headings include the following:

Conservation Philosophy
Nature of Archival Materials
Causes of Deterioration
Creating a Suitable Environment
Storage of Archival Materials
Integrating Conservation and Archival Administration
Conservation Treatments

The manual is extensively illustrated and also contains a bibliography and glossary of terms.

The manual is available from SAA, 600 S. Federal, Suite 504, Chicago, IL 60605. The price of the manual is \$7 to SAA members, \$9 to others.

Meeting Notes

The Tennessee Archivists met in Jackson, Tennessee, October 27-28, 1983. The following notes on several of the sessions are included to give some flavor of the topics discussed during the Fall meeting.

The Dargan-Carver Library: A Baptist Research Center.

Speaker: Bill Sumners (Archivist, Dargan-Carver Library)

The Dargan-Carver Library is jointly operated by two Southern Baptist Convention agencies, the Sunday School Board and the Historical Commission. The library is located on the first floor of the Sullivan Tower in the Sunday School Board building in downtown Nashville. Created in 1933, the major function of the E.C. Dargan Library until 1953 was to assist the Board in its publication program, although the library was already becoming a center for researching Baptist history.

In 1953 an agreement between the Historical Commission and the Sunday School Board created a joint library to serve both agencies. The name was changed to honor W.C. Carver, a founder of the Southern Baptist Historical Society and who was instrumental in the establishment of the Historical Commission. The archives was formally created in 1961 when the position of archivist was created by the library.

The Dargan-Carver Library (DCL) houses over 55,000 volumes and currently receives over 500 serials. The main subject areas are theology, religion, Baptist history and beliefs and Baptist publications. Annuals (proceedings and minutes) of associations, state Baptist conventions, and the Southern Baptist Convention comprise the most complete collection of such material anywhere. The DCL also holds the most complete file of Baptist newspapers.

The DCL's holdings also include over 15,000 reels of microfilmed annuals, newspapers, church records, books, and periodicals, manuscript collections, theses and dissertations, all related to Baptists in general and most specifically to Southern Baptists. One major project of the Historical Commission has been to collect on microfilm a significant collection of material related to Russian Baptists. The Historical Commission makes their microfilm available for sale to individuals and institutions.

The DCL also holds thousands of local church histories from Southern Baptist Convention churches. The pamphlet collection contains over 5,000 catalogued booklet pamphlets, brochures and programs. It is important to note that most of the 19th and early 20th century religious debate took the format of a pamphlet or booklet--usually exposing a certain religious or doctrinal belief.

The archival holdings of audio-visual material includes audio tapes and recordings, video tapes and motion picture film. The audio tapes and recordings include meeting proceedings, oral history interviews, and Southern Baptist Convention or Sunday School productions. The video tape and motion picture film is largely archival copies of films and tapes produced by the Sunday School Board or other Southern Baptist Convention agencies.

The DCL houses two distinct photographic collections. One basically relates to the activities and programs of the Sunday School Board (20,000 images). The other belongs to the Historical Commission (3,000 images) which includes all aspects of Baptist life.

The archives contains several significant manuscript collections. The papers of the presidents of the Sunday School Board are of immense value to the history of the Board and its relationship to other Baptist agencies. Other collections include the Church Architecture Department Records which illustrate not only the work of the department, but church architecture as well. Because many collections have received only casual use over the past several years, the archives has prepared a guide to selected manuscript collections in the DCL.

Ground has already been broken on the new executive office building for the Southern Baptist Convention. Located adjacent to the Baptist Sunday School Board, the seven-story structure will house the Executive Office of the Convention and several other Convention agencies. The fourth floor will house the Historical Commission, and the library and archives will be divided. The new Sunday School Board library's role will be more focused, basically to serve the needs of the Board's staff. The Southern Baptist Historical Library and Archives of the Historical Commission will serve as a research library on Baptist history. The building should be occupied by early 1985.

(Based on Mr. Sumners' paper.)

SAA MEETING: IMPRESSIONS

Speaker: Mark R. Winter (T.V.A.)

In an archives, just as in business (not that an archives is not a business), correct results are the bottom line. Archival administrators, like their corporate counterparts, must continually analyze, plan, and communicate their situations so that they are in a position to deliver the promised goods and to prevent production of a beautiful product which fails to meet the needs of the ultimate consumer.

ANALYSIS

Archival administrators must evaluate their current situations before they can change existing programs and projects or begin new ones. Analysis, which must be a continual process, is a learning tool which gives direction for the future. During the analysis, archival administrators must presume nothing; they must carefully probe every area and answer every question.

The key question they must ask is, "Why are we in business?" Although the question appears redundant, the final product(s) or service(s) must be defined before they can determine the effectiveness and efficiency of the means employed to achieve the desired end. In answering this basic question, archival administrators must identify the archives' priorities and how they fit into the goals of the parent organization or institution. With the basic question satisfactorily answered, archival administrators can systematically evaluate their administration, support, facilities and supplies, staff, programs and projects, and users.

PLANNING

Master plans, typically prepared for five-year periods, review past achievements and failures, clearly state the present situation, set forth both future goals and proposals to reach them, include approximations of costs, and identify benchmarks against which to measure the progress in attaining the stated goals.

Workplans are also communication tools in which administrators clarify all phases of work and state their expectations of the staff. The workplans also contain standards for work quality, processing procedures if different from existing procedures, and identifies all other requirements, including supplies, authority levels, and project and staff evaluations. Workplans also contain loopholes for those occasions when things do not come together as planned. These loopholes allow for redistribution of the work and reallocation of resources based on actual productivity or personnel.

In addition to master plans and workplans, many archival administrators also prepare budgets. Budgets are financial plans of action in which the administrator estimates the cost of achieving the stated objectives. It is advisable to allocate, and spend, money by fiscal quarters to avoid end-of-the-budget-year spending binges and/or reallocation of unused resources by higher authorities.

COMMUNICATION

Communication, a key to productivity and morale, is an important factor in the overall success of the archives. Too many archives suffer from a lack of understanding from their parent institutions and from potential users due to their low visibility. Other people need to know that the archives exist. Archival programs must not be taken for granted; nor must the archives become the office of last resort for unanswered questions. The archives must be known to a wide constituency to attract donations and to expand its advocacy groups.

Communication in the form of public relations increases the archives' visibility and is one area that needs institutional attention. Archival administrators must rely on more than one public relations technique to increase visibility. They must develop symbiotic relationships with institutional publicists and local journalists. They must not, however, depend on news releases which are as boring to read as they are to write. Archival administrators can creatively reach the public through popular state and city magazines or newspapers, local morning television programs highlighting the area's history (with a plug for the archives), staging newsworthy media events and press conferences at the archives, using posters to advertise events sponsored by the archives, and periodically accessioning collections more for their public relations value than for their reference value. (The last item drew considerable attention in the session in which it was mentioned.) Whichever public relations techniques and media they select, archival administrators must be consistent and persistent because the public quickly forgets.

(Based on Mr. Winter's paper.)

Speaker: Tommy Adams (Tenn. State Library & Archives)

Tommy Adams is a senior archivist at the state archives. His primary responsibility is to appraise state records. The sessions he attended reflected his interest in appraisal and local records.

The JCAST (Joint Committee on Science and Technology) session revealed that archivists possess limited knowledge about scientific records which hinders their decisions to retain or dispose of material. JCAST proposed that scientific archivists use the same basic appraisal values as other archivists: administrative, evidential, informational, and historical. They also formulated the principle of retaining published documents, as well as those records which document policy and scientific process. Although there was considerable debate on this point, JCAST believes that published materials are part of a scientist's papers and should not be separated from them.

Tommy also attended five sessions on local records. He observed that "state and local records agencies are in an impoverished condition and are presently unable to provide adequate care for their records. People, money, and adequate physical facilities, the basic resources for our work to be carried out," are seriously lacking.

The sessions did not dwell on this point, however. Measures are being taken to eliminate deficiencies in resources and programs. Three groups (AASLH, NHPRC through the state needs assessment grants, and the Local Records Committee comprised of non-archivists) are studying the local records problem. These groups will attempt "to make public officials and the general public more aware of the benefits that can be derived from a sound local records program." (Based on Mr. Adams' presentation.)

Speaker: Eleanor McKay (Mississippi Valley Collection)

The Mississippi Valley Collection recently acquired an Apple microcomputer. Eleanor remarked that "John Terreo [Assistant Curator, MVC] and I . . . are making an instant transition into the computer age. It is very difficult and it gives me an appreciation for some of the things that I have been listening to over the years in the Description PAG [Professional Affinity Group--now the Description Section]."

The library profession, in 1981, decreed that everything should be cataloged according to the second edition of the Anglo-American Cataloguing Rules. "That's wonderful, except that manuscripts are treated like deformed books," she observed. The Library of Congress (LC) has declined to follow these rules and "has just finished . . . their revisions which the LC is going to use." There are several other competing cataloguing systems in existence, and the "dinosaurs haven't fought it out yet as to which one is going to win."

Eleanor also attended "Documenting the Vietnam War." She described how "a historian from the State Department and a historian from one of the military agencies . . . had a big fight in public over who was providing the most access the most rapidly to [Vietnam War] records. It became clear through their fight that neither was doing it." Although the war is a topic of increasing interest, Eleanor noted that "the word is that it is very difficult to [document] it through governmental records."

(Based on Ms. McKay's presentation.)

Garrison Keillor, the mastermind of National Public Radio's "Prairie Home Companion," before a national radio audience in October, summarized the archival profession's public image in the opening line of his song, "All Archivists Stick Together:"

Archivist's life is like a miner's,
Working daily underground
In the basements dark and dusty,
Loading data by the pound.

David Gracy's Task Force on Archives and Society is working to promote an understanding of archivists and archival work to the general public. Their work is cut out for them; the profession must communicate its purpose, its mission, through a formidable public relations effort.

Although a national media campaign may be a step in the right direction, its success ultimately depends on archivists at the grass-roots level. Local archivists must become introspective for a moment. We must evaluate how effectively we, and our sponsoring agencies and institutions, communicate our image and information about our programs to our constituents and supporters, both actual and potential. Are we self-centered, asking, "What can the community do for me (us)?" Or do we ask, "What can I (we) do for the community?" The degree of our sponsorship and support of community events and programs may determine the community's involvement and support of our programs and institutions.

In addition to enhancing our professional image among non-archivists, archivists and their institutions must also share information about their activities and programs with their colleagues. At the regional level, one communication tool is this newsletter.

Our readership, although primarily Tennessee archivists and historians, extends beyonds the state's borders. In addition to reaching other individuals, the newsletter goes to other regional archival associations in the U.S. and Canada in exchange for their newsletters.

Information or ideas from their newsletters may appear in these pages from time to time. Likewise, because not all Tennessee Archivists are members of the Society of American Archivists, information which originally appeared in the SAA Newsletter may be reprinted here because of its importance. The conservation items in this issue are two examples of news from the SAA Newsletter. Similarly, the SAA Newsletter may reprint items which originally appeared in this newsletter.

In addition to exchanging newsletters with other regionals, copies of the newsletter are frequently sent to other specific historical associations. For example, a copy of the last newsletter was sent to the Oral History Association because it contained information about two Tennessee oral history projects. Their newsletter editor's summary of one of the projects appeared in the latest OHA Newsletter.

I encourage you to use the newsletter to publicize your activities. Only with your support, participation, and suggestions can the Tennessee Archivists' newsletter truly serve you.

Florida Archivists

At the South Atlantic Archives and Records Conference in the Spring of 1982, Florida archivists expressed a need to organize statewide. The result was the creation of the Society of Florida Archivists in May, 1983. For more information about SFA, contact Carla Kemp, Florida State Archives, Division of Archives, History and Records Management, Department of State, Tallahassee, FL 32301-8020. Ms. Kemp is SFA's first president.

INVITATION

Tennessee Archivists invites memberships from all persons interested in Tennessee's archives and historical resources. Membership is on a calendar-year basis. TA holds two meetings each year. The Spring meetings includes the annual business meeting and is held in Middle Tennessee. The Fall meetings are alternately held in East and West Tennessee. TA publishes a periodic newsletter which invites contributions from members and nonmembers. Officers are elected at the Spring meeting of every odd-numbered year, e.g., 1983, 1985, 1987.

TENNESSEE ARCHIVISTS MEMBERSHIP FORM

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

☐ Full Member (\$5.00 per year)
☐ Associate Member (\$3.00 per year)
☐ Institutional Member (\$10.00 per year)

Renewal: Yes ☐ No ☐

Name: _____

Institution: _____

Mailing Address: _____

(This is my ☐ home ☐ business address)

Please make checks payable to Tennessee Archivists and mail to:

David McWhirter
Disciples of Christ Historical Society
1101 19th Avenue South
Nashville, TN 37212

Workshop

The Society of American Archivists will conduct a Basic Archival Conservation Workshop in Jackson, Mississippi, on March 26-28, 1984. Subjects covered include causes of deterioration, environmental controls, conservation administration, disaster preparedness, care of non-textual records, and preservation microfilming. A kit of conservation supplies provided to each participant is used during the hands-on practicum. Tuition for the workshop is \$75.

Contact Linda Ziemer, SAA Headquarters, 600 S. Federal, Suite 504, Chicago, IL 60605.

Need Help?

Archivists who have phobias about writing news releases must beg, borrow or buy the January 1984 issue of History News. Although it was written for museums, "For Immediate Release: How to Write Press Releases that Work" contains valuable information for both new and veteran archivists. The author of the article, G. Donald Adams, is director of marketing and public relations at the Henry Ford Museum and Greenfield Village in Dearborn, Michigan.

S.A.A. Moves

The Society of American Archivists has moved its headquarters. The new address is 600 S. Federal, Suite 504, Chicago, IL 60605. The telephone remains the same: (312) 922-0140.

Appointment

Bill Summers (Dargan-Carver Library) was recently appointed to a three-year term on the editorial board of Provenance, the journal of the Society of Georgia Archivists. Bill, one of five new board members, adds the perspective of religious archives to the board. Religious archives were not previously represented on the editorial board.

Officers

President. John H. Thweatt
Tenn. State Library &
Archives
403 Seventh Ave., N.
Nashville, TN 37219

Vice-President . . . Mark R. Winter
(and Editor) 1447 Brenda Road
Chattanooga, TN 37415

Treasurer David I. McWhirter
Disciples of Christ
Historical Society
1101 Nineteenth Ave., S.
Nashville, TN 37212

Secretary Sally K. Ripatti
McClung Collection
Knoxville-Knox County
Public Library
500 West Church Ave.
Knoxville, TN 37902

Late arrival:

S.B.C. Guide

A "selected guide to the archival and manuscript collections of the Dargan-Carver Library" will be featured in the April 1984 issue of the Baptist History and Heritage published by the Historical Commission of the Southern Baptist Convention. The guide describes selected holdings of the archives of the Dargan-Carver Library which is jointly operated by the Sunday School Board and the Historical Commission of the Southern Baptist Convention. Separate reprints of the guide will also be available in April. For more information or to request a copy of the guide please write: Bill Summers, Dargan-Carver Library, 127 Ninth Avenue North, Nashville, Tennessee 37234.

Spring Meeting
Clarksville, TN
June 7-8, 1984

Tennessee Archivists
1447 Brenda Road
Chattanooga, TN
37415

Marice Wolfe
Vanderbilt Univ. Archives
Nashville, TN 37203

